

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

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, 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, Peter Furman and Lynn Zonakis. Commissioners Kali Gajewski and Sarah Wiehl were excused.

**Staff Participants:** Kurt Christianson, Joshua Humphrey, Steve Mertes, Cari Meyer, Donna Puckett and Hanako Ueda.

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

Commissioner Braam announced that he attended the State of the Verde Watershed Conference in Camp Verde on water quality and quantity. Oak Creek is part of the Verde Valley Watershed, so it was a very good conference. He attended in 2019, then we had the pandemic, so it was held again in 2022. Hopefully, we can have more representation from Sedona next time, and if anyone wants to read the State of the Verde report card, he has a copy.

Chair Levin announced that we have about six candidates for the Commission vacancy and interviews have been scheduled for November. Also, Commissioner Gajewski has officially started her maternity leave as of yesterday. The Chair then displayed a banner for Commissioner Gajewski as the first expectant Mom on the Planning & Zoning Commission, and the Chair will deliver that to her along with some baby gifts. We all join in wishing her well and hoping that she will return to us when she is ready to do so.

Cari Meyer introduced Steve Mertes who has been the Chief Building Official for over five years and is now also taking on being our Acting Community Development Director. Steve added that he probably wouldn't have accepted if it wasn't for the people he works with, so he is here to listen and learn today. Chair Levin welcomed him in his new capacity.

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

- a. September 6, 2022 (R)**
- b. September 6, 2022 (SV)**

Chair Levin asked if there were any corrections to the September 6, 2022, regular or site visit minutes. Then stated that seeing no changes, we accept these as adopted by the commission.

*Having no corrections, the minutes were accepted as adopted by the Commission.*

**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.)**

*Chair Levin opened the public forum at 4:37 p.m. and, having no requests to speak, closed the public forum at 4:38 p.m.*

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

Chair Levin introduced the item.

Update on the September 7<sup>th</sup> Community Forum by Associate Planner Joshua Humphrey who also announced that there will be four Listening Sessions in November – December and in-person meetings after the first of the year similar to the September event. We also will be emailing everyone hopefully next week that are on our mailing list for our Plan Sedona website or the City of Sedona website and that will include an update of our current findings, summaries, and upcoming opportunities.

Commission's questions/comments of staff.

*No action was taken.*

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

- a. Public hearing/discussion/possible action regarding a request for a Preliminary Plat approval to subdivide approximately 6.5 acres into an 11-unit single family subdivision at 165 Golden Eagle Drive. The property is zoned Single Family Residential (RS-18) and is located south of W State Route 89A, south of Golden Eagle Drive and east of Carol Canyon Dr. Case Number: PZ20-00007 (SUB) Applicant: SEC, Inc.**

Introduction by Chair Levin

Presentation by Planning Manager Cari Meyer

Presentation by Applicant Representative Real Estate Specialist Attorney Tony Cullum

Commission's questions of staff and applicant Chris Tortorello of Torel Building and representatives Attorney Tony Cullum, Legal Assistant Eric Sabelhaus, and SEC Design Engineer Krishan Ginige.

*Chair Levin opened the public comment portion of the hearing at 5:45 p.m.*

The following people spoke: Jon Spera, Sedona, AZ; Stefanie Spera, Sedona, AZ; Maryann Livingstone, Sedona, AZ, and Marc Maddux, Sedona, AZ

*Closed the public comment period at 5:57 p.m. having no additional requests to speak.*

Brought back to the Commission.

Commission's additional comments.

***MOTION: Commissioner Braam moved to recommend denial of case number PZ20-00007 (SUB) based on the following findings: His concern is the safety to the entrance to this project. There was no second.***

***Motion failed for lack of a second.***

**MOTION:** Vice Chair Hosseini moved to recommend to the Sedona City Council approval of the proposed Preliminary Plat as set forth in case number PZ20-00007 (SUB), The Refuge Subdivision, based on compliance with all ordinance requirements of LDC Section 8.3 and 8.5 and satisfaction of the Subdivision 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 Furman seconded the motion.

**VOTE:** Motion carried four (4) in favor (Furman, Hosseini, Levin and Zonakis) and one (1) opposed (Braam). Commissioners Gajewski and Wiehl were excused.

Chair Levin recessed the meeting at 6:03 p.m. and reconvened the meeting at 6:14 p.m.

- b. Public hearing/discussion/possible action regarding a request for a Preliminary Plat approval to subdivide approximately 3.3 acres into a 6-unit single family subdivision at 10 Sky Line Drive. The property is zoned Single Family Residential (RS-18) and is located southwest of the intersection of State Route 179 and Chapel Rd. Case Number: PZ21-00014 (SUB) Applicant: Sefton Engineering (Luke Sefton)

Introduction by Chair Levin

Presentation by Planning Manager Cari Meyer

Commission's questions of staff and applicant Luke Sefton and representatives Chris Henry and David Nicolella with Sefton Engineering

Chair Levin opened the public comment portion of the hearing at 6:34 p.m.

The following people spoke: George Ash, Sedona, AZ; Jim Caprile, Sedona, AZ, and James Blair, Sedona, AZ

Closed the public comment period at 6:44 p.m. having no additional requests to speak.

Brought back to the Commission.

Commission's additional questions/comments for staff and applicant representatives.

**MOTION:** Commissioner Zonakis moved to recommend to the Sedona City Council approval of the proposed Preliminary Plat as set forth in case number PZ21-00014 (SUB), Chapel View Terrace, based on compliance with all ordinance requirements of LDC Section 8.3 and 8.5 and satisfaction of the Subdivision 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 Braam seconded the motion.

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

## 7. FUTURE MEETING DATES AND AGENDA ITEMS

- a. Tuesday, November 1, 2022
- b. Tuesday, November 15, 2022

Cari Meyer stated that we do not have anything for the Tuesday, November 1<sup>st</sup> agenda so that meeting will be canceled. On November 15<sup>th</sup>, we will likely have a Development Review application for the Arabella Spa project, which you saw as a Conceptual Review earlier this year. We are waiting on a couple of things by the end of this week, so we will know in the next couple of days and that would be the only thing on that agenda.

**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 6:55 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 October 18, 2022.

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Donna A. S. Puckett, *Administrative Assistant*

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Date