

January 11th, 2024

Ms. Cari Meyer
Planning Manager
City of Sedona Community Development
928-203-5049

Ms. Meyer,

Below, please find our responses to your 3rd review comments:

1. Comprehensive Review

- a) The fee paid for this project only includes review of the initial submittal and one resubmittal. Additional reviews are charged at a minimum rate of \$50 per hour.

Understood

- b) Contact the following Staff members if you have any questions regarding what will be required:
- i. Cari Meyer, Planning Manager, cmeyer@sedonaaz.gov, (928) 203-5049, for questions regarding development standards, submittal requirements, and the review process.
 - ii. Cynthia Lovely, Principal Planner, clovely@sedonaaz.gov, (928) 203-5035, for questions regarding the Schnebly CFA or other long-range plans (Community Plan, GO! Sedona Pathways Plan, Transportation Master Plan, etc.).

Understood

- d) The following comments reference sections of the Land Development Code (LDC) and Design Review, Engineering, and Administrative Manual (Manual). These documents are available for review at the following links:
- i. LDC: <https://sedona.municipal.codes/SLDC>
 - ii. Manual: <https://www.sedonaaz.gov/home/showdocument?id=38278>

Understood

2. Overall Submittal

- a) In the following comments, Staff has made every attempt to comprehensively outline the deficiencies and clearly explain where more information is needed. Additional comments may be generated once the plans are resubmitted. The applicant and their representatives should carefully review all applicable code sections and ensure the plans submitted clearly show compliance. Please contact staff with any questions.

Understood

- b) Please contact Dori Booth, Fire Marshal (dbooth@sedonafire.org or 928-204-8926), regarding Fire District requirements for this project.

Understood

3. Letter of Intent (LOI)

- a) The LOI must discuss how the project addresses the requirements of the Land Development Code and any additional guidelines contained in the Administrative Manual. All applicable sections must be addressed, please refer to specific sections of these documents in the LOI. While the LOI has a general statement about each section, it must also include more specific details regarding the various requirements of each. See Manual Sections 1.1.D, 1.1.E(2), 1.1.H, 1.2.A(1).

The LOI has been updated with additional details.

- b) The LOI must discuss how the project meets the required findings for a Development Review application (LDC Section 8.3.E(5)).

The LOI has been updated accordingly.

- c) The proposed use of the site for vehicle fuel sales and a convenience store does not require a Conditional Use Permit.

Acknowledged

- d) The LOI must address the use-specific standards for vehicle fuel sales (LDC Section 3.3.C(23))

The LOI has been updated accordingly.

4. Site Plans

- a) The lot coverage calculations were on previous submittals but were not included on this one.

The lot coverage calculations are shown on the Site Plan included in this submittal.

5. Access, Connectivity, and Circulation (LDC Section 5.4)

- a) The site must be designed to provide cross-access to adjacent non-residential properties (LDC Section 5.4.G). Indicate how/where this access will be provided.

The location of the proposed cross-access area has been identified in the attached Cross Access Easement Exhibit. Circle K can prepare the necessary Easement document if the City does not have a standard form that they would prefer to utilize.

6. Landscaping, Buffering, and Screening (LDC Section 5.6)

- a) 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.

Please reference sheet La.05 for the requested area and calculation.

7. Exterior Lighting (LDC Section 5.8)

- a) Signage lighting shall be incorporated in the total lumens. When sign lighting is added, ensure that total lumens do not exceed maximum permitted.

The total lumens, including the sign lighting, will not exceed the maximum permitted.

8. Signs (LDC Article 6)

- a) Review all sign requirements in Article 6 and clearly show compliance with applicable requirements.

Signs meet all applicable requirements.

- b) Provide a summary of all proposed signs on a single sheet.

Summary of all proposed signs has been provided.

- c) Include a code compliance summary for all signs proposed and whether and exceptions are being requested with the Master Sign Plan.

A code compliance summary has been provided.

- d) Provide color samples for all sign background colors. Background colors of signs must meet the same color requirements of the building. See LDC Section 6.7.C. Based on a visual review of the plans, it is unlikely that any of the sign background colors would meet these requirements.

- a) The red and yellow background colors do not appear to be approvable colors.

Please see revised sign package

- e) Provide a night view of the signs so proposed lighting can be evaluated. See LDC Section 6.7.E.

A night view has been provided. This is in process and will be provided upon receipt.

- f) Check scale on plans and ensure they are printed at the correct scale.

The scale shown is correct.

- g) The total wall sign square footage allowed is 50 square feet, 57.04 square feet is proposed. All wall signs (Circle K logo and car wash signs) must be counted towards the total allowable wall

signage. Total sign area may be increased if all signs incorporate 3-dimensional relief into a minimum of 50% of the sign area. (LDC Section 6.7.D(3)).

Please see revised sign package

h) Directional Signs (LDC Section 6.9.C(2)b)

- Directional signs shall be placed at the driveway entrance; sign J is not allowed – remove from plans.

Please see revised sign package

- No more than 25% of the directional sign may be devoted to business identification – provide calculation.

Please see revised sign package

i) Service Station Signs (LDC Section 6.9.C(2)d)

- Review this section if any signs are proposed on the fuel dispensers. The code permits “Self/Full Serve” signs not to exceed 3 square feet at the end of each pump island. Any other signs on the fuel dispensers must be approved through a Master Sign Plan.

Acknowledged

j) The monument sign must have the address on it. LDC Section 6.9.C(2)a.7

Please see revised sign package

Engineering Comments

Please address all comments by the next submittal:

- a) The drainage infrastructure north of the property line, which catches offsite flows, will need a drainage easement provided by Navajo Lofts. ***Acknowledged – this will be prepared and executed prior to plan approval and construction.***
- b) Please provide a sewer analysis for the development including the RV dump. ***Included***
- c) Provide a Geotechnical Report. ***Included***
- d) Drainage Report (please reach out to discuss the following items):
 - a) Address EGL being above manhole covers. ***The energy grade line is above top of pipe but hydraulic grade line is not higher than MH covers.***
 - i. Please include downstream assumptions ***Downstream assumptions have been added in the summary***
 - k) Size trench drains appropriately ***Added in report. Vane drains are designed for 0.5 cfs per LF.***
- e) Drainage Plans:
 - a) It appears that Southwest Drive will be widened by covering the gunnite channel. Please provide detailed roadway & drainage improvement plans. Please submit to ADOT, as this system will be connected to their extensive drainage network below 89A. ***Southwest drive will have plan / profile added for permit drawings. Plans will be submitted to ADOT as part of the encroachment permit.***

- f) Please show the City of Sedona local 100-year floodplain impacting the NW corner of this property.
This information has been added to the plan.
- g) Provide ADOT Comments on TIA
 - a. Traffic Impact Analysis comments from 3rd party expert reviewer: *ADOT has reviewed and approved the TIA (see attached email from ADOT). The same TIA is included in this submittal with the comment resolution being located on the last page of the report.*

Michael Scarbrough

From: Chuck King <cking2@azdot.gov>
Sent: Wednesday, January 3, 2024 7:15 AM
To: Michael Scarbrough
Cc: Andrew Smigielski
Subject: Re: T124772, SR 89A, MM 371.30, Circle K Store, Withdrawal Notification

Michael,

Yes, the TIA is approved with the one comment.

Chuck King
Permits Technician III
ADOT North Central District
1959 S. Woodlands Village Blvd, Suite B 100
Flagstaff, AZ 86001
O: (928) 779.7558
cking2@azdot.gov

On Tue, Jan 2, 2024 at 10:08 AM Michael Scarbrough <mike@ldcaz.com> wrote:

Chuck,

Happy New Year!

Thank you for the email. We are still processing through the Site Plan and Entitlement approvals with the City of Sedona. Once approved, we will kick off our Construction Documents and will submit for your review and approval. Just to confirm, the TIA as presented was approved with the one comment regarding the existing sidewalk.

If you can please confirm the above that would be great!

Sincerely,

Michael Scarbrough | Land Development Consultants

From: Chuck King <cking2@azdot.gov>

Sent: Tuesday, December 5, 2023 1:38 PM

To: Michael Scarbrough <mike@ldcaz.com>

Cc: Andrew Smigielski <smig@swte.us>

Subject: T124772, SR 89A, MM 371.30, Circle K Store, Withdrawal Notification

Michael,

Please read the attached withdrawal notice for the Sedona Circle K. As the notice states you can reapply once you have the required documentation. When you do reapply it is required you complete an application with your contact information. You send the resubmittal to me.

Chuck King

Permits Technician III

ADOT North Central District

1959 S. Woodlands Village Blvd, Suite B 100

Flagstaff, AZ 86001

O: (928) 779.7558

cking2@azdot.gov



**Southwest Circle K
TIA Dated 1 November 2021
Comment Resolution**

7/31/2023

Item No.	Page No.	Reviewer	Code	Comment	Response
				Sedona	
1	General	Sedona	A	Provide ADOT comments for the Traffic Impact Analysis.	Report has been submitted to ADOT. See below.
2	General	Sedona	A	The current edition of the ITE Trip Generation is the 11th Edition (September 2021). Please update the analysis to that edition.	See revised report.
3	General	Sedona	A	Show circulation & wheel paths for the fuel tank truck.	See revised site plan.
4	General	Sedona	D	Please clarify what adequate LOS and inadequate delay are. City of Sedona (LOS D – City Streets, ADOT roadways and intersections – LOS C).	Per ADOT standards, and meeting with ADOT and Sedona on 21 June 2023, Sedona is considered an urban area and LOS D is acceptable.
5	General	Sedona	D	Mitigation measures should be identified for any movement, driveway, or intersection that does not meet the agency driven LOS criteria.	See Mitigation section of the report.
6	General	Sedona	A	In the study methodology, note that the 2025 conditions have the growth factor and the traffic from the Navajo Lofts added as the 2025 “without” project analysis (similar to what is noted on page 19).	See revised report.
7	General	Sedona	A	Update Tables 4, 5, 6, 7 and 8, and related text, based on the trip generation update and LOS criteria.	See revised report.
8	General	Sedona	D	Since the warrant analysis is for intersections on State Route 89A, ADOT TGP 611 should be used to prepare the warrant evaluation.	The portion of the traffic signal warrant analysis outlined in the TIA, along with supporting crash data and capacity analysis in the other sections of the TIA, have been deemed appropriate for the traffic signal warrant analysis by both ADOT and Sedona.
9	General	Sedona	D	Crash Analysis: There are two key patterns (angle/left turn crashes and rear end/sideswipe crashes) that are apparent for Tortilla and SR 89A and Southwest and SR 89A. Both of these patterns represent a significant number of crashes at the two locations and are associated with the majority of the injury crashes. These types of crash patterns are typically experienced in areas of high congestion and limited right turn lanes and should be discussed in the report.	Six observed crashes within a five year study period, along a high traffic volume roadway, is not discernible pattern.

- A - Will Comply
- B - Consultant to Evaluate
- C - Sedona/ADOT to Evaluate
- D - See Response



**Southwest Circle K
TIA Dated 1 November 2021
Comment Resolution**

7/31/2023

Item No.	Page No.	Reviewer	Code	Comment	Response
10	General	Sedona	D	<p>Mitigation (starting on Page 35)</p> <p>i) Please remove commentary that notes that the poor LOS experienced along SR 89A driveways is not significant – not enough gaps is a factor, not a mitigation measure. Please provide feasible mitigation measures to improve the operation of these driveways and intersections to mitigate the project's impacts.</p> <p>ii) The report notes that the installation of a traffic signal at the Southwest Drive SR 89A intersection will mitigate the poor intersection operation but does not note it as a mitigating measure due to the project specific impact as shown in Tables 7, 8 and 17.</p> <p>iii. No mitigation is recommended to address the poor intersection operation at Tortilla and SR 89A.</p> <p>iii. Specific mitigation measures for the unacceptable LOS delay driveways and intersections along SR 89A are not provided.</p> <p>iv. Please provide a detailed sketch to scale showing how the right turn lanes that are warranted along westbound SR 89A at Southwest and at the eastern site driveway could be constructed given the dimensions noted in the report.</p> <p>v. For the proposed traffic signal at Southwest and SR 89A, please provide how a traffic signal could be installed considering the location of the driveways on the southside of SR 89A.</p> <p>vi. The report notes that the installation of a traffic signal at the Southwest Drive SR 89A intersection will mitigate the poor intersection operation but does not note it as a mitigating measure due to the project specific impact (Tables 7, 8 and 17). The conclusion should note that since the warrants for signalization combined with the poor intersection LOS, that the project should contribute to the signalization and require construction before the project is constructed.</p> <p>vii. Please remove commentary that notes that the poor LOS experienced along SR 89A driveways is not significant – not enough gaps is a factor, generic statement that with roadways like 89A, that poor LOS is to be expected are not mitigation measures. Please provide feasible mitigation measures to improve the operation of these driveways and intersections to mitigate the project's impacts.</p>	<p>i) Text does not say 'insignificant'. Poor levels of service can only be mitigated by closure of driveways or installation of multiple traffic signals, both unrealistic. Further mitigation measures are limited.</p> <p>ii) ADOT's priority is to maintain traffic flow on SR 89a. Traffic signals impede such flow. Furthermore the intersection operates inadequately without the project. In addition, there has been discussion with ADOT that the intersection of Tortilla Drive/SR 89a would be signalized in the future making signal spacing inadequate with Southwest Drive. Knowing these issues, a traffic signal was not recommended at Southwest Drive/SR 89a.</p> <p>iii. See response to i) above and Mitigation section of the report.</p> <p>iii. See response to i) above and Mitigation section of the report.</p> <p>iv. Per meeting with ADOT and Sedona on 21 June 2023, a westbound right turn lane is not required at East Access. See revised site plan and report.</p> <p>v. A traffic signal is not proposed. See response to ii) above.</p> <p>vi. A traffic signal is not proposed. See response to ii) above.</p> <p>vii. See response to i) above.</p>
11	37	Sedona	A	<p>On the fourth paragraph from the bottom of page 37, please clarify that the Navajo Lofts traffic is included in the base 2022 and 2025 traffic conditions. The current text is not clear.</p>	<p>Traffic signal warrants at Southwest Drive/SR 89a are expected to be met with both the Navajo Lots and Circle K project. See revised report.</p>
12	General	Sedona	A	<p>Update Figure 14 with the proposed lane configurations (right turn lanes not shown) and any mitigated lane geometry/signalization is not shown. There are two location 7's on the figure.</p>	<p>See revised report.</p>
ADOT					
13	General	Ryan Wolff	A	<p>The TIA states right turn lanes are warranted at intersections 3 and 6 and should be installed but then they are not proposed in figure 14 (also intersection 6 is mislabeled as intersection 7 in this figure) or shown on the site plan.</p>	<p>See revised report.</p>
14	General	Ryan Wolff	D	<p>Has there been discussion on extending Cantabile St to Southwest Dr to separate the apartments and gas station and allow cross access? This would also provide better connectivity if Southwest were to be signalized in the future.</p>	<p>There is not currently a plan to extend Cantabile Street to Southwest Drive.</p>
15	General	Ryan Wolff	A	<p>A dedicated left turn lane out of Southwest is warranted and should be installed with this project.</p>	<p>See revised report.</p>
16	General	Chuck King	D	<p>We require a completed application at the time of the submission for tracking purposes and to provide contact information for the encroachment owner and the civil engineer.</p>	<p>Noted.</p>

A - Will Comply
B - Consultant to Evaluate
C - Sedona/ADOT to Evaluate
D - See Response

Project Application

fillable PDF available online at:
www.sedonaaz.gov/projects



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	
---------------------	--

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	



LAND DEVELOPMENT
CONSULTANTS, LLC

**Letter of Intent
Development Review Application**

**Proposed Circle K Store with Fuel Sales
SR89A and Southwest Drive**

The property which is the subject of this Letter of Intent is located at the NEC of SR89A and Southwest Drive in Sedona, Arizona. Per the LDC, a new convenience store with associated fuel sales requires a Development Review Application.

EXISTING CONDITIONS



The 1.781-acre parcel (outlined in red above) is currently vacant and is zoned CO (Commercial). Commercial uses exist east, west, and south of the proposed project. The buildings associated with these commercial uses are primarily single story with a few two-story buildings being located south of SR89A. There is some mature vegetation along the ROW south, west, and east of the proposed project. Existing monument signs for the commercial uses are located outside of the ROW and are designed and painted in a manner that is architecturally consistent with the building. The primary building materials for the existing commercial uses are masonry and stucco largely painted in desert tones. Pedestrian access exists along the southern boundary of the proposed project but does not extend north along Southwest Drive.

PROPOSED IMPROVEMENTS

Circle K Stores Inc intends to develop a 6,250 SF store with associated fuel sales on the vacant parcel. The building will be placed in a landscape setting (along SR89A) and has been designed to meet the design review requirements of the LDC (vertical and horizontal articulation, varying materials, colors, etc.) and will minimize any impact on surrounding properties. The fuel canopy has been centered on the building and landscaped islands have been added to the parking lot on both ends of the fuel canopy to provide additional landscaping while still allowing for proper circulation. The vendor parking and trash enclosures have been designed to be functional while not impeding on-site circulation. Pedestrian access to the building will be directly from the public sidewalk along SR89A or from either the walking path (proposed by the development to the north) or the proposed sidewalk along Southwest Drive.

The project will be constructed in a single phase and based on the proposed design there will be no negative effect to the environment (noise, air, water, storm water, native vegetation, etc.) nor will the project have an adverse fiscal impact on the City. The project has been designed to meet all applicable federal, state, county, service district, City and other regulatory standards and there is adequate capacity for both potable water, sewer, fire protection services. Open storage of wrecked or inoperable vehicles, discarded tires, auto parts, or similar materials will not be permitted on-site and the maximum square footage of the fuel canopy will not exceed 3,000 sf. Finally, the proposed project provides appropriate traffic mitigation for access to and from both the City and Arizona Department of Transportation Right of Way.

DEVELOPMENT REVIEW

Several items have been reviewed and implemented per the Land Development Code. Those areas are as follows:

LDC 5.3 Grading and Drainage

The site has been designed in a manner that limits the amount of cut and fill and is integrated into the existing grades. Additionally, the stormwater has been captured on-site within a landscape area and incorporates a bleed off system to the existing storm system.

LDC 5.4 Access, Connectivity and Circulation

The site promotes multimodal travel and reduces stormwater runoff. Additionally, the on-site circulation allows for emergency and service vehicle access, adequate parking and loading areas. Access to the site is via a driveway on SR89A and a driveway on Southwest Drive which will provide convenient and efficient access for emergency and service vehicles as well as our customers. The site will also provide bike racks for those customers on bikes and will be connected to the public sidewalk providing access to pedestrians.

LDC 5.5 Off-Street Parking and Loading

The site is designed with the building in a landscape setting (the building is located along SR89A) and the parking is located internally between the building and the fuel canopy. The parking spaces are designed to be concrete and the access areas are designed to be asphalt. The site currently provides for 28 parking spaces (21 standard spaces, 1 accessible space and 3 vacuum spaces) where 25 spaces are required. In addition, the site provides for bicycle parking, vendor parking and vacuum parking spaces.

LDC 5.6 Landscaping, Buffering and Screening

All areas not used for buildings, parking, driveways, walkways, etc. shall be landscaped per code and will be protected from vehicular encroachment by curbs and wheel stops. The landscaped areas will include a variety of trees, shrubs and decomposed granite. Front, rear and side yard landscaped areas have been provided along with parking lot landscaping.

All roof mounted mechanical equipment will be screened from view when viewed from the ground. The refuse area is located within a trash enclosure with gates that utilizes materials and colors that match the building and a small retaining wall will be painted to match the building.

LDC 5.7 Site and Building Design

The site has been designed with the building being placed in a landscape setting (adjacent to SR89A) with direct pedestrian connection to the public sidewalk. The architecture of the building massing varies in height vertically and horizontally and meets the building proportion and articulation requirements. The site incorporates 4-sided architecture and carries those elements to the fuel canopy and the car wash building. The building color will be light and darker tones of brown along with a variation of material including Nichiha panels and a Kurastone wainscot.

LDC 5.8 Exterior Lighting

The project has been designed with lighting that meets the requirements of this section and will be fully shielded. The parking area, pedestrian walkways, etc. will be well lit and will provide for a safe environment while still meeting the requirements of this section.

LDC 5.9 Public Art



Circle K proposes to pay an equivalent cash contribution to the City of Sedona Art in Public Places fund.

SUMMARY

This project includes the development of a Circle K Store with associated fuel sales and a car wash along SR89A, a well-traveled commercial corridor. Commercial uses exist east, west and south of the proposed project. The area immediately north of the project is currently vacant. The site has been oriented to meet the requirements of the LDC with the building in a landscape setting (backing to SR89A) and one access point on SR89A and one access point on Southwest Drive. The site has been designed with ample on-site circulation, parking and loading areas and it will be landscaped and illuminated per the requirements of the LDC. The business would operate 24 hours a day and will be open every day of the year and will employ 8-10 employees. A Traffic Impact Analysis has been prepared for this location for your review and analysis. Based on the commercial nature of the surrounding area and the design elements that have been implemented any impact to the surrounding area should be negligible.

Based on the information outlined above along with the supporting plans and documents, we believe that the proposed project meets the Development Review requirements outlined in the LDC, specifically Manual Sections 1.1.D, 1.1.E(2), 1.1.H, 1.2.A(1), LDC Section 8.3.E(5) and LDC Section 3.3.C(23) and we look forward to moving this project forward to the Planning and Zoning Commission.

Exterior Lighting Application
 Commercial and Multi-Family
 See LDC Section 5.8: Exterior Lighting



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

Applicant and Permit Information

Applicant Name:		Permit #:	
Phone:		Date Rec'd:	
Email Address:		Initials:	
Action/Staff Initials:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	

Site Identification

Property Address/Location:	
Parcel Number	
Business Name (If applicable):	

Lumen Information

Gross acres of entire site:		Acres for Public Right-of-Way:	
Net Acreage of Site:		x 70,000 = Total initial lumens permitted*	

**Total outdoor light output shall not exceed 70,000 initial lumens per net acre for all development except single-family residential uses. This cap is not intended to be achieved in all cases or as a design goal. Design goals should be the lowest level of lumens necessary to meet the lighting requirements of the site. Partially shielded light fixtures are limited to a maximum of 3,850 initial lumens per net acre and are counted towards the 70,000 initial lumens per net acre cap.*

Type of Shielding and Lumens Proposed (See Lumen Calculation Table – page 2)

Lumens: Fully Shielded Fixtures:	
Lumens: Partially Shielded Fixtures:	
Total Lumens Proposed:	

Applicant Signature

Signature:	<i>Michael Scarbrough</i>	Date:	
------------	---------------------------	-------	--

Exterior Lighting Application

Commercial and Multi-Family

See LDC Section 5.8: Exterior Lighting

Lighting Inventory and Lumen Calculation Table

- Include a Site Plan identifying all lighting fixtures, keyed to the inventory table.
- Include all new/proposed lighting and all existing lighting.
- Include any lighting proposed for external illumination of signs.
- Attach cut sheets or manufacturer’s product description for all lights. If not available for existing fixtures, include photographs of the fixtures and any additional information to demonstrate compliance with code requirements.
- Attach additional sheets if necessary

Lighting Classes (See LDC Section 5.8.D(1) for a complete explanation):

- Class 1: High Activity Areas
- Class 2: Security and Public Safety
- Class 3: Decorative and Accent

Correlated Color Temperature(CCT)/Kelvin Rating: A maximum of 4,000K is permitted for all lighting; Class 2 Lighting is limited to a maximum of 2,700K

Shielding:

- F: Fully Shielded: Required for most lighting
- P: Partially Shielded: Limited to 3,850 lumens per acre
- U: Unshielded: Only permitted for existing, legal nonconforming lighting

Site Plan: Attached Provided with plans (Sheet _____)

Plan Key (ID)*	New or Existing (N or E)	Lighting Class (1, 2, or 3)	CCT/Kelvin Rating	Shielding (F, P, or U)	Initial Lumens	No. of Units	Total Lumens
Total Lumens Proposed:							

*Plan key identification in first column must correspond to labeling on site plan

Exterior Lighting Application
 Commercial and Multi-Family
 See LDC Section 5.8: Exterior Lighting



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

Applicant and Permit Information

Applicant Name:		Permit #:	
Phone:		Date Rec'd:	
Email Address:		Initials:	
Action/Staff Initials:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	

Site Identification

Property Address/Location:	
Parcel Number	
Business Name (If applicable):	

Lumen Information

Gross acres of entire site:		Acres for Public Right-of-Way:	
Net Acreage of Site:		x 70,000 = Total initial lumens permitted*	

**Total outdoor light output shall not exceed 70,000 initial lumens per net acre for all development except single-family residential uses. This cap is not intended to be achieved in all cases or as a design goal. Design goals should be the lowest level of lumens necessary to meet the lighting requirements of the site. Partially shielded light fixtures are limited to a maximum of 3,850 initial lumens per net acre and are counted towards the 70,000 initial lumens per net acre cap.*

Type of Shielding and Lumens Proposed (See Lumen Calculation Table – page 2)

Lumens: Fully Shielded Fixtures:	
Lumens: Partially Shielded Fixtures:	
Total Lumens Proposed:	

Applicant Signature

Signature:		Date:	
------------	--	-------	--

Exterior Lighting Application

Commercial and Multi-Family

See LDC Section 5.8: Exterior Lighting

Lighting Inventory and Lumen Calculation Table

- Include a Site Plan identifying all lighting fixtures, keyed to the inventory table.
- Include all new/proposed lighting and all existing lighting.
- Include any lighting proposed for external illumination of signs.
- Attach cut sheets or manufacturer’s product description for all lights. If not available for existing fixtures, include photographs of the fixtures and any additional information to demonstrate compliance with code requirements.
- Attach additional sheets if necessary

Lighting Classes (See LDC Section 5.8.D(1) for a complete explanation):

- Class 1: High Activity Areas
- Class 2: Security and Public Safety
- Class 3: Decorative and Accent

Correlated Color Temperature(CCT)/Kelvin Rating: A maximum of 4,000K is permitted for all lighting; Class 2 Lighting is limited to a maximum of 2,700K

Shielding:

- F: Fully Shielded: Required for most lighting
- P: Partially Shielded: Limited to 3,850 lumens per acre
- U: Unshielded: Only permitted for existing, legal nonconforming lighting

Site Plan: Attached Provided with plans (Sheet _____)



Plan Key (ID)*	New or Existing (N or E)	Lighting Class (1, 2, or 3)	CCT/Kelvin Rating	Shielding (F, P, or U)	Initial Lumens	No. of Units	Total Lumens
Total Lumens Proposed:							

*Plan key identification in first column must correspond to labeling on site plan

Circle K 89A/Southwest Sedona, AZ

Sign Inventory

The monument sign must have the address on it. LDC Section 6.9.C(2)a.7

For properties or development sites with a single tenant, tenant signage with a maximum area of 25 square feet is permitted. On properties exceeding a 60-foot lot frontage on a single street, this area may be increased in area by one square foot for each three lineal feet of building frontage in excess of 60 feet, up to a maximum of 50 square feet.

Monument Sign) 33.8 sq ft. Property 395'l/f qualifies for max 50 sq ft.

The total wall sign square footage allowed is 50 square feet, 57.04 square feet is proposed. All wall signs (Circle K logo and car wash signs) must be counted towards the total allowable wall signage. Total sign area may be increased if all signs incorporate 3-dimensional relief into a minimum of 50% of the sign area. (LDC Section 6.7.D(3)).

Wall Sign B) 16 sq ft.

Wall Sign C) 32 sq ft.

Total 48 sq ft.

No more than 25% of the directional sign may be devoted to business identification – provide calculation.

Directional sign F) 2'x2' overall size 4 sq ft. 1.11 sq ft. business ID

Directional sign G) 2'x2' overall size 4 sq ft. None for business ID



REECE SUPPLY COMPANY
"Your Success is our Business"

[Register](#) [Login](#) [Items in Cart: 00](#)

SEARCH

[HOME](#) [SIGN](#) [DIGITAL](#) [SCREEN](#) [EQUIPMENT FINANCING](#)

Home [LED Systems](#) [LED Sticks, Cabinet, Retrofit](#) [Single Sided LED Modules](#) [GE Lighting Solutions GEPMH2432-W1X Tetra Snap SS 3200K](#)



[Print this page](#) [Send this Page](#)

GE Current GEPMH2432-W1X Tetra Snap SS 3200K

Tetra Snap SS 3200K Warm White Single-Sided LED Module; 24vdc; 100w power supply can run 66 modules

MPN: [GEPMH2432-W1X Tetra Snap SS 3200K](#) | RSPN: 165119

Availability:

[BUY NOW](#)

[MY PRODUCT GROUP](#) ▼

DESCRIPTION

SPECIFICATIONS

GUIDES & MANUALS

Item	:	Tetra Snap SS
Color	:	Warm White
Color Temperature	:	3200K
Output Voltage	:	24vdc
Lumens	:	200 Lumens/module

For use with





April 22nd, 2022

RE: Proposed Circle K Store
NEC of SR89A and Southwest Drive
Sedona, Az

Dear Neighbor,

An application has been filed with the City of Sedona for Development Review and Conditional Use Permit Review to accommodate a Convenience Store with fuel sales and a car wash for property located at the northeast corner of SR89A and Southwest Drive. This letter is being sent to all property owners within 300 feet of the property at the request of the City of Sedona. Enclosed for your review is a copy of the site plan and elevations of the proposed development.

A virtual meeting will be held on Tuesday, May 3rd, 2022 at 6PM to discuss the proposal and answer any questions or concerns you may have. To join the meeting, please utilize the following information:

Phone Number: + 1 520-415-6047

Phone Conference ID: 789 144 880#

If you would like to join virtually, please contact Michael Scarbrough at mike@ldcaz.com and I will send you the link.

This application will be scheduled for consideration by the **City of Sedona Planning and Zoning Commission** at a date soon. You will be notified of that meeting and are invited to attend this meeting and provide any input you may have regarding this proposal.

If you have any questions regarding this proposal, you may contact me at 602-684-5210 or mike@ldcaz.com.

Sincerely,

Michael E. Scarbrough

Michael Scarbrough

**Citizen Participation Plan Report for Proposed Circle K Store
Northeast Corner of SR89A and Southwest Drive
Sedona, Arizona**

Date: 12-15-2022

Purpose:

This purpose of the Citizen Participation Plan was to inform citizens and property owners in the vicinity of the site of an application for a Circle K Convenience store with fuel sales and a car wash. This site is located at NEC of SR89A and Southwest Drive. This application to the City of Sedona is for Development Review. This plan ensured that those affected by this application would have adequate opportunity to learn about and comment on the proposed plans and actions addressed in the application.

Contact:

Michael Scarbrough
Land Development Consultants, LLC
11811 North Tatum Blvd., Suite 1051
Phoenix, Arizona 85028
602-850-8101 (office)
Email : mike@ldcaz.com

Pre-application Meeting:

The pre-application meeting with the City of Sedona was previously held and Staff reviewed the application and recommended that all property owners within a 300-foot radius of the site be notified of the public hearing to consider the request.

Citizen Participate Plan Report:

In order to provide effective citizen participation in conjunction with their application, the following actions were taken to provide opportunities to understand and address any real or perceived impacts their development may have on members of the community.

1. A contact list was developed for all property owners within a 300-foot radius of the site.
2. All property owners on the contact list received a letter describing the project along with a copy of the site plan and building elevations and an invitation to a virtual meeting to be held online.
 - a. The meeting was held on Tuesday, May 3rd, 2022, via Microsoft Teams Meeting. The proposed site plan and building elevations were presented to Michelle Lloyd (Sedona Paint – business on the southside of SR89A) as she was the only person to attend.
 - b. Ms. Lloyd’s concerns revolved around the general traffic in the area. She believed that Southwest Drive would benefit from a traffic signal. I let her know that there was discussion regarding a traffic signal before our project and I encouraged her to contact Cari Meyer to discuss further.

PROPERTY OWNER AUTHORIZATION

I do hereby authorize those business entities and persons listed below to apply for land development approvals, including but not limited to Site Plan Review, Design Review, Building Permits and other approvals and permits for the following property:

Property: **NEC 89A and Southwest Drive**

APN's: 408-24-536C

Authorized Persons/Firms: Land Development Consultants, LLC
Michael Scarbrough
David Cisiewski
Jill Kaiser
Jodi Hamill
Beni Rich

PROPERTY OWNER: Circle K Stores Inc

1120 W. Warner Road. Tempe, AZ 85284

Owner Address

Carla Ramirez-Garsha
Owner Representative Signature

7-23-2021
Date

Carla Ramirez-Garsha Assistant Secretary
Owner Representative Printed Name / Title

602-728-8000

Owner Representative Phone Number

Parcel	Owner	Address	City	State	Zip
408-24-536C	CIRCLE K STORES INC	1130 W WARNER RD	TEMPE	AZ	852842816
408-24-132A	NELMS DONALD E & KATHLEEN L	PO BOX 1954	SEDONA	AZ	863391954
408-24-002	MARTINEZ FILOMENO G & DENISE A JT UI	2985 W STATE ROUTE 89A	SEDONA	AZ	863365113
408-28-003	SEDONA 360 VIEW LLC	6001 E HARTFORD AVE	SCOTTSDALE	AZ	852545903
408-24-351	SEDONA RED ROCK FIRE DISTRICT	2860 SOUTHWEST DR	SEDONA	AZ	863363728
408-24-103	DIGIOVANNI SYLVESTER G LIVING TRUST	PO BOX 4273	SEDONA	AZ	863404273
408-24-310	C C J B HOLDINGS LLC	PO BOX 2487	SEDONA	AZ	863392487
408-24-004C	CENTRAL ARIZONA MASONIC LODGE #14	2875 W STATE ROUTE 89A	SEDONA	AZ	863365162
408-03-003	AGUILAR JOSE FERNANDO DIAZ	2715 CANTABILE ST	SEDONA	AZ	863364405
408-28-006	SEDONA 360 VIEW LLC	6001 E HARTFORD AVE	SCOTTSDALE	AZ	852545903
408-03-006	ZUNIGA JOSE LAZALDE	26 WINDSONG DR	SEDONA	AZ	863364436
408-24-105	DIGIOVANNI SYLVESTER G LIVING TRUST	PO BOX 4273	SEDONA	AZ	863404273
408-24-314	COSSE REVOCABLE LIVING TRUST	PO BOX 3969	SEDONA	AZ	863403969
408-28-005	SEDONA 360 VIEW LLC	6001 E HARTFORD AVE	SCOTTSDALE	AZ	852545903
408-24-003E	RAYZEL INVESTMENTS LLC	2885 W STATE ROUTE 89A	SEDONA	AZ	863365112
408-03-002	RAUSCH MARIA DEL CARMEN Y CONTREAS	2725 CANTABILE ST	SEDONA	AZ	863364405
408-24-006	NEW YORK COMMUNITY BANK	1801 E 9TH ST STE 1025	CLEVELAND	OH	441143107
408-03-021	WILLIAMS DEBORAH	35 FRIENDSHIP WAY	SEDONA	AZ	863364417
408-24-311	C C J B HOLDINGS LLC	PO BOX 2487	SEDONA	AZ	863392487
408-03-001	HERNANDEZ RICARDO PANTOJA	PO BOX 3029	SEDONA	AZ	863403029
408-24-132A	NELMS DONALD E & KATHLEEN L	PO BOX 1954	SEDONA	AZ	863391954
408-24-106	RAINBOW ACRES	2120 W RESERVATION LOOP RD	CAMP VERDE	AZ	863228408
408-03-022	ELLIS JOY CEOLIA REVOCABLE TRUST	590 SCHNEBLY RD	SEDONA	AZ	863364000
408-24-536B	MKC HOLDINGS LLC	15010 N 78TH WAY STE 109	SCOTTSDALE	AZ	852602612
408-24-312	CASTELLI COMPANY LLC	1390 PIEDRA LN	FLAGSTAFF	AZ	860011928
408-24-536C	CIRCLE K STORES INC	1130 W WARNER RD	TEMPE	AZ	852842816
408-24-007	NEW YORK COMMUNITY BANK	1801 E 9TH ST STE 1025	CLEVELAND	OH	441143188
408-24-008	SEDONA CHURCH OF CHRIST INC	2757 W STATE ROUTE 89A	SEDONA	AZ	863365149
408-28-004	SEDONA 360 VIEW LLC	6001 E HARTFORD AVE	SCOTTSDALE	AZ	852545903
408-24-315	BUILDING 2920 LLC	135 SAN PATRICIO DR	SEDONA	AZ	863364701
408-24-005A	SIEBROOK ENTERPRISES LLC	40 COLUMBIA DR	SEDONA	AZ	863366618
408-03-004	WOLF FAMILY LIVING TRUST	20 CHRYSONA LN	SEDONA	AZ	863369511
408-03-005	RUIZ-ESCOBAR CONSTANTINO	2695 CANTABILE ST	SEDONA	AZ	863364404

408-24-102	DIGIOVANNI SYLVESTER G LIVING TRUST	PO BOX 4273	SEDONA	AZ	863404273
408-09-026	HOKANSON LAWRENCE D	1607 W TONI RAE DR	SPOKANE	WA	992182453
408-24-009	NG20 LP	11720 EL CAMINO REAL STE 250	SAN DIEGO	CA	921302243
408-24-124H	TORTILLA INVESTMENTS LLC	60 TORTILLA DR STE 1	SEDONA	AZ	863363798
408-24-313	JOHN & ANN HOLMAN PROPERTIES LLC	301 PALISADES DR S	SEDONA	AZ	863366206
408-24-339	BREWER GINA (BD)	PO BOX 3704	SEDONA	AZ	863403704
408-03-010	ACREE JONNAS	115 ANDANTE DR	SEDONA	AZ	863364400
408-03-009	MONTANEZ RAMON &	10 SYMPHONY WAY	SEDONA	AZ	863363761
408-24-337	SEDONA-RED ROCK FIRE DISTRICT	2860 SOUTHWEST DR	SEDONA	AZ	863363728
408-24-104	DIGIOVANNI SYLVESTER G LIVING TRUST	PO BOX 4273	SEDONA	AZ	863404273

