

Project Application

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City Of Sedona

Community Development Department

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

Application for (check all that apply):

- | | | | |
|---|---|--------------------------------------|---|
| <input type="checkbox"/> Conceptual Review | <input type="checkbox"/> Comprehensive Review | <input type="checkbox"/> Appeal | <input type="checkbox"/> Time Extension |
| <input type="checkbox"/> Community Plan Amendment | <input type="checkbox"/> Development Review | <input type="checkbox"/> Subdivision | <input type="checkbox"/> Minor Modification |
| <input type="checkbox"/> Zone Change | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Variance | |

Project Information	Project Name			
	Project Address		Parcel No. (APN)	
	Primary Contact		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	
Office Use Only	<i>Application No</i>		<i>Date Received</i>	
	<i>Received by</i>		<i>Fee Paid</i>	

Project Description	
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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	

27 December 2021

Ms. Cari Meyer, Senior Planner
Community Development
CITY OF SEDONA
102 Roadrunner Drive
Sedona, AZ 86336

Re: LETTER of INTENT, Planning & Zoning Commission
Uptown Sedona Parking Garage, GLA Project No. 20109

Ms. Meyer,

GLA requests formal review by the Planning & Zoning Commission of the Uptown Sedona Parking Garage. Revisions to the Preliminary Letter of Intent were made based on the input received from the Planning & Zoning Commission during our informal hearing of 02 November 2021. Please accept this Letter of Intent as the initiation of the formal review.

INTRODUCTION

The proposed Uptown Sedona Parking Garage will provide approximately 265-270 parking spaces expected to be primarily used by visitors to, patrons and employees of Uptown Sedona businesses.

Project Location: The project site is in Coconino County in the northeastern portion of the City of Sedona, Arizona, and further located as being in the northwest portion of the southeast quarter of SE¼ of the NE¼ of Section 07, Township 17 North, Range 6 East, Gila-Salt River Principal Meridian, Coconino, Arizona (Long: -111.76370°; Lat: 34.86908°). See Location Map – Figure 1 – below.



Figure 1 – Location Map

Project Site: the project site is located at 430 and 460 Forest Road in Sedona, Arizona, consisting of two parcels (401-16-071 and 401-16-100) with a combined size of approximately 1.24 acres. Site topography is generally described as hillside, sloping downward from north to south toward Forest Road at approximately 12% grade. With 315' of frontage along Forest, the Project's vertical profile is minimized by dropping one level of the garage below grade, supplemented by a ground level plus one elevated level. The availability of utility services in this area is considered good and includes public water and sanitary sewer connections.

Project Description: the maximum height of the parking deck surface along Forest Road is approximately 13.75' above existing grades. In addition to the deck's 13.75' height, there is a guardrail along the edge of the parking level that is 3.5' tall, an elevator shaft that is approximately 13.5' above the upper parking deck, and the shade structure which is approximately 11.25' above the upper parking deck.

The height along the north side of the Garage (adjacent to the residential neighbors) varies from 3.5' at the northwest corner to about 12' at the northeast corner. A split-level arrangement is used to allow the Garage to step up the hill in line with the existing grades, minimizing its impact on the neighborhood and its overall excavation.

With the development of the Forest Road extension, a combination of multi-modal components will be addressed:

- Sidewalks and shared use pedestrian paths
- Bike lanes and off-street parking
- Bus loading/unloading bay
- E-vehicle charging stations.

Functional elements and municipal amenities are to be incorporated in the Entry Plaza for the garage including:

- General and transit service pick-up/drop-off
- Public restrooms with custodial/maintenance space
- Elevator and stairway
- Automated self-pay parking kiosk (PARCS)
- Visitor self-help information/display.

PROJECT CONTEXT

Two developed commercial parcels are directly east of the proposed Garage; commercial parcels line Forest Road to the south; five residential parcels are located to the northeast, north and west. The businesses are a combination of one and two-story structures; the residences are also one and two-story buildings.

SENSE OF PLACE

Numerous design features give the proposed Uptown Garage a special sense of place and purpose. The southern edge of the elevated level along Forest Road serves as a shaded, Viewing Platform with panoramic Sedona red rock, mountain vistas, while providing pedestrian circulation from parked vehicles to the central vertical circulation. Information placards are planned along the viewing platform,

identifying prominent mountain sites. This initial introduction to Sedona is both informative and memorable.

The stepped profile, with its submerged floors, gives the Uptown Garage a subtle scale (for the project type) that is inviting, approachable and friendly. The central, shaded circulation core with its information kiosk, elevator, stairs, and restrooms is people-oriented and, along with the viewing platform, promotes social interaction.

The Viewing Platform has all the makings of both a formal and informal community gathering place with its spectacular views, shade, and ample space for temporary community activities. Cordoning off a row or two of parking spaces would allow the city to accommodate a range of community events such as farmer's markets, food tasting fairs, arts and crafts events on the parking deck one level above Forest Road. Facilitating non-traditional activities in the parking structure fits beautifully within the City of Sedona's 10-year Vision for community growth and sustainability.

VIEWSHED

The one-story height and the stepped arrangement of the Uptown Garage ensures that neighbors' views of Sedona's scenic mountains and rock formation are unimpeded.

BUILDING MATERIALS

Building materials will be configured in an attractive composition of colors, textures, and forms. The central stair provides an interesting, slender, vertical focal point. The horizontal, guardrail element of the Garage will be modulated so that its mass is minimized, relieving what is typically a monotonous and unattractive component in this building type. Re-use of excavated rock in Gabion walls, and potentially, as a veneer over some support walls will be considered. This stonework offers a direct connection to the natural materials of the building site. Materials will be selected and implemented with restraint so that the design solution has a holistic character.

WALKABILITY

The Uptown business district, to the east and north of the proposed Garage, is within walking distance. In combination with the Forest Road extension project, new shared pathway/sidewalks will be instituted on the north and south side of the road, with crosswalks between, extending east to Smith and past 490 Forest Road. Getting business patrons out of their cars and walking to the nearby businesses will encourage exposure to business activity, social interaction, and contribute to the well-being of visitors to Sedona. Shade along the pedestrian route to Uptown will be provided by native trees which line the southern side of the sidewalks. Drinking fountains and informational material will be provided at the central core of the parking garage.

IMPROVED TRAFFIC FLOW

A primary objective of the city in building this facility is to mitigate traffic caused when business patrons are forced to search for parking during their visits to Uptown Sedona. Currently, visitors often drive through and around both business and residential areas in search of parking. The proposed Uptown Garage is conveniently located, allowing patrons to quickly park, walk or use public transit to efficiently reach their destination. This will promote positive business activity and improve pedestrian safety.

PARKING

Parking is convenient and accessible within the Garage. Two stairways serve all levels of the Uptown Garage. Accessible parking is provided on the ground level nearest Forest Road. An elevator serves the three southern levels of the Garage. The central gathering points at stairs and the elevator, coupled with the information kiosks and remarkable views, are expected to generate engagement and random interaction between visitors. This will enhance and make the overall Sedona experience more memorable.

ENVIRONMENTAL STEWARDSHIP

The City of Sedona has committed to achieve Bronze certification under the ParksMart criteria, ensuring that the new Uptown Garage is environmentally appropriate and energy efficient. Solar panels will be incorporated into the shade structure at the elevated view platform generating enough electricity to power the below grade lighting and the fans that ventilate the facility.

Several City of Sedona's Councilmen and Councilwomen have expressed strong interest in the environmental characteristics of the Project. Particular attention has been focused on the size and configuration of the solar array at the upper levels along with opportunities to provide Electric Vehicle Charging stations within the Parking Structure. The Garage's environmental requirements will be discussed at the Council meeting of 25 January 2022. Preliminarily, the Council has indicated that a larger solar array covering much of the upper levels of the Garage should be deployed. Updated Council input will be reflected in the presentation for the Project that is made to the P & Z Commission in February 2022.

At least 5% of the parking spaces will offer electric vehicle charging with infrastructure provided that would allow that number to increase to 20%. Material from the construction waste stream will be recycled. Regionally available materials will be employed. Bike sharing is anticipated.

As mentioned previously, rock excavated from the Project Site will be used for the Gabion walls that surround the Garage, providing a natural connection to the unique environmental character of the Sedona Red Rocks.

SIGNAGE

Obvious, yet tasteful, signage will be deployed. Clear, straight-forward signage will help first-time visitors to Sedona find parking at this city facility. Signage will be carefully arranged so that no signage interferes with residential neighbor's view corridors.

GRADING AND SLOPE PROTECTION

The parking garage structure will be constructed into the natural grade and slope of the site, employing a split-level design across three general parking levels. The bottom (lowest) split-level will be completely below grade. The front half of the mid-level will be, more or less, at-grade with the rear half of the mid-level more or less below grade. The top split-level will be above grade with the parking garage deck at the northwest corner coinciding with the existing natural grade elevation and the northeast corner of the garage deck being approximately 12-feet above grade.

Grading and cut/fill around the structure will be accommodated to reflect and blend as nearly possible with the existing topography. Minor grading in the setback areas will occur to manage rainfall runoff into and from the site.

Site grading will avoid the use of sharp, abrupt, and unnatural sloping.

Cut/fill slopes will be contained within the property except along the east property line adjoining the property at 1 Smith Road, now or formerly owned by the Qwest Corporation. In this area the existing topography of the garage site drops sharply down into and against the existing Qwest building structure. Grading for the parking garage proposes to remediate this poor condition which results in rainfall runoff up against the building, reversing the grade away from the Qwest building back toward the garage site. A temporary grading easement with Qwest Corporation may be sought to accommodate the offsite portion of the grading work.

No grading is proposed steeper than 1:3 within five feet of property lines.

The parking garage and perimeter grading will transition smoothly to adjoining existing grades in the same general slope as currently exists with some minor grade rework to manage stormwater runoff.

The parking garage will incorporate a stepped-level design from south (front) to north (rear) reflecting the sloping character of the site. The garage will also be constructed at west to east grade of 1.07% to approximate the existing west to east site grade.

LANDSCAPE DESIGN

Native plant material that is consistent with the natural setting and that is selected from the city's approved plant list will be deployed. Shade from trees directly south of the pedestrian sidewalks will improve the walkability along that southern side of parcel which fronts Forest Road. At the north and west edges of the property, landscaping will provide screening, minimizing the visual impact of the new facility. Plant spacing and irrigation systems will facilitate the long-term growth and health of the new plant material. Drainage swales are configured to blend with the natural landscape while serving the needs of storm management.

CITIZEN PARTICIPATION

Please see attached Citizen Participation Report.

Extensive public outreach has been conducted for the project. Thus far, efforts have included:

- On-site interaction with residential neighbors, business, and city visitors from 9am – 3pm on Saturday 17 April 2021
- Online and in-person surveys
- Stakeholder meetings were held to discuss the garage's design characteristics on 17 June and 11 August 2021.

Please Citizen Participation Report, Appendix A for Public Survey results and responses to date.

RESPONSES TO PRELIMINARY (INFORMAL) PLANNING & ZONING COMMISSION INPUT

An informal Planning and Zoning Commission session was conducted on 02 November 2021. The following questions were asked, and input provided. Revisions have been incorporated in the solution presented herein:

- 1. *The Garage should be designed with the overall transit approach for Uptown Sedona in mind.***
Response: meetings with Mr. Weber, the City's Transit Administrator, and other City of Sedona planning staff have resulted in extensive discussions pertaining to how the garage and the related improvements impact the transit within the city. Key components include: bus/shuttle drop-off and pick-up near the garage along Forest Road; pedestrian access to and from Uptown Sedona; the extension of Forest Road down to 89A.
- 2. *Have the police and fire departments been consulted about the Project?***
Response: Yes, representatives from both the Police Department and the Fire Department are members of the Stakeholder Group and have participated in the Project meetings.
- 3. *It would desirable if the project's solar energy production would allow the garage to operate net-zero.***
Response: City Council is considering numerous options including ones that would result in net-zero operation as well as providing power generation for extensive electric vehicle charging. This will be discussed at Council's 25 January 2022 meeting.
- 4. *Various elevational studies were presented. Is the idea to pick one of those elevations?***
Response: the studies illustrate various design approaches that were considered by the architects in arriving at the proposed approach with the undulating wall along the elevated street deck combined with a solar array. This approach was generally liked by the Commission and is the basis of this formal submittal.
- 5. *The Forest Street Elevation is "not modest in scale" as had been suggested. Can some of the bigger elements be scaled down?***
Response: the tallest element along the Forest Street elevation was the elevator shaft. The revised elevation pulls the elevator shaft inborn by approximately 20' minimizing its street impact; the height of the undulating wall has been shortened by about 18" to minimize its vertical presence.
- 6. *Are the top-level structures for the support of solar panels?***
Response: Yes, they support solar panel and also provide shade for the Upper-Level Viewing Platform.
- 7. *Seating should be provided at the entry plaza.***
Response: concrete seat benches have been provided at the plaza and along the sidewalk at Forest Road.

8. Will rainfall harvesting be deployed for irrigation water? Will low water xeriscape be used?

Response: Yes, low water xeriscape will be used in accordance with City Standards. Rainwater capture is not due to the expensive EPA requirements for rainwater use. However, water which falls on the garage levels will be captured, cleaned via a 3-part separator before being released into the storm water system.

9. What is the life of the structure? How will maintenance be funded?

Response: 50 years is the anticipated life of the structure. Eventually parking fees will fund maintenance.

10. How long is the construction period? Where will staging be? Will ramps and walls be prefabricated? Will Forest Road be completed before the garage?

Response: The construction is anticipated to last 12-14 months; staging is anticipated to occur in the parking spaces currently along the north side of Forest Road, and possibly, at the public parking lot to the south; Forest Road's extension will likely be constructed in tandem with the Garage so that the haul route of the excavations of the Garage can run over the unpaved extension of Forest Road. Ramps and walls are expected to be cast-in-place based on input from the Project's CMAR, McCarthy Construction.

11. The pedestrian crosswalk at Van Deren Street is dangerous because the rising grade along Forest Road causes the east bound traffic view of the cross walk to be somewhat hidden. Pedestrians should be encouraged to walk along the north side of Forest Road sooner than later.

Response: a component of the project will be to employ a crosswalk further west on Forest where the grades will not obscure visibility. It may make sense to delete the Van Deren Street's crosswalk. Sidewalks are being extended from the west end of the new garage along the north side of Forest Road all the way east to 89A.

12. How will the pay system work for parking? Who will operate the facility (City, third party)? Will the pay station be manned or automated?

Response: initially parking will be free. Charges for parking will be addressed as part of the City's broader transit efforts. Accommodations (conduit and lighting) will be made for the future install of automated pay kiosks. Operation of the facility will be initially handled by the city.

13. More bicycle parking is needed for both rentals and personal bike use.

Response: Bike parking space has been tripled in quantity to approximately 10% of the vehicle parking space quantity or 26 bike spaces.

14. Will Public Art be part of the Project? Could it be integrated into the concrete?

Response: Public art may be incorporated into the Project. Currently, it is not part of the construction budget. Placards that describe scenic/historic views will be provided at the viewing platform.



15. What consideration are being made regarding lighting at night?

Response: Upper-level lighting will be on a timer so “off-hours” can be established and changed as needed; interior lighting is motion sensed with security lighting provided throughout the night. Security needs will be explored to achieve balance with neighborhood dark sky needs. Cut-off type fixtures will be used at the upper-level, with pole mounted lights limited to the center of the Garage and 12’ in height over 42” tall concrete bases. Wall mounted, down-lights will be used at the parapet walls adjacent to the neighborhood properties to the south.

CONTACTS:

Project Owner/Applicant:

City of Sedona
Mail: 102 Roadrunner Dr, Sedona AZ 86336
Site: 430 & 460 Forest Road, Sedona, AZ 86336

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BWelch@SedonaAZ.gov

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Jan Lorant, AIA, NCARB, LEED AP
(602) 667-9090
janl@gaborlorant.com

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Jan Lorant", is written over a light blue circular stamp or watermark.

Jan Lorant, AIA, NCARB, LEED AP
Principal, Gabor Lorant Architects Inc.

Public Outreach and Stakeholder Meetings

Appendix A

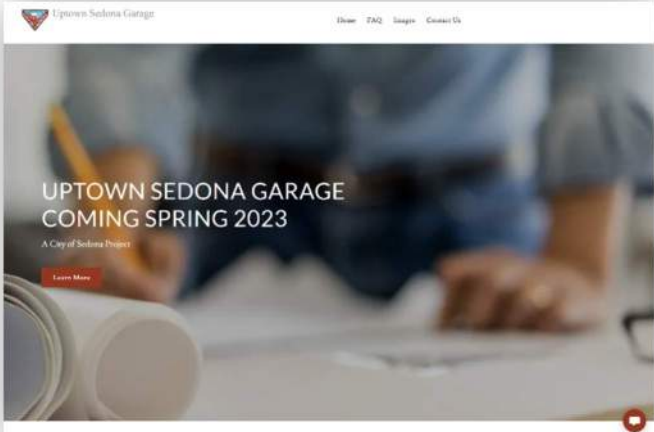
CONCEPTUAL DESIGN REPORT

Communicating the design approach | Gathering stakeholder feedback

On acquiring the domain www.uptownsedonagarage.com, GLA developed and launched an informational website promoting the project's, benefits, design approach, and community history. An online survey was included on the site to promote public feedback.

On-site Public Event

An initial public information meeting was held from 9am to 3pm on Saturday 17 April 2021 at the project site at 430 & 460 Forest Road. Members of Gabor Lorant Architects and City project managers met with the public to present preliminary design concepts, answer questions, and receive feedback. A printed version of the online survey was distributed during the event. Many of the surrounding residents were in attendance along with weekend visitors enjoying Sedona's unique environment. Informational markers directing visitors to the website were installed on the site.



The design team presented images showing the early conceptual design concepts for the parking garage. The height of the garage was illustrated using physical elevation markers located near the corners of the proposed facility. The valuable feedback received during the event will help guide development of the final garage design.

Survey Results

The following pages of this section provide a summary and brief analysis of the survey responses.

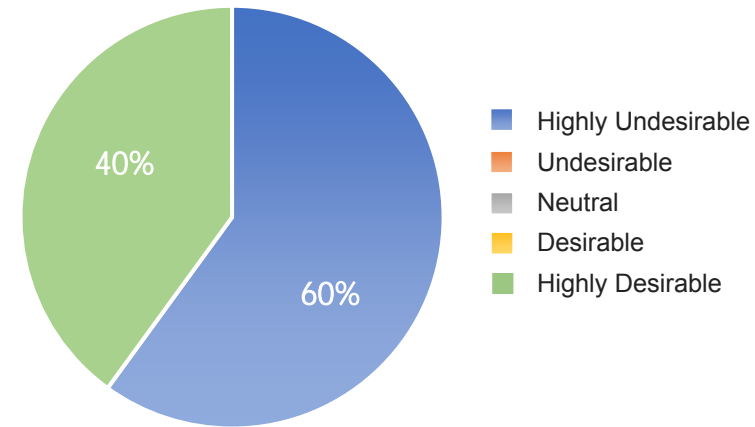


On-site public event



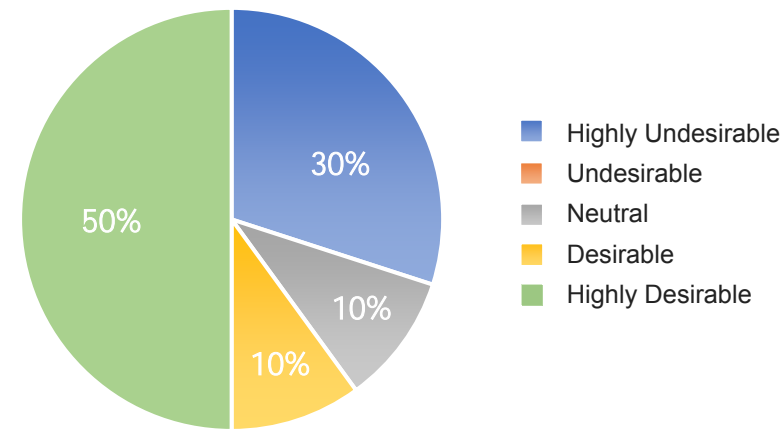
On-site public event

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?



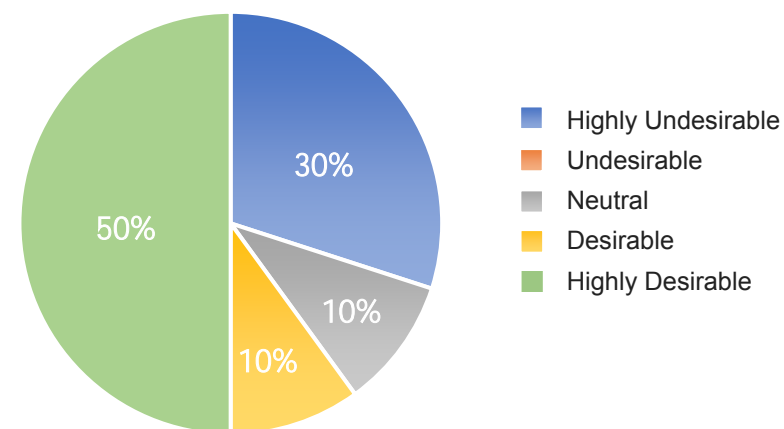
Over half of the respondents expressed concern regarding the implementation of solar panels on the project. As solar is an important feature, care will be taken during the design process to integrate the solar components in a way that limits the visual impact of the PV system to viewsheds of mountain 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. 30% expressed concern. Further efforts to communicate the potential advantages of this amenity may increase stakeholder acceptance of the concept.

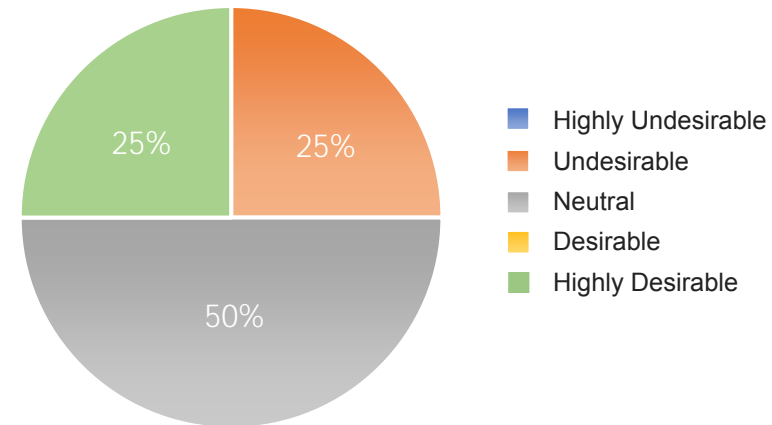
C. The Transit/Tour Shuttle Stop could provide access to Uptown Sedona businesses. Please gauge the desirability of adding this feature:



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.

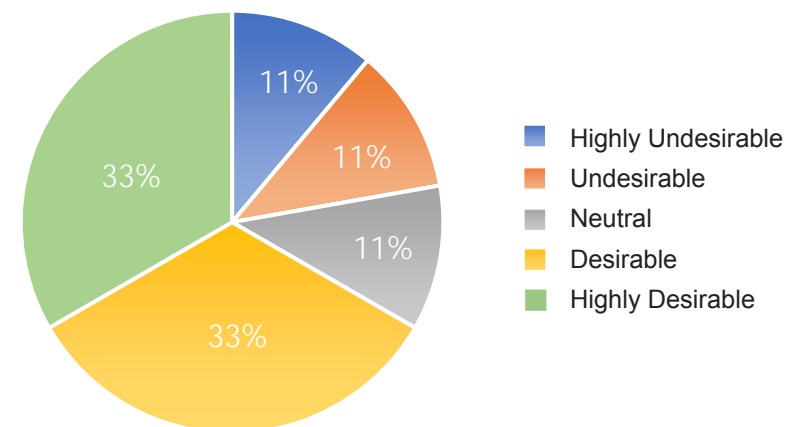


D. Bike Rentals are being considered at the Garage. Please gauge the desirability of adding this feature:



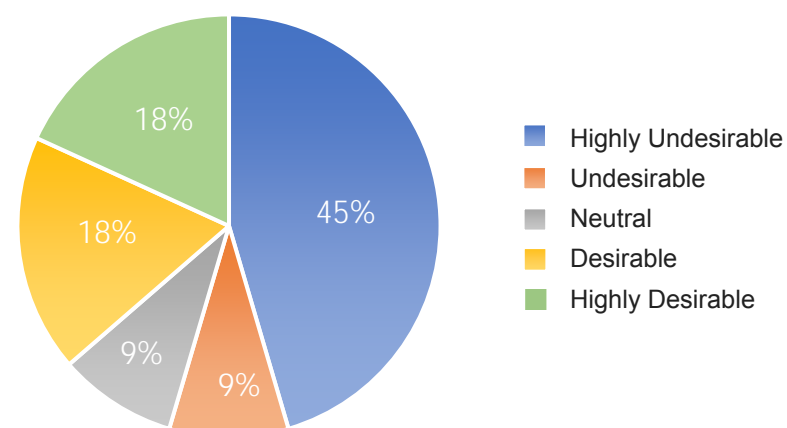
Respondents were evenly split between highly desirable, and highly undesirable rankings. An equal number were neutral. Providing additional information explaining the nature and benefits/impacts of the proposed bike rental operation may help increase understanding.

E. Bike Lanes adjacent to the Garage are being considered. Please gauge the desirability of this feature:



66% responded positively to the inclusion of bike lanes. 22% had some reservations. Comments received during the on-site public outreach event suggests that traffic safety concerns may be the source of the negative rankings.

F. 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:

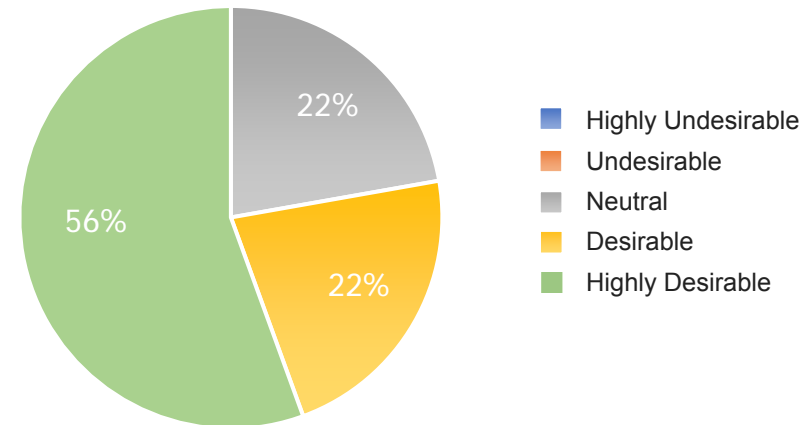


About half of respondents expressed concern regarding the inclusion of an elevated viewing deck. In response, the elevated viewing deck was revised to a deck-level viewing zone.



G.

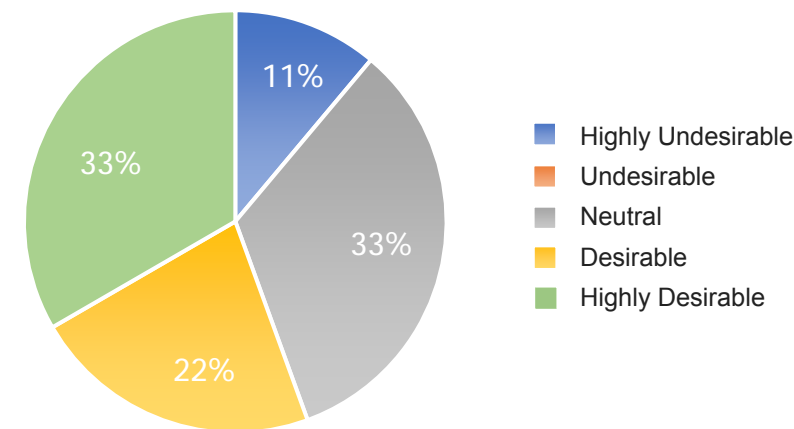
Public art will be included in the Garage design solution. Would it be desirable to have a walking tour of public art in the Uptown Sedona business area including this new art installation?



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

H.

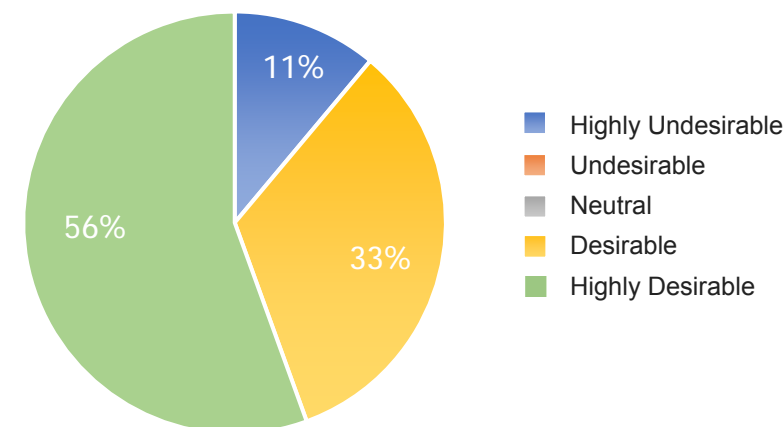
Smart phone apps for parking availability and payment are being considered. Please gauge the desirability of adding this feature:



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

I.

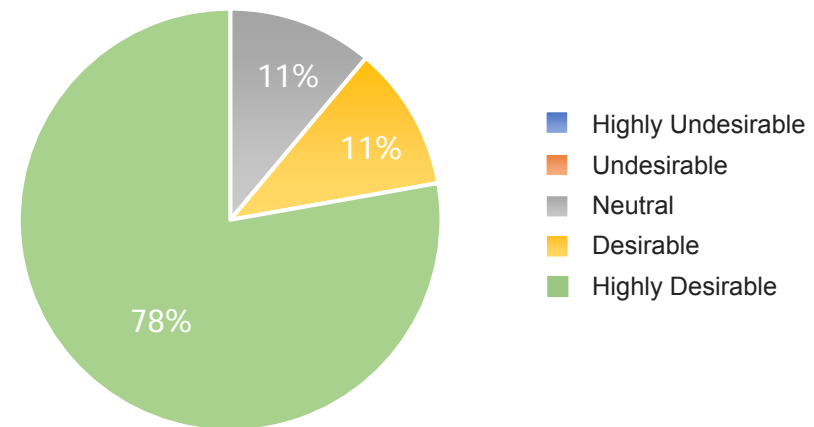
Shaded pedestrian sidewalk and seating areas are anticipated. Please gauge the desirability of adding this feature:



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

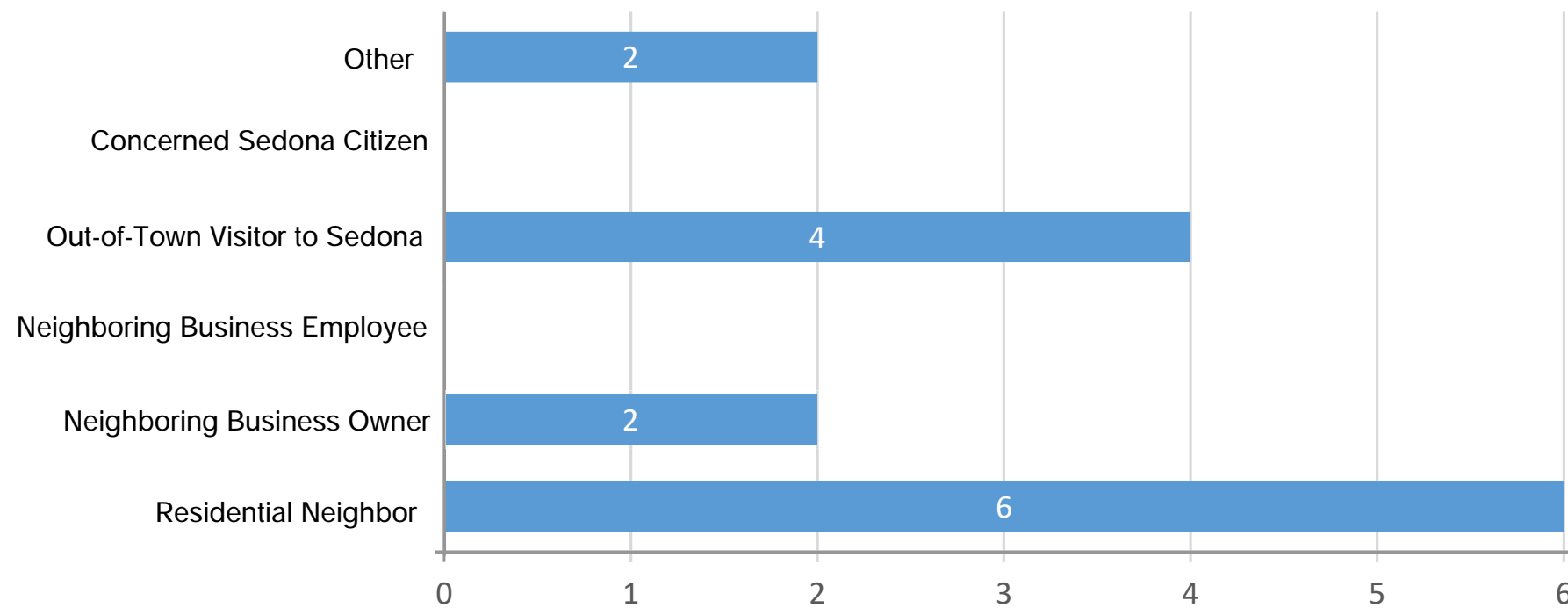


J. Electric vehicle charging stations within the Garage are being considered. Please gauge the desirability of adding this feature:



Responses to this question were overwhelmingly positive.

Stakeholder Groups Responding to Survey



Meeting Agendas, Sign-in Sheets, and Reports

CONCEPTUAL DESIGN REPORT

Building Teams to Achieve Project Goals

Meeting Agendas, Sign-in Sheets, and Reports

The following pages of this section include formal meeting agendas, sign-in sheets, and meeting reports extending from the January 13, 2021 kick-off meeting through the public outreach strategy session held on February 24, 2021.



Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Kick Off Meeting
Vultee Conference Room, City Hall, Sedona, AZ
1:30-3:00 pm Wednesday 13 January 2021

I. SIGN-IN SHEET—please see attached Sign-in Sheet—Mr. Welch (COS) and Mr. Lorant (GLA) were in attendance at the Vultee Conference Room, all other attendees used Zoom conferencing to participate.

II. PROJECT OVERVIEW

A. Schedule—Mr. Lorant provided an overview of the Project Schedule:

1. Public Outreach—will extend into the Design Development Phase which is scheduled to initiate 29 July 2021 and to be completed 29 October 2021. GLA’s scope of services includes the following meetings for the Public Outreach and Design Efforts:
 - a. Two (2) Public Information Meetings
 - b. Three (3) City Staff Meetings
 - c. Four (4) Stakeholder Meetings
2. Data Collection & Analysis under GLA’s contract will be initiated immediately and consists of the following tasks:
 - a. Survey / Right-of-Way Mapping
 - b. Geotechnical Report
 - c. Noise Monitoring.
3. Concept Design Solutions will be prepared by GLA and will be used in and updated for Public and Stakeholder presentations.
 - a. Sustainability Approach—there was a discussion on the approach to sustainability for the Parking Garage and what that constituted. Mr. Welch noted that there were a variety of opinions expressed by the Council Members and the Mayor at last night’s meeting. Ms. Ueda suggested that the multi-modal elements of the project (bike sharing/rental, electric vehicle charging—cars, bikes, etc., bus stop) are important sustainability components. Mr. Lorant noted that the continued use of the bus stop on the south side of Forest Road may make the most sense.

There was consensus that an assessment of the costs associated with construction of various sustainable components should be part of the decision-making process. The following components were identified to be explored:

- Charging electric vehicles (number of vehicles spaces, levels of garage which would house charging stations)
- Multi-modal elements of the project (bike sharing/rental, electric vehicle charging—cars, bikes, etc., bus stop)

Uptown Sedona Parking Garage
City of Sedona
 GLA Project No. 20109

Kick Off Meeting
 Vultee Conference Room, City Hall, Sedona, AZ
 1:30-3:00 pm Wednesday 13 January 2021

- Solar shade structure(s) at the upper level of the garage
- Storm water collection and reuse
- Adaptability of garage space into future office or retail space
- Formal certification of project’s sustainability—a brief discussion of USGBC programs for certification was had. It was agreed that if certification is to be pursued it would be under the Parksmart scoring system. Mr. Lorant and Mr. Burns (the GLA Team’s parking operations expert) will investigate further and provide recommendations.

The next meeting (subsequently scheduled for 1pm on Wednesday 27 January 2021) will focus on the Sustainability Scope for the Project. The City’s Sustainability Coordinator, McKenzie Jones, will be included in this meeting. The aim is to develop a clear definition of sustainability and a strategy to achieve it. Mr. Lorant and Mr. Burns will present their initial analysis of certification under the Parksmart system.

- b. Parking Access & Revenue Strategies—long term rental/purchase (In-Lieu Fee) of parking spaces and hourly/daily rental of spaces were briefly discussed. Mr. Burns noted that there may be a logical dividing of garage spaces may help define how spaces are reserved for long term rental/purchase (i.e. basement level) versus hourly/daily rental. It was noted that the ratios will likely evolve once the garage is in use. Internal City of Sedona discussions will continue on this topic as will the approach to operation, maintenance and management of the facility. Mr. Burns and Mr. Lorant will be available to assist with those discussions.
- c. The rezoning of the parcel was discussed. Mr. Raber with Community Development stated that M3 zoning was being pursued as it has minimal setback requirements and provides significant use flexibility. It was noted that a rear yard setback (north edge of property) of 20’ was desirable. The possibility of access to the residential parcel to the west of the Project Site via that 20’ setback up to Manzanita Drive should be explored. Ms. Uedo suggested this would be a positive improvement. Mr. Baird (the GLA Team civil engineer) noted that this may allow the abandonment of the access easement on the west edge of the Site providing greater street frontage. The north/south access easement through the center of the Site will be abandoned.

Mr. Campbell with Community Development noted that a lot combo would also be completed for the Project Site. Development Review will be required as part of the permitting effort.

- 4. Contract Documents for permitting and bidding purposes are to be complete by 15 April 2022. The rezoning and lot combining will require P&Z approval as well as Council approval prior to submittal for construction permits.
- 5. Permits/Bidding/GMP is scheduled to be conducted during an eleven (11) week window between 01 March and 16 May 2022.

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 Vultee Conference Room, City Hall, Sedona, AZ
 1:30-3:00 pm Wednesday 13 January 2021

- 6. Construction—construction is scheduled to occur between 17 May 2022 and 16 April 2023 (eleven-month duration).
 - a. Delivery Method—CMAR versus Design-Bid-Build—advantages and disadvantages of the two methods were briefly discussed: the chief advantage with CMAR delivery being the availability of additional construction expertise to assist with decisions pertaining to structure type, excavation requirement, scheduling and staging of construction, along with price impacts associated with these components; the principal advantage with Design-Bid-Build is greater competition bidding and pricing. Mr. Welch expressed his interest in having the added expertise that CMAR delivery affords in the design and construction efforts.

Mr. Dickey and Mr. Lorant discussed measures that can be helpful to ensure reasonable pricing with the CMAR delivery. In particular, negotiations to firm up the general conditions, overhead and profit that the CMAR charges can be conducted as the design solution firms up, solidifying a significant cost component early in the effort. Similarly, excavations pricing could bid early, as could the garage structure. Mr. Welch and Mr. Lorant agreed to work together to ensure these negotiations take place in a timely fashion. Mr. Dickey noted that should the pricing on these items be found to be out of budget, the City can then shift back to a Design-Bid-Build format.

Mr. Welch said that he has prepared a RFQ for CMAR delivery which could be issued in short order. It was agreed that the RFQ should be issued with the expectation that a CMAR could be selected in the next two months.

III. NEW BUSINESS

- A. Next Meeting**—the next meeting will focus on the sustainability approach and requirements for the Project. It will be held at 1pm Wednesday 27 January 2021.

The foregoing is the writer’s best recollection of the items discussed and the conclusions or decisions reached. If there are any corrections or additions to be made to these minutes, please contact the writer.

Respectfully Submitted,
Jan Lorant, AIA, Project Manager & Principal Architect
Gabor Lorant Architects Inc.

Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Sustainability Meeting
Zoom Meeting – GLA Host
1:30-3:00 pm Wednesday 27 January 2021

I. ATTENDEES—see attached Sign-In Sheet. Ms. Cari Meyer (CoS) noted that she is sitting in for Mr. Warren Campbell (CoS Community Development).

II. PARK SMART HISTORY/CRITERIA

A. Mr. Lorant and Mr. Burns provided an overview of the Parksmart Certification approach and requirements:

1. Park Smart Certification (248 total points available) – Bronze (110-134 points), Silver (135-159 points), and Gold (160+ points) levels are achieved by means of cumulative points.
 - a. Mr. Lorant stated that the Bronze level contains, for the most part, tasks and design features that are within the existing programming for the Project.
 - b. Silver and Gold levels contain tasks and design elements that will likely impact budget and design decisions in a significant way.
 - c. Mr. Sumpter noted the approximate cost to register and submit for points review by GBCI was \$8k. Subsequent resubmittals and reviews (beyond initial and one follow-up) incur additional fees. Additionally, City and GLA staff time commitment to the certification process would need to be assessed for cost impact. Mr. Sumpter noted that the commitment goes beyond design and construction. It would also include operation and maintenance activities for the facility. The GLA Team could lead the formal calculation and submittal effort to achieve certification through Parksmart. This would be an additional service.
 - d. Mr. Lorant noted that if formal certification was determined not to be required by CoS, the Parksmart Scorecard could be used to document and objectively assess the Project's sustainability.
 - e. Mr. Lorant and Mr. Burns indicated the Parksmart Program correlated with many of the Project ambitions for sustainability, functionality, durability and longevity. Ms. Jones expressed that some council members felt it was important to achieve 3rd party accountability in the City's pursuit of sustainable solutions. Mr. Welch noted that several council members also requested that significant and optional design elements (and their associated Parksmart points) that contribute to these goals be weighed through a cost/benefit analysis that can be provided to City Council for consideration.

III. SUSTAINABILITY COMPONENTS DISCUSSED THE CITY OF SEDONA

A. Electric Vehicles (EV)

1. 5% of total spaces are to have electrical charging available per the recently adopted City Code standard. The City has also just established a 50% reduction target of carbon emissions by 2030.

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2. Conduit should be installed in the garage to accommodate the future installation of additional EV charging stations at parking spaces. The percentage of spaces is to be determined by CoS soon at a future meeting. Some portion of the charging stations should be DC, fast-charging stations in the initial and in the future installation.
3. Mr. Lorant noted that APS may charge an “underutilization fee” for oversized APS equipment upstream from the utility meter (sizing for future power use, i.e. EV charging stations). This can be a six-figure sum. Accordingly, Mr. Lorant recommended that space in the Service Entrance Section room and conduit sizing feeding that room be provided to accommodate future upsizing, but the initial SES be sized to meet the actual, initial needs of the project. This was agreed to by CoS project members.
4. Ms. Meyer, Ms. Hanako and Ms. McKenzie agreed to interface with APS, local businesses with EV charging stations and Charge Point to get a sense of current demand for EV charging stations.
5. Ms. Jones noted that current electric vehicle sales are expected to increase significantly in the near future with a multitude of car/truck manufacturers introducing electric power plants for a broad range of vehicles. She suggested that at least 20% of the parking spaces be considered for EV chargers. It was noted that a key factor may be distinguishing between the type of vehicles used by tourists (the predominant vehicles likely to be parked at the Uptown Sedona Garage) and local vehicles of Sedona residents.

B. Solar Power Generating Features

1. Solar panels are generally appealing. It was noted, however, that solar panels as a shade canopy feature would add height to the garage and possibly be met with opposition by neighbors.
2. Mr. Lorant suggested that the City initiate a dialog early in the design process with APS (utility provider) to determine what incentives and programs are in and expected to be in place during the Project timeline. Ms. Jones will lead this effort for the City with support from the GLA Team. APS payments for extra power generated beyond what is used on-site have been drastically reduced (net metering). This limits the viability of a large array and may result in array sizing that is no larger than what can be expected to provided power for the day-to-day demands of the Project.
3. The 30% documents (Schematic Design) will investigate solar panel quantities and impacts.

C. Multi-modal Project elements—the following elements are to be incorporated into the Project:

1. Bike share and rentals with tie-in to bike lanes
2. Bus/Trolley Stop
3. Visitor Information Kiosk.

D. Stormwater collection and re-use/grey-water collection and re-use:



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Sustainability Meeting
Zoom Meeting – GLA Host
1:30-3:00 pm Wednesday 27 January 2021

1. Hanako Ueda noted that an oil/water separator would be integral (code required) to stormwater treatment and could allow this water to be re-used. She also noted that rainwater might be reclaimed and used for landscape irrigation. Mr. Lorant noted that these options would be investigated.
- E. Durability and service life—epoxy coated rebar is to be used in the cast-in-place concrete. Durability and weather resistance of the construction will be of significant importance. Operation and maintenance activities will be conducted with minimizing long term costs in mind.
- F. Ability to modify the garage structure in the future as needs change.
 1. Ms. Ueda expressed interest in future vertical growth. Mr. Lorant noted this could be accomplished with the upsizing of foundations and columns to accommodate future loads. Previously discussed were options to transform (most likely the street level floor) a portion of the garage into other uses such as office or retail. The team will investigate cost impact vs. future requirements in the design process.

IV. DISCUSSION: CITY COUNCIL SUSTAINABILITY CONCERNS

- A. McKenzie Jones, Andy Dickey, and Bob Welch reiterated City Council members' expectations:
 1. Derive a sustainable solution that incorporates sustainable, forward-thinking design elements. Parksmart certification would provide a third party assessment/oversight.
 2. Cost of sustainable elements need to be defined: hard and soft costs. What is the value added for "Green" items?
 3. Mr. Lorant stated the GLA Team will prepare a preliminary assessment of the points that could be achieved under the Parksmart Certification process based upon GLA's preliminary understanding of the Project program.
 - a. Points will be assessed in terms of "yes", "maybe" and "no". Yes and maybe points will be reviewed at the next meeting by CoS representatives, narrowing the number in the maybe category. Points in the maybe category will be identified for subsequent cost evaluation.
 4. Mr. Dickey indicated the upcoming 23 February 2021 Council meeting should include an update on the sustainability approach for the Project.
 - a. GLA's assessment of sustainability elements based on the Parksmart criteria will be used by City staff in its presentation to City Council.
 - b. Sustainable elements will likely be a key component in presentations to the public. Mr. Lorant noted that the City and GLA team will need to be clear and consistent in the its sustainability message. The feedback from the Council will inform that message.



Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Sustainability Meeting
Zoom Meeting – GLA Host
1:30-3:00 pm Wednesday 27 January 2021

V. DISCUSSION: GARAGE OPERATIONS MANAGEMENT

- A. Mr. Welch indicated that operational and maintenance aspects of the Project should contribute to sustainability. Green cleaning techniques should be used, for example. Mr. Burns concurred and noted that operations should be included in the design criteria for the Project. Mr. Lorant suggested a separate meeting be arranged to discuss maintenance and operations with Mr. Welch and appropriate CoS staff.
 1. It is anticipated that the garage will be automated to a large degree (not physically staffed).

III. NEW BUSINESS

- A. **Next Meeting**—will be a review of the GLA preliminary assessment of Smartpark Scorecard for the Project and is to be held at 11am Thursday 04 February 2021 via conference meeting.

The foregoing is the writer's best recollection of the items discussed and the conclusions or decisions reached. If there are any corrections or additions to be made to these minutes, please contact the writer.

*Respectfully Submitted,
Jan Lorant, AIA, Project Manager & Principal Architect
Gabor Lorant Architects Inc.*

Uptown Sedona Parking Garage
City of Sedona
 GLA Project No. 20109

Parksmart Scorecard
 Zoom Meeting – GLA Host
 11:00-2:00 pm Wednesday 04 February 2021

I. ATTENDEES—see attached Sign-In Sheet.

II. CORRECTIONS TO PREVIOUS MEETING REPORTS.

A. No changes or corrections suggested by the meeting attendees.

III. REVIEW OF PARKSMART SCORECARD (248 Points available, 110-134 = Bronze, 135-159 = Silver, and 160+ = Gold)

A. The GLA Team presented a preliminary Parksmart scoring of the Project. Points/Categories were organized by Yes/Maybe/No designations, along with preliminary cost assessments. Cells for each point category for the Yes and Maybe items were highlighted in green to indicate low cost (less than \$10k), yellow to indicate moderate cost (\$10-20k), and red to indicate high cost (greater than \$20k).

1. During the meeting, all the individual categories and their associated points were reviewed and updated as shown in the attached Parksmart Scorecard for the Project.
2. With 97 points identified in the Yes Column and 88 points identified in the Maybe Column, Bronze Certification appears to be within easy reach; Silver is within manageable reach; and Gold within reach. The construction cost increases with each step up. The cost of formally applying for and achieving certification is estimated to be between \$25-35k.
3. The City Council has expressed the desire to ensure the Project is constructed and operated in a sustainable manner. City Council will decide whether to pursue formal certification through Parksmart and at what level. The Council may elect to use the Parksmart Scorecard as the metrics by which sustainability is gaged, but elect not to spend the dollars required to achieve formal certification.

IV. NEW BUSINESS

A. **Council Meeting on 23 February 2021**—The attached scorecard will be used by City Staff for the project update to Council. The GLA Team will conduct a preliminary assessment by 17 Feb 2021 of the most likely points to be pursued in the Maybe Column and give an indication of the cost (and estimated payback) for City Staff review and use.

The foregoing is the writer's best recollection of the items discussed and the conclusions or decisions reached. If there are any corrections or additions to be made to these minutes, please contact the writer.

Respectfully Submitted,
Jan Lorant, AIA, Project Manager & Principal Architect
Gabor Lorant Architects Inc.

Parksmart Scorecard

Add Points Attempted for Each Option in White Columns Below				
Parksmart Certification Measure	Options	Max Points Available	Points Attempted	Points Awarded
MANAGEMENT				
A1 - Parking Pricing	Parking Pricing	6		
A2 - Shared Parking	Shared Parking Program	2		
	Oversubscription of Parking Permits	2		
	Shared Parking Analysis	6		
A3 - TMA/TMO	Transportation Management Association / Organization	4		
A4 - Recycling Program	Active Recycling Program	2		
	Percentage of Recycling: At least 25% but less than 50%	1		
	Percentage of Recycling: 50% or more	2		
A5 - Sustainable Purchasing Program	Organized Sustainable Purchasing Program	2		
	Purchasing of Product Groups	1		
A6 - Proactive Operational Maintenance	Proactive Operational Maintenance	6		
A7 - Cleaning Procedures - Occupied Spaces	Cleaning Products & Hand Cleaners	2		
A8 - Cleaning Procedures - Parking Decks	Spot Cleaning / Oil Degreasing	1		
	Power Washing: Water is Disposed	2		
	Power Washing: Water is Recycled	3		
	Sweeping: Electric or Propane	1		
	Sweeping: Power Scrubber	1		
A9 - Building Systems Commissioning	USGBC LEED 2009 or v4 Enhanced Commissioning credit	8		
	USGBC LEED 2009 Fundamental Commissioning of Building Energy Systems prerequisite or v4 Fundamental Commissioning and Verification prerequisite	6		
	ASHRAE Guideline 0-2005 and ASHRAE Guideline 1.1-2007	6		
	California Commissioning Guide for New or Existing Buildings	6		
	ASHRAE Level II Audit	4		
	Comparable Established Certified Commissioning Authority (Cx) Standards	4		
A10 - Construction Waste Management	85% or more recycled or reused	6		
	At least 50% but less than 85% recycled or reused	4		
	At least 20% but less than 50% recycled or reused	2		
A11 - Regional Materials	At least 75% sourced regionally	6		
	At least 50% but less than 75% sourced regionally	3		
A12 - Regional Labor	At least 60% regional	3		
	At least 35% but less than 60% regional	1		
	Rideshare for laborers	1		

Parksmart Certification Measure	Options	Max Points Available	Points Attempted	Points Awarded
A13 - Reused, Repurposed or Recycled Materials	At least 80% reused, repurposed or recycled	6		
	At least 50% but less than 80% reused, repurposed or recycled	4		
	At least 20% but less than 50% reused, repurposed or recycled	2		
A14 - Third Party Sustainability Certification	Platinum LEED 2009 or v4	12		
	Gold LEED 2009 or v4	10		
	Silver LEED 2009 or v4	8		
	Certified LEED 2009 or v4	6		
	Certified any level LEED v2.2	4		
	Four Green Globes	12		
	Three Green Globes	10		
	Two Green Globes	8		
	One Green Globes	6		
	Energy Conservation or Environmental Sustainability Program	2		
A15 - Credentialed Management	LEED Professional Credential (AP or AP with specialty)	4		
	Green Globes Assessor (GGA)	4		
	LEED Green Associate	3		
	Green Globes Professional (GGP)	3		
	Certified Administrator of Public Parking (CAPP)	2		
	Certified Parking Professional (CPP)	2		
	Facilities Management Administrator (FMA) or Real Property Administrator (RPA)	1		
	Certified Facility Manager (CFM)	1		
	Parksmart Advisor (formerly Green Garage Assessor)	1		
	Alternative Program	4		
A16 - Life Cycle Assessment	LCA performed and savings implemented on project totaling over \$2 million	8		
	LCA performed and savings implemented on project totaling over \$1 million	6		
	LCA performed and savings implemented on project totaling over \$500,000	4		
	LCA performed and savings implemented on project totaling over \$100,000	2		
(Must be at least 20) Subtotal		90	0	0

Parksmart Certification Measure	Options	Max Points Available	Points Attempted	Points Awarded
PROGRAMS				
B1 - Placemaking	Placemaking	6		
B2 - Access to Mass Transit	Access to Mass Transit	4		
B3 - Wayfinding Systems - External	Dynamic Signage	1		
	Wayfinding System	2		
	Reservation System	1		
B4 - Wayfinding Systems - Internal	Parking Guidance via Single Space Detection	4		
	Parking Guidance via Electronic Level Occupancy Detection	3		
	Parking Guidance via Automatic Variable Signage	2		
	Parking Guidance via Manual Count and Static Signage	1		
B5 - Traffic Flow Plan	At least four traffic flow strategies	4		
	Average idle time of 5 seconds or less	4		
	At least three traffic flow strategies	3		
	At least two traffic flow strategies	2		
B6 - Carshare Program	Carshare Hub	5		
	Alternative Fuel Vehicles In Carshare Hub	1		
B7 - Rideshare Program	Rideshare: Reserved Spaces	4		
	Rideshare: Incentives	2		
B8 - Low-emitting and Fuel Efficient Vehicles	Preferred parking for low-emitting and fuel efficient vehicles	2		
	Discounted rates for low-emitting and fuel efficient vehicles	2		
B9 - Alternative Fuel Vehicles	AFV: Reserved Parking Spaces	3		
	AFV: Rate Discount	3		
B10 - Alternative Fuel Fleet Vehicles	At least 50% of fleet vehicles are powered by alternative fuels	4		
	At least 25% but less than 50% of fleet vehicles are powered by alternative fuels	2		
B11 - Bicycle Parking	Meets Tier One and Tier Two criteria	6		
	Meets Tier One criteria	4		
B12 - Bicycle Sharing/Rental	Contains bicycle sharing or bicycle rental hub	6		
	Promotes bicycle sharing or bicycle rental hub	4		
B13 - Marketing/Educational Program	Marketing/Educational Program	4		
(Must be at least 20) Subtotal		64	0	0

Parksmart Certification Measure	Options	Max Points Available	Points Attempted	Points Awarded
TECHNOLOGY AND STRUCTURE DESIGN				
C1 - Idle Reduction Payment Systems	Idle Reduction Payment Systems	4		
C2 - Fire Suppression Systems	Halon Free Fire Suppression Systems	2		
C3 - No/Low VOC Coatings, Paints, Sealants	No/Low VOC Coatings, Paints, Sealants	2		
C4 - Tire Inflation Stations	Tire Inflation Stations	2		
C5 - EV Charging Stations	Two or more DC Fast Chargers	5		
	One DC Fast Charger	4		
	Two or more AC Level II EV Chargers, equaling at least 1% of all parking spaces	5		
	Two or more AC Level II EV Chargers, equaling at least 0.5% but less than 1% of all parking spaces	4		
	At least one AC Level II EV Charger, equaling less than 0.5% of all parking spaces	2		
	Level I equipped spaces equaling at least 0.5% of all parking spaces	1		
	No additional payment is required to charge vehicles	1		
C6 - HVAC Systems - Occupied Spaces	Energy Efficient System	2		
	CO Sensors	1		
	Programmable Thermostats	2		
	Environmentally Safer Coolants	1		
C7 - Ventilation Systems - Parking Decks	Demand Controlled Ventilation	3		
	Variable Air Flow System	2		
	Schedule or Occupancy Controls	1		
	Calibration and Maintenance	1		
	Design for Natural Ventilation	6		
C8 - Lighting Controls	At least 75% of lighting fixtures controlled by occupancy sensors	6		
	At least 50% of lighting fixtures controlled by occupancy sensors	4		
	At least 50% of lighting fixtures controlled by advanced programmable system	3		
	At least 50% of lighting fixtures controlled by simple timer	2		
	At least 25% of lighting fixtures on lighting controls	1		
	At least 60% of (exterior) lighting fixtures controlled by photocells or occupancy sensors	2		
	At least 60% of (exterior) lighting fixtures controlled by programmable timer	1		
C9 - Energy Efficient Lighting System	Lighting Power Density (LPD)	7		
	Average Rated Lamp Life	1		

Parksmart Certification Measure	Options	Max Points Available	Points Attempted	Points Awarded
C10 - Stormwater Management	Implement an Erosion and Sedimentation Control Plan	2		
	Meet or exceed Municipal and Local Watershed Water Quality Control Targets	2		
	Retain minimum of 50% of total average rainfall	2		
C11 - Rainwater Harvesting	Rainwater Harvesting	4		
C12 - Greywater Reuse	Greywater Reuse	2		
C13 - Indoor Water Efficiency	Efficient Fixtures	2		
C14 - Water Efficient Landscaping	Water Efficient Landscaping	2		
C15 - Roofing Systems	Green Roof	6		
	Blue Roof	4		
	Carport or Canopy	3		
	High SRI Roofing	2		
	Solar Panels	2		
C16 - Renewable Energy Generation	At least 75% of energy is on-site renewable energy	12		
	At least 50% and less than 75% of energy is on-site renewable energy	10		
	At least 25% and less than 50% of energy is on-site renewable energy	8		
	At least 5% and less than 25% of energy is on-site renewable energy	6		
	At least 75% of energy is offset by RECs	4		
	At least 50% and less than 75% of energy is offset by RECs	3		
	At least 25% and less than 50% of energy is offset by RECs	2		
	At least 5% and less than 25% of energy is offset by RECs	1		
C17 - Design for Durability	Design for Durability	6		
C18 - Energy Resiliency - Storage	Grid Interactive Energy Storage	2		
	Grid and On-site Renewable Interactive Energy Storage	4		
<i>(Must be at least 20) Subtotal</i>		88	0	0
INNOVATION				
D1 - Innovative Approach	Innovative Approach	6		
TOTALS				
Management Subtotal		90	0	0
Programs Subtotal		64	0	0
Technology and Structure Design Subtotal		88	0	0
Innovation		6	0	0
Total		248	0	0

Parksmart Planning Worksheet

Project Name:	Sedona Garage					
Cost Notes:	Costs have been qualitatively represented for categories that will likely be achieved (Yes) or that have a good opportunity to be achieved pending further validation by the City (Maybe). Cells have been highlighted in Green to indicate low cost, Yellow to indicate moderate cost, and Red to indicate high cost.					
Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
MANAGEMENT						
A1 - Parking Pricing	Parking Pricing	6	6			
A2 - Shared Parking (2 to 6 pts)	Shared Parking Program	2		2		Do users have offsetting peaks? +2 pts
	Oversubscription of Parking Permits	2	2			
	Shared Parking Analysis	6			2	6 points if shared parking analysis shows spaces can be reduced 25% (not additive). TBD.
A3 - TMA/TMO	Transportation Management Association / Organization	4		4		Confirm participation in TMO
A4 - Recycling Program (2 to 4 pts)	Active Recycling Program	2	2			
	Percentage of Recycling: At least 25% but less than 50%	1	1			Possible to get this credit or the next. City to confirm recycling effort on current facilities.
	Percentage of Recycling: 50% or more	2		1		
A5 - Sustainable Purchasing Program	Organized Sustainable Purchasing Program	2		2		Confirm if City participates in such a program
	Purchasing of Product Groups	1				City to confirm purchase of products
A6 - Proactive Operational Maintenance	Proactive Operational Maintenance	6	6			Common to achieve -- City to verify maintenance program
A7 - Cleaning Procedures - Occupied Spaces	Cleaning Products & Hand Cleaners	2	2			Confirm green products will be purchased (at least 75%).
A8 - Cleaning Procedures - Parking Decks (1 to 6 pts)	Spot Cleaning / Oil Degreasing	1	1			City should plan for active spot cleaning
	Power Washing: Water is Disposed	2	2			
	Power Washing: Water is Recycled	3		1		
	Sweeping: Electric or Propane	1	1			City should plan for active sweeping (monthly)
	Sweeping: Power Scrubber	1		1		
A9 - Building Systems Commissioning (4 to 8 pts)	LEED 2009 or v4 Enhanced Commissioning Credit	8			4	
	LEED 2009 Fundamental Commissioning of Building Energy Systems prerequisite or v4 Fundamental Commissioning and Verification prerequisite	6				
	ASHRAE Guideline 0-2005 and ASHRAE Guideline 1.1-2007	6				

Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
	California Commissioning Guide for New or Existing Buildings	6				
	ASHRAE Level II Audit	4		4		Possible commissioning for restrooms, CO2 sensors
	Comparable established Certified Commissioning Authority (CxA) Standards	4				
A10 -Construction Waste Management (2 to 6 pts)	85% or more recycled or reused	6				Construction materials used that are recycled. Doesn't include soil, excavation, hazardous materials
	At least 50% but less than 85% recycled or reused	4		4		
	At least 20% but less than 50% recycled or reused	2	2			Assume the minimum credit will be achieved.
A11 - Regional Materials (3 to 6 pts)	At least 75% sourced regionally	6		3		Likely difficult to achieve this level
	At least 50% but less than 75% sourced regionally	3	3			Assume the minimum credit will be achieved.
A12 - Regional Labor (1 to 4 pts)	At least 60% regional	3		2		Somewhat intensive to prove -- lots of cooperation needed with contractor
	At least 35% but less than 60% regional	1	1			
	Rideshare for laborers	1		1		Not commonly provided on smaller projects
A13 - Reused, Repurposed or Recycled Materials (2 to 6 pts)	At least 80% reused, repurposed or recycled	6			2	Difficult to achieve with a concrete garage
	At least 50% but less than 80% reused, repurposed or recycled	4		2		
	At least 20% but less than 50% reused, repurposed or recycled	2	2			Assume the minimum credit will be achieved.
A14 - Third Party Sustainability Certification (2 to 12 pts)	LEED Platinum, 2009 or v4	12			12	
	LEED Gold, 2009 or v4	10				
	LEED Silver, 2009 or v4	8				
	LEED Certified, 2009 or v4	6				
	LEED certified to any level, v2.2	4				
	Energy Conservation or Environmental Sustainability Program	12				Is the City aware of any programs?
A15 - Credentialed Management (1 to 4 pts)	LEED AP Professional Credential	4			2	Confirm credentials of City parking management
	LEED Green Associate Professional Credential	3				
	Certified Administrator of Public Parking (CAPP)	2				
	Certified Parking Professional (CPP)	2		2		Through NPA - fairly easy
	Facilities Management Administrator (FMA) or Real Property Administrator (RPA)	1				

Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
	Certified Facility Manager (CFM)	1				
	Parksmart Advisor (formerly Green Garage Assessor)	1				Cheapest and easiest way to earn a point
	Alternative Program	4				
A16 - Life Cycle Assessment (2 to 8 pts)	LCA performed and savings implemented on project totaling over \$2 million	8				
	LCA performed and savings implemented on project totaling over \$1 million	6			6	
	LCA performed and savings implemented on project totaling over \$500,000	4				
	LCA performed and savings implemented on project totaling over \$100,000	2		2		Feasible to achieve this if LCA study is performed.
Subtotal		90	31	31	28	
PROGRAMS						
B1 - Placemaking (1 to 6 pts)	Placemaking	6	2	4		Art installs. Gathering place for public, art installations, green space, climbing walls
B2 - Access to Mass Transit	Access to Mass Transit	4	4			
B3 - Wayfinding Systems - External (1 to 4 pts)	Dynamic Signage	1		1		Dependent on access control software; \$10-\$15k cost
	Wayfinding System	2	2			List info on an external wayfinding platform
	Reservation System	1		1		Confirm if City allows, or will allow for, reservations
B4 - Wayfinding Systems - Internal (1 to 4 pts)	Parking Guidance via Single Space Detection	4				Very expensive, not common
	Parking Guidance via Electronic Level Occupancy Detection	3		1		Parking Logix
	Parking Guidance via Automatic Variable Signage	2		2		More typical, can be controlled by gate software. Needs signage out front
	Parking Guidance via Manual Count and Static Signage	1			1	
B5 - Traffic Flow Plan (2 to 4 pts)	At least four traffic flow strategies	4				Enhanced signage, Destination wayfinding, Gate barriers, In garage assistance, On street assistance, Single direction, Signal control, Pay before exit (POF)
	Average idle time of 5 seconds or less	4		1		Hard if a lot of visitor PIL. Easy if mostly monthly
	At least three traffic flow strategies	3		1		+1 point if 3 strategies can be implemented
	At least two traffic flow strategies	2	2			
B6 - Carshare Program (1 to 6 pts)	Carshare Hub	5		5		Confirm if there's a carshare program. Min 2 vehicles
	Alternative Fuel Vehicles In Carshare Hub	1			1	
B7 - Rideshare Program (4 to 6 pts)	Rideshare: Reserved Parking Spaces	4		4		At least 2% designated rideshare. Requires rideshare program to be monitored and administered.
	Rideshare: Incentives	2			2	

Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
B8 - Low-emitting and Fuel Efficient Vehicles (2 to 4 pts)	Low-emitting and Fuel-efficient Vehicles: Preferred Parking Spaces	2		2		Requires 2% of spaces be designated this way OR discounted rates; NOT EV (hybrid)
	Low-emitting and Fuel-efficient Vehicles: Rate Discount	2			2	
B9 - Alternative Fuel Vehicles (3 to 6 pts)	AFV: Reserved Parking Spaces	3	3			AFV= EV, CNG, Hydrogen, Biodiesel. Requires 2% of spaces be designated this way
	AFV: Rate Discount	3		3		
B10 - Alternative Fuel Fleet Vehicles (2 to 4 pts)	At least 50% of fleet vehicles are powered by alternative fuels	4			4	Verify fleet vehicles used to see if 1 of the credits can be met
	At least 25% but less than 50% of fleet vehicles are powered by alternative fuels	2				
B11 - Bicycle Parking (4 to 6 pts)	Meets Tier One and Tier Two criteria	6		2		Have at least 3: Restrooms, Showers / private changing, Storage lockers, Mechanic station,
	Meets Tier One criteria	4	4			Bicycle spaces 5% or 100; Illuminated; Same level as entry; Dedicated path to parking; Rack; 18"x60" area per bicycle; At least 50% are covered; Signage; Visible to operator; Free
B12 - Bicycle Sharing/Rental (4 to 6 pts)	Contains bicycle sharing or bicycle rental hub	6			2	
	Promotes bicycle sharing or bicycle rental hub	4		4		Bicycle sharing / rental close by 1/4 mi radius? Can only have 1 credit or the other
B13 - Marketing/Educational Program	Marketing/Educational Program	4	4			
Subtotal		64	21	31	12	
TECHNOLOGY AND STRUCTURE DESIGN						
C1 - Idle Reduction Payment Systems	Idle Reduction Payment Systems	4	4			POF, pay be cell
C2 - Fire Suppression Systems	Halon Free Fire Suppression Systems	2	2			
C3 - No/Low VOC Coatings, Paints, Sealants	No/Low VOC Coatings, Paints, Sealants	2	2			
C4 - Tire Inflation Stations	Tire Inflation Stations	2		2		Fairly inexpensive way to get points, but can be expensive long term to maintain
C5 - EV Charging Stations (1 to 6 pts)	Two or more DC Fast Chargers	5	5			Yes per City
	One DC Fast Charger	4				
	Two or more AC Level II EV Chargers, equaling at least 1% of all parking spaces	5				
	Two or more AC Level II EV Chargers, equaling at least 0.5% but less than 1% of all parking spaces	4				Assume garage at least meets this
	At least one AC Level II EV Charger, equaling less than 0.5% of all parking spaces	2				

Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
	Level I equipped spaces equaling at least 0.5% of all parking spaces	1				
	No additional payment is required to charge vehicles	1	1			
C6 - HVAC Systems - Occupied Spaces (1 to 6 pts)	Energy Efficient System	2	2			
	CO Sensors	1	1			
	Programmable Thermostats	2	2			
	Environmentally Safer Coolants	1		1		No CFC or HCFCs are present
C7 - Ventilation Systems - Parking Decks (1 to 6 pts)	Demand Controlled Ventilation	3	3			
	Variable Air Flow System	2	2			
	Schedule or Occupancy Controls	1			0	
	Calibration and Maintenance	1		1		Ventilation system inspected and calibrated once every 2 years
	Design for Natural Ventilation	6			0	No - facility will be enclosed
C8 - Lighting Controls (2 to 8 pts)	At least 75% of lighting fixtures controlled by occupancy sensors	6			2	
	At least 50% of lighting fixtures controlled by occupancy sensors	4		2		Assume daylight sensors
	At least 50% of lighting fixtures controlled by advanced programmable system	3				
	At least 50% of lighting fixtures controlled by simple timer	2	2			
	At least 25% of lighting fixtures on lighting controls	1				
	At least 60% of (exterior) lighting fixtures controlled by photocells or occupancy sensors	2	2			
	At least 60% of (exterior) lighting fixtures controlled by programmable timer	1				
C9 - Energy Efficient Lighting System (1 to 8 pts)	Lighting Power Density (LPD)	7	5	2		Assumes lighting power density 0.06<#<0.08 W/SF, and long life fixtures
	Average Rated Lamp Life	1	1			Average rated lamp life > 65,000 hours
C10 - Stormwater Management (2 to 6 pts)	Implement an Erosion and Sedimentation Control Plan	2	2			Typically required anyway
	Manage on-site runoff from the 80% precipitation event	2		2		Andrew to verify
	Manage on-site runoff from the 90% precipitation event	2		2		Andrew to verify
C11 - Rainwater Harvesting	Rainwater Harvesting	4		4		Mentioned by Hanako, but not typical
C12 - Greywater Reuse	Greywater Reuse	2		2		

Parksmart Certification Measure	Options	Max Points	Yes	Maybe	No	Comments & Notes
C13 - Indoor Water Efficiency	Efficient Fixtures	2		2		Hose bibs should be WaterSense approved and use high pressure nozzles
C14 - Water Efficient Landscaping	Water Efficient Landscaping	2			2	Landscaping must cover 10% of project boundary. Options: Eliminate irrigation; New construction irrigation must be removed; Pervious paving
C15 - Roofing Systems (2 to 6 pts)	Green Roof	6			1	
	Blue Roof	4				
	Carport or Canopy	3		3		Solar panels over 50% of roof
	High SRI Roofing	2			2	Possible with concrete, but difficult and costly
	Solar Panels	2				Not additive with the above, so 3 points assumed max
C16 - Renewable Energy Generation (1 to 12 pts)	At least 75% of energy is on-site renewable energy	12		12		Possible if solar panels are installed across roof
	At least 50% and less than 75% of energy is on-site renewable energy	10				Requires solar panels
	At least 25% and less than 50% of energy is on-site renewable energy	8				
	At least 5% and less than 25% of energy is on-site renewable energy	6				
	At least 75% of energy is offset by RECs	4				
	At least 50% and less than 75% of energy is offset by RECs	3				
	At least 25% and less than 50% of energy is offset by RECs	2				
	At least 5% and less than 25% of energy is offset by RECs	1				
C17 - Design for Durability	Design for Durability	6	6			
C18 - Energy Resiliency - Storage (2 to 4 pts)	Grid Interactive Energy Storage	2			2	
	Grid and On-site Renewable Interactive Energy Storage	4			2	
Subtotal		88	42	35	11	
INNOVATION						
D1 - Innovative Approach (1 to 6 pts)	Innovative Approach	6	6			
TOTALS						
Management Subtotal		90	31	31	28	Bronze: 110-134 Silver: 135-159 Gold: 160+
Programs Subtotal		64	21	31	12	
Technology and Structure Design Subtotal		88	42	35	11	
Innovation		6	6	0	0	
Total		248	100	97	51	

Parksmart Planning Worksheet - February 4, 2021

Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Public Outreach Strategy Meeting
Public Works Building–Teams Meeting
10:00am-11:00am Wednesday 24 Feb. 2021

I. ATTENDEES—see attached Sign-In Sheet.

Public Outreach Strategy Discussion

- A. Mr. Lorant (GLA) began the meeting with a general overview of meeting objectives followed by a presentation of example content supporting the City’s public outreach efforts (see attached PDF). During the presentation, attendees discussed the form, content, and coordination of the City’s public outreach plan.
1. Mr. Lorant noted the City’s desire to develop a coordinated plan addressing stakeholder involvement and public outreach for the garage design, rezoning of the garage parcels, CFA, and CPA implementation efforts. Mr. Lorant noted that:
 - a. GLA’s present scope of services includes two public outreach sessions.
 - b. It is GLA’s current understanding that the City’s website will be the primary means for providing information on the concurrent projects/plans to the public.
 - c. Guidance on the form, content, and timeline of the initial and follow-up sessions with public is needed.
 2. The potential public-outreach content presented to the team included the following:
 - a. A high-level summary of the 2019 parking study findings.
 - b. Diagrams depicting the physical configuration of the Forest Road site including aspects of the forest site topography.
 - c. A review of the design constraints imposed by the proposed M3 zoning.
 - d. GLA’s understanding of the additional design constraints discussed with stakeholders and the public. These include a three-level single-story above grade solution (one parking level below grade, one ground parking level, one elevated parking level) and an expanded landscape buffer on the northern side of the site.
 3. Attendees reached consensus on the following issues/items:
 - a. The City team members felt that presentation of the conceptual designs from the 2019 study is more confusing than helpful. The design criteria discussed with stakeholders and the public differs from the design assumption made at the time of the study. The 2019 study remains available on the City’s website, for those interested, but the two-level above-street level parking solution should be omitted from the informational content moving forward.
 - b. The City team confirmed that GLA will proceed with a three-level single-story design solution described in 2(d) above based on M3 zoning.

Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Public Outreach Strategy Meeting
Public Works Building–Teams Meeting
10:00am-11:00am Wednesday 24 Feb. 2021

- c. To accurately describe the size of the garage and setbacks from property lines at this early design stage, public outreach materials will include dimensional ranges only.
 - d. A north setback of at least 20 feet will be provided to establish a large landscape buffer between the garage structure and the neighboring properties. (GLA’s civil engineer will also explore access options for the neighbor to the west along the north edge of the property connecting to Manzanita Drive; this may allow the 25’ Access Easement on the west edge of the property to be abandoned, potentially increasing the footprint of the garage).
 - e. Mr. Lorant noted that the east setback will likely be governed by constraints imposed by the profile cut of the excavation. The west setback will include accommodation of an access drive serving the residence located west of the project site and some landscape buffering along the base of the garage.
 - f. The south setback will be between 0 and 10 feet, in accordance with the M3 zoning requirements and as needed to develop appropriate design amenities along Forest Road. Amenities include landscaping, sidewalks, seating/gathering areas, transit-support elements, etc.
 - g. It was agreed that the existing angled parking located along the north side of Forest Road will be removed, thus allowing for development of the street amenities within the area. Some encroachment within the current street right-of-way is permissible with City approval.
 - h. GLA will review transit development standards as the design is developed.
4. The project teams discussed the logistic of the public outreach effort:
- a. The level of public input was discussed; in particular, is the outreach process intended to solicit public feedback that will potentially change design approach, or is the outreach limited to informational and status updates? Mr. Welch noted that the garage design is in an early conceptual design stage and that a period of public feedback is appropriate given the profile of the project.
 - b. It was agreed that the City’s website will be used to provide information and may be used to solicit feedback during a comment period. Mr. Welch suggested that a first meeting could be held once the Concept Design is prepared followed by the presentation of Schematic Design at the 2nd meeting. Public outreach will be informational in later phases.
 - c. Ms. Lovely suggested three options for hosting a project website. The first option is stand-alone city site; the second option utilizes the City’s Conveo platform; the third being a fully independent site. The website(s) can provide links to the other outreach websites (zoning, garage design, CFA, CPA, etc.), thus providing the public an easy way to navigate between concurrent projects. The attendees agreed that a follow-up meeting to discuss the coordination and development of a website is needed.

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City of Sedona
 GLA Project No. 20109

Public Outreach Strategy Meeting
 Public Works Building—Teams Meeting
 10:00am-11:00am Wednesday 24 Feb. 2021

- d. The team also discussed a site-base outreach program where, as an example, a room in the adjacent fire station could be used to host an informational session and/or display. The attendees agreed that an outdoor session, hosted on the site (within the adjacent public parking lot) would be a better option given social distancing concerns. An April 2021 date for this effort was discussed as a target.
- e. Live web-based presentations were also discussed. GLA will interface with the City's IT department to assist in developing the web-based outreach program.
- f. It was agreed that the follow-up meeting to discuss the coordination and development of a web-base and/or onsite outreach program is needed.

II. NEW BUSINESS

A. **Next Meeting**—To be determined.

The foregoing is the writer's best recollection of the items discussed and the conclusions or decisions reached. If there are any corrections or additions to be made to these minutes, please contact the writer.

Respectfully Submitted,

Jim Patterson

Gabor Lorant Architects Inc.

Uptown Sedona Parking Facility
City of Sedona
 GLA Project No. 20109

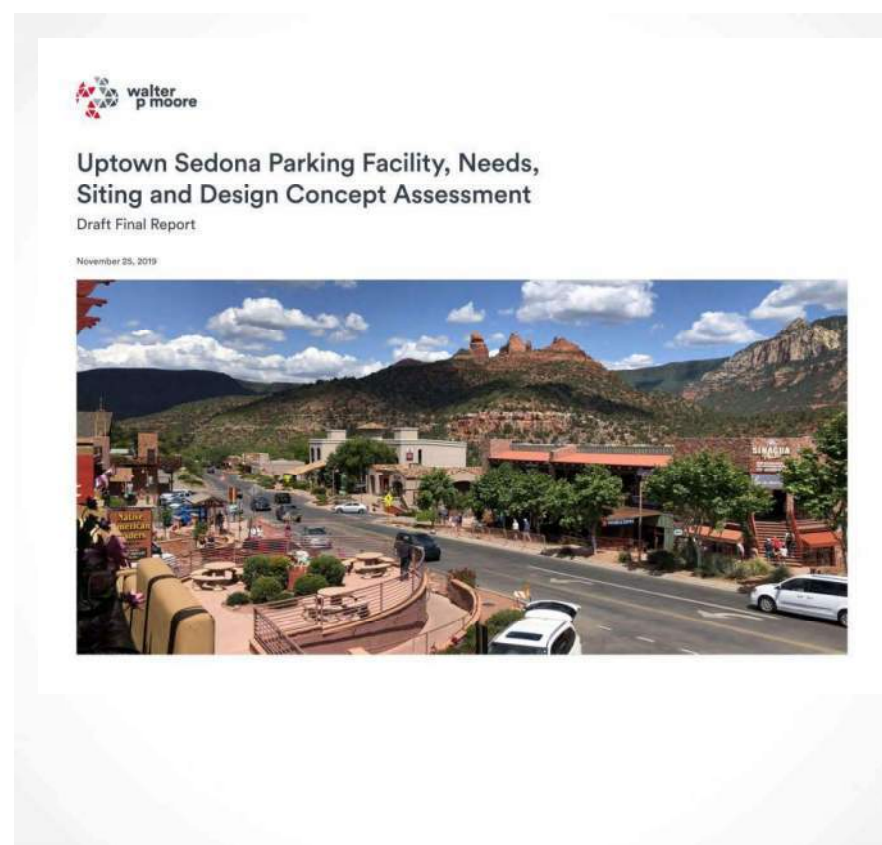
SIGN-IN SHEET
 Strategy Session for Public Outreach
 Public Works Building - City Hall
 10:00 AM 24th February 2021

✓	NAME	ORGANIZATION/ DEPARTMENT	EMAIL	PHONE
✓	Andy Dickey, Director	Public Works	ADickey@sedonaaz.gov	928.203.5120
✓	Bob Welch, Associate Engineer	Public Works	BWelch@sedonaaz.gov	928.203.5120
✓	Warren Campbell, Assistant Director	Community Development	WCampbell@sedonaza.gov	928.203.5044
✓	Mike Raber, Senior Planner	Community Development	MRaber@sedonaaz.gov	928.204.7106
✓	Cynthia Lovely, Senior Planner	Community Development	CLovely@sedonaaz.gov	928.203.5035
	Hanako Ueda, Assistant Engineer	Public Works	HUeda@sedonaaz.gov	928.203.5024
	McKenzie Jones, Sustainability Coordinator	City Manager	MJones@sedonaaz.gov	928.203.5060
✓	Jan Lorant, AIA Principal Architect	Gabor Lorant Architects Inc.	janl@gaborlorant.com	602.667.9090 602 312 4703 (c)
✓	James Patterson, Project Manager	Gabor Lorant Architects Inc	jpatterson@gaborlorant.com	602 667 9090
	Judith Patrylak, Quality Control Manager	Gabor Lorant Architects Inc.	jpatrylak@gaborlorant.com	602.667.9090
	Dennis Burns, CAPP Parking Planner	Kimley Horn	Dennis.Burns@kimley-horn.com	602 906 1125 480 290 5274 (c)
	Andrew Baird, P.E. Civil Engineer	Kimley-Horn	Andrew.Baird@kimley-horn.com	928.458.7121 602 620 3785 (c)
✓	Lauren Browne, Comm. & Public Relations Mgr.	City Manager	lbrowne@sedonaaz.gov	928.203.5068



Uptown Sedona Parking Garage

Public Outreach Session No. 1
City of Sedona



Uptown Sedona 2019 Parking Study

Summary of Findings



Project History:

- **25 Nov 2019** - Uptown Sedona Parking Study
- **25 Feb 2020** - Uptown Sedona Parking Study Update. Council directs city staff to pursue purchase of two adjacent lots on Forest Road for two-story, three-level parking structure
- **24 March 2020** Council approves purchase of Forest Rd. parcel
- **08 June 2020** Council approves purchase of second parcel
- **14 Dec 2020** - GLA selected for design of Uptown Sedona parking

Uptown Sedona Parking Garage

City of Sedona



Uptown Sedona, AZ Parking Study

Nov 25, 2019

Peak Demand

Peak weekend occupancy was observed on Saturday afternoon, when 1,630± of the 2,144± parking spaces (76%) were occupied. During this period, 78% percent of the on-street spaces, 85% of public off-street spaces and 72% of private off-street spaces were occupied. The following heat maps shows the parking occupancy disbursement throughout the studied area. The color identifications on the maps are broken out as below:

- Green - occupancy of 49% or less
- Yellow - occupancy of 50-69%
- Orange - occupancy of 70-84%
- Red - occupancy of 85-100%



Figure 5: Peak Parking Occupancy Heat Map - South of the "Y"

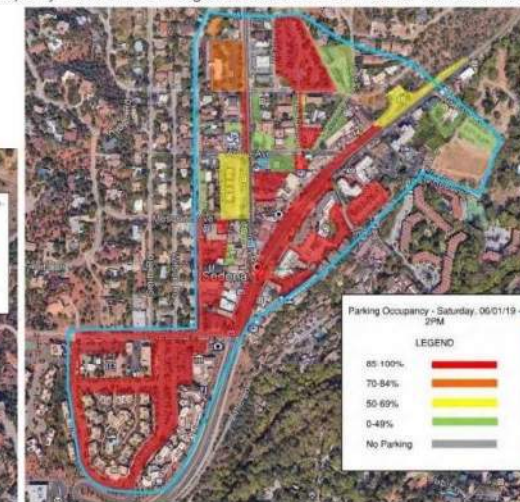


Figure 6: Peak Parking Occupancy Heat Map - Uptown

Uptown parking demand is high and projected to increase significantly in the coming decade

Team consulted with City staff and business to identify possible site locations for the new entry.

Locations explored are shown in the figure on the page detailed in the table below.

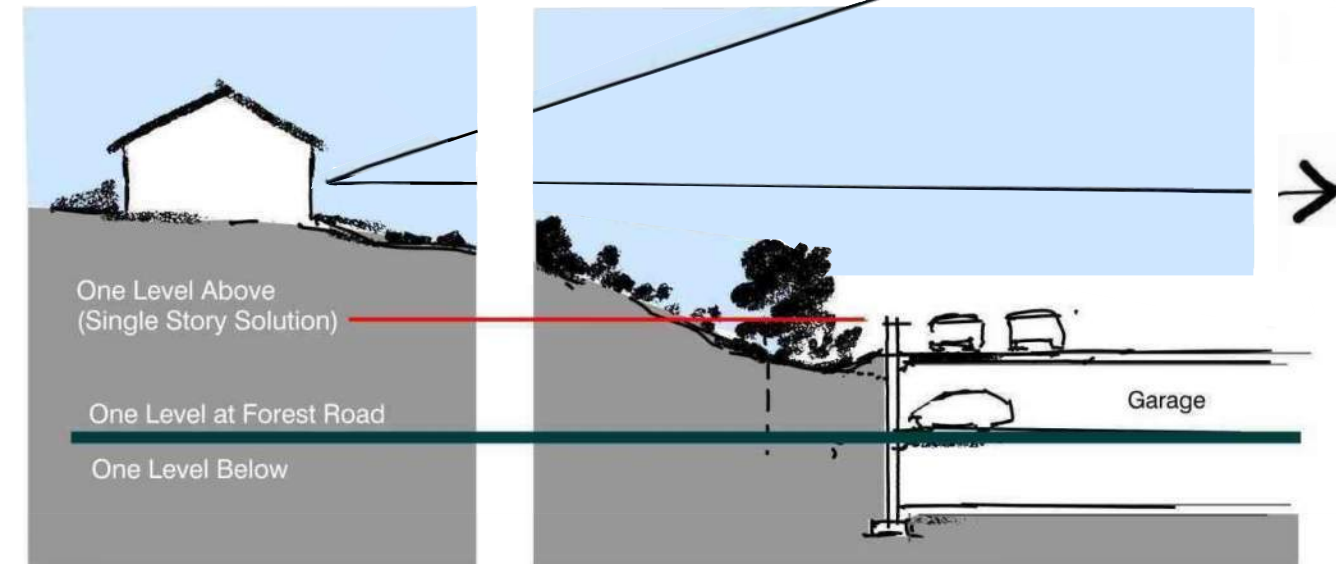
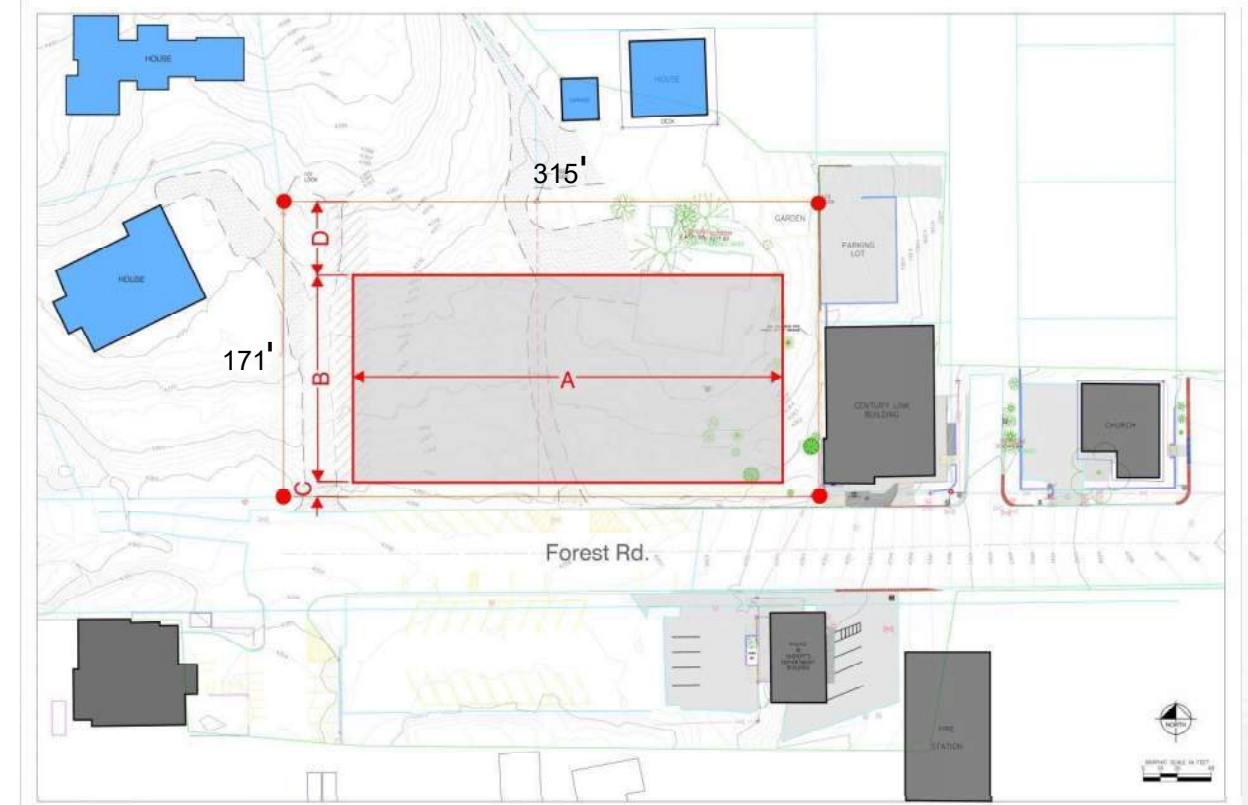
Arrent Public Lot 1 – Jordan Lot
Arrent Public Lot 5 – Municipal Lot
Ardan Road Cottages
Art Barn Lot
in Deren Lots
North Forest
Arrent Public Lot 8 – South Forest
Power at W 89A
Acquepaque Lot

Analysis we identified three sites that have the most potential for adding parking inventory. This section details these three sites and provides information for each site. Information for the remaining six sites is located in the appendix of this report.



Figure 9: Possible Site Locations

Of the eight proposed sites, the North Forest location was selected as the best site option



Uptown Sedona Parking Garage
City of Sedona
GLA Project No. 20109

Stakeholder Kick Off Meeting
Vultee Conference Room, City Hall, Sedona, AZ
2:00-4:00 pm 17 June 2021

I. **SIGN-IN SHEET**—please see attached **Sign-in Sheet** for attendance at the Vultee Conference Room, other attendees used Zoom conferencing to participate, as noted.

II. PROJECT INTRODUCTION

A. Mr. Bob Welch provided Stakeholders with an introduction to the Project:

1. Project Site

- a. The project site is located on Forest Road and comprises about an acre extending over two lots.
- b. The site selected followed the release of the most recent Uptown Sedona Parking Study completed in 2019. Mr. Welch noted that the Forest Road site was selected based on recommendations from the Parking Study, which is publicly available for review on the City's website (<https://www.sedonaaz.gov/home/showdocument?id=41610>).
- c. Mr. Welch noted that this is a good site for this project.

2. The Professional Design Team

- a. Gabor Lorant Architects (GLA) was engaged to design the Uptown Parking Garage and began initial design work in January 2021.
- b. The concept scoping phase is nearing completion.
- c. The project team is working with community-development to assist the zoning change efforts.
- d. A primary objective of the garage design is to have as minimal impact to neighborhood (viewsheds, sound, light-cast, etc.) as practicable while working within the project budget.
- e. Sustainability is also a principal objective.

3. Project Stakeholders

- a. The city identified a group of stakeholders and sent invitations requesting their participation as part of the project team. Those contacted included users, neighbors, merchants, as well as other individuals potentially impacted by the project both directly and indirectly.
- b. Mr. Welch noted that the purpose of the stakeholder sessions is to listen to the perspectives of the attendees to help shape a successful outcome for the project. Mr. Welch noted that stakeholders will be an essential part of the design team.
- c. Mr. Welch also noted that a CMAR contractor has been engaged to provide construction pricing and scheduling advice during the design process.

4. Meetings and Meeting Schedule

- a. Nine formal project meetings are anticipated.
 - Two (2) Public Information Meetings
 - Three (3) City Staff Meetings
 - Four (4) Stakeholder Meetings

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- b. Today's meeting represents the first of the four stakeholder meetings and coincides with the wrap up of the concept scoping phase. The remaining stakeholder meetings will be held at major milestones extending through the final design phase. The duration of the design phase is anticipated to be about one-year.
- c. The conceptual scoping phase began in early February and included today's initial stakeholder meeting.
- d. The next stakeholder meeting will coincide with the wrap up of the schematic design phase, which started at the end of May 2021 and is expected to extend through about mid-July 2021.
- e. The third stakeholder meeting will occur sometime between the first of November to mid-December and will coincide with the completion of the 60% design phase.
- f. The final stakeholder meeting is anticipated in spring 2022 near the completion of the 95% - 100% design phase.
- g. Construction is anticipated to start July 2022 with completion around June of 2023.
- h. Meeting durations will be between about one and two hours.
- i. Today's meeting is intended to introduce the project and receive stakeholder feedback.
- j. Mr. Welch provided the attendees with a general description of project features (levels of parking spaces, elevator, restrooms, proposed sustainability elements, etc.)
- k. Mr. Welch noted that the City's IT department may have an interest in "hub" space, given the project's proximity to the adjacent Century-link building.
- l. Mr. Welch conveyed to the group that all ideas/comments are welcome; however, the project team will review and filter stakeholder input based on the current budget constraints.
- m. Mr. Welch noted that a follow-up questionnaire may be provided to the stakeholders.

5. Conceptual Design Presentation by GLA

- a. Mr. Jan Lorant (GLA) and Mr. Patterson (GLA) provided an overview of the project's conceptual design and noted the following:
 - The City Council committed to limiting the profile of the garage two a single-story above adjacent grades, as shown.
 - The site includes a sloping hillside (about a 12% grade) and has a fall of about twenty to twenty-two feet across the site, north to south.
 - The elevation of Forest Road drops 3 to 4 feet from west to east.
 - The current garage wall design is shorter than the peak-of-roof elevation of the existing home being demolished and removed from site. Mr. Lorant suggested that the stakeholders may visit the site to gain a better understanding of the scale of the proposed garage by observing the height of the existing residence.
- b. Mr. Lorant reviewed the conceptual footprint of garage (see attached):
 - The garage will be set back twenty feet (20') from the northern property line to allow for development of landscape screening and drainage.
 - The garage will be set back at least twenty-five feet (25') from the western property line.

**Uptown Sedona Parking Garage
 City of Sedona**
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Stakeholder Kick Off Meeting
 Vultee Conference Room, City Hall, Sedona, AZ
 2:00-4:00 pm 17 June 2021

- A shaded pedestrian way is proposed along the south edge of the garage adjacent to Forest Road.
- c. Mr. Jan Lorant reviewed the proposed building sections (see attached):
 - The proposed garage structure will be constructed from concrete.
 - The garage will comprise one level below grade, one level at grade at the Forest Road elevation, and one level above. In contrast, the original parking study had two levels above Forest Road.
 - The northeast corner of the proposed garage locates the parking at about the existing grade.
 - Gabion-type walls will be used to soften and visually blend the garage into its surroundings. The gabion-type walls will use stone excavated from the site.
 - Landscape materials at north buffer will be predominantly native plant species.
- d. Mr. Lorant reviewed two garage parking designs considered during the scoping phase (see attached options A and B):
 - Mr. Lorant noted that the design team evaluated several parking configurations. Much study took place in the scoping phase to arrive at the selected garage parking design.
 - A park-on-ramp option was explored (see option B).
 - In this arrangement, a six plus percent slope is required to achieve the required floor-to-floor clearances. For reference, an accessible ramp has a maximum slope of five percent. Over a six percent parking slope creates an uncomfortable parking condition for users with car doors swing open in the downslope condition and pedestrian travel required on the steep surface.
 - The park-on-ramp option also creates a dead-end at the top and bottom of the vehicle circulation path. Specifically, the width of the site does not allow for the development of a conventional looped circulation arrangement using the park-on-ramp approach. Active signage may be used to mitigate some of the end-of-travel congestion, but this approach relies on users consistently following the direction of the signage, a condition that is not always achievable in practical application.
 - A split-level “jump-ramp” option was also explored (see option A).
 - The jump-ramp option provides circular, continuous vehicle circulation through the entire garage (thus eliminating the dead-end conditions of option B).
 - The jump-ramp configuration works well with the site slopes and potentially reduces the magnitude of the excavation and its associated cost.
 - The jump-ramp option provides more parking than the park-on-ramp option (about 270 spaces for option A compared to about 260-265 spaces provided by option B).
 - The jump-ramp option offers greater flexibility in the placements of entrances and exits.
 - Option A employs one-way angled parking, which has been shown to enhance safety and functionality.
 - Given the above-noted advantages and disadvantages of the proposed options, the design team recommended the jump-ramp solution (option A) for advancement to the next design phase. The stakeholder group agreed.

**Uptown Sedona Parking Garage
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- A pair of unisex restrooms along with janitorial storage is proposed at both the ground parking level and upper parking level. Heating and cooling in the restrooms was briefly touched on. This will be explored further in consideration of comfort and maintenance impacts.
 - In option A, vertical circulation is provided by three stairways. A set of internal stairs are located at each end of the central light well. A third stair is located near the south elevator.
 - The current parking management scheme does not use attendants; rather, a trio of self-serve, pay kiosks are proposed for the ground level. The kiosks will be conveniently located near the stairs and elevator.
 - An information kiosk is proposed to provide remotely programmable digital content. Example content may include information on the history of Sedona, Sedona culture, local activities, shopping, dining, etc.
 - Inclusion of bike rentals within the garage site is being explored.
 - An electrical room and IT space (with battery backup) is being considered for the sub-grade level. Mr. Lorant noted that the parking ramp floor will slope away from these rooms to minimize the risk of flooding.
 - e. Mr. Lorant reviewed the proposed garage elevations:
 - The design team is mindful to mitigate impact to neighbors.
 - The proposed design includes a solar array/shade structure over the south pedestrian circulation path to the elevator/stair at the garage level above the Forest Road. The array will extend across the south façade at a low elevation to minimize impacts to the neighbors’ views.
 - Mr. Lorant noted that the garage does not block views to the surrounding mountain from the neighboring residences.
 - The design team has worked to move the design beyond the “boxy” form of a conventional garage. The gabion walls and curving metal panels are allegorical of the surrounding mountains. The proposed materials and color palette expresses and complements Sedona’s unique character.
 - Commanding views from upper deck are provided along Forest, enhancing a visitor’s arrival and departure experience. The solar array also functions as a shade structure.
 - Wayfinding signage will be integrated into the overall design.
- 6. Stakeholder Team Discussion:**
- a. The following items were discussed:
 - Stakeholders discussed the existing transit plan and how the garage should be integrated. For example, the design should accommodate micro bus/car drop off. Mr. Lorant noted that transit integration is a work in progress and further noted that Kimley Horne was involved in the development of the transit study. Mr. Andrew Baird of Kimley Horne noted bus routes, and how they approach the garage are being reviewed, with a bus stop anticipated on the south side of Forest Road.
 - Mr. Randy McGrane asked if two sets of restrooms fit within the budget? Mr. Welch noted that people come in from long drives. Deterring people’s inclination to relieve

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themselves on the site or at adjacent properties, outside a restroom is an important consideration. It was determined that about five public restrooms including a restroom at the Chamber-of-Commerce are currently provided in the City. It was agreed that providing public restrooms at two levels of the garage site was a valuable project feature.

- Mr. McGrane inquired if the City has developed a plan for paid parking within the garage? Mr. McGrane indicated that he is not against a paid parking scheme, but if not considered holistically, it may create problems within the larger Uptown parking plan. Mr. Welch noted that paid parking is a managerial issue; however, we plan to build in the capability. He further noted that, in keeping with the previous parking study, the opportunity to purchase space is being considered. Mr. McGrane suggested that paid parking is one of the ways to generate revenue (and reduce car circulation, searching for parking).
- Mr. Welch asked if a small sweeper will be needed to maintain the garage? Mr. Larry Farhat indicated that a power washer/floor scrubber would likely be used and suggested that the City consider a mini sweeper. Mr. Farhat noted that the sweeper would likely be stored offsite.
- Mr. Farhat also noted that space for restroom custodial supplies is needed. Mr. Lorant noted that that the janitorial rooms will include storage shelving and janitorial sinks. These components will be detailed further in the upcoming submittal.
- Mr. Farhat emphasized that public restrooms in Sedona are often abused, and that fixtures and materials should consider durability.
- The stakeholder team briefly discussed fire-safety systems within the garage. Mr. Lorant noted that issues, such as wet-dry systems, fume exhaust, standpipe locations, etc. will be detailed in the upcoming design submittals. Mr. Jon Davis (Sedona Fire Division Chief) noted that the lower (enclosed) decks typically require sprinklers and that the Siamese connections are often located in a corner(s) of the structure.
- The stakeholders discussed reserved parking. It was noted that people tend to gravitate up when the ground level spaces are filled, thus, it may make sense to locate reserved parking at the lower levels. Mr. Welch indicated that the garage management team will discuss options.
- Electronic signage is envisioned, budget permitting.
- Mr. McGrane asked about electrical charging. Mr. Lorant noted that the current plan envisions chargers at five percent of the spaces (the percentage of normal versus fast charging is being discussed). Accommodations for additional future charging stations will be considered (i.e., empty conduit, etc.). As many as twenty percent of spaces may be provided with charging capability in future. Mr. Welch noted that distribution of charger locations within the garage (i.e., visitor versus reserved) will be studied. The City will charge a fee for the electricity to recharge a vehicle.
- The stakeholder team discussed the future of car ownership. Is there a concern for an under-utilized garage in the future? Mr. Lorant noted that the ground level is being designed to allow for re-purposing to a non-parking function in future (office, retail etc.).

Uptown Sedona Parking Garage
City of Sedona
 GLA Project No. 20109

Stakeholder Kick Off Meeting
 Vultee Conference Room, City Hall, Sedona, AZ
 2:00-4:00 pm 17 June 2021

- The stakeholder team discussed lighting and safety. Mr. Lorant noted that the garage will be well lit, with sensitivity to controlling spill-over to the adjacent properties. LED-type lighting will assist in achieving the goal of 100% renewable power use and will help minimize maintenance.
- The stakeholder team discussed green-building/sustainability. Mr. Lorant noted that the Council has committed to following Parksmart criteria. Mr. Bob Huggins noted that he is developing an exhibit to promote the City's green-building concepts. It was agreed that the garage will be a good example. Mr. Lorant noted that the plan is to use local materials, renewable energy, durable materials, etc. Parksmart and green building strategies will be an ongoing discussion with the City.
- Stakeholder asked if there is a place to put excavated dirt and rock? Mr. Welch noted that this is something that is being reviewed. Mr. Baird (civil engineer for the project) noted that there will be some overlap of the Forest Road Connection project and the garage construction. Finding a home for the excavated materials is being explored.
- The stakeholder team agreed that the design and proposed material selection is "going in right direction". Mr. Lorant noted that the GLA design team will continue to explore the use of durable, cost-effective, and low maintenance materials.
- The stakeholder team discussed that need for security cameras. Mr. Lorant noted that pathways for wiring of cameras will be located at entry and exit points, vertical circulation, and at the three deck levels. Mr. Welch noted that City Police representatives will provide input.
- Mr. Robert Weber asked about pedestrian safety. Mr. Lorant noted that swing arms at the egress points of the garage will slow vehicles to a stop prior to departure. The GLA team will use the 3D models to analyze vehicle sight lines to ensure visibility of pedestrian pathways from departing vehicles. Mr. Weber noted that mirrors and cameras can be used to enhance visibility. Mr. Lorant indicated that mirrored domes may be installed at the jump ramp locations. In addition, stairs are located centrally to reduce pedestrian crossing. Grades will also be kept below five percent.
- Mr. Lorant confirmed that stairs may be accessed from either side of the jump ramp (at half levels).
- Mr. Weber indicated that the team should consider the Forest Road approach and the amount of pedestrian traffic crossing forest to the proposed bus stop across Forest. It was agreed that a stop to the south keeps transit operations away from garage operations and keeps transit vehicles out of the "Y". Both median and large coaches may operate on Forest.
- Mr. Davis noted that the parking lot south of Forest is owned by the Fire District and is being considered as the site of a proposed future station. Mr. Baird suggested that an open area to turnaround and pull out, perhaps extending into the ten-foot shared-use path across the frontage, may allow a crossing to the garage and then to Smith. Mr. Davis asked if this option would conflict with any future transit activities? Mr. Lorant indicated that this will need study. Mr. Davis noted that anything the team can do to facilitate a turn-about, and not put transit back through the Y, will be beneficial.

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- The ability to develop a line of sight from the upper-north corner of the garage to the police department substation was discussed. It was determined that this should not be a problem.
- The development of the garage as data hub was discussed. The future needs of the city are uncertain currently. The City may potentially lease additional buildings in the area. The proximity of the garage to Century-link makes it an attractive hub. A wireless bridge or conduit could be located under Forest. Mr. Baird noted that a joint trench within the Forest extension project is being discussed and that communications conduit will be considered.
- After a discussion regarding future needs, it was agreed that the IT room will be sized to accommodate two racks. Solar-power batteries will be explored as a potential source of emergency back-up power.
- The teams discussed the potential for transit stop in front of garage, given the potential development of a new fire station south of Forest. Mr. Lorant noted that this would not be ideal, given the vehicle circulation into and out of the garage. The GLA Team will continue to investigate options.
- Mr. Davis suggested that future routes should connect Uptown and may include a circular route from the garage though Uptown. Also, the City is planning to electrify the fleet sometime in the future. These systems may use overhead charging or in-ground charging to extend the range of the vehicles.
- The construction phase was briefly discussed. Mr. Lorant noted the logistical challenges of working within the neighborhood and interfacing with owners are being considered.
- Mr. Lorant noted that a noise assessment of existing conditions was completed as part of the scoping phase.
- Mr. Welch asked if anyone was interested in reviewing the sustainability, Parksmart, maintenance and operational aspects of the design. Mr. Huggins expressed interest.
- The team closed the meeting by reviewing the 3D model and viewshed studies.

III. NEW BUSINESS

A. Next Meeting—the next meeting is anticipated to be held mid-July 2021 (TBD).

The foregoing is the writer's best recollection of the items discussed and the conclusions or decisions reached. If there are any corrections or additions to be made to these minutes, please contact the writer.

Respectfully Submitted,
 Jim Patterson,
 Gabor Lorant Architects Inc.

Uptown Sedona Parking Facility
 City of Sedona
 GLA Project No. 20109

SIGN-IN SHEET
 Stakeholder Kick-Off Meeting
 Vultee Conference Room - City Hall
 2:00 PM 17th June 2021

<i>r</i>	NAME	ORGANIZATION/ DEPARTMENT	EMAIL	PHONE
	Andy Dickey, Director	Public Works	ADickey@sedonaaz.gov	928.203.5120
	Bob Welch, Associate Engineer	Public Works	BWelch@sedonaaz.gov	928.203.5120
	Warren Campbell, Assistant Director	Community Development	WCampbell@sedonaza.gov	928.203.5044
	Mike Raber, Senior Planner	Community Development	MRaber@sedonaaz.gov	928.204.7106
	Cynthia Lovely, Senior Planner	Community Development	CLovely@sedonaaz.gov	928.203.5035
	Hanako Ueda, Assistant Engineer	Public Works	HUeda@sedonaaz.gov	928.203.5024
	McKenzie Jones, Sustainability Coordinator	City Manager's Office	MJones@sedonaaz.gov	928.203.5060
✓	Jan Lorant, AIA Principal Architect	Gabor Lorant Architects Inc.	janl@gaborlorant.com	602.667.9090 602 312 4703 (c)
✓	James Patterson, Project Manager	Gabor Lorant Architects Inc	jpatterson@gaborlorant.com	602.667.9090
	Judith Patrylak, Quality Control Manager	Gabor Lorant Architects Inc.	jpatrylak@gaborlorant.com	602.667.9090
	Lauren Browne, Comm. & Public Relations Mgr.	City Manager	lbrowne@sedonaaz.gov	928.203.5068
	Cari Meyer, Senior Planner	Community Development	cmeyer@sedonaaz.gov	928.203.5049
	Al Spector, Business Owner		al@alspector.net	602.819.8809

Uptown Sedona Parking Facility
City of Sedona
 GLA Project No. 20109

SIGN-IN SHEET
 Stakeholder Kick-Off Meeting
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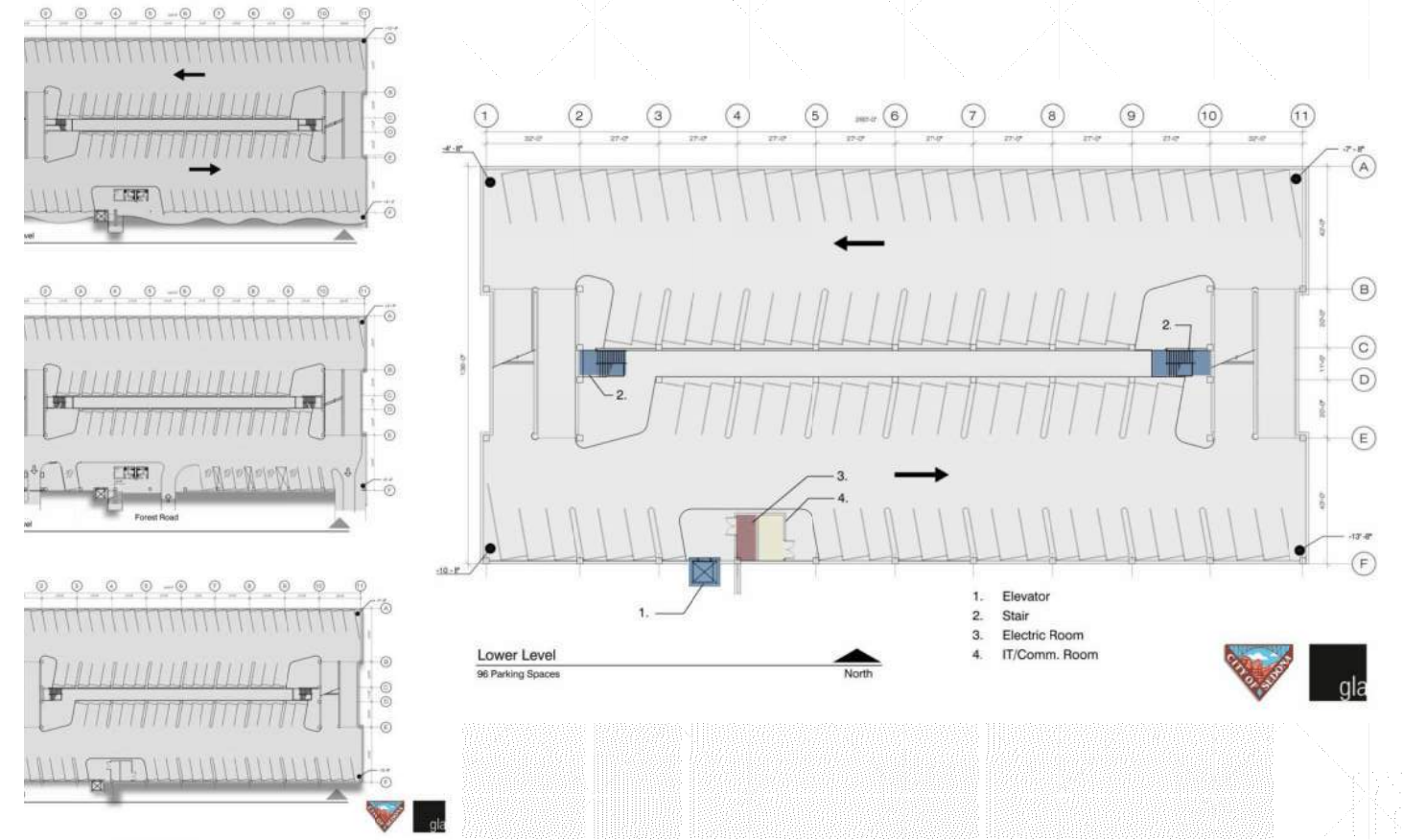
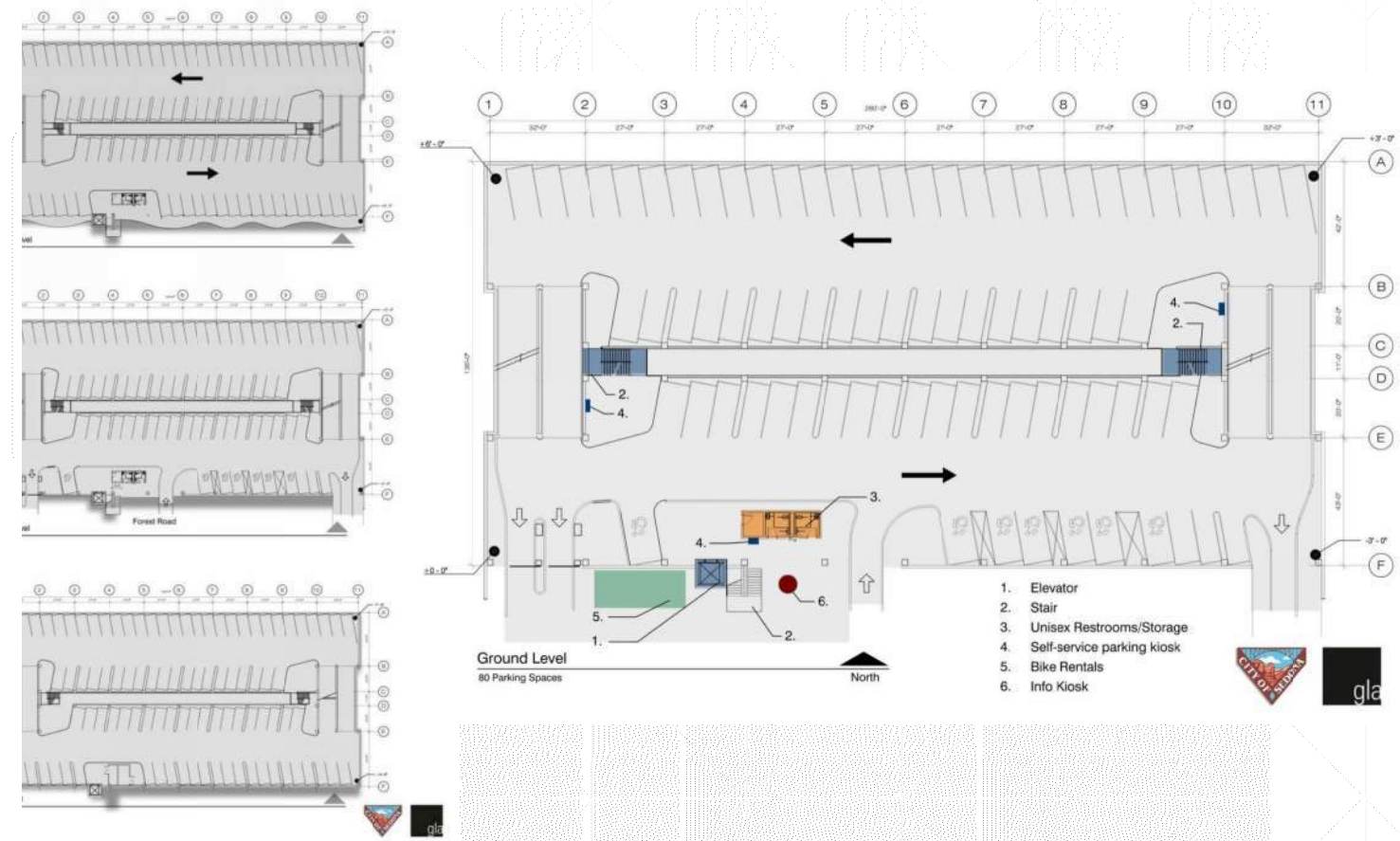
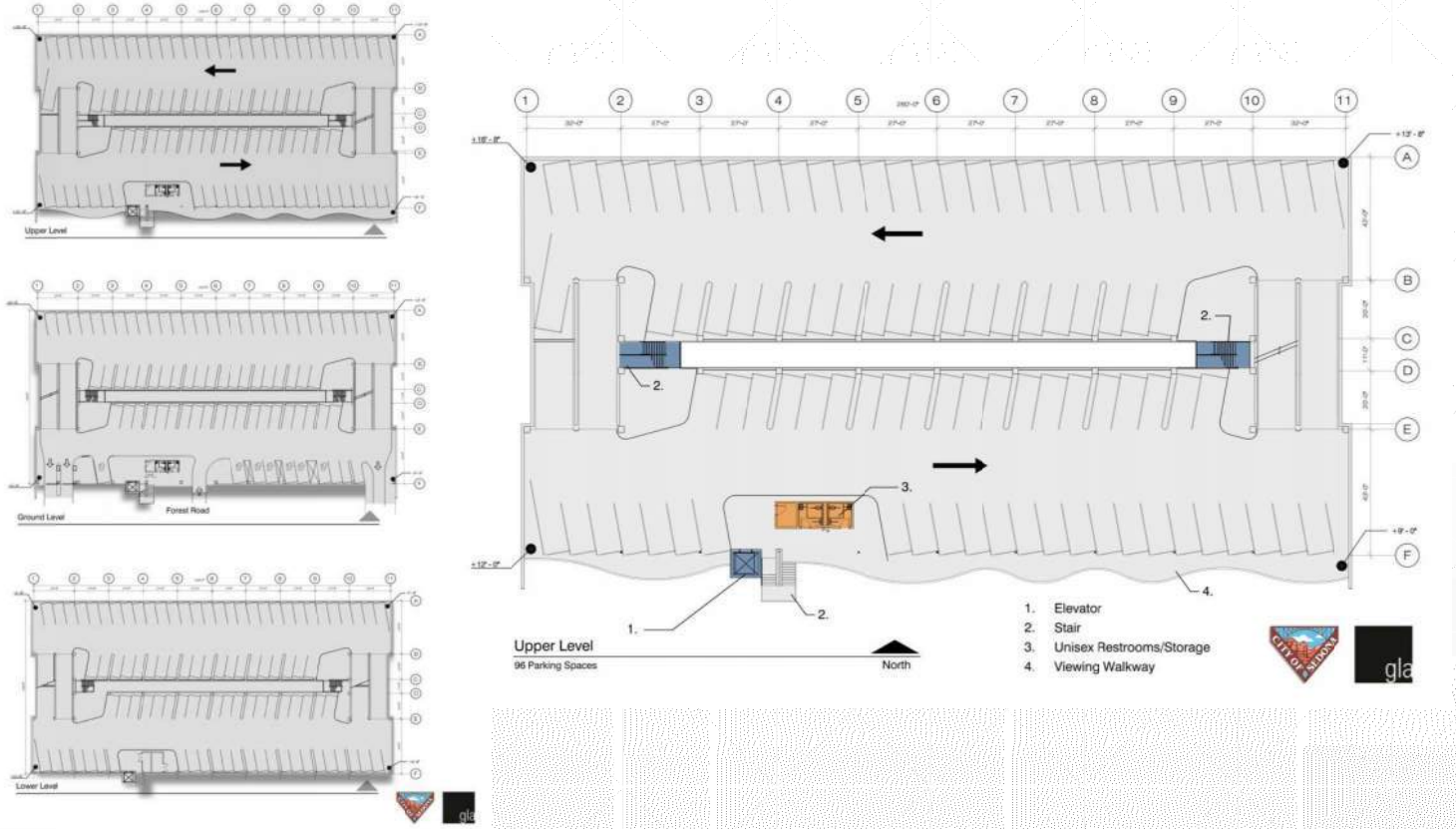
✓	NAME	ORGANIZATION/ DEPARTMENT	EMAIL	PHONE
	Jesse Alexander, Business Representative		JesseA@sedona-center.com	
	Julie Richard, Executive Director	Sedona Arts Center	julie@sedonaartscenter.org	623.229.2534
	Randy McGrane, Business Owner	Ensemble Real Estate Solutions & Investments	rmcgrane@ensemble.net	602.912.8955
✓	Bob Huggins, Ranger, Acknowledged Contributor	Department of Parks & Recreation	1st.sedonaranger@gmail.com	928.282.3465
	Chuck Hardy, Applications & Database Developer	City of Sedona	CHardy@sedonaaz.gov	
✓	Larry Farhat, Facilities Maintenance Supervisor	Public Works	LFarhat@sedonaaz.gov	928.203.5058 928.821.0857 (c)
	Ryan Hayes, City Maintenance Supervisor	Public Works	RHayes@sedonaaz.gov	
Via Teams	Robert Weber, Transit Administrator		RWeber@sedonaaz.gov	
	Stephanie Foley, Lieutenant	Sedona Police Department	sfoley@sedonaaz.gov	928.203.5019 928.592.8025 (c)
	Aldo Ortega, Detective	Sedona Police Department	aortega@sedonaaz.gov	
✓	Jon Davis, Division Chief - Community Risk Reduction	Sedona Fire District	jdavis@sedonafire.org	928.204.8926

Uptown Sedona Parking Facility
City of Sedona
 GLA Project No. 20109

SIGN-IN SHEET
 Stakeholder Kick-Off Meeting
 Vultee Conference Room - City Hall
 2:00 PM 17th June 2021

✓	NAME	ORGANIZATION/ DEPARTMENT	EMAIL	PHONE
	Carla Dufort, Admin Specialist	Sedona Fire District	CDufort@sedonafire.org	928.204.8926
	Armen McNerlin, Business Representative	Qwest Corporation		928.821.4609
	Steve Mertes, Chief Building Official		SMertes@sedonaaz.gov	928.203.5097
	Chase Gilomen Business Representative		ChaseGilomen@me.com	949.290.5311
	ANDREW BAIRD	KH	andrew.baird@kimberly-horn.com	928 478 7121
	Michael Reid	IT	mrreid@sedonaaz.gov	928 203 5080
	RANDY McGRANE	ARROYO ROBLES BW	RMCGRANE@ENSEMBLE.NET	602 - 912 - 8155
	CHASE GILOMEN	SCDQ	CHASEGILOMEN@MC.COM	949 290 5311
	LARRY FARHAT	C.O.S.	LFARHAT@SEDONAAZ.GOV	928 - 821 0857
VIA TEAMS	Dan Garza	C.O.S. IT Specialist		

Option A





MEMO

Public Works Department

TO Cari Meyer, Planning Manager

FROM Robert Welch, Associate Engineer

DATE December 21, 2021

SUBJECT Development Review Application – Uptown Sedona Parking Garage,
Citizen Participation Plan

In support of the City of Sedona's Development Review Application for the Uptown Sedona Parking Garage (the Parking Garage) this memo serves to provide information regarding the projects Public Outreach Plan and Citizen Participation Plan consistent with LDC Section 8.3.D.

A project specific Public Outreach Plan was prepared for the Parking Garage and is attached herewith. This plan outlines a public outreach effort encompassing the public, stakeholders, technical team members, and Authorities Having Jurisdiction (City Council, P&Z, and Sedona Building Department). The plan includes a general schedule for engagement with the various groups in context with the various phases of the projects design progress.

The Citizen Participation Plan for the Parking Garage will apply components of project Public Outreach Plan as applicable and supplemental outreach efforts as required by LDC Section 8.3. The development review application submittal for the project is considered a nonresidential, new building meeting the threshold for a Major Development Review. The application submittal and review procedure will include a Citizen Review Process and Public Meetings. The following is a general outline of the key aspects of our proposed Citizen Participation Plan for the project.

Public Notifications

Public notification and interest in the projects development application and general design are accommodated through mailings, public/stakeholder meetings, local advertisements, site sign postings, a dedicated project website (<https://uptownsedonagarage.com/>), City of Sedona website (general monthly progress updates). During project construction, public, merchant/business, agency, utility and other notifications and/or advisories will be coordinated through the CMAR and its public relations agent.

Public Hearing Notices – Development Review Application:

Public hearing notices related to the Development Plan Review will be via published (advertisement in local newspaper) and mailed notices will be made consistent with the requirements LDC 8.3.F.(3). Mailed meeting notices (regulatory, or general) are proposed to be distributed to neighborhood property owners within a perimeter of 600 feet. Addressees will be routinely compiled from the most current list of property owners as available through the City of Sedona GIS department. The mapped target area for neighboring property mailings is shown in the following Figure1, Site Location Map.

Interested individuals will have the opportunity to engage with the Planning and Zoning Commission and Staff at public meetings.

Public and Stakeholder Meetings – General:

Other public and stakeholder holder meetings will take place at various stages of the project design consistent with the projects Public Outreach Plan. Notification for public open house meetings are mailed out to the local neighborhood (properties as identified by Figure 1), posted on the project website, and issued as a press release. Stakeholders consist of a specific group of individuals whom will receive notices of stakeholder meetings and public meetings directly via email.

Interested individuals and stakeholders will have the opportunity to engage directly with project representatives during meetings, or indirectly through the project website. Project representative

to be present at such meetings will include pertinent City of Sedona staff, key representatives of the Architect's design team and key representatives of the CMAR (presence will be during the later stages of project development). Represented issues, concerns, problems, or other will be documented in various manners depending on the meeting forum, including meeting minutes, questionnaires/polling's, open house post boards, transcribed recordings, or other.

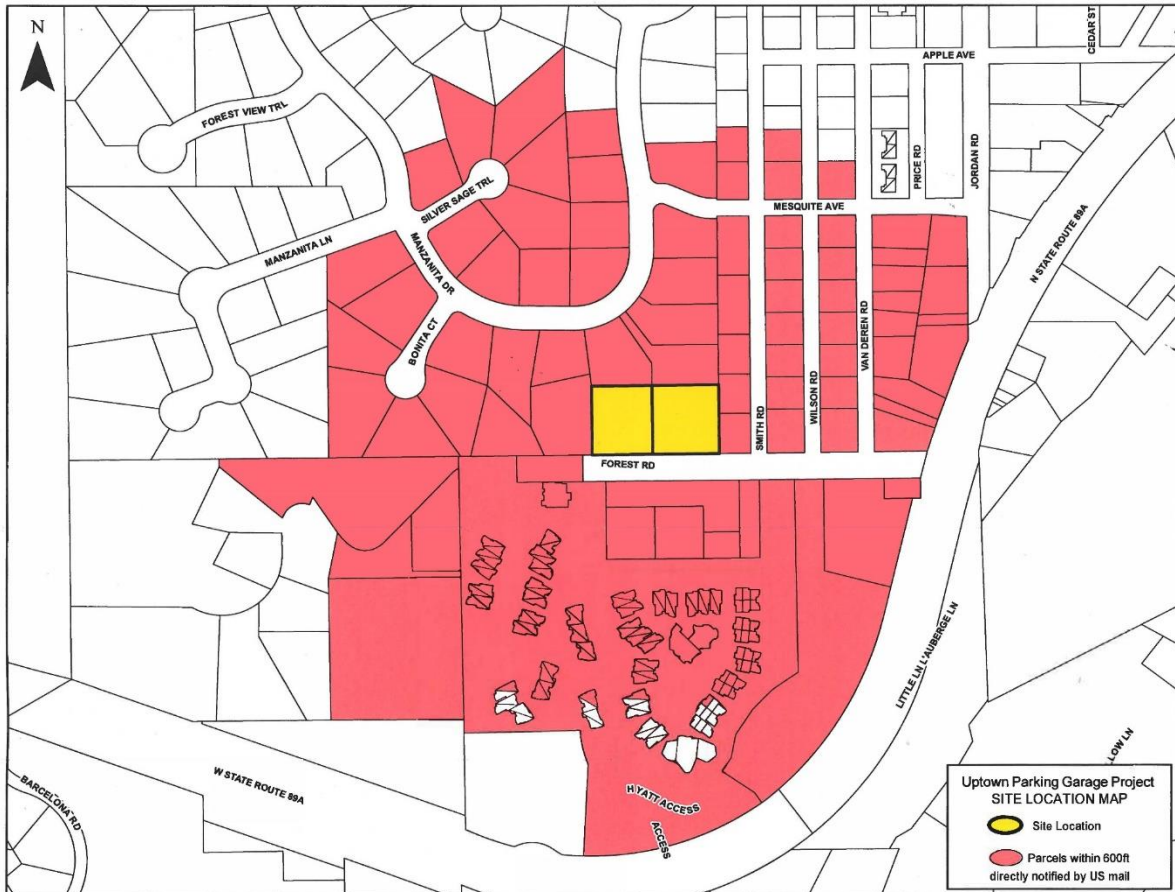


FIGURE 1, Site Location Map

Progress Plan Development or Significant Change

As the projects design development progresses general public meetings (two) will be conducted. One occurring during the Scoping Phase of the project and the other occurring at the 60% design development phase. Notification for general public meetings will consist of neighborhood mailings, press releases, and posting to the design website.

Progress plan development will be more frequently coordinated for review with stakeholders. These meetings will be conducted at the Conceptual, Preliminary (30%), Design Development (60%) and Semi-Final (90%) design stages. Notifications for stakeholders will be conducted via email.

Significant plan development changes will be coordinated for review as needed consistent with the notification manners noted above. Community Development staff are represented on the technical review team, which will serve as an integral review body lending technical and regulatory input on the projects design development. If significant changes in the project plan arise that may warrant additional public review their technical input will be sought.

Subject: Development Review Application – Uptown Sedona Parking Garage,
Citizen Participation Plan

Citizen Participation Report

Commensurate with the Public Outreach Plan and Citizen Participation Plan, a Citizen Participation Report will be developed and provided to Community Development Staff at the conclusion of the 60% design development and prior to the release of the semi-final design plans (95% design stage). The report will define the Public Participation efforts and relate the concerns, issues, and problems received by the public, stakeholders, and other groups as occur. The report will provide a summary of the following:

- a. The concerns, issues, and problems raised.
- b. How the received concerns, issues and problems were addressed or will be addressed.
- c. What concerns, issues, and problems could not be addressed and why.

Attachment(s):

Public Outreach Plan for Uptown Sedona Parking Garage

Public Outreach Plan for Uptown Sedona Parking Garage

Introduction

With completion of the Sedona Parking Facility Needs, Siting, Design Concept Assessment report and consistent with the direction of the Sedona City Council, the Sedona Public Works Department initiated the design of the Uptown Parking Garage located on Forest Road in August 2020. As part of that effort a Public Outreach Plan (the Plan) was developed for the project.

The projects Public Outreach Plan as provided herein outlines a public outreach effort across several groups, including the public, stakeholders, technical team members, and Authorities Having Jurisdiction (City Council, P&Z, and Sedona Building Department). Further, a general schedule for engagement with the various groups is organized in context of the various phases of the projects design development. Components of the Plan include, but are not necessarily limited to the following:

- City staff and the Architect/Engineer design team collaborate on development of the Plan to obtain staff, public, and stakeholder input during the three project design stages of: Scoping; Schematic Design; and Design Development.
- Staff design review meetings are anticipated at each of the three design stages.
- Two Public Information Meetings are anticipated. One at the Concept development stage and one at the 60% design stage.
- Four Stakeholder meetings are anticipated. One at the interface of the concept design stage; the schematic design stage; 60% design stage; and 95% design stage.
- Development Plan application for Planning and Zoning Commission approval, including Community Development efforts for a Major Plan Amendment to support rezoning the Uptown Parking Garage site.
- A Public Relations firm to handle outreach and communications during construction.

Background

In 2005 the City of Sedona completed the Sedona Parking Management Study. This comprehensive parking analysis evaluated parking demand and behavior in the Uptown and Highway 179 Gallery Row areas of Sedona. The 2005 study ultimately concluded that parking management in Sedona, especially in the Uptown District area, should undergo a comprehensive overhaul. The study resulted in a new Uptown Parking Management Plan with nine parking recommendations.

Little progress was made on implementing those recommendations until the Uptown Parking Management Plan was updated in 2012. The 2012 report validated the previous plan, and since that time significant progress has been made towards implementing the recommendations. Additional public parking has been added through public/private parking agreements, paid on-street parking has been implemented on Main Street, and the existing inventory of parking is being utilized more efficiently. Since 2012 the economy has also improved, tourism and general business activity has increased significantly, and a lack of sufficient parking has again become a problem.

One of the longer-term recommendations cited in 2005 and again in 2012, recognized the need, once existing supply was being maximized, to expand parking capacity either through the creation of a mixed-use parking garage project in the Uptown District or the development of additional remote parking facilities connected by a circulator shuttle. The Uptown merchants have requested that the City start thinking about, and planning for, the construction of a parking structure(s).

The Uptown District of Sedona has been identified as a “community focus area” (CFA) in the City’s Community Plan. As a CFA, a prescription for the area’s future is developed through a planning process that entails additional study, analysis and targeted planning work in conjunction with key community stakeholders in Uptown. The City is concluding that planning effort now. CFA planning will guide future development and redevelopment, including the potential for other uses of existing surface parking if parking alternatives are established. Future growth and potential changes in land use patterns in this area would create a greater need for consolidated parking facilities to serve the existing and future development needs.

On February 7, 2019 the City of Sedona issued a Request for Proposals to complete a needs assessment, and siting and design concept assessment for a parking facility or facilities to serve its Uptown tourist district. The scope of services included the development of design concepts for various parking area improvements together with recommendations for financing mechanisms, including an in-lieu parking fee system. With the completion of this recent study entitled, Uptown Sedona Parking Facility Needs, Siting, Design Concept Assessment, the City of Sedona has concluded the need to develop a parking garage type facility as a three-deck structure with one level below grade to be located on the North Forest site as identified in the study.

On August 7, 2020 the City of Sedona through its Public Works Department, Engineering Division issued a Request for Qualifications seeking sealed proposals and Statements of Qualifications (SOQs) from interested and qualified consultants to provide professional architectural and engineering services for the Uptown Sedona Parking Garage. Submittals from eleven firms were received and evaluated by a five-member selection committee, which concluded with the firm of Gabor Lorant Architects, Inc (GLA) as the most qualified respondent. The Sedona City Council approved a contract for professional services with GLA for design of the parking garage and on January 13, 2021 project design activities for the parking garage were officially kicked off under the management of the Sedona Public Works Department.

On February 26, 2021 the City of Sedona through its Public Works Department, Engineering Division issued a Request for Qualifications seeking SOQs for design phase and construction services as a Construction Manager at Risk (CMAR) for the construction of the Uptown Sedona Parking Garage Project. SOQ’s from five CMAR firms were received and evaluated by a six-member selection committee. Of the five respondents to the RFQ, the firm of McCarthy Building Companies, Inc was found to be the most qualified. On the recommendation of the Sedona Public Works Department Staff, the Sedona City Council on May 13, 2021 approved a contract for CMAR, Design Phase Services with McCarthy Building Companies, Inc.

The CMAR approach for procurement and delivery of the project’s construction allows the integration of a construction firm/manager/CMAR into both the design and construction processes of the project. In this manner the construction firm/manager/CMAR, acting in an advisory and construction administrative role, gives oversight in the three project development areas of design, planning and construction to provide better efficiency of the construction costs and time. The construction firm/manager/CMAR delivery method will also help the City and the architect resolve common issues/concerns of constructability, cost, material selection, time/availability, value engineering, and phasing/planning of the construction.

Process

1. Public outreach communications will entail a wide range of outreach types, including:
 - Mailers (general matters, informational updates, meeting notices, and questionnaire’s/surveys)
 - Public information meetings (neighborhood/general public)
 - Stakeholder meetings
 - Routine City Council Updates

Public Outreach Plan for
Uptown Sedona Parking Garage (cont.)

- Actively managed project website (Architects/City informational materials and bulletins on the project)
 - Monthly project updates (posted to City of Sedona Public Works/CIP webpage.)
 - A Public Relations firm to handle public outreach and communications during construction.
2. Supplemental public outreach and communications are necessary to support the Community Development Department (Com Dev) and its efforts on the Uptown Community Focus Area plan and Major Community Plan Amendment (parking garage site rezoning efforts from RS-18 to M3) for the Uptown Sedona Parking Garage. The Public Works Department, Com Dev, and the design team will collaborate on the outreach planning for this purpose.

The task outline and anticipated action dates for coordinating with the Community Development Department/Planning and Zoning Commission are as follows:

Task	Assignment	Anticipated Start Date	Anticipated Completion Date
1. Notification of Major Community Plan Amendment & Public Outreach Meeting	City of Sedona (COS)	3/15/21	3/29/21
2. Prepare Uptown Garage Package for initial Public Outreach Meeting (handouts, questionnaire, website) <ul style="list-style-type: none"> • Narrative • Site Plan • Floor Plans • Elevations • Perspective(s) 	GLA	12/15/20	4/10/21/
3. Review Parking Garage Options/Establish COS Stakeholder Group	COS-PW/GLA	3/29/21	3/31/21
4. Prepare Uptown Garage Package for Rezoning Package <ul style="list-style-type: none"> • Narrative • Site Plan • Floor Plans • Elevations • Perspective(s) 	COS-PW&CD/GLA	3/31/21	5/4/21
5. Conduct Garage Public Outreach Meeting(s)	COS-PW/GLA	4/17/21	4/17/21
6. Deadline for public response to Questionnaire	Public	4/30/21	4/30/21
7. Tabulate results of Questionnaire, prepare DRAFT Summary Report on Public Outreach Effort (include p-outreach planning and efforts to date; Summary to COMDEV by 5/11 for Planning Commission work session).	GLA	5/1/21	5/10/21
8. Review by COS of Summary Report on Public Outreach Effort	COS	5/10/21	5/11/21
9. Revise/Finalize Summary Report on Public Outreach; make available to publish on Website	COS-PW/GLA	5/13/21	5/17/21
10. P&Z Packets due for 18 May P&Z Work Session	COS-PW&CD/GLA	5/11/21	6/6/21
11. P&Z Public Hearing <ul style="list-style-type: none"> • City-wide notification 15-16 Jun of P&Z 06 Jul Public Hearing 	COS-PW&CD	6/21/21	7/6/21

Public Outreach Plan for
Uptown Sedona Parking Garage (cont.)

Task	Assignment	Anticipated Start Date	Anticipated Completion Date
<ul style="list-style-type: none"> P&Z packets due 29 Jun for 06 Jul Public Hear'g Conduct P&Z Public Hearing 			
12. City Council P&Z Work Session <ul style="list-style-type: none"> Notification: 23-24 Aug of 15 Sep Council Public Hearing City Council Packet due 30 Aug Council Meeting 15 Sep 	COS-PW&CD	8/23/21	9/15/21
13. Design Progress Updates (2) available to publish on Website <ul style="list-style-type: none"> Narrative Site Plan Floor Plans Elevations Perspective(s) 	GLA	5/17/21	9/22/21
14. Conceptual Review: Preliminary LOI/Plans and Request for P&Z Work Session	COS-PW/CD/GLA	10/11/21	10/11/21
15. Conceptual Review: P&Z Work Session	COS-PW/CD/GLA	10/11/21	11/2/21
16. Development Review: Application, LOI, Citizen Participation Plan, Project Plans	COS-PW/GLA	12/2/21	12/24/21
17. Development Review: Public Outreach – Neighborhood letter regarding DP Application and Tentative P&Z Meeting	COS-PW	12/28/21	12/29/21
18. Development Review: Public Outreach - Neighborhood letter regarding P&Z Meeting	COS-PW	1/20/22	1/24/22
19. Development Review: Application Review	COS-PW/CD	12/27/21	2/1/22
20. Development Review: P&Z Commission Meeting	COS-PW/CD/GLA/P&Z Comm	2/15/22	2/15/22
21. Building Permit: Application and Review	COS-PW/CD-Bldg/GLA	3/22	5/22

Public Participation Assumptions

In developing this plan, the following assumptions about the desired process were used as a guide:

- Process is at the Consult level.



- The City promises to keep the public informed on this project.
- The Public Works Department will consult with stakeholders and nearby residents to obtain feedback on design iterations and will keep them informed on how their feedback is used.

Stakeholders include concerned citizens within the adjoining neighborhood, Uptown Parking Advisory Committee (UPAC), City staff, Sedona Fire, Qwest Corp (adjoining business) and others as determined appropriate.

Specific Stakeholders sought for meeting involvement are as follows:

1. UPAC
 - a. Chase Gilomen [Neighbor, Business Representative]; 267 Van Deren Rd, Sedona, AZ 86336; Phone: 949.290.5311; Email: ChaseGilomen@me.com
 - b. Al Spector [Business Owner]; Phone: 602.819.8809; Email: al@alspector.net
 - c. Jesse Alexander [Business Representative]; Email: JesseA@sedona-center.com
 - d. Julie Richard [Exec Dir - Sedona Arts Center]; Phone: 623.229.2534; Email: julie@sedonaartscenter.org
 - e. Randy McGrane [Business Owner] Ensemble Real Estate Solutions & Investments; Phone: 602.912.8955; Email: rmcgrane@ensemble.net
 - f. Bob Huggins [Ranger, Acknowledged Contributor]; Email: 1st.sedonaranger@gmail.com
2. Chuck Hardy (or substitute), City of Sedona [User]; Email: CHardy@sedonaaz.gov
3. Larry Farhat, Facilities Maintenance Manager [User]; Email: LFarhat@sedonaz.gov
4. Ryan Hayes, City Maintenance Supervisor [User]; Email: RHayes@sedonaaz.gov
5. Robert Weber, Transit Administrator [User]; Email: RWeber@sedonaaz.gov
6. Sedona Police Department [User]
 - a. Charles Husted, Chief of Police; Phone 929.284.7172; Email: chusted@sedonaaz.gov
 - b. Lt. Foley; Phone; 928.203.5019-office, 928.592.8025-cell; Email: sfoley@sedonaaz.gov
 - c. Det. Aldo Ortega; Phone 9028.203.5004; Email: aortega@sedonaaz.gov
7. Sedona Fire District [User, Neighbor]
 - a. Dori Booth, Fire Marshal; Phone: 928.204.8926; Email: dbooth@sedonafire.org
 - b. For Scheduling of Dori contact Carla Dufort, Admin Specialist; Phone: 928.204.8926; Email: CDufort@sedonafire.org
8. ~~Freddie Valdez [Neighbor]; Phone: 928.231.2189; Email: freddie@valdezarchitects.com~~
DECLINED
9. *Qwest Corporation [Business, Neighbor], **Called, under consideration (contact is Armen McNerlin 928.821.4609).***

Technical Review Committee:

1. Andy Dickey PE, Director Public Works/City Engineer; Phone: (928) 203-5039; Email: ADickey@sedonaaz.gov
2. Bob Welch PE, Associate Engineer; Phone: (928) 203-5120; Email: BWelch@sedonaaz.gov
3. Hanako Ueda, Assistant Engineer; Phone: (928) 203-5024; Email: HUeda@sedonaaz.gov
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5. Steve Mertes, Chief Building Official; Phone: (928) 203-5097; Email: SMertes@sedonaaz.gov
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General Public Outreach – Design Phase

Scoping Phase (Concept Design):

2/1/21 – 6/1/21

1. Public Information Meeting (Neighborhood Meet and Greet)
 - 1.1. An onsite all-day meeting event (9:00 am – 3:00 pm), to meet the neighborhood and provide a personable introduction of the design team to them. The meeting will be attended by key design personnel as well as City staff. The meeting forum is open, casual, and provides some initial illustrations to promote and stimulate conversation. The onsite location of the meeting serves to provide for active interaction and referencing for the structure's location and relative height to actual site physical features. The meeting additionally serves to allow the design team and staff

the opportunity to hear, firsthand, concerns, ideas, and general input from the surrounding neighborhood.

- 1.2. A questionnaire to gauge the opinion of the public of some key design aspects/components for the project will be developed.
2. P&Z Work Session Meeting
 - 2.1. Notice of Work Session meeting by Community Development, the work session meeting will be open to public involvement.
3. Stakeholder Meeting
 - 3.1. Meeting 1 of 4 to be scheduled at completion of the Concept Design.
4. Technical Review Committee
 - 4.1. No meeting, hard copy review of concept plan only.
5. Communication tools:
 - 5.1. Updates via email and in person meetings with stakeholders. (Repeated in all the phases below)
 - 5.2. Update project design website
 - 5.3. Mail a letter to neighboring property owners to share the scoping design report; solicit comment and input and communicate via the website.
 - 5.4. Project updates to City Council as part of staff's regularly scheduled quarterly SIM updates. This will include a list of the communication efforts to date

Schematic Design (30% Design Plans)

5/1/21 – 7/15/21

1. P&Z Public Hearing

Public Works staff and GLA to coordinate with Com Dev on Public Hearing materials

 - 1.1. City-wide notification 15-16 June
 - 1.2. P&Z Packets due 29 June
 - 1.3. P&Z Public Hearing 06 July
2. Stakeholder Meeting
 - 2.1. Meeting 2 of 4 to be scheduled at completion of the Schematic Design.
3. Technical Review Committee
 - 3.1. Meeting 1 of 3 to be scheduled at completion of Schematic Design.
4. Communication tools:
 - 4.1. Update project design website
 - 4.2. Mail a letter to neighboring property owners to share the Schematic Design, solicit comment and input and communicate via the website.

- 4.3. Project updates to City Council as part of staff's regularly scheduled quarterly SIM updates. This will include a list of the communication efforts to date

Design Development (60% Design Plans)

8/1/21 – 11/1/21

1. City Council Public Hearing
 - Public Works staff and GLA to coordinate with Com Dev on Public Hearing materials
 - 1.1. Notification 23-24 August
 - 1.2. P&Z Packets due 30 August
 - 1.3. Council Meeting/Hearing 15 September
2. Stakeholder Meeting
 - 2.1. Meeting 3 of 4 to be scheduled at completion of the 60% Design.
3. Technical Review Committee
 - 3.1. Meeting 2 of 3 to be scheduled at completion of 60% Design.
4. Public Information Meeting of 60 % design plans?
 - 4.1. Arrange/Secure a meeting location
 - 4.2. Mail out notification
 - 4.3. Issue Press Release
5. Communication tools:
 - 5.1. Update project design website
 - 5.2. Mail a letter to neighboring property owners to share the 60% Design, solicit comment and input and communicate via the website.
 - 5.3. Project updates to City Council as part of staff's regularly scheduled quarterly SIM updates. This will include a list of the communication efforts to date

Contract Documents (95% and 100% Design Plans)

11/15/21 - 4/15/22

1. Stakeholder Meeting
 - 1.1. Meeting 4 of 4 to be scheduled at completion of the 95% Design.
2. Technical Review Committee
 - 2.1. Meeting 3 of 3 to be scheduled at completion of 95% Design.
3. Communication tools:
 - 3.1. Update project design website.
 - 3.2. Mail a letter to neighboring property owners to share the 100% Design and communicate the website.

- 3.3. Project updates to City Council as part of staff's regularly scheduled quarterly SIM updates. This will include a list of the communication efforts to date

Public Outreach – Construction Phase

Development pending coordination with CMAR

Public Relations (PR) Firm

1. Hire a PR firm to take extra care of the communications needs on this project.
 - 1.1. Create a project website. The City's SIM website will directly link to the PR firm's website.
 - 1.2. Establish a hotline number for the project. The PR firm will answer calls during business hours and get back to messages on the hotline within 24 hours.

Communication and Outreach

1. PR Firm to mail a letter to neighboring property owners to share the design, explain the timeline and communicate the website and hotline.
2. Send weekly email updates from the PR firm to those in the project's communications database.
3. Write a press release so the community knows what to expect with construction, timing, traffic control/closures, etc. This will be a collaboration between the PR firm and the City's communications team.
4. Routinely update the PR firm's project website with construction updates.
5. If possible, use City Talk article slot for publication on the project and construction updates.
6. Post high-level social media updates with photos.