

Action Minutes
City of Sedona
Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, May 21, 2024 - 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 Kali Gajewski. Commissioners Will Hirst, Jo Martin, and Sarah Wiehl were excused.

Staff Member(s) Present: Kurt Christianson, Steve Mertes, Cari Meyer, Donna Puckett and Hanako Ueda

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

Cari Meyer announced that the City Council moved forward with the parking garage, which P&Z approved the design for a couple of months ago.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. April 16, 2024 (R)

Chair Levin asked if there were any corrections to the minutes and, hearing none, indicated that they would be considered 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.)

Chair Levin opened the public forum at 4:32 p.m. and, having no requests to speak, closed the public forum at 4:33 p.m.

5. CONSIDERATION OF THE FOLLOWING ITEM(S) THROUGH PUBLIC HEARING PROCEDURES:

a. Public Hearing/discussion/possible action regarding a request for approval of a Development Review (DEV) for a Development Review for a Circle K store with associated fuel sales and a car wash. The property is ±1.74 acres, and is located at 2820 W State Route 89A, northeast of the intersection of W State Route 89A and Southwest Drive. APN: 408-24-536C Case Number: PZ23-00001 (DEV) Owner: Circle K Stores, Inc. Applicant: Land Development Consultants (Michael Scarbrough)

Introduction by Chair Levin

Presentation by Cari Meyer, including that there is no car wash included in the updated plan.

Commission's questions of staff and applicant's representative(s) Michael Scarbrough with Land Development Consultants and Jordan Ridberg with Circle K.

The Chair opened the public hearing at 5:04 p.m. and, having no requests to speak, closed the public hearing at 5:05 p.m.

Commissioners' additional questions, of staff and applicant representatives, and comments.

MOTION: Commissioner Braam moved for approval of case number PZ23-00001 (DEV), Circle K Store, based on compliance with all ordinance requirements of the 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, in addition we would also be looking for inclusion of a bicycle repair station and recycling facilities as can be provided. Commissioner Gajewski seconded the motion.

VOTE: Motion carried three (3) in favor and (1) opposed. (Braam, Gajewski and Levin in favor; Hosseini opposed. Hirst, Martin, and Wiehl excused.)

6. FUTURE MEETING DATES AND AGENDA ITEMS

- a. Tuesday, June 4, 2024
- b. Tuesday, June 18, 2024

Cari indicated that there is nothing for the meetings in June. We are past the noticing deadline for the first June meeting and the noticing deadline for the second meeting in June is Thursday, and she doubts that we will have anything.

7. EXECUTIVE SESSION

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.

8. ADJOURNMENT

Chair Levin adjourned the meeting at 5:18 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 May 21, 2024.


Donna A. S. Puckett, Administrative Assistant

Date July 16, 2024