

**Action Minutes**  
**City of Sedona**  
**Planning & Zoning Commission Meeting**  
**City Council Chambers, 102 Roadrunner Drive, Sedona, AZ**  
**Tuesday, June 21, 2022 - 4:30 p.m.**

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

Chair Levin called the meeting to order at 4:30 p.m., led the Pledge of Allegiance and requested roll call.

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

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

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

*There were no announcements.*

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

**a. May 17, 2022 (R)**

Chair Levin indicated she would entertain a motion.

**MOTION:** *Commissioner Braam moved for approval the minutes. Vice Chair Hosseini seconded the motion.*

**VOTE:** *Motion carried four (4) in favor (Braam, Gajewski, Hosseini and Levin) and zero (0) opposed. Commissioners Furman, Wiehl and Zonakis were excused.*

**4. PUBLIC FORUM: (This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for further consideration and decision at a later date.)**

*Opened the public forum at 4:32 p.m. and, having no requests to speak, brought back to the Commission at 4:33 p.m.*

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

Update presented by C. Lovely

Commission's questions and comments

*No action was taken.*

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

- a. Public hearing/discussion/possible action regarding a request for the approval of a Zone Change (ZC) from RS-6 and RS-10 to M3 for the development of an off-site overflow parking lot for ChocolaTree Restaurant located at 20 View Drive. The property is currently**

zoned Single Family Residential (RS-6 and RS-10), is approximately 0.37 acres and is located south of W State Route 89A between View Drive and Inspirational Drive. APN: 408-07-026D. Case Number: PZ21-00016 (ZC) Applicant: Jenn Marie Warr

Introduction by Chair Levin

Presentation by Planning Manager Cari Meyer

Comments by Applicant Jenn Marie Warr

Commission's questions of staff and applicant

*Chair Levin opened the public comment portion of the hearing at 5:50 p.m.*

The following people spoke on this item: Rick Daniel, Sedona; Sean Kelly, Sedona; Tracey Dunbar, Sedona; Margaret Fennell, Sedona; Stephanie Phelps, Sedona and Rebecca Battino, Sedona.

*Brought back to the Commission at 6:10 p.m.*

Commission's additional questions and comments for staff, applicant, and Designer Tim Hanagan.

***MOTION: Commissioner Braam moved to recommend to the Sedona City Council approval of the proposed zoning request as set forth in case number PZ21-00013 (ZC), rezoning APN 408-07-026D from RS-6 and RS-10 (Single-Family Residential) to M3 (Mixed Use Activity Center), based on compliance with Land Development Code requirements, conformance with the requirements for approval of a zoning change and consistency and conformance with the Community Plan, and subject to all applicable ordinance requirements and the recommended conditions of approval as amended. Vice Chair Hosseini seconded the motion.***

***VOTE: Motion carried four (4) in favor (Braam, Gajewski, Hosseini and Levin) and zero (0) opposed. Commissioners Furman, Wiehl and Zonakis were excused.***

***Amended Conditions of Approval now read:***

***Condition 3. ii): Conversion of the existing single-family house into multiple employee housing units.***

***New Condition 7: The parking lot shall include a minimum of one (1) electrical vehicle (EV) ready space.***

*Chair Levin recessed the meeting at 6:30 p.m. and reconvened the meeting at 6:40 p.m.*

- b. **Public hearing/discussion/possible action regarding a request for a Conditional Use Permit (CUP) and Development Review (DEV) for the construction of a buried water storage tank and booster pump station for Arizona Water Company located at 95 Bell Rock Trail. The property is zoned Single Family Residential (RS-18), is approximately 1.03 acres, and is located southwest of the intersection of State Route 179 and W Mallard Drive. APN: 401-33-031. Case Number: PZ22-00002 (CUP, DEV). Applicant: Arizona Water Company (John Snickers)**

Introduction by Chair Levin

Explanation by City Attorney Kurt Christianson

Presentation by Planning Manager Cari Meyer

Presentation by Applicant John Snickers

Commission's questions of staff, applicant, and Arizona Water Company Vice President – Engineering Andy Haas

*Chair Levin opened the public comment portion of the hearing at 7:20 p.m.*

The following people spoke on this item: Gary Duechle, Sedona; Milton Small, Sedona, and Kevin Brackin, Sedona.

*Brought back to the Commission at 7:32 p.m.*

Commission's additional questions and comments for staff, applicant, and WaterWorks Engineers Principal and Co-Founder John Matta.

***MOTION: Commissioner Braam moved for approval of Planning and Zoning Commission Resolution 22-2, approving, with conditions, case number PZ22-00002 (CUP/DEV), Arizona Water Company Tank, based on compliance with all ordinance requirements and satisfaction of the Conditional Use Permit and Development Review findings and applicable Land Development Code requirements, and the attached conditions of approval. Vice Chair Hosseini seconded the motion.***

***VOTE: Motion carried four (4) in favor (Braam, Gajewski, Hosseini and Levin) and zero (0) opposed. Commissioners Furman, Wiehl and Zonakis were excused.***

## **7. FUTURE MEETING DATES AND AGENDA ITEMS**

- a. **Tuesday, July 5, 2022**
- b. **Tuesday, July 19, 2022**

Cari indicated that on July 5<sup>th</sup> Jess will review the proposed CFA Amendments, and we are trying to plan some site visits that morning to go through the CFA areas. Jess added that it was felt it would be useful to have the site visits, but obviously everyone can individually visit them as often as they want. Staff will have a limited amount of time that morning, but we were envisioning that we can meet at one site, get an itinerary of the sites and drive in separate vehicles, depending on how many Commissioners attend. You will receive a Staff Report on the proposed CFA Amendments, and he is available to talk with any Commissioner that has questions.

Cari noted that Commissioner Gajewski would not be available that day.

On July 19<sup>th</sup>, Cari stated that the Sedona Conscious Living Center will come forward for a renewal of a CUP for the community center, and there may be a Community Plan update. Chair Levin will not be available on the 19<sup>th</sup>.

Chair Levin suggested an update on the projects in the queue for one of the meetings in August.

## **8. EXECUTIVE SESSION**

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

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

*No Executive Session was held.*

**9. ADJOURNMENT**

Chair Levin adjourned the meeting at 7:47 p.m. without objection.

I certify that the above is a true and correct summary of the actions of the Planning & Zoning Commission in the meeting held on June 21, 2022.

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Donna A. S. Puckett, *Administrative Assistant*

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Date