

Action Minutes
City of Sedona
Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, September 6, 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 Peter Furman, Kali Gajewski and Sarah Wiehl. Commissioners George Braam and Lynn Zonakis were excused.

Staff Participants: Kurt Christianson, Katherine Herbert, Cari Meyer, Karen Osburn, Sandra Phillips, Donna Puckett and Hanako Ueda.

Councilor(s) Present: Councilor Kathy Kinsella

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

Chair Levin announced that there are two Commissioners' terms expiring at the end of October and Commissioner Furman will be going to the City Council around the end of November, so we are advertising for all three of those positions. The Chair also highlighted two issues that our City Attorney raised after reviewing their last meeting in July and clarified that no member may abstain from voting on an issue unless there is a conflict of interest, and if it were a conflict of interest, it would have been stated and the onset of the agenda item and that person would have exited, so you have to vote. Additionally, as to the approval of minutes, we have been doing this for a bazillion years, but we don't have to do what we have been doing, which was approving them per se. Members felt that they couldn't vote on them if they weren't in attendance, so all those concerns go away. She will just simply be asking if there are any corrections to the minutes, and if there are none, the minutes will be approved. Kurt Christianson explained that there is no requirement to vote on them, but they do need to be approved, and they can just be declared approved by the Chair as long as all corrections have been submitted.

Cari Meyer explained that if Chair Levin and Commissioner Wiehl are interested in reapplying for their seats, they just need to let the City Clerk know; they don't have to complete another application as their previous application can be used. Any new applicants from the community will need to complete an application form. Cari also reminded the Commission that the Volunteer Luncheon is coming up on September 22nd. If you have not RSVP'd to Kegn, please do so.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. July 19, 2022 (R)

Chair Levin asked if there were any corrections to the July 19, 2022, regular meeting minutes. If not, she will consider the minutes approved.

No corrections were identified; minutes were approved.

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 4:38 p.m.

The following people spoke: Donna Joy Varney, Sedona asked what it takes to be a commissioner as to how many hours in a month or what their schedule normally looks like. A lot of people would like to volunteer for this position, but they are afraid that it would be too much for them, so she is asking what it entails.

Closed the public forum at 4:39 p.m. having no additional requests to speak and brought back to the Commission.

5. Update/discussion regarding the Community Plan Update.

Presentation by Principal Planner Cynthia Lovely announcing the public meeting at the Sedona Performing Arts Center from 5:00 p.m. to 7:00 p.m. tomorrow that will be a combination of information stations, requests for input, and three presentations. The event tomorrow also will be streamed live on Facebook from 5:30 p.m. to 6:30 p.m. for the presentations.

Additionally, Cynthia indicated that the next round of events will be in October with virtual “*Listening and Learning*” sessions for topics that align with the Community Plan.

Cynthia then introduced our new Associate Planner Josh Humphrey who is currently focusing on the Community Plan Update and will later cross train to other areas of planning as well.

Commission’s questions/comments of staff.

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

- a. Public hearing/discussion/possible action regarding a request for a Development Review for the construction of a 46-unit affordable housing development at 220 Sunset Drive. The property is zoned Commercial (CO) and Medium-High Density Multifamily (RM-2), is approximately 2.22 acres, and is located southeast of the intersection of State Route 89A and Sunset Drive. Case Number: PZ21-00018 (DEV) Applicant: suoLL Architects**

Introduction by Chair Levin

Introduction of applicant’s representatives: Keith Holben, President of MK Company, and Caroline Lobo, Architect with suoLL Architects, who were present to answer questions.

Presentation by Planning Manager Cari Meyer

Commission’s questions of staff, applicant representatives, Luke Sefton with Sefton Engineering, and consultant, Rob Lyons with JE Fuller.

Chair Levin opened the public comment portion of the hearing at 5:57 p.m

The following people spoke: Nick Eicher, Tempe; Lorri Heller, Sedona; Michele Mattix, Sedona; Scott Haglund, Sedona and Shelley Evans, Sedona.

Closed the public comment period at 6:12 p.m. having no additional requests to speak.

Brought back to the Commission.

Commission's additional questions and comments for staff

MOTION: Commissioner Furman moved for approval of case number PZ21-00018 (DEV), Sunset Lofts, based on compliance with all ordinance requirements of LDC Section 8.3 and 8.4 and satisfaction of the Development Review findings and applicable Land Development Code requirements as outlined in the staff report, which staff report is hereby adopted as the findings of the Planning and Zoning Commission, and the attached conditions of approval. Commissioner Gajewski seconded the motion.

VOTE: Motion carried five (5) in favor (Furman, Gajewski, Hosseini, Levin and Wiehl) and zero (0) opposed. Commissioners Braam and Zonakis were excused.

Chair Levin recessed the meeting at 6:25 p.m. and reconvened the meeting at 6:36 p.m.

- b. **Public hearing/discussion/possible action regarding a request for a Development Review and Conditional Use Permit to construct and operate a domestic water supply well, warehouse and enclosed equipment/material storage areas for the Arizona Water Company located at 135 Roadrunner Dr. The property is zoned Mixed Use Office (M2), is approximately 1.1 acres, and is located northwest of the intersection Roadrunner Dr and White Bear Rd. Case Number: PZ21-00021 (CUP/DEV) Applicant: Arizona Water Company**

Introduction by Chair Levin

Presentation by Planning Manager Cari Meyer

Presentation by applicant's representatives: John Snickers, Division Manager with Arizona Water Co., and Omar Youssef, Project Manager with MRT Design LLC

Commission's questions of staff and applicant

Chair Levin opened the public comment portion of the hearing at 7:26 p.m.

The following people spoke: William Kincaid, Sedona; Andrea Maddy, Sedona and Roy Daniels, Sedona.

Closed the public comment period at 7:31p.m. having no additional requests to speak.

Brought back to the Commission.

Commission's additional questions and comments for staff

MOTION: Commissioner Furman moved for approval of case number PZ21-00021 (CUP, DEV), Arizona Water Company Well and Storage Facility, based on compliance with all ordinance requirements of LDC Section 8.3 and 8.4 and satisfaction of the Conditional Use Permit and Development Review findings and applicable Land Development Code requirements as outlined in the staff report, which staff report is hereby adopted as the findings of the Planning and Zoning Commission, and the attached conditions of approval. Chair Levin seconded the motion.

VOTE: Motion carried five (5) in favor (Furman, Gajewski, Hosseini, Levin and Wiehl) and zero (0) opposed. Commissioners Braam and Zonakis were excused.

7. FUTURE MEETING DATES AND AGENDA ITEMS

- a. **Tuesday, September 20, 2022**
- b. **Tuesday, October 4, 2022**

Cari indicated there is nothing on the 20th, but there are two items for October 4th. First, a Conceptual Review for the proposed development of the Cultural Park, and then a 6-unit subdivision in the chapel area. A site visit will be planned for both locations possibly starting at 9:00 a.m.

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 7:40 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 September 6, 2022.

Donna A. S. Puckett, *Administrative Assistant* Date