

**LETTER OF INTENT FOR PROPOSED DEVELOPMENT**  
**PROJECT NAME: SUNSET MULTI-FAMILY**

May 03, 2022

Cari Meyer, Planning Manager  
Community Development  
102 Roadrunner Drive  
Sedona, AZ 86336-3710

Dear Ms. Meyer,

The purpose of this letter of intent is to pursue land use and related approvals for the development of a 2.5 acre (108,900 square feet) property in the City of Sedona.

PARCEL #: 408-26-030C  
PROJECT ADDRESS: 220 S. SUNSET DRIVE  
SEDONA, AZ  
EXISTING PROJECT ZONING: CO & RM-2  
PROPOSED PROJECT TYPE: MULTI-FAMILY AFFORDABLE HOUSING in CO Zoning (per Development agreement dated 03.02.2022)

**PROJECT SUMMARY:**

This project will comprise of (2) two story buildings serving multi-family residents with a total of 3 separate buildings and 46 units. The units will be divided into 26 two bedroom units (900 sf / unit) and 20 one bedroom units (600 sf / unit) for a combined total of 35,400 sf of unit space. a) This project addresses the requirements of the Land Development Code and additional guidelines contained in the Administrative Manual. **All applicable sections must be addressed, please refer to specific sections of these documents in the LOI. See Manual Sections 1.1.D, 1.1.E(2), 1.1.H, 1.2.A(1).** b) **The LOI must discuss how the project meets the required findings for a Development Review application (LDC Section 8.3.E(5)).**

**PROJECT BUILDING INFORMATION:**

# OF UNITS: 46 Total Units  
LOCATION: 220 Sunset Drive  
APN: 408-26-030C  
RENTAL SQ.FT.: 35,400 sq.ft.  
SQ.FT. PER UNIT: (20) twenty, One Bedroom (UNIT A) = 600 sq.ft.  
(26) twenty-six, Two Bedroom (UNIT B) = 900 sq.ft.  
START OF CONSTRUCTION: Approximately April 2022

TYPE OF BUILDING: (3) Three - Two Story Buildings (MULTI-FAMILY RESIDENTIAL)

LAND AREA: 108,000 sq.ft. = 2.5 acres  
 SETBACK: CO-Commercial  
 Front: 10'-0"  
 Rear: 0'-0"  
 Side: 0'-0" and/or 20'-0" abutting against any R-zone property

VEHICLE PARKING: TOTAL Required: 71 Parking Spaces  
 TOTAL Provided: 62 parking spaces  
 49 Standard parking spaces  
 3 ADA parking spaces  
 7 Compact Parking Spaces  
 3 Motorcycle Parking Spaces

BICYCLE PARKING: Required: Min. 7 Parking Spaces  
 Provided: 7 spaces

SITE ACCESS: (2) Two access points from Sunset Drive

OPEN SPACE: (CO) Required (20%) = 21,780 sq.ft.  
 Provided Lot Coverage (41%) = 44,237 sq.ft.

LOT COVERAGE: (CO) Allowable Max Lot Coverage (80%) = 87,120 sq.ft.  
 Provided Lot Coverage (59%) = 64,663 sq.ft.

This project will have two-way drive aisle and will be accessed from two locations off Sunset Drive which is in close proximity to HWY 89A and is promotes a "Highly Walkable" area.

**EXISTING SITE CONDITIONS:**

This project is located on a 2.5 acres lot and northern (2/3) two-thirds of the lot is currently zoned as a CO (Commercial) property and the remaining (1/3) one-third of the lot is zoned RM-2. The site has 4 sides in which 3 sides are landlocked, abutting against other private properties. To the north side (side lot line), the site abuts against a (CO) Commercial Property. To the east side (rear lot line) the property abuts against Masters Bible Church which is zoned (CO) Commercial. In addition to the rear lot line, there is a natural wash which is designated as a Floor Plan and a 100 year Flood Zone. The natural wash area is approximately 30,000 square feet (.69 acres). To the south side (side lot line), the property abuts against Casistas Tranquil which is zoned RM-3. The west side (front lot line) abuts against Sunset Drive (ROW).

**CONCEPTUAL PROJECT LAYOUT:**

The City of Sedona is in partnership with the owner of this development and recently has amended the contract indicating that the site will be reviewed and will follow the development design guidelines and zoning requirements for a CO (Commercial) zone. The project will be entirely and exclusively accessed from Sunset Drive. Sunset Drive will serve as the project sites sole entry and exit access points. The buildings on the site comprise of (3) three separate two story multi-family residential building structures. The largest building footprint will be located up against the 10'-0" front set back line and will provide curb appeal to Sunset Drive as well for the Community along the ROW corridor. The four buildings will be situated to maximize views of the

natural wash, Capital Butte, Thunder Mountain, and Coffee Pot Rock. The natural wash gives this site a unique sense of place and we intend to enhance the natural landscape to achieve the open space the residence deserve.

### **OBJECTIVES AND BENEFITS:**

This project will benefit the City of Sedona in the following ways:

- This will bring affordable housing to the area and sustain the local economy which will allow the residence to work and afford to live in the City of Sedona.
- Adding 35,400 square feet of affordable multi-family residential housing
- Providing a sense of community for the residents on the site and the surrounding areas
- Easy access to main roads, public transportation and offices where residents might be inclined to work.
- The site includes community open spaces and courtyards with amenities which enhance the lifestyle of the residents

This project will elevate the surrounding developments with its architectural character and curb appeal along the Sunset Drive corridor and enhance the streetscape. In addition to the design aesthetics of the project, it will add diversity to the neighborhood and will entice connectivity with the commercial corridor located on HWY 89A / Sunset Drive.

### **LDC REQUIREMENTS AND COMPLIANCE:**

- **Building Height:**  
The City of Sedona will forgo any restrictions based off the R-2 zoning on the site and will only enforce CO zoning requirements for the entire site.  
The project proposes a 10'-0" increase in height from 22'-0" to 32'-0". We intend to utilize all credits possible to achieve this maximum height of 32'-0". We're in compliance with LDC 2.24 (Alternate Standards Table 2.7) to increase height by 5'-0". Our pitched/gable roof slopes exceed the minimum requirement of 3-1/2:12. In addition to this 5'-0" increase request, we're also requesting another 5'-0" increase for complying with LDC 2.24 Table 2.9 (Alternate Height Standards for Wall Plane Relief and Reduced LRV). Our minimum LRV value for our entire project is 21%. We comply with this standard for we achieved +10 "Credit Point value". Combined, we have met all requirements to increase our parallel height eligibility by 10'-0" which allows for our max parallel plane to be at 32'-0".
- **Building Location and Orientation:**  
Due to the landlock situation with this site, there is only (1) one side of the lot that allows for ingress and egress into the site. The (2) two access points into the site are from Sunset Drive, which is located on the west side of the property and is considered the front. On-site private circulation and pathways connects the residents to an open courtyard and open space gathering areas within Site boundaries. In addition to the connectivity within the site boundaries, there are pathways which connect the residents to Sunset Drives public sidewalk which connects to HWY 89A corridor and the trailheads to the south end of Sunset Drive.
- **Setbacks for CO (Commercial):**  
The City of Sedona will forgo any restrictions based off the R-2 zoning on the site and will only enforce CO zoning requirements for the entire site.  
Front: 10'-0"  
Rear: 0'-0"  
Side: 0'-0" or 20'-0" abutting against any R-residential district  
Landscape buffer varies

- **Off-street Parking and Service Area; Circulation**

The proposed off-street parking and service areas accommodate the City Requirements for visual screening and lighting. Required Parking counts can be achieved through several different methods and design strategies. We are requesting parking credits from the City of Sedona due to the irregular site conditions which would prevent us from achieving the required parking for the density of 46 units. Our project will provide nine (9) fewer parking spaces than required by Sedona's LDC. By using the Pinon Lofts as a case study to provide the ability of functionality even with nine (9) fewer parking spaces than required.

The Pinon Lofts have provided the 80 parking spaces required per Sedona's LDC. However, only 47 parking spaces are in use as of today. This case study presents the dichotomy between Affordable Housing and the standard private apartment living. Therefore, we are asking for the city to allow us to provide nine (9) fewer parking spaces than the LDC requires.

- **Building Massing and Articulation:**

Building masses of the (3) three buildings will be distinctively separate from one another but will share common architectural character and aesthetics. The building masses achieves the City of Sedona's standards for massing for each roof has different height variations. All the elevations of the residential units will slightly have distinctively different character due to the natural grade and slope of the site which the buildings will conform to. There will be different parapet/roof ridge heights to enhance variations of architectural character and unit separation. Mechanical units will be housed inside the open web trusses with proper ventilation. Therefore, no rooftop screening requirements set forth by the City of Sedona LDC will be required.

- **Materials and Colors:**

Most exterior finish materials are stucco and the colors for this project have meticulously been selected to achieve a minimum of 21% LRV. This low LRV% allows us to achieve an additional 5'-0" in increased height in conjunction with the "Wall Plane Relief" requirements. Vinyl siding will accent the stucco colors in specific areas within the elevations. The colors compliment the natural landscape colors that Sedona offers. The retention walls will be of CMU and color to match adjacent stucco colors. The project will comprise of this color palette:

DE6350 Dark Engine (LRV 5%)  
DE6327 Rhinoceros (LRV 18%)  
DEA158 Northern Territory (LRV 7%)  
DE6118 Sandpit (LRV 21%)  
Vinyl Siding Color: Espresso  
Vinyl Siding Color: Slate  
Roof Shingles Color: Charcoal & Hickory

- **CITIZEN PARTICIPATION PROCESS:**

The Citizen outreach will be submitted separate of this application by the owner and coordinated with the City of Sedona.

## **CITY OF SEDONA COMMUNITY PLANS**

Community Plan p. 7, 10-15 Vision: "Sedona is a community that nurtures connections between people, encourages healthy and active lifestyles, and supports a diverse and prosperous economy, with priority given to the protection of the environment".

**COMMUNITY PLAN VISION:**

- **Environmental Stewardship:** Sedona is known for practices that respect and protect the natural environment, and as the responsible caretaker of one of the world's greatest treasures.
- **Community Connections:** We meet this standard for our site is designed to encourage a sense of community with a central courtyard and is amplified by located all unit entrances from the courtyard area. This will encourage interactions and community dialogue within the premises of the site. In addition to this, the natural wash located on the east side of the property has potential to bring community pets together along with their owners.
- **Improved Traffic Flow:** We meet this requirement by respecting the bike path which links the bikers to trails at the south end of Sunset Drive and connects them to the main corridor of HWY 89A. We have designed a pedestrian sidewalk along Sunset Drive and will encourage the use of HWY 89A public transit system. Furthermore, we have designed a two-way traffic driveway with two entrances and exits for easy circulation in and out of the project site. We travel efficiently throughout Sedona using safe roads, pedestrian and bicycle pathways, and convenient transit.
- **Walkability:** We meet this requirement by creating a pedestrian sidewalk on along Sunset Drive which connects to the courtyard. The existing bike lanes along Sunset Drive have been respected and are not being encroached upon but only enhanced by the design of a new pedestrian sidewalk. The pedestrian sidewalk starts at the south end of the project site and connects to the existing sidewalk to the north. The sidewalk will link the pedestrian to the HWY 89A main commercial corridor. Also, on the west side of Sunset Drive, there is another sidewalk that links a pedestrian to the south end of Sunset Drive where the trailheads are located for hiking or biking.
- **Economic Diversity:** We meet this requirement as we are an affordable housing project which caters to a diverse group of individuals who have diverse living needs. In addition to the diverse options for individual lifestyles, our project location enhances the abilities of the residence to utilize the public transportation system, biking, and walking to their employment or other destinations for shopping and entertainment.
- **Sense of Place:** We meet this requirement as we intend to enhance the natural landscape surrounding our site by adapting our architectural design to reflect the geometry of the Sedona Landscape and the natural rock formations. In addition to the architectural design, we intend to clean and enhance the natural wash located on the east side of the property.

**Residential Unit Information:**

(1) One Bedroom Units:	20 units 600 sq.ft. / unit
(2) Two Bedroom Units:	26 Units 900 sq.ft. / unit

**One Bedroom Unit Amenities:**

Compact floor plans  
Unique concept  
Unique Architectural Character  
9'-0" ceiling heights  
Full Kitchen  
Pantry  
Dining Room

Living Room  
Energy Star Built-in Appliances  
Washer/Dryer  
Private balcony / Private Backyard  
Storage Space  
One full bathroom

**Two Bedroom Unit Amenities:**

Compact floor plans  
Unique concept  
Unique Architectural Character  
9'-0" ceiling heights  
Full Kitchen  
Pantry  
Dining Room  
Living Room  
Energy Star Built-in Appliances  
Washer/Dryer  
Private balcony / Private Backyard  
Storage Space  
Two full bathrooms

**Community Amenities:**

Natural Wash open space  
Barbeque areas within the Natural Wash  
Gathering spaces within the Natural Wash  
Dog run within the Natural Wash  
Community Courtyard with one barbeque grilling area  
Bicycle Racks

**PROJECT TEAM**

Architects: suoLL Architects  
Civil Engineer: Sefton Engineering  
Structural Engineer: PK Associates  
Mechanical Engineer: NP Mechanical  
Electrical Engineer: NP Engineering  
Landscape Designer: Anderson Design

Sincerely,



---

Caroline Lobo, AIA  
Principal

May 03, 2022

**SUBJECT: PZ21-00018 (DEV) Sunset Lofts Planning Comments, December 14, 2021**

- 1. Comprehensive Review (a), (b), (c), (d): Noted**
- 2. Overall Submittal (a), (b): Noted**
- 3. Letter of Intent (LOI)**
  - a. See revised LOI, dated 04.28.22
  - b. See revised LOI, dated 04.28.22
  - c. The LOI has been revised to reflect 3 (three) buildings as shown on Site plan.
- 4. Site Plans**
  - a. 5'-0" breezeway in the middle of building 2: Building 2 includes a 5'-0" breezeway and for occupancy/construction type area calculations, the building is considered as a single building meeting. The above has been discussed with Chief Building Official Steve Mertes via phone conversation.
  - b. Sheet C-10: Horizontal and Vertical scales have been changed to read correctly. horizontal of 1" =2 0', vertical of 1" =10'
- 5. Floor Plans**
  - a. Unit B (2 bedroom units)**
    - i. Rearranging second bedroom:** "The suggestion has been carefully evaluated by the design team and developer". The redesign of the living space would likely result in a reduced unit count. The project team does not feel the bedroom access compromises the livability and resident experience.
    - ii. Master Bedroom floor plan on Level 1 do not show a Window:** See revised sheet A-101 with window shown at Master Bedroom.
- 6. Heights (LDC Section 2.24.E)**
  - a) The maximum height allowed for the proposed buildings, if all alternate standards are maximized, is 32 feet above natural grade. Buildings 2 and 3 have portions that exceed 32 feet at their highest point. Redesign buildings to meet height requirements.**

**Response:** See Revised building elevations. As designed, all building heights are within 32'-0"

    - i.) For Building 2, points that exceed 32 feet are the east side of the building adjacent to the walkway in the middle of the building and the southeast corner of the building.

**Response:** See Revised building elevations. As designed, all building heights are within 32'-0"

- ii). For Building 3, the southeast corner of the building exceeds 32 feet in height.

**Response:** See Revised building elevations. As designed, all building heights are within 32'-0"

**b) Alternate Standards – See LDC Section 2.24.E(4)**

- i) Building 1 requires application of 10 points under alternate standards, the highest point is 32 feet above existing grade, all roof slopes exceed 3.5:12. Clearly indicate how alternate standards will be applied to this building.

**Response:** See Revised building elevations. As designed, all building heights are within 32'-0". Building 1, 2 and 3 avail of the following alternate standards:

- all roof slopes exceed 3.5:12 : 5'-0" increase in height over base height of 22'-0"
- the following largest unrelieved building plane for facades of building per Table 2.9 have been integrated into the design:

Additional height	Largest unrelieved building plane	LRV%
5'-0"	200 SF	na
4'-6"	225 SF	na
4'-0"	250 SF	na
3'-6"	300 SF	na
3'-0"	350 SF	na
2'-6"	400 SF	21%

- ii) It is assumed that Buildings 2 & 3 will require alternate standards. A final determination will be made after heights are reduced. Clearly show how alternate standards will be applied.

**Response:** See Response 6.b.i above



- iii) The lightest proposed paint color is DE6118 (Sandpit), with an LRV of 21%, which would qualify for 5 points under alternate standards. Therefore, the largest unrelieved building plane cannot exceed 400 square feet. As currently shown on the elevation, the wall planes at the ends of each building exceed 900 square feet.

**Response:** See Response 6.b.i above

7. **Parking (LDC Section 5.5)**

- a) Bicycle parking (LDC Section 5.5.D(3))

- i) Indicate the number of bicycle parking spaces provided. While a minimum of 7 bicycle spaces are required, more bicycle parking would be encouraged, with a recommended minimum of 1 bicycle space per unit.

**Response:** Site Parking layout has been revised to now provide a total of sixteen bicycle parking spaces at four locations (four at each location). See revised site plan.

- iii) The plans appear to only show one location for bicycle parking. Bicycle parking must be distributed evenly around the site.

**Response:** Site Parking layout has been revised to now provide a total of sixteen bicycle parking spaces at four locations (four at each location). See revised site plan.

- b) Provide a design for the covered parking structures – these structures must be architecturally compatible with the remainder of the development and designed to allow for solar panel installation to facilitate EV charging (LDC Section 5.5.F(6)).

**Response:** See Layout Sheet AS103 for covered parking structure design. The design allows for solar panel integration. The Electrical infrastructure design includes integration of EV charging stations. See AS 101 for EV charging station locations

8. **Landscaping, Buffering and Screening (LDC Section 5.6)**

**Response:** See attached response letter from Landscape architect Anderson.

9. **Site and Building Design (LDC Section 5.7)**

a) **Relationship to Public Realm and Adjacent Developments (LDC Section 5.7.D(5))**

- i) Shared driveways are encouraged to the maximum extent practicable. Indicate whether shared driveways have been discussed and/or are possible with the lots to the north and south.

**Response:** Due to grade differentials between the property to the north and north driveway, a shared driveway does not appear to be practical. The timing to evaluate and perhaps secure the access agreements is a detriment in the project timeline and adds undue cost to an affordable project design

- ii) Linkages of internal vehicular and pedestrian circulation systems: Indicate whether vehicle and/or pedestrian connections can be made to the adjacent lots.

**Response:** Due to grade differentials between the north property and north driveway a shared driveway may not be practical. The developer may consider linkages to the southern property at a later date.

- iii) If connections are not possible at this time, the site should be designed to allow for future connections to adjacent properties.

**Response:** Noted.

b) **Underground utilities (LDC Section 5.7.D(6)).**

- i) All new utilities serving the site shall be underground. The development would also be encouraged to underground utilities along Sunset Drive during construction. If undergrounding existing lines is not possible at this time, construction should include infrastructure to allow for undergrounding in the future (e.g., including conduit in sidewalk construction).

**Response:** The project is designed as an affordable housing project. However, the Developer will take this into consideration. If considered, perhaps the city or APS can provide the diameter of the conduit required.

c) **Massing Requirements (LDC Section 5.7.F(2)a)**

## DR Comments

Page 5 of 9

- i) Clearly show **footprint of buildings** (not including patios) and ensure projections/recessions meet massing requirements (6 feet deep and 100 square feet minimum).

**Response:** Sheet AS101 building footprint is highlighted in grey. See elevations showing massing requirements. Buildings vary in height, facades are 100 SFT minimum. Note patios are 6'-0" wide (min.), and 6'-0" deep from roof overhang.

- ii) **For buildings within 50 feet of a ROW**, building masses must be oriented towards the street. Modify building plans to meet this requirement.

**Response:** See revised Building 1 west elevation massing and street presence oriented to Sunset Drive.

- (1) The recessions/projections on the west side of Building 3 must meet massing requirements.

**Response:** The provided recessions are 6'-0" deep, roofs vary by 2'-0" and varied façade materials and colors have been integrated into the west side of the building meeting massing requirements.

- (2) The massing on Building 1 is not currently oriented towards the street.

**Response:** See revised Building 1 west elevation to create massing and street presence oriented to Sunset Drive.

- iii) Based on Staff's evaluation of heights, the buildings will need to be redesigned. As redesigns occur, ensure that the buildings continue to meet massing requirements.

**Response:** See revised building elevations for building height compliance.

- d) **Building Articulation** (LDC Section 5.7.F(2)c)

- i) **Horizontal Articulation:** The ends of the buildings exceed 30 feet in length and must incorporate at least one articulation element listed in this section.

**Response:** The ends of buildings have been revised to include change in texture.

- ii) **Transparency (Windows, Door, and Openings):** Indicate percentage of windows and doorways on elevations. See this section for code requirements.

**Response:** Noted on plans

- e) **Building Length (LDC Section 5.7.F(2)d)**

- i) Buildings 1 and 3 exceed 150 feet in length and are required to have a minimum of 25% of the building no more than 16 feet in height and visible from both sides of the elevation longer than 150 feet in length.

**Response:** A variance to the Building Length requirement is covered under the Development Agreement between Developer and City of Sedona, dated 03.09.22 (copy attached).

- f) **Architectural Style and Character (LDC Section 5.7.F(3))**

- i) The proposed architectural style of this development does not appear to be compatible with the surrounding developments. Specifically, the asymmetrical rooflines are not in keeping with the flat/parapet roofs of adjacent development. Redesign to incorporate elements from surrounding buildings to ensure compatibility of this development with the area.

**Response:** There are several examples of different roof elements such as flat parapet roofs being adjacent to pitched roof designs in the community of Sedona. Building character and architectural style to adjacent compatibility are a function of various design elements, which are not limited to but include building massing, colors, materials, landscape among others that from the design team's perspective are integral to the character fitting the community and neighborhood.

- 10. **Exterior Lighting (LDC Section 5.8)**

- a) The Outdoor Lighting information provided is based on an old version of the application. Complete the City's Outdoor Lighting Application or provide all information from the application on the lighting sheet. This form can be found at the following link:<https://www.sedonaaz.gov/home/showpublisheddocument/44952/637732617633670000>

**Response:** See attached response letter from Electrical Engineer

## DR Comments

Page 7 of 9

- b) The LDC permits a maximum of 70,000 lumens per acre (not 100,000). Modify proposed lighting plan to meet this requirement.

**Response:** See attached response letter from Electrical Engineer.

- c) Indicate height of parking lot pole lighting. A maximum height of 12 feet is permitted.

**Response:** See attached response letter from Electrical Engineer.

### 11. Signs (LDC Article 6)

- a) Indicate if signs are proposed to be used for this development. If so, submit a master sign plan for review.

**Response:** Signs may be considered at a later date and shall be submitted as a part of the master sign plan.

### 12. Citizen Participation Report (LDC Section 8.3.D)

- a) Provide a Citizen Participation Plan – details of the anticipated/planned public outreach by the applicant for this project.

**Response:** The Developer will prepare and provide this Plan.

- b) The Citizen Participation Report must be provided prior to scheduling the public hearing for this project.

**Response:** The Developer will prepare and provide this Plan prior to public hearing

## Engineering Comments

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

1. **In the traffic impact analysis, show the effect on LOS at 89A if, as suggested, a 2nd left turn/through lane was added.**

**Response:** DONE: The traffic study was performed by Keith Holben. See attached "Sunset Lofts Traffic Statement Final from Lee & Associates".

2. **Stormwater storage cannot be placed in the floodway.**

**Response:** Comment is noted, the civil engineer is evaluating other storm water retention options.

3. **Please provide a geotechnical report. Percolation test results may help with subsurface retention & infiltration. A detention chamber method is preferred over voids in gravel. Retention below the parking lot is also an option.**

**Response:** DONE: Sefton Engineering attached an Infiltration Letter to resolve this issue (see attached)

4. **Demonstrate the flow patterns if the confined central retention pond overflows from the exit pipe clogging.**

**Response:** DONE

5. **Minimum stormdrain size is 18" per DREAM Table 3.1 for maintenance purposes. Provide storm drain cleanouts every 300ft and MAG505 collars at bends.**

**Response:** DONE: This design complies with the Yavapai County Standards

6. Please provide a drainage report reflecting changes to the stormwater detention.

**Response:** Sefton Engineering is working on this

7. **Elaborate on the 2' gravel apron. Consider landscaping/seeding/grasscrete/biofilter. Is an additional curb needed to delineate the edge of asphalt during paving?**

**Response:** This is provided as a safety measure that provides a buffer so that the vehicle tires can stop against the bumper and not hit the retaining wall.

8. **Adjacent grades should slope away from buildings. A swale is recommended on the western side of Buildings 3 & 1 to direct water away from the structures, or propose retaining walls & space between the habitable space and drainage.**

**Response:** Sefton Engineering is working on this

## DR Comments

Page 9 of 9

9. **Please provide a sewer design report.**

**Response:** DONE: See attached Sewer Report Final

10. **Provide letters of serviceability for all utilities.**

**Response:** See attached: APS; Sedona Wastewater; Suddenlink. Still waiting for AZ Water, CenturyLink, and Unisource

11. **Relocation/alteration to the utilities in the right-of-way may be required to maintain visibility at the southern driveway.**

**Response:** If the option of not having the access to the southern property, then it is understood that altering and relocation the utilities in that location, would likely have to take place to underground APS.

12. **Show ADA units. Provide 5' internal sidewalks.**

**Response:** Location of ADA units closest to Parking lot on the east side has been shown on AS101.

Please feel free to call me @602.677.3141, should you have any questions.

Sincerely,



Caroline Lobo | Principal

**suOLL**  
architects

Attachments:

- 1<sup>st</sup> Review planning Comments response (Landscape)
- 1<sup>st</sup> Review planning Comments response (Electrical)
- Sunset Lofts DR Board Correspondence (Housing Director Shannon Boone, Sustainability Coordinator, Gabe Desmond)
- First Amendment to Development Agreement

**Disposition Codes:**

- A. Will Comply
- B. Consultant to Evaluate
- C. Client to Evaluate
- D. No Further Action

**Sedona Sunset Lofts (PZ21-00018)**

**1st Review Planning Comments (Landscape)**

**ADC Project #: 249-001-21**

Item No.	Comment No.	Location (sheet/DWG#)	Rev'r	Code	Review Comment	Response
----------	-------------	-----------------------	-------	------	----------------	----------

<i>Planning Review Comments (December 14, 2021)</i>						
1)	a)				The Landscaping Plan does not provide sufficient information to allow for review. Review LDC Section 5.6 and amend landscaping plan to provide all required information.	Landscape plan complete.
2)	b)				Provide proposed quantities for all plants. Ensure a minimum of 50% of proposed plants are native species, as listed on the City's native plant list. (LDC Section 5.6.C(1)b.1)	Plant quantities have been provided on the plant legend. 50% native species have been met.
3)	c)				Provide calculation of total landscape area (square footage) and clearly show on plans which areas are included in calculation. Ensure the plant quantities proposed meet the requirement of 1 tree and 3 shrubs per 400 square feet. (LDC Section 5.6.C(1)a.2).	Calculations provided on the planting plan.
4)	d)				The following are listed as native riparian plants, which are only appropriate for the riparian areas of Sedona near Oak Creek. Remove and replace with non-riparian trees.  i) Fraxinus velutina (Velvet Ash) ii) Platanus wrightii (Arizona Sycamore)	These two tree species have been removed and replaced with non-riparian trees.



**Disposition Codes:**

- A. Will Comply
- B. Consultant to Evaluate
- C. Client to Evaluate
- D. No Further Action

**Sedona Sunset Lofts (PZ21-00018)**

**1st Review Planning Comments (Landscape)**

**ADC Project #: 249-001-21**

Item No.	Comment No.	Location (sheet/DWG#)	Rev'r	Code	Review Comment	Response
5)	e)				<p>The following are not appropriate for the Sedona area. Remove from plant list and ensure the City's plant list is used in selection of plants.</p> <ul style="list-style-type: none"> <li>iii) Malvaviscus drummondii ('Big Momma' Turks Cap)</li> <li>iv) Hamelia patens 'Sierra Red' (Firecracker Bush)</li> <li>v) Manfreda x 'Silver Leopard' (Silver Leopard)</li> </ul>	These shrubs have been replaced on the plant list.
6)	f)				Provide a tree removal plan.	There are no existing trees within the building area, therefore a tree removal plan is not needed.
7)	g)				Provide sizes of all trees to be preserved.	Existing tree locations have been removed. An overall area of preservation is shown on the landscape plan.
8)	h)				Provide a 3-foot tall screen wall between the parking and the street at the northern driveway. (LDC Section 5.6.C(2)a.2).	A 3 foot tall screen wall has been provided.

**Disposition Codes:**

- A. Will Comply
- B. Consultant to Evaluate
- C. Client to Evaluate
- D. No Further Action

**Sedona Sunset Lofts (PZ21-00018)**

**1st Review Planning Comments (Landscape)**

**ADC Project #: 249-001-21**

Item No.	Comment No.	Location (sheet/DWG#)	Rev'r	Code	Review Comment	Response
9)	i)				A minimum of 10% of the site area devoted to parking shall consist of landscape islands (LDC Section 5.6.C(2)b.2). Provide calculation of area within parking lot devoted to landscaping and clearly show on plans the area counting towards this requirement.	Landscape island calculations provided on plan.
10)	j)				Provide top of wall/bottom of wall heights for all walls (including retaining walls). Different plans/site sections show different heights. See LDC Section 5.6.E for complete requirements for fences and walls.	Civil plans to provide top of wall/bottom of wall heights for all walls
11)	k)				Retaining walls over 3 feet in height and 40 feet in length are required to incorporate recessions and/or projections. This would apply to the retaining walls along the east side of the parking area. Modify plans. See LDC 5.6.E(8)c.	The retaining wall has been revised as requested. See architecture site plan.

**Disposition Codes:**

- A. Will Comply
- B. Consultant to Evaluate
- C. Client to Evaluate
- D. No Further Action

**Sedona Sunset Lofts (PZ21-00018)**

**1st Review Planning Comments (Landscape)**

**ADC Project #: 249-001-21**

Item No.	Comment No.	Location (sheet/DWG#)	Rev'r	Code	Review Comment	Response
12)	I)				<p>Provide height for wall on top of retaining wall. The combined height of the retaining wall plus the wall shall not exceed 8 feet. The section view provided on Sheet AS103 shows the retaining wall/wall combination along the east side of the parking area more than 8 feet in height. In this case, terracing the retaining wall and/or moving the wall back from the top of the retaining wall a minimum of 5 feet is required. This requirement may be reduced or waived if the fence is made of wrought iron or similar material. (See LDC Section 5.6.E(8)d).</p> <p>vi) Clarify which materials and/or colors will be used for facing of the retaining walls – See LDC Section 5.7.D(2)b.</p>	<p>Civil plans to provide height for wall on top of retaining wall.</p>



**NP ENGINEERING, INC.**  
4115 N. 15<sup>th</sup> Avenue  
Phoenix, Arizona 85015  
602-265-1559

---

**ELECTRICAL RESPONSE TO CITY COMMENTS**

---

DATE: May 3, 2022  
TO: Caroline Lobo  
Suoll Architects  
FROM: Kari Johns  
RE: Sedona West

---

**ELECTRICAL:**

The Outdoor Lighting information provided is based on an old version of the application. Complete the City's Outdoor Lighting Application or provide all information from the application on the lighting sheet. This form can be found at the following link:

<https://www.sedonaaz.gov/home/showpublisheddocument/44952/637732617633670000>

b) The LDC permits a maximum of 70,000 lumens per acre (not 100,000). Modify proposed lighting plan to meet this requirement.

***Revised lighting plans to meet the above lumen count.***

c) Indicate height of parking lot pole lighting. A maximum height of 12 feet is permitted.  
***Indicated on plans.***

END OF RESPONSE

**SUNSET LOFTS, LLC**  
**15010 N. 78<sup>th</sup> Way, Suite 109**  
**Scottsdale, AZ 85260**  
**Tel: 480.998.2803**

February 3, 2022

**Ms. Shannon Boone, Housing Manager**  
**City of Sedona**  
**City Manager, Economic Development Department**  
**102 Roadrunner Drive**  
**Sedona, AZ 86336**

**RE: Comments on Affordable Housing from Shannon Boone Letter dated December 13, 2021.**

**Dear Ms. Boone,**

**Thank you for your thoughtful comments and suggestions. We appreciate you taking the time to review the conceptual proposal for what will be an exciting project in the community.**

**One design concept you addressed is the roof lines. The design team has carefully studied the architecture style of the Sedona community and neighborhood and has arrived at an overall design that is respectful of the natural beauty of Sedona. There are several examples in the community, and even within single developments, of parapet flat roofs designed cohesively with pitched roofs. The neighborhood is unique with commercial, multi-family, mobile homes, and places of worship, all containing different design elements and materials, colors, and landscaping.**

**The elevations, colors and materials will be compatible with the community and neighborhood. The windows will be brown in color. All windows will be properly sized (see concept plans) for each room meeting industry design standards.**

**The two-bedroom floor plans are common to the industry with the bedroom access and are well thought out and not substandard in design nor function. Windows are operable over the kitchen sinks. The storage off the patios is industry standard, providing much needed private storage for each unit. Bicycle parking is provided though the community and will exceed the LDC requirements.**

**The project is being designed as an Energy Star Certified Community(energystar.gov). Sunset Lofts will be required to adhere to the requirements set forth by the program and requires third party certification. The requirements for the program start at the design stage to implement energy conservation design strategies that also include materials, and construction methods. This program will benefit each tenant with lower energy costs and the greater community by lower overall energy demand.**

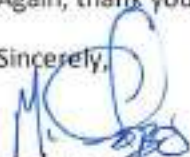
Shannon Boone  
Page 2  
February 3, 2022

The design goal is for Sunset Lofts to be an asset to the community in many ways, including architectural interior and exterior finishes. Interiors will not be of different design than other multi-family in Sedona, an example of such is Pinon Lofts. The use of vinyl siding at certain locations will provide for interest, compatibility, and modern design. As an example, the fencing at our Pinon Lofts project is 100 percent vinyl with the proper use of color as a compatible design element. As you mentioned, technology is integral to livability. One of our technology partners specializes in fiber optic connectivity of which we are successfully utilizing at our Pinon Lofts Community. We are working with this partner to provide this same technology at Sunset Lofts for resident connectivity at an affordable price. We are hopeful to provide each resident with "always on" connectivity with no equipment cost to each resident, seamlessly integrated into each unit without traditional visible modems, routers.

We will provide the infrastructure for EV charging stations in the community as we have done at Pinon Lofts. This provides for ease of adding EV charging stations easily in the community as demand dictates. We realize there will be considerable changes in transportation in the next decade and are providing for that in the design of Sunset Lofts.

Again, thank you for your comments and interest in the project.

Sincerely,



M. Keith Holben, Manager

KH:jv

SUNSET LOFTS, LLC  
15010 N. 78<sup>th</sup> Way, Suite 109  
Scottsdale, AZ 85260  
Tel: 480.998.2803

To: Cari Meyer, Planning Manager  
[cmeyer@sedonaaz.gov](mailto:cmeyer@sedonaaz.gov)  
Gabe Desmond, Sustainability Coordinator  
[gdesmond@sedonaaz.gov](mailto:gdesmond@sedonaaz.gov)

From: M. Keith Holben, Sunset Lofts, LLC  
[Kh@mkcompany.com](mailto:Kh@mkcompany.com)  
480-998-2803, ext. 11



Subject: Responses to Recommendation for Sunset Lofts Concerning Sustainability

Dear Cari & Gabe,

Thank you for your comments relative to the Sunset Lofts Project. To address sustainability, we offer the following comments.

- 1) The project is being designed as an Energy Star Certified Community ([energystar.gov](http://energystar.gov)). Sunset Lofts will be required to adhere to the requirements set forth by the program and requires third party certification. The requirements for the program start at the design stage to implement energy conservation design strategies that also include materials, and construction methods. This program will benefit each tenant with lower energy costs and the greater community by lower overall energy demand. Sunset Lofts is familiar with the APS's Multifamily Energy Efficiency Program and will apply for the program with APS.
- 2) Roof Top Solar Panels. Where solar is desirable, the upfront costs can be cost prohibitive, especially with an affordable project with a limited revenue source to cover the costs of design and construction costs of solar systems. Overall energy efficiency for the project is focused on the Energy Star Program which meets HUD's requirements for federally insured multi-family projects. Sunset Lofts will consider the angle and location of the covered parking for solar panels. Subject to overall project costs, they will be further evaluated at the time of construction bidding to be possibly incorporated into the community.

**WHEN RECORDED RETURN TO:**

City Clerk  
City of Sedona  
102 Roadrunner Drive  
Sedona, AZ 85336

---

**FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT  
(Sedona/Sunset Lofts LLC)**

THIS FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT (the "Amendment") is made as of the 03 day of 09, 2022, by and between the CITY OF SEDONA, ARIZONA, an Arizona municipal corporation (the "City"), and Sunset Lofts LLC, an Arizona limited liability company and its successor or assigns ("Property Owner"). City and Property Owner are sometimes referred to herein collectively as the "Parties," or individually as a "Party."

**RECITALS**

A. On July 13, 2021 the City of Sedona entered into that certain Development Agreement by and between the City of Sedona and Sunset Lofts LLC, an Arizona limited liability company, relating to the development of 46 workforce housing units located at 220 Sunset Drive in Sedona (the "Original Development Agreement"). The Original Development Agreement was recorded in the Official Records of Yavapai County, Arizona on \_\_\_\_\_.

B. The City and Property Owner wish to amend the Original Development Agreement to apply certain modifications to the City's Land Development Code (LDC) standards in accordance with the City's Developer Incentives and Guidelines for Affordable Housing (DIGAH).

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Property Owner agree as follows:

1. The original Development Agreement is hereby amended to add to Section 1.11:

Pursuant to LDC Section 8.8 and the DIGAH, to maximize the number of affordable housing units and for consistent design and layout of the site, the City agrees to apply the height and setback requirements for the CO (commercial) zone to the entirety of the site.



Pursuant to LDC Section 8.8 and the DIGAH, to maximize the number of affordable housing units, the City agrees to modify LDC Section 5.7.F(2)d.1. (Building Length – Multifamily Residential and Lodging Uses) to allow the entirety of the buildings to be subject to the maximum height allowed by the Land Development Code and not require 25% of the building to be limited to 16 feet in height.

Pursuant to LDC Section 8.8 and the DIGAH, to maximize the number of affordable housing units and contain project costs, the City agrees to modify LDC Section 5.5.D(1), Table 5.2 (Required Off-Street Parking Spaces): Residential; Household Living; Dwelling, Multifamily, to reduce the percent of total parking spaces that must be covered from 50 percent to 25 percent.

2. Except to the extent expressly amended hereby, the original Development Agreement shall remain in full force and effect without impairment or modification.

3. This Amendment shall be governed by and construed under Arizona law.

4. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. This Amendment shall be binding upon, and inure to the benefit of, the parties hereto and their respective heirs, administrators, executors, assigns, and successors in interest. The provisions of this Amendment may not be amended or altered except by a written instrument duly executed by each of the Parties hereto.

5. Each of the Parties shall execute such other and further documents and do such further acts as may be reasonably required to effectuate the intent of the parties and carry out the terms of this Amendment.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

SUNSET LOFTS LLC, an Arizona limited liability company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF )  
 ) ss.  
County of )

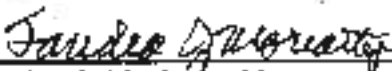
The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2022, by \_\_\_\_\_, as \_\_\_\_\_ of Sunset Lofts LLC, an Arizona limited liability company on behalf of Sunset Lofts LLC.

\_\_\_\_\_  
Notary Public

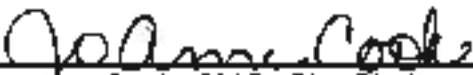
My Commission Expires:

\_\_\_\_\_


CITY OF SEDONA, an Arizona municipal corporation

  
\_\_\_\_\_  
Sandra J. Moriarty, Mayor

ATTEST:

  
\_\_\_\_\_  
JoAnne Cook, CMC, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Kurt W. Christlanson, City Attorney



1250 E. State Route 89A  
Cottonwood, AZ 86326

Jan. 25, 2022

To: David Nicolella,

Regarding: 46 Unit Apartment Complex @ 220 Sunset Drive, Sedona AZ

The above referenced project is located in Arizona Public Service Company's electric service area. As a matter of fact, this property is already being served by APS. The Company extends its lines in accordance with the "Conditions Governing Extensions of Electric Distribution Lines and Services," Schedule 3, and the "Terms and Conditions for the Sale of Electric Service," Schedule 1, on file with the Arizona Corporation Commission at the time we begin installation of the electric facilities. These Schedules are available on-line at [aps.com](http://aps.com).

Application for the Company's electric service often involves construction of new facilities for various distances and costs depending upon customer's location, load size and load characteristics. With such variations, it is necessary to establish conditions under which Arizona Public Service will extend its facilities.

Sincerely,

Patty G

Verde Control Desk  
928 646 8502  
[Verdecontroldesk@apsc.com](mailto:Verdecontroldesk@apsc.com)

Our Purpose: As Arizona stewards, we do what is right for the people and prosperity of our state.

Our Vision: Create a sustainable energy future for Arizona.

Our Mission: Serve our customers with clean, reliable and affordable energy.



**Luke Sefton PE, CFM**  
**Tim Huskett, PE, CFM**  
**Robert Lane, Public Lands**  
**Cheri Baker, Office Manager**  
**Crockett Saline, E.I.T.**  
**Christopher Henry, E.I.T.**  
**David Nicolella, Planner**  
**Leonard Filner, Planner**

**February 1, 2022**

Oak Creek Water District  
90 Oak Creek Blvd  
Sedona AZ 86336

Re: Letter of Serviceability for Assessor's Parcel Number: 408-26-030C, located within the City of Sedona's Jurisdiction:

Dear Mr. Bratcher,

Sefton Engineering Consultants is planning to submit plans to the City of Sedona for the development of a 46-unit apartment building at 220 Sunset Drive, Sedona AZ. As you are aware, the City requires a Letter of Serviceability from Oak Creek Water District. At your earliest convenience, will you please provide a Letter of Serviceability confirming that the above referenced project is in the Oak Creek Water District service area?

The above referenced parcel number and address is located on the east side of Sunset Drive, approximately 450 feet south of W. State Route 89A, within the City of Sedona's limits. A vicinity map is attached.

Thank you in advance for your assistance.

Sincerely,

*David Nicolella*  
Land Planner

Sefton Engineering Project No.: 170202A

**40 Stutz Bearcat Dr., Sedona, Arizona 86336 ~Phone: (928) 202-3999**  
**Email: [info@sefengco.com](mailto:info@sefengco.com) ~ [www.SeftonEngineeringCompany.com](http://www.SeftonEngineeringCompany.com)**  
***In affiliation with:***  
**Heritage Land Surveying & Mapping, Inc. with office in Sedona, Camp Verde & Colorado**



**Luke Sefton PE, CFM**  
**Tim Huskett, PE, CFM**  
**Robert Lane, Public Lands**  
**Cheri Baker, Office Manager**  
**Crockett Saline, E.I.T.**  
**Christopher Henry, E.I.T.**  
**David Nicoella, Planner**  
**Leonard Filner, Planner**



**40 Stutz Bearcat Dr., Sedona, Arizona 86336 ~Phone: (928) 202-3999**  
**Email: [info@sefengco.com](mailto:info@sefengco.com) ~ [www.SeftonEngineeringCompany.com](http://www.SeftonEngineeringCompany.com)**

***In affiliation with:***

**Heritage Land Surveying & Mapping, Inc. with office in Sedona, Camp Verde & Colorado**



Mail:  
102 Roadrunner Dr.  
Sedona, AZ 86336

Site:  
7500 W. SR 89A  
Sedona, AZ 86336

(928) 204-2234  
sedonaaz.gov

FAX (928) 204-7137

Wastewater Department

January 7, 2022

David Nicolella  
Sefton Engineering Consultants  
40 Stutz Bearcat Dr.  
Sedona, AZ 86336

SUBJECT: WILL SERVE SEWER – 220 Sunset Dr.  
APN 408-26-030C

This letter is in response to your request regarding sewer service availability for the property referenced above.

This parcel has sewer availability, due to sewer being available adjacent to the point of access to the property, as defined in City Code section 13.15. However, depending on the scope and impact of the development proposal, adequate capacity may not be available. Available sewer capacity is on a first come-first served basis, and there are no guarantees of sewer capacity for this property until a development proposal is approved.

The 8-inch sewer main, located in Sunset Drive is approximately 5 feet east of the road centerline. There is not record of a service lateral.

In conclusion, sewer service is available on this property and, if adequate capacity is available at the time of development approval, sewer will be served by the city of Sedona. If you have any questions or concerns, please contact me at (928) 203-5069.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roxanne Holland".

Roxanne Holland, PE  
Director of Wastewater

RH:ms

cc: J. Andy Dickey, Assistant City Manager/City Engineer (e-copy)  
Sandra Phillips, Assistant Director of Public Works (e-copy)  
Hanako Ueda, Assistant Engineer (e-copy)  
Sal Valenzuela, Chief Public Works Inspector (e-copy)  
Marsha Beckwith, Accounting Technician (e-copy)  
Streets file: SR89A



January 13, 2022

220 Sunset Dr, Sedona AZ

RE: Parcel 408-26-030C

Dear Mr. Nicolella,

You have requested that Suddenlink indicate its intent to provide services to the Project. This letter states the intentions of Suddenlink with respect to the subject matter above until an agreement is executed.

The project located in the City of Sedona, at 220 Sunset Dr, Sedona AZ., is within Suddenlink's franchise area and cable services are available. Therefore, subject to the following conditions, Suddenlink plans to provide video, high speed data and telephony services to this property: a) the negotiation of an agreement between the parties for access to the property with mutually agreeable terms and conditions; b) internal financial review, approval of the project and availability of funds; and c) a site visit to inspect the area.

If you have any questions, please contact myself by phone at 516-751-6593 or [troy.finley@alticeusa.com](mailto:troy.finley@alticeusa.com)

Sincerely,  
Eliot Hoffman



**Eliot Hoffman**  
**Account Executive I – Multifamily Sales**  
[eliot.hoffman@alticeusa.com](mailto:eliot.hoffman@alticeusa.com)