

AGENDA

City of Sedona Planning and Zoning Commission Meeting

4:30 PM

Tuesday, October 1, 2024

NOTICE:

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Planning and Zoning Commission and to the general public that the Planning and Zoning Commission will hold a meeting open to the public on Tuesday, October 1, 2024, at 4:30 pm in the City Hall Council Chambers.

NOTES:

- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least 24 hours in advance.
- Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: www.SedonaAZ.gov

GUIDELINES FOR PUBLIC COMMENT

PURPOSE:

- To allow the public to provide input to the Planning and Zoning Commission on a particular subject scheduled on the agenda.
- Please note that this is not a question/answer session.

PROCEDURES:

- It is strongly encouraged that public input on the agenda items be submitted by sending an e-mail to lstewart@SedonaAZ.gov in advance of the 4:30 Call to Order.
- Fill out a "Comment Card" and deliver it to the Recording Secretary.
- When recognized, use the podium/microphone.
- State your Name and City of Residence
- Limit comments to 3 MINUTES.
- Submit written comments to the Recording Secretary.

1. CALL TO ORDER, PLEDGE OF ALLEGIENCE, ROLL CALL
2. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF
3. APPROVAL OF THE FOLLOWING MINUTES:
 - a. August 20, 2024 (R)
 - b. August 20, 2024 (SV)
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.)*
5. CONSIDERATION OF THE FOLLOWING ITEM(S) THROUGH PUBLIC HEARING PROCEDURES:
 - a. Public hearing/discussion/possible action regarding an approval of a Conditional Use Permit Amendment (CUP) to expand the parking lot for the trailhead shuttle at 1294 & 1406 State Route 179 (North State Route 179 Trailhead Shuttle). The existing CUP was approved in January 2023 under PZ22-00010 (CUP). The subject property is ±1.94 acres, and is located southwest of the intersection of State Route 179 and Bowstring Dr. APN: 401-25-002N & P
Case Number: PZ24-00009 (CUP)
Applicant: City of Sedona (Public Works, John Hall)
 - b. Public Hearing/discussion/possible direction regarding a request for Conceptual Development Review for a proposed hotel renovation and expansion to add a new restaurant and a net of 23 new hotel rooms, at 400 N State Route 89A and 40, 45, 50, and 60 Art Barn Lane (Best Western Arroyo Roble). The properties are zoned Lodging (L), are ±4.77 acres, and are located on the southeast side of N State Route 89A between Art Barn Road and Arroyo Roble Drive. APN: 401-13-021, -022, -023, -024, -025, -060G, -061A.
Case Number: PZ24-00005 (DEV)
Applicant: Ensemble Investments, LLC (Randy McGrane and Autumn Storm)
 - c. Public hearing to review, take public testimony, discuss, and possibly take action regarding proposed revisions to the Sedona Land Development Code. The proposed revisions include allowances for Accessory Dwelling Units (ADUs), updates to reflect State legislation regarding time frames for processing residential rezoning applications, and updates to definitions to more accurately define terms.
Case Number: PZ24-00010 (LDC)
Applicant: City of Sedona
6. FUTURE MEETING DATES AND AGENDA ITEMS
 - a. Tuesday, October 15, 2024
 - b. Tuesday, November 5, 2024

AGENDA

City of Sedona Planning and Zoning Commission Meeting

4:30 PM

Tuesday, October 1, 2024

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:

8. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).

9. Return to open session. Discussion/possible action on executive session items.

10. ADJOURNMENT

Physical Posting: September 26, 2024 By: DJ

Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: www.SedonaAZ.gov or in the Community Development Office, 102 Roadrunner Drive approximately one week in advance of the meeting.

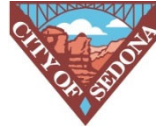
Note that members of the City Council and other City Commissions and Committees may attend the Planning and Zoning Commission meeting. While this is not an official City Council meeting, because of the potential that four or more Council members may be present at one time, public notice is therefore given for this meeting and/or event.

Agenda Item 5a:

Public hearing/discussion/possible action regarding an approval of a Conditional Use Permit Amendment (CUP) to expand the parking lot for the trailhead shuttle at 1294 & 1406 State Route 179 (North State Route 179 Trailhead Shuttle). The existing CUP was approved in January 2023 under PZ22-00010 (CUP). The subject property is ±1.94 acres, and is located southwest of the intersection of State Route 179 and Bowstring Dr.

APN: 401-25-002N & P

Staff Report
PZ24-00009 (CUP Amendment)
Sedona Shuttle
Summary Sheet



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

Meeting Date: October 1, 2024
Hearing Body: Planning and Zoning Commission
Action Requested: Approval of an amended Conditional Use Permit
Staff Recommendation: Approval, with conditions, of an amended Conditional Use Permit
Location: 1294 & 1406 State Route 179
Parcel Number: 401-25-002N & P
Applicant: City of Sedona (Public Works Department – John Hall)
Site Size: ± 1.94 acres
Community Plan Designation: Public/Semi-Public (P/SP)
Zoning: CF (Community Facilities)
Current Land Use: Trailhead Shuttle Parking Lot

	<u>Area Zoning</u>	<u>Area Land Uses</u>
North, South, East, West:	RS-18	Single Family Residential

Report Prepared By: Cari Meyer, Planning Manager

Project Summary:

The applicant is requesting approval of an amended Conditional Use Permit (CUP) to allow for the expansion of the existing trailhead shuttle parking lot and addition of a pull through lane for buses.

Attachments:	Page
1. Aerial View & Vicinity Map	13
2. Approved Conditions of Approval, PZ21-00022 (CUP) & PZ22-00010 (CUP)	15
3. Application Packet	
a. Application Packet	17
b. Citizen Participation Report	21
4. Public Comments	22



PROJECT DESCRIPTION

The applicant is requesting approval of an amended Conditional Use Permit (CUP) to allow for the expansion of the existing trailhead shuttle parking lot and addition of a pull through lane for buses.

Use of this site is permitted in accordance with the Land Development Code (LDC) requirements, specifically [Article 3 \(Use Regulations\)](#). The proposed use of the space is categorized as “Parking Facility” which is a conditionally permitted use in the Community Facilities (CF) zoning district.

BACKGROUND

Site Characteristics

- The property is located southwest of the intersection of State Route 179 and Bowstring Drive in Coconino County (See [Attachment 1](#)).
- The property is accessed via Bowstring Drive.
- The property is a parking lot for the Sedona Shuttle, with previous CUPs approved in February 2022 (PZ21-00022 (CUP)) and January 2023 (PZ22-00010 (CUP)) ([Attachment 2](#)).
- There are no floodplains on the property.
- The property is not part of a recorded subdivision.

Zoning and Community Plan Designations

The property is zoned Community Facilities (CF) and designated as Public/Semi-Public (P/SP) in the Community Plan. The purpose of the CF zone is stated as:

...primarily for the accommodation of public/semi-public uses (other than street rights-of-way). The CF district includes community uses such as public safety facilities, schools, libraries, community centers, City buildings, and public utilities as well as incidental and accessory uses

[LDC Section 2.17.A](#)

History of Property: Parking Use and Trailhead Shuttle

The property was originally approved for use as an overflow parking lot for Church of the Red Rocks in September 2001 (CUP2001-12).

In 2021, as part of the new trailhead shuttle system, the City of Sedona contacted the church about the possibility of leasing their overflow parking lot for a trailhead shuttle parking lot. With the Church’s approval, the City submitted an application for a new CUP for a trailhead shuttle parking lot, which was approved by Planning and Zoning Commission on February 1, 2022 (PZ21-00022 (CUP)). This CUP was approved with an expiration date of June 30, 2023, which coincided with the end of the City’s lease on the property.

The trailhead shuttle launched in March 2022 the City began pursuit of a purchase of the property. As the original parking lot had been approved as an accessory use to the church, in order for the City to buy the property and run the parking lot independently from the church, a Minor Community Plan Amendment, Zone Change, and new CUP were required. These application documents were submitted in November 2022 (PZ22-00010 (Minor CPA, ZC, CUP)) and approved by the Planning and Zoning Commission in January 2023 and City Council in February 2023. After these approvals, the City completed the purchase of the property in June 2023.

Requirement for a Conditional Use Permit

[LDC Section 3.2.E, Table 3.1, Table of Allowed Uses](#), lists “Parking Facility” as a conditionally permitted use in the CF zone. Though there are no use-specific standards for this use, the use-specific standards for trailhead parking in [LDC Section 3.4.D\(7\)](#) were used in evaluation of the existing CUP and may be used as a reference when evaluating this proposal.

After over 2 years of operation at this location, the City is looking to expand the capacity of the parking lot from the approved 64 spaces to 99 spaces (increase of 35 spaces, a 55% increase) and add a pull-through lane for shuttle buses, allowing the shuttles to be separated from other vehicle traffic. As the current CUP has an approved site plan, an amendment to the CUP is needed to allow for these changes.

Other changes proposed as part of the ongoing improvements (restrooms, shelters, pedestrian connections) were identified in the previous CUP and do not require a CUP amendment to implement.

PUBLIC INPUT

- The applicant completed a Citizen Participation Plan. A copy of the Citizen Participation Report is attached as [Attachment 3.b](#).
- Project documents submitted by the applicant were placed on the [Projects and Proposals](#) page of the Community Development Department website.
- Property owners within 300 feet of the subject properties were notified of the Public Hearing. The notification radius was expanded to include all residents of the Broken Arrow Subdivision, as has been done for previous CUPs at this property.
- The property was posted with a Notice of Public Hearing and a notice was published in the Red Rock News on September 13, 2024.
- All notices contain contact information or a way to submit comments. Written comments received by Staff are included as [Attachment 4](#).

REVIEWING AGENCY COMMENTS AND CONCERNS

All internal and external review agencies were given an opportunity to review this application. No comments were received for the amendment. Comments received for the original CUP and incorporated into the conditions of approval for the CUP and would remain in effect with this amendment.

DEVELOPMENT PROPOSAL

The applicant is applying for an amendment of PZ22-00010 (CUP) to allow for the expansion of the parking area addition of a pull through lane for buses.

A detailed description of the proposal, including a site plan, were submitted by the applicant, and are included in [Attachment 2a](#).

Access, Traffic, and Parking

- Access to the site is off Bowstring Drive. This will not alter existing access.
- Addition of the pull through lane will simplify the traffic pattern in the parking lot and allow the shuttle buses to be separated from passenger vehicles and pedestrians walking through the parking lot.
- The Public Works Department has reviewed the anticipated traffic generation and determined that additional analysis is not needed.

Site Design

- The parking lot expansion and bus pull through lane are shown on the site plan.

- Other planned site improvements, including the bathroom and shelter, were approved as part of the previous CUP and are shown for reference but may be built without this amendment.

REVIEW, COMMENTARY, AND ANALYSIS

The following action is requested from the Planning and Zoning Commission:

- Consideration of a request for a renewal of a Conditional Use Permit

Discussion (Conditional Use Permit)

Table 3.1 of the LDC lists “Parking Facility” as a conditionally permitted use in the CF zoning district. There are no use specific standards associated with this use. This use is subject to the findings stated [in LDC Section 8.3.E\(5\)](#): Approval Criteria Applicable to all Applications. The existing CUP was found to be in compliance with these criteria and the current application does not propose any changes in operation. The City will continue to monitor the use and work to address negative impacts and implement additional mitigation measures if necessary. The criteria as noted in Section 8.3.E(5) are:

A. Generally

Unless otherwise specified in this Code, City review and decision-making bodies shall review all development, subdivision and rezoning applications submitted pursuant to this article for compliance with the general review criteria stated below.

Staff Evaluation: *The project has been reviewed for compliance with all applicable criteria. Therefore, staff believes this criterion is met.*

B. Prior Approvals

The proposed development shall be consistent with the terms and conditions of any prior land use approval, plan, or plat approval that is in effect and not proposed to be changed. This includes an approved phasing plan for development and installation of public improvements and amenities.

Staff Evaluation: *The site has an approved CUP for a trailhead shuttle parking lot that has been in effect since February 2022 and used since March 2022. The site has operated in compliance with that CUP and any issue that the City has been made aware of has been addressed. There are no other land use approvals, plans, or plats applicable to this property. Therefore, staff believes this criterion is met.*

C. Consistency with Sedona Community Plan and Other Applicable Plans

Except for proposed subdivisions, the proposed development shall be consistent with the Sedona Community Plan and any other applicable plans. The decision-making authority:

1. Shall weigh competing plan goals, policies, and strategies; and
2. May approve an application that provides a public benefit even if the development is contrary to some of the goals, policies, or strategies in the Sedona Community Plan or other applicable plans.

Staff Evaluation: *The existing CUP was found to be in consistent with the Community Plan and no changes are proposed to the operation of the use that would alter this finding. This proposal is consistent with and conforms to the Sedona Community Plan, the Transportation Master Plan, the Climate Action Plan, and the Municipal Sustainability Plan. The proposal does not contradict any of the policies within the Community Plan. Therefore, staff believes this criterion is met.*

D. Compliance with This Code and Other Applicable Regulations

The proposed development shall be consistent with the purpose statements of this Code and comply with all applicable standards in this Code and all other applicable regulations, requirements and plans, unless the standard is lawfully modified or varied. Compliance with these standards is applied at the level of detail required for the subject submittal.

Staff Evaluation: *The CF district is meant to provide for the accommodation of public/semi-public uses, and allows for a parking facility with approval of a CUP. A shuttle stop and park and ride lot falls into this use category. Modifications to the site will be done in compliance with LDC requirements.*

The existing CUP was found to be in compliance with LDC requirements and no changes are proposed to the operation of the parking lot that would alter this finding. No separate Development Review application is required for the proposed improvements; City Staff will review the final plans and ensure all applicable code sections are met. Therefore, staff believes this criterion is met.

E. Minimizes Impacts on Surrounding Property Owners

The proposed development shall not cause significant adverse impacts on surrounding properties. The applicant shall make a good-faith effort to address concerns of the adjoining property owners in the immediate neighborhood as defined in the Citizen Participation Plan for the specific development project, if such a plan is required.

Staff Evaluation: *Citizen Participation Plans have been completed for each of the CUPs. City Staff has continued to monitor the parking area and has made adjustments to ensure the parking area is not negatively impacting the surrounding residents.*

A new Citizen Participation Plan was completed for the current application. This report was provided by the applicant ([Attachment 3b](#)). The City will continue to monitor the parking area and address any other impacts that may arise due to the shuttle operations and parking.

Staff completed the required noticing all public comments received are included as [Attachment 4](#). The comments received were concerned about traffic impacts to the neighborhood and questioning whether alternative locations would be better. The City has been committed to ensuring the parking lot does not impact the neighborhood and expanding the capacity of the lot will ensure sufficient space exists for all users. While the questions about alternate locations are understood, this location is now an established shuttle drop off/pick up and increasing capacity at an existing lot is preferable to opening a new lot.

Therefore, staff believes this criterion is met

F. Consistent with Intergovernmental Agreements

The proposed development shall be consistent with any adopted intergovernmental agreements and comply with the terms and conditions of any intergovernmental agreements incorporated by reference into this Code.

Staff Evaluation: *There are no adopted intergovernmental agreements in place that are affected by the proposed CUP. This criterion does not apply to this request.*

G. Minimizes Adverse Environmental Impacts

The proposed development shall be designed to minimize negative environmental impacts and shall not cause significant adverse impacts on the natural environment. Examples of the natural environment include water, air, noise, stormwater management, wildlife habitat, soils, and native vegetation.

Staff Evaluation: *No negative environmental impacts are anticipated due to the proposed use. The City's Sustainability staff evaluated the original proposal and found it to be in compliance with the Climate Action Plan and the Municipal Sustainability Plan. No changes are proposed that would alter that evaluation. Therefore, staff believes this criterion is met.*

H. Minimizes Adverse Fiscal Impacts

The proposed development shall not result in significant adverse fiscal impacts on the City.

Staff Evaluation: *No adverse fiscal impacts on the City are anticipated. Implementation of transit, including costs to operate and maintain the shuttles and parking areas, has been included in the City's budgeting process. Therefore, staff believes this criterion is met.*

I. Compliance with Utility, Service, and Improvement Standards

As applicable, the proposed development shall comply with federal, state, county, service district, City and other regulatory authority standards, and design/construction specifications for roads, access, drainage, water, sewer, schools, emergency/fire protection, and similar standards.

Staff Evaluation: *The existing CUP was reviewed and approved by all review agencies. The application materials for this proposal were provided to review agencies for an opportunity to review and Staff did not receive any comments. As conditioned, the CUP complies with all applicable regulatory authority standards. Therefore, staff believes this criterion is met.*

J. Provides Adequate Road Systems and Traffic Mitigation

Adequate road capacity must exist to serve the uses permitted under the proposed development, and the proposed uses shall be designed to ensure safe ingress and egress onto the site and safe road conditions around the site, including adequate access onto the site for fire, public safety, and EMS services. The proposed development shall also provide appropriate traffic improvements based on traffic impacts.

Staff Evaluation: *No change in site access is proposed. No changes to the road network in the area are recommended or proposed. The City has and will continue to monitor the traffic situation in this area and implement changes as needed if the impact from the shuttle operations and parking are greater than anticipated. Therefore, staff believes this criterion is met.*

K. Provides Adequate Public Services and Facilities

Adequate public service and facility capacity must exist to accommodate uses permitted under the proposed development at the time the needs or demands arise, while maintaining adequate levels of service to existing development. Public services and facilities include, but are not limited to, roads, potable water, sewer, schools, public safety, fire protection, libraries, and vehicle/pedestrian connections and access within the site and to adjacent properties.

Staff Evaluation: *Adequate public service and facility capacity exists to accommodate the proposed use on this site. This use will not generate additional demand, but provide a service for existing demand. Providing maintenance and enforcement of this area has been included in the City's planning and budgeting processes. Therefore, staff believes this criterion is met.*

L. Rational Phasing Plan

If the application involves phases, each phase of the proposed development shall contain all of the required streets, utilities, landscaping, open space, and other improvements that are required to comply with the project's cumulative development to date and shall not depend upon subsequent phases for those improvements.

Staff Evaluation: *No phasing plan is required. The proposal is in compliance with this criterion.*

It is Staff's opinion that this request for CUP meets the required findings listed above. The use is consistent with the purpose of the Community Facilities (CF) zoning district, and no nuisances because of this proposed use are anticipated.

The existing CUP does not have an expiration date, and none is recommended for this amendment. This has been operating with minimal complaints since March 2022, the City has addressed issues as they have come up, and is committed to continue to operate the parking lot in the same manner. If any issues arise and the City does not address the issue or if the City decides to no longer operate the shuttle service out of this lot, a revocation process could be initiated.



STAFF RECOMMENDATION

Based on compliance with ordinance requirements as conditioned, general consistency with the Land Development Code and the requirements for approval, Staff recommends approval of the proposed Conditional Use Permit amendment as set forth in case number PZ24-00009 (CUP Amendment), Sedona Shuttle, subject to applicable ordinance requirements and the attached conditions of approval listed at the end of this staff report.

Sample Motions for Commission Use

(Please note that the following motions are offered as samples only and that the Commission may make other motions as appropriate.)

Recommended Motion for Approval

I move for approval of case number PZ24-00009 (CUP Amendment), Sedona Shuttle, based on compliance with all ordinance requirements of LDC Section 8.3 and 8.4 and satisfaction of the Conditional Use Permit 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.

Alternative Motion for Denial

I move for denial of case number PZ24-00009 (CUP Amendment), Sedona Shuttle, based on the following findings (*specify findings*).

Conditions of Approval

PZ24-00009 (CUP Amendment)

Sedona Shuttle

As proposed by Staff



City of Sedona

Community Development Department




102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

1. The use shall be in substantial conformance with the applicant's representations of the project, including the site plan, letter of intent, and all supporting documents, as reviewed, modified, and approved by the Planning and Zoning Commission. Proposed changes in operation or activities to the approved Conditional Use Permit determined to be substantial by the Community Development Director shall require reconsideration by the Planning and Zoning Commission at a public meeting.
2. The Conditional Use Permit is approved without an expiration date. If the use for which the conditional use permit was approved ceases for a period of two years, the permit shall automatically expire. (LDC Section 8.4.B(3)g.1.i)
3. The applicant shall ensure that the use is operating in compliance with the Land Development Code requirements and applicable conditions of approval. If any unforeseen problems or nuisances arise due to the operation of this use, City may require additional measures to be taken by the permit holder to correct the violation, problem, or nuisance. If a satisfactory solution is not found, City Staff may initiate proceedings to revoke the CUP.
4. The City shall monitor the impacts from the use of the trailhead shuttle and parking on the surrounding residential neighborhood. If any unanticipated impacts occur, the City shall take steps to mitigate the impacts.
5. The applicant shall ensure that the use operates in compliance with the requirements of all applicable agencies, including, but not limited to, Sedona Community Development Department, Sedona Public Works Department, Sedona Police Department, Sedona Fire District, and the Arizona Department of Transportation (ADOT).

Aerial View

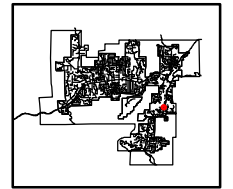
Parcel
401-25-002N/P
Church of the
Red Rocks
TH Parking/Shuttle

-  Parcel 401-25-002N/P
-  Parcel Boundary
-  Street Centerline



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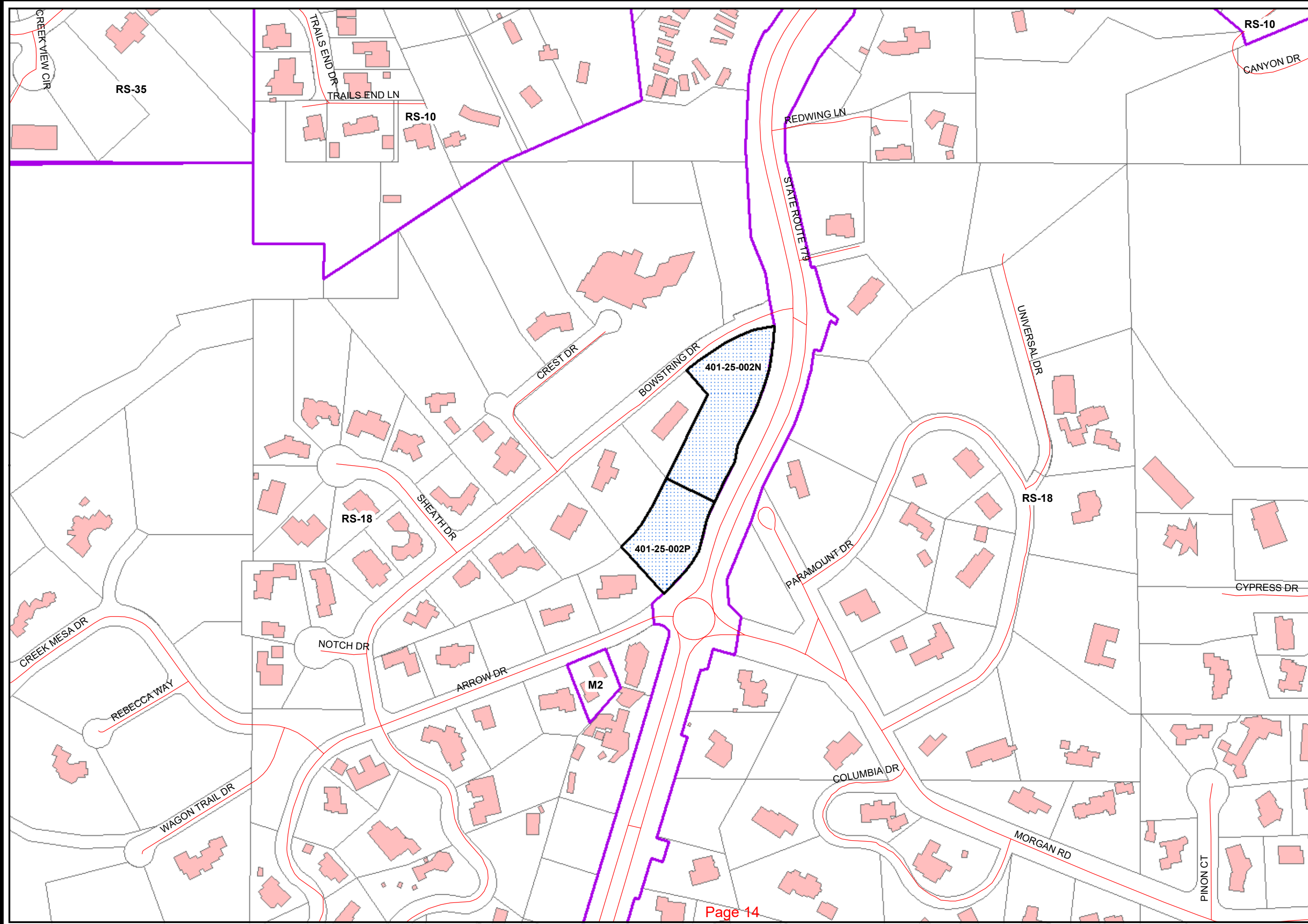
City Index



GIS, City of Sedona
11/04/2021
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This map is designed to provide information about Sedona, and has been prepared for general planning and informational purposes only. It is not necessarily accurate to engineering or surveying standards. Every effort has been made to make this map as complete and as accurate as possible; however, no warranty of fitness is implied. The information is provided on an "as-is" basis. The City of Sedona shall have neither liability nor responsibility to any person or entity with respect to any loss or damages in connection with or arising from the information contained on this map.






Vicinity Map

Parcel
401-25-002N/P
Church of the
Red Rocks
TH Parking/Shuttle

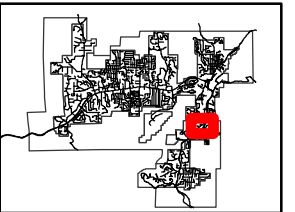
-  Parcel 401-25-002N/P
-  Zoning Boundary
-  Building Footprint
-  Parcel Boundary
-  Trail
-  Street Centerline



0 75 150 Feet



City Index



GIS, City of Sedona
11/04/2021
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Conditions of Approval

PZ22-00010 (CUP)

Sedona Shuttle



City of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

As approved by Planning and Zoning Commission, January 3, 2023

1. The Conditional Use Permit shall be valid upon City Council approval of the associated Minor Community Plan Amendment and Zone Change applications. If City Council does not approve the associated application, this approval is null and void.
2. The use shall be in substantial conformance with the applicant's representations of the project, including the site plan, letter of intent, and all supporting documents, as reviewed, modified, and approved by the Planning and Zoning Commission. Proposed changes in operation or activities to the approved Conditional Use Permit determined to be substantial by the Community Development Director shall require reconsideration by the Planning and Zoning Commission at a public meeting.
3. The Conditional Use Permit is approved without an expiration date. If the use for which the conditional use permit was approved ceases for a period of two years, the permit shall automatically expire. (LDC Section 8.4.B(3)g.1.i)
4. The applicant shall ensure that the use is operating in compliance with the Land Development Code requirements and applicable conditions of approval. If any unforeseen problems or nuisances arise due to the operation of this use, City may require additional measures to be taken by the permit holder to correct the violation, problem, or nuisance. If a satisfactory solution is not found, City Staff may initiate proceedings to revoke the CUP.
5. The City shall monitor the impacts from the use of the trailhead shuttle and parking on the surrounding residential neighborhood. If any unanticipated impacts occur, the City shall take steps to mitigate the impacts.
6. The applicant shall ensure that the use operates in compliance with the requirements of all applicable agencies, including, but not limited to, Sedona Community Development Department, Sedona Public Works Department, Sedona Police Department, Sedona Fire District, and the Arizona Department of Transportation (ADOT).
7. Within thirty days of approval of the Conditional Use Permit, the property owner of record of subject property voluntarily agrees to sign and record a waiver acknowledging their waiver of any right to claim just compensation for diminution in value under A.R.S. §12-1134 related to the granting of this Conditional Use Permit.

Conditions of Approval

PZ21-00022 (CUP) Church of the Red
Rocks Trailhead Shuttle & Parking



City of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

As approved by Planning & Zoning Commission, February 1, 2022

1. The use shall be in substantial conformance with the applicant's representations of the project, including the site plan, letter of intent, and all supporting documents, as reviewed, modified, and approved by the Planning and Zoning Commission. Proposed changes in operation or activities to the approved Conditional Use Permit determined to be substantial by the Community Development Director shall require reconsideration by the Planning and Zoning Commission at a public meeting.
2. The Conditional Use Permit shall expire on June 30, 2023. Prior to the expiration date, the applicant or property owner may file an application for renewal of the Conditional Use Permit.
3. The applicant shall ensure that the use is operating in compliance with the Land Development Code requirements and applicable conditions of approval. If any unforeseen problems or nuisances arise due to the operation of this use, City may require additional measures to be taken by the permit holder to correct the violation, problem, or nuisance. If a satisfactory solution is not found, City Staff may initiate proceedings to revoke the CUP.
4. The City shall monitor the impacts from the use of the trailhead shuttle, parking, and drop off locations on residential neighborhoods and trailheads. If any impacts occur, the City shall take steps to mitigate the impacts.
5. The applicant shall ensure that the use operates in compliance with the requirements of all applicable agencies, including, but not limited to, Sedona Community Development Department, Sedona Public Works Department, Sedona Police Department, Sedona Fire District, and the Arizona Department of Transportation (ADOT).
6. Within thirty days of approval of the Conditional Use Permit, the property owner of record of subject property voluntarily agrees to sign and record a waiver acknowledging their waiver of any right to claim just compensation for diminution in value under A.R.S. §12-1134 related to the granting of this Conditional Use Permit.

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	

Revised CUP Letter of Intent (Trailhead Shuttle Parking Lot)

The City of Sedona is applying for an amendment to an existing CUP (Trailhead Shuttle, PZ22-00010 (Minor CPA, ZC, CUP)) to increase the capacity of the existing parking lot and provide a new bypass lane for shuttle buses.

Property History

The property was originally approved for use as an overflow parking lot for Church of the Red Rocks in September 2001 (CUP2001-12).

In 2021, as part of the new trailhead shuttle system, the City of Sedona contacted the church about the possibility of leasing their overflow parking lot for a trailhead shuttle parking lot. With the Church's approval, the City submitted an application for a new CUP for a trailhead shuttle parking lot, which was approved by Planning and Zoning Commission on February 1, 2022 (PZ21-00022 (CUP)). This CUP was approved with an expiration date of June 30, 2023, which coincided with the end of the City's lease on the property.

The trailhead shuttle launched in March 2022 to great success and the City began pursuit of a purchase of the property. As the original parking lot had been approved as an accessory use to the church, in order for the City to buy the property and run the parking lot independently from the church, a Minor Community Plan Amendment, Zone Change, and new CUP were required. These application documents were submitted in November 2022 (PZ22-00010 (Minor CPA, ZC, CUP)) and approved by the Planning and Zoning Commission in January 2023 and City Council in February 2023. After these approvals, the City completed the purchase of the property in June 2023.

Proposed Site Plan Changes

The City has now been operating a trailhead shuttle out of this lot for a little over 2 years and desires to make some changes to increase capacity of the lot and allow the lot to function more efficiently. While some of these changes (restrooms, shelter, improved pedestrian connections) were identified in the last CUP, others modify the overall site plan and require the CUP to be revised. These changes include:

- Removal of traffic circle (which was also functioning as the required fire district turnaround) and construction of a new hammerhead turnaround at the south end of the parking lot.
- Overall increase in number of parking spaces from 64 to 99 (increase of 35 spaces, a 55% increase).
 - Additional parking spaces where the traffic circle was
 - Additional parking spaces at the south end of the site
- Addition of a pull-through lane for the shuttle buses, allowing for shuttles to be separated from other vehicle traffic (will require an ADOT ROW permit).

Code Requirements

The previous 2 CUPs were found to meet all applicable code requirements. All code requirements will continue to be met with the new site plan, including the following:

- Emergency access will be improved (traffic circle replaced by hammerhead)

- Pedestrian connections will be provided to all areas of the site
- Landscaping will be updated to meet City standards.
 - The area where the parking lot will be expanded to the south is currently in its natural state, which provides a landscaping buffer to the highway. During construction of the new parking area, as many existing plants as possible will be saved. If the existing plants do not meet LDC requirements for landscaping and screening, they will be supplemented with additional native plants from the City's plant list. Community Development Department Staff will verify compliance prior to completion of the project.

Citizen Participation

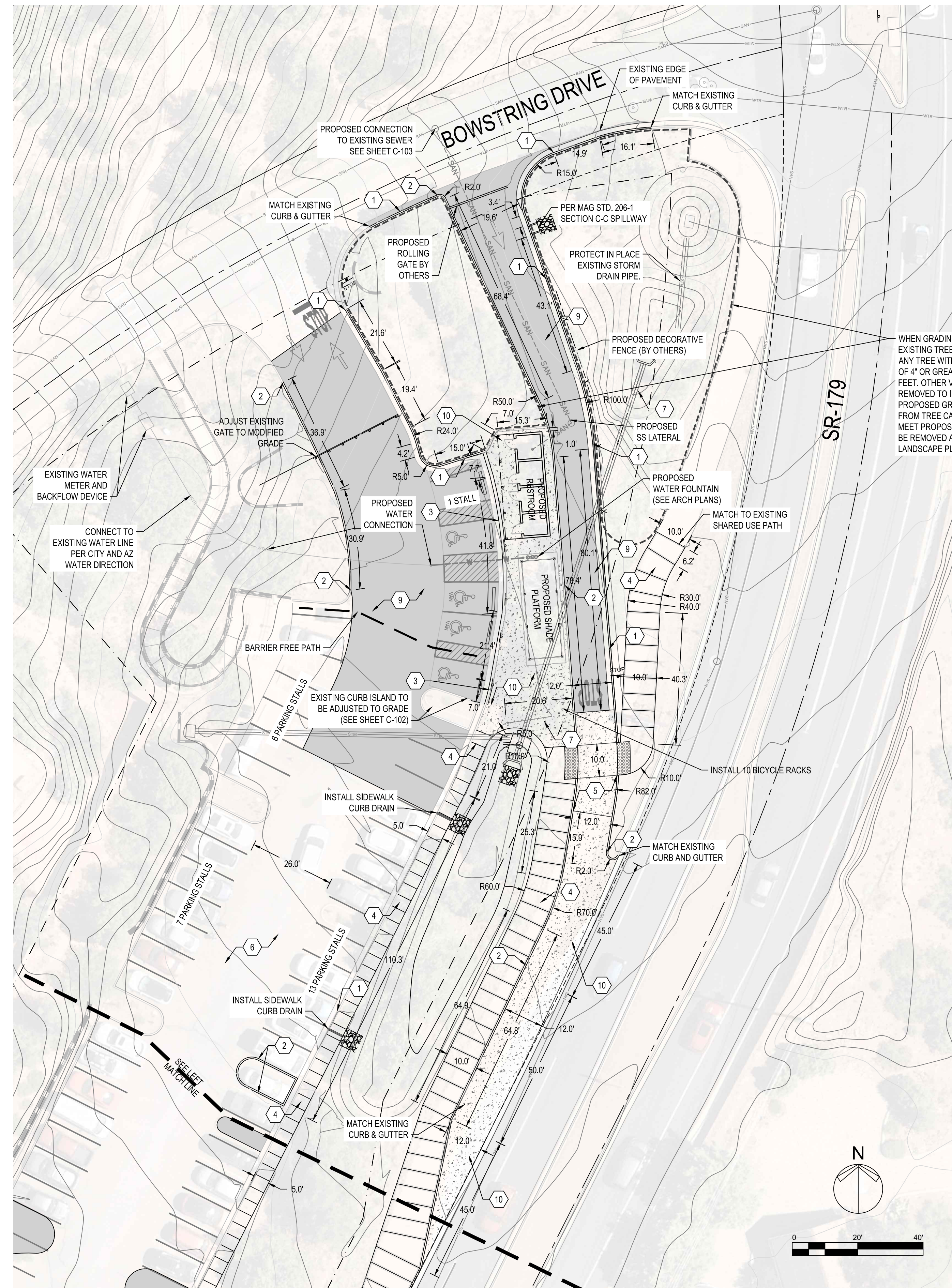
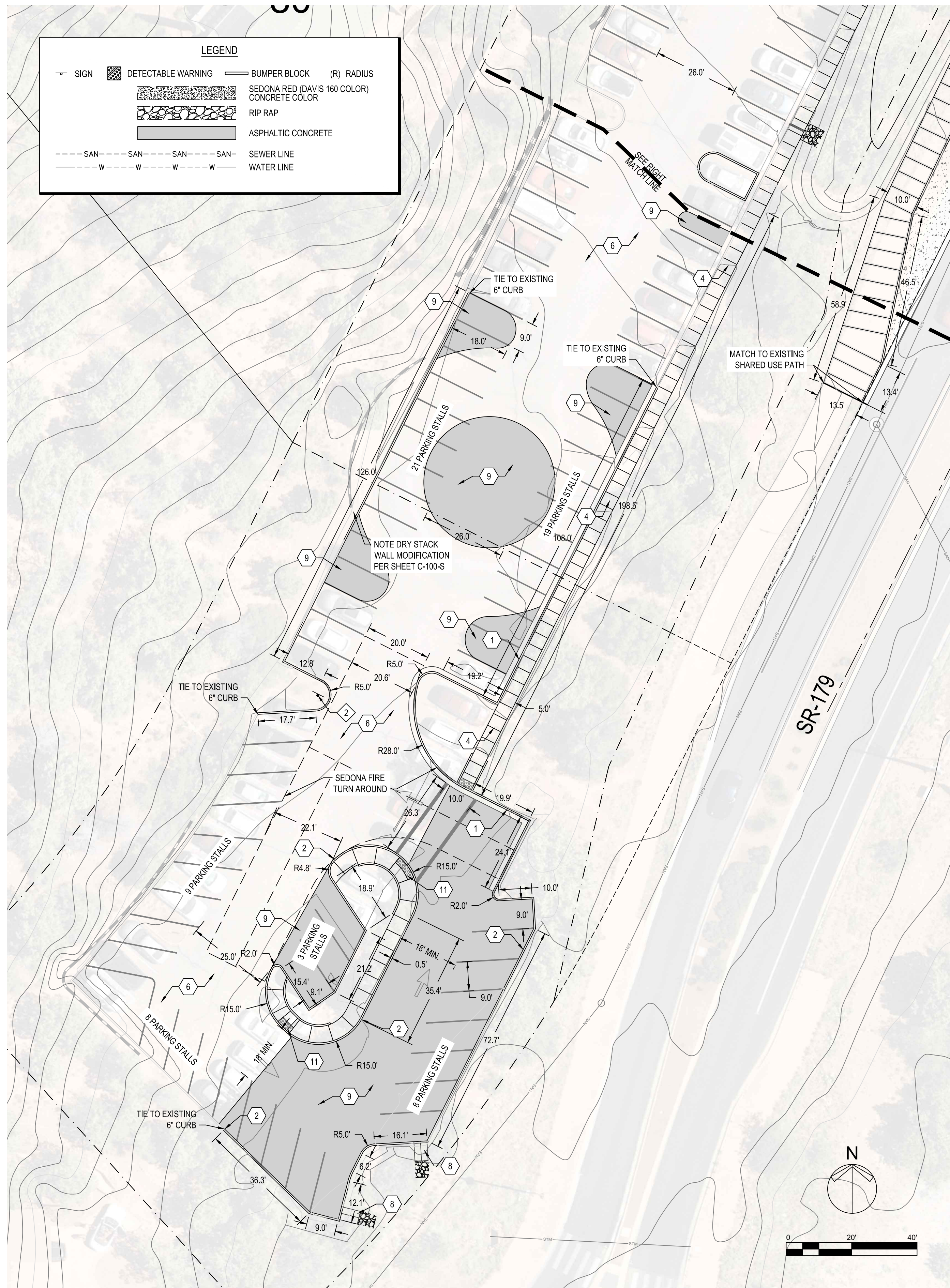
The City will send out a notification of the proposed amendment to property owners within 300 feet of the project site. City Staff will document any responses received and provide a Citizen Participation Report prior to the public hearing.

Extensive public outreach was conducted in 2021 before the first CUP and additional public outreach was completed before the Minor Community Plan Amendment, Zone Change, and CUP in 2022. As there has been an extensive amount of public outreach in the past and the City has been operating a shuttle parking lot at this location with minimal complaints for over 2 years, an open house is not planned at this time. If significant public input is received based on the notification to the property owners, an open house may be scheduled.

Findings

The previous 2 CUPs were found to be in compliance with all applicable criteria. None of those findings would change with this amendment.

By increasing the capacity of the lot, these amendments will allow the shuttles to serve a greater number of people and providing a bypass lane for the shuttles will increase the safety of the parking lot, allowing the shuttles to be separated from passenger vehicle and pedestrian traffic.



LAYOUT PLAN KEYNOTES:

1. 6" VERTICAL CURB & GUTTER PER, MAG STD. DETAIL 220-1, TYPE A (SEE SHEET C-500) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
2. 6" SINGLE CURB PER, MAG STD. DETAIL 222, TYPE A (SEE SHEET C-500) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
3. FLUSH CURB (DETAIL #12 / C-501) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
4. CONCRETE SIDEWALK (DETAIL #2 / C-501) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
5. RAISED CROSSING (DETAIL #5 / C-501) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
6. TYPE II ASPHALT SLURRY (PER MAG SECTION 715).
7. 18" HEADWALL PER, MAG STD. DETAIL 501-4 (SEE SHEET C-500) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
8. CURB OPENING TO CONCRETE SPILLWAY (DETAIL #10 / C-501) SEDONA RED (DAVIS 160 COLOR) CONCRETE COLOR.
9. ASPHALTIC CONCRETE (DETAIL #1 / C-501)
10. REINFORCED CONCRETE PAD FOR RESTROOM, BUS SHELTER STRUCTURES, AND BUS TURNOUT. 3000 PSI CONCRETE 8" THICK, #4 REBAR 12" O-C BOTH DIRECTIONS, 2" FROM BOTTOM OVER 6" COMPACTED AGGREGATE BASE (MAG 701 SPECIFICATION) (95% RELATIVE COMPACTION) OVER 12" COMPACTED NATIVE (90% RELATIVE COMPACTION) OR PER MANUFACTURER SPEC WHICH EVER IS GREATER.
11. PARALLEL CURB RAMP PER MAG DETAIL 238-3

PROJECT DESCRIPTION:

IMPROVEMENTS TO EXISTING PARKING LOT TO INCREASE PARKING SUPPLY, PASSENGER CONVENIENCES - RESTROOM, SHADE COVER, WATER FOUNTAIN, IMPROVE PARK-N-RIDE BUS ACCESS AND CIRCULATION.

TOTAL PARKING SPACES - 96
TOTAL ADA SPACES - 4

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS WAS OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN ON THESE DRAWINGS. THE CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN OR NOT SHOWN ON THESE DRAWINGS. THE CONTRACTOR SHALL POthOLE ALL EXISTING UTILITIES TO VERIFY THE LOCATION AND ANY DISCREPANCY BETWEEN THE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGN ENGINEER.

PARADIGM DESIGN
ARCHITECTS | ENGINEERS
4250 N Drinkwater Blvd, Suite 120
Scottsdale, AZ 85251
(602) 374-4066
Grand Rapids | Phoenix | Traverse City
www.paradigmaz.com

STEPHEN A. GROSZ, PE
AZ - REGISTRATION 57911
AZ EXP. 6/30/2026

PROJECT

**NORTH SR179
PARK & RIDE
PT-04B**

CLIENT



CITY OF SEDONA
102 ROADRUNNER DRIVE
SEDONA, AZ 86336-3710

RELEASE DATE

DATE	DESCRIPTION
10/05/23	ADOT PERMIT REVIEW
03/15/24	ADOT PERMIT REVIEW
06/28/24	CITY/ADOT PERMIT REVIEW
07/15/24	BID SET
09/20/24	CITY REVISIONS

PROJECT

2306098PH

SHEET

**SITE PLAN
LAYOUT
C-200**

Acceptance of Comment Responses: SR-179 Park N Ride PT-04b

From John Hall <JHall@sedonaaz.gov>
Date Tue 9/24/2024 9:06 AM
To Cari Meyer <CMeyer@sedonaaz.gov>

Cari,
Please be advised that there have been no written comments or questions in response to the letter that went out to nearby residents last month.
Thanks,
John



John Hall, P.E.
Engineering Supervisor

Public Works Department
102 Roadrunner Drive
Sedona, AZ 86336
jhall@sedonaaz.gov
(928) 204-7111 (Main Line)
(928) 203-5125 (Direct)
(928) 963-4169 (Cell)

*Business hours: Mon-Thur 7 a.m.-6 p.m.
Public safety 24/7*

From: Cari Meyer <CMeyer@sedonaaz.gov>
Sent: Tuesday, September 24, 2024 7:56 AM
To: John Hall <JHall@sedonaaz.gov>
Subject: Re: Acceptance of Comment Responses: SR-179 Park N Ride PT-04b

Hi John,

Can you send me an email with the results of the letter you sent out (if anyone responded, what the questions were, if any, etc.)?

Thanks,

Comment on Development Proposal

From donotreply@sedonaaz.gov <donotreply@sedonaaz.gov>

Date Thu 9/19/2024 10:20 AM

To Cari Meyer <CMeyer@sedonaaz.gov>; Megan Yates <MYates@sedonaaz.gov>; Laura Stewart <LStewart@sedonaaz.gov>

A new entry to a form/survey has been submitted.

Form Name: Comments on Development Proposals
Date & Time: 09/19/2024 10:20 a.m.
Response #: 654
Submitter ID: 7063
IP address: 2601:249:8181:9e50:38c6:af16:7b30:f513
Time to complete: 8 min. , 13 sec.

Survey Details

Page 1

We want to hear what you think. Please share your thoughts below. If you have questions about the project, please enter your contact information so that we can respond. Please note that all information submitted (including name, addresses, and email) will become part of the public record and will be available for public inspection.

- 1. Project Name:**
PZ24-00009 (CUP)
- 2. What are your comments, concerns, ideas, and suggestions about this project?**

Dear City of Sedona,

As we understand it, the shuttle is primarily intended to reduce congestion and traffic at the trail heads that it services. Car traffic to and from the shuttle lot should also be a major consideration. Sedona has strived to ameliorate traffic through ongoing public works but the city is still choked with cars. Have alternate sites in West Sedona and Uptown that are already paved been considered, which could handle the additional parking needed? This would likely be more convenient for trail goers and would also reduce city traffic. Most people come from those other areas; comparatively few stay along highway 179.

We recognize the need for the shuttle and we support it. But we have noticed that car traffic has increased on Bowstring Drive since the inception of the shuttle lot. We do not want additional traffic through our peaceful residential streets. The Back of Beyond road to the Cathedral Rock trailhead sometimes has a guard stationed at the roundabout. Is this something the city is willing to do to protect our neighborhood, or is there another plan? It would be irresponsible not to consider traffic volume in the planning of this project.

We didn't find a map of the proposed parking lot expansion but our guess is that it would be to the south of the existing lot. It would be a shame to cover yet more natural areas with asphalt, when there may be good alternatives.

Thank you,
Ian Fowler and Olga Arango
170 Bowstring Drive

3. **Your contact information (If you do not feel comfortable sharing or do not want this information to become a public record, a partial answer or "not applicable" is acceptable.)**

Name: Ian Fowler
Address (or Street Name): 170 Bowstring Drive
City of Residence Chicago
E-mail: ian@iankfowler.com

4. **Would you like to receive notices about this project, such as public meeting dates?**

(o) Yes

Thank you,
City of Sedona

This is an automated message generated by Granicus. Please do not reply directly to this email.

Shuttle Parking Lot PZ24-00009 (CUP)

CS City of Sedona <noreply@sedonaaz.gov>
To: Laura Stewart

😊 ↩️ ↩️ ➡️ ⋮
Sat 9/21/2024 12:58 PM

i Retention: Default City Employees (2 years) Expires: Mon 9/21/2026 12:58 PM

Message submitted from the <City of Sedona> website.

Site Visitor Name: Susanne and John Ludvigsen
Site Visitor Email: Mlfleurine@gmail.com

Thank you for this opportunity to comment on the proposed expansion of the 179 Shuttle parking lot. The residents of our small Bowstring community didn't support the shuttle parking lot location in our neighborhood. We voiced our collective concerns and opposition to the project over two years ago. The Back O Beyond residents overwhelmingly supported the Bowstring trailhead shuttle parking lot location. They grew tired of the traffic issues and daily inconveniences in their neighborhood. Like them, we are concerned about the long term traffic issues, noise, and other possible inconveniences that will impact the enjoyment of our property. Our concern has always been that the trailhead shuttle parking lot belongs in a more suitable location-rather than in a residential neighborhood. Then mayoral candidate, Scott Jablow, addressed this concern in a Facebook thread on 10 June, 2022, writing "I am hopeful that in the future we won't have a need for the Bowstring lot because the USFS will listen to us and expand the Little Horse trailhead which is the best plan." Is it still under consideration to relocate the Bowstring parking lot to the Little Horse Trailhead in the future, particularly if it outgrows its current footprint of 99 spaces? Are there plans to run the shuttles everyday in the near future? How will increased noise and traffic be mitigated in our neighborhood? We have looked at the parking lot expansion plans and appreciate the desire to preserve as much of the current landscaping as possible. It is our hope that the restroom building and shade structures will not be visible from our deck. The use of tall trees and shrubs to protect backyard views is vital to the enjoyment of our property. We bought our home in Sedona to have a place to enjoy the peace and beauty. We hope you understand why dealing with this parking lot issue in a way that will ensure maximum tranquility for all is so important. Thank you for your time.
John and Susanne Ludvigsen

↩️ Reply

➡️ Forward

Comment on Development Proposal

From donotreply@sedonaaz.gov <donotreply@sedonaaz.gov>

Date Wed 8/14/2024 3:36 PM

To Cari Meyer <CMeyer@sedonaaz.gov>; Megan Yates <MYates@sedonaaz.gov>; Laura Stewart <LStewart@sedonaaz.gov>

A new entry to a form/survey has been submitted.

Form Name: Comments on Development Proposals
Date & Time: 08/14/2024 3:36 p.m.
Response #: 642
Submitter ID: 6981
IP address: 2600:1002:b1ab:68c4:cd4a:7ae3:403e:5d63
Time to complete: 0 min. , 18 sec.

Survey Details

Page 1

We want to hear what you think. Please share your thoughts below. If you have questions about the project, please enter your contact information so that we can respond. Please note that all information submitted (including name, addresses, and email) will become part of the public record and will be available for public inspection.

1. Project Name:

Shuttle Parking Lot Bowstring/179

2.

What are your comments, concerns, ideas, and suggestions about this project?

The residents of our small Bowstring community didn't support the shuttle parking lot location in our neighborhood. We voiced our collective concerns and opposition to the project over two years ago. The Back O Beyond residents overwhelmingly supported the Bowstring trailhead shuttle parking lot location. They grew tired of the traffic issues and daily inconveniences in their neighborhood. Like them, we are concerned about the long term traffic issues, noise, and other possible inconveniences that will impact our ability to enjoy peace and privacy in our own homes and quiet neighborhood.

Our concern has always been that the trailhead shuttle parking lot belongs in a more suitable location-rather than in a residential neighborhood. Then mayoral candidate, Scott Jablow, addressed this concern in a Facebook thread on 10 June, 2022, writing "I am hopeful that in the future we won't have a need for the Bowstring lot because the USFS will listen to us and expand the Little Horse trailhead which is the best plan."

Is it still under consideration to relocate the Bowstring parking lot to the Little Horse Trailhead in the future, particularly if it outgrows its current footprint of 99 spaces.

At present, shuttle days are Thursday-Sunday, plus select holidays. Are there plans to run the shuttles everyday in the near future? How will increased noise and traffic be mitigated in our neighborhood?

We have looked at the parking lot expansion plans and appreciate the desire to preserve as much of the current landscaping as possible. It is our hope that the restroom building and shade structures will not be visible from our deck. The use of tall trees and shrubs to protect backyard views is vital to the enjoyment of our property.

We thank you in advance for reading our concerns about the expansion of the Bowstring trailhead shuttle parking lot and look forward to your response. Like many others we imagine, we bought our home here in Sedona in order to have a place where we knew we could come here to relax and unwind, and be as one with nature as much as possible. I think you will understand why dealing with this parking lot issue in a way that will ensure maximum tranquility for all is so important. Thank you for your time.

3. Your contact information (If you do not feel comfortable sharing or do not want this information to become a public record, a partial answer or "not applicable" is acceptable.)

Name: J and S Ludvigsen
Address (or Street Name): Bowstring
City of Residence Sedona
E-mail: Not applicable

4. Would you like to receive notices about this project, such as public meeting dates?

(o) Yes

Thank you,
City of Sedona

This is an automated message generated by Granicus. Please do not reply directly to this email.

Agenda Item 5b:

Public Hearing/discussion/possible direction regarding a request for Conceptual Development Review for a proposed hotel renovation and expansion to add a new restaurant and a net of 23 new hotel rooms, at 400 N State Route 89A and 40, 45, 50, and 60 Art Barn Lane (Best Western Arroyo Roble). The properties are zoned Lodging (L), are ±4.77 acres, and are located on the southeast side of N State Route 89A between Art Barn Road and Arroyo Roble Drive.

APN: 401-13-021, -022, -023, -024, -025, -060G, -061A.

Staff Report

PZ24-00005 (DEV) Best Western
Expansion
Summary Sheet: Conceptual Review



City of Sedona

Community Development Department

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

Meeting Date: October 1, 2024

Hearing Body: Planning and Zoning Commission

Project Summary: **Construction of a hotel renovation and expansion to construct an increase of 23 new hotel rooms and a new restaurant**

Action Requested: Conceptual Review Development Review Application

Staff Recommendation: None at this time

Location: 400 N State Route 89A and 40, 45, 50, and 60 Art Barn Lane
Southeast side of N State Route 89A between Art Barn Road and Arroyo Roble Drive

Parcel Numbers: 401-13-021, -022, -023, -024, -025, -060G, -061A

Owner/Applicant: Ensemble Investments, LLC (Randy McGrane and Autumn Storm)

Site Size: ± 4.77 acres

Community Plan Designation: Commercial/Lodging (C/L)

Zoning: Lodging (L)

Current Land Use: Hotel (Best Western Arroyo Roble) and Vacant

Surrounding Properties:

	<i>Area Zoning</i>	<i>Area Land Uses</i>
North:	CO	Art Barn
East:	CO	Vacant
South:	L	Arroyo Roble Timeshares
West:	CO	General Retail and Church

Report Prepared By: Cari Meyer, Planning Manager

Attachments:

	Page
1. Aerial View & Vicinity Map	35
2. Application Materials	
a. Application and Letter of Intent	37
b. Conceptual Project Plans	56
3. Review Agency Comments.....	80
4. Public Comments.....	84



PURPOSE OF A CONCEPTUAL REVIEW

The purpose of the Conceptual Review is to give review agencies, Staff, the Planning and Zoning Commission, and the general public an opportunity to familiarize themselves with, and provide comments on, a development proposal in its early, conceptual stage of design. The process also affords the applicant an opportunity to become aware of major issues, concerns and suggestions prior to the completion of more detailed plans for comprehensive development review. This creates a more timely mechanism through which early design concepts may be revised to address areas of concerns.

At the Conceptual Review stage of a project, Staff does not evaluate for full conformance with specific code sections or provide a recommendation on the project. *However, Staff comments are noted in italics throughout this Staff Report.* Staff comments generally refer to future requirements or comments that have already been provided to the applicant.

PROJECT DESCRIPTION

The applicant is seeking review of a Conceptual Development Review with the expressed intent renovating and expanding an existing hotel, resulting in an increase of 23 hotel rooms and a new restaurant.

Development of this site is permitted in accordance with the Land Development Code (LDC) requirements, including [Article 2 \(Zoning Districts\)](#), [Article 3 \(Use Regulations\)](#), and [Article 5 \(Development Standards\)](#).

BACKGROUND AND PROPERTY INFORMATION

Site Characteristics

- The property is located on the east side of N State Route 89A between Art Barn Road and Arroyo Roble Drive in Uptown.
- The existing hotel is largely within the 100 year floodplain. The western corner of the vacant lot has portions of both the 100 year and 500 year floodplains.
- The project site is seven (7) separate parcels totaling approximately 4.77 acres.
 - Six (6) of the properties are developed as the existing hotel and total approximately 1.81 acres. The remaining lot is vacant and totals approximately 2.96 acres.
- The properties are not part of a recorded subdivision.
- The existing hotel property is landscaped and contains a portion of the original irrigation ditch that served the area along with an original apple tree. The vacant lot has been previously graded and does not have any native vegetation.

Zoning and Community Plan Designations

The site is designated C/L (Commercial/Lodging) in the Community Plan and zoned L (Lodging). The purpose of the L zone is stated as:

... to accommodate resort and lodging uses and limited supporting commercial and service uses and incidental and accessory uses in a manner that: (1) Is consistent with the Sedona Community Plan or specific plan for the area; (2) Preserves the unique character of Sedona; (3) Is compatible in size, scale,

intensity, and character of other surrounding uses; (4) Accommodates adequate vehicle parking and circulation; and (5) Promotes creative design and is sensitive to the natural environment.

[LDC Section 2.16.A](#)

The L Zone allows for development of medium or high-density lodging uses, along with other standard commercial uses. High density lodging uses allow for the number of rooms permitted with the original approval while medium density lodging allows for up to 8 lodging units per acre.

The existing hotel was constructed prior to the City's incorporation. When the City created the L district, this property was included in the rezoning and is limited to the number of lodging units it had that that time unless a rezoning to increase lodging density is approved. The City's lodging inventory from 1996 indicates that this property is permitted up to 61 units.

The vacant property included in this application was rezoned to L in 2001 (ZC2001-01), but was not approved with a set number of lodging units. Therefore, this property is permitted a maximum of 8 units per acre, which comes to 23 units on the 2.96 acre site.

PUBLIC INPUT

- The applicant has begun their outreach to neighboring property owners and will be required to continue this process during the comprehensive review stage of this project.
- Project documents submitted by the applicant were placed on the [Projects and Proposals](#) page of the Community Development Department website.
- Property owners within 300 feet of the subject properties were notified of the Conceptual Review Public Hearing.
- The property was posted with a Notice of Public Hearing and a notice was published in the Red Rock News on September 13, 2024.
- All notices contain contact information or a way to submit comments. Written comments received by Staff are included as [Attachment 4](#).

REVIEW AGENCY COMMENTS AND CONCERNS

Conceptual Review plans are routed to all internal and external review agencies. At this stage, comments generally involve what each agency will expect to see in the submittal packet for comprehensive review. The comments received have been provided to the applicant, and the applicant has submitted revised plans addressing some of these comments ([Attachment 2](#)). The balance of comments will be addressed during the comprehensive review.

Comments were received from the following agencies and are included as [Attachment 3](#):

- City of Sedona Community Development
- City of Sedona Public Works

All review agencies will be given the opportunity to review the comprehensive submittal.

DEVELOPMENT PROPOSAL AND INITIAL EVALUATION

The applicant is applying for a development review for a hotel renovation and expansion including the following:

- Renovation of existing hotel building

- Removal of 3 existing hotel rooms (2 rooms in the main tower and 1 cabin on the lower portion of the site) and replacement with new casita units
- Addition of 23 casita units on the vacant property

A detailed description of the proposal was submitted by the applicant and is included in [Attachment 2.a](#).

Phasing

- The project is proposed to be developed in single phase.

Land Development Code (LDC)

A comprehensive evaluation for compliance with all applicable sections of the Land Development Code will be conducted during comprehensive review. Below is a summary of the code sections that may be used in review of the project.

LDC Section 2.16: L: Lodging

- *Development standards contained in this section include required front and exterior side setbacks, a maximum building coverage of 60%, and total coverage of 80%.*
- *The preliminary plans appear to meet the lot and building standards.*

LDC Article 3: Use Regulations

- *Lodging and restaurants, along with other accessory uses, are permitted in the L zone.*
 - *The existing hotel properties is permitted a maximum of 61 lodging units based on the number of units on the property when the L zoning was approved.*
 - *The vacant property is permitted a maximum of 23 lodging units based on the allowable 8 units per acre for medium density lodging.*
- *Applicable use specific standards are included in LDC Section 3.3.C(14). The preliminary plans appear to meet these.*

LDC Section 5.3: Grading and Drainage

- *A preliminary grading and drainage report and plan will be required for comprehensive review.*
- *Various areas of the site are impacted by the 100-year and 500-year floodplains.*

LDC Section 5.4: Access, Connectivity, and Circulation

- Primary vehicular access to the existing hotel is from N State Route 89A and access to the vacant parcel is proposed from both Art Barn Road and Arroyo Roble Drive.
- No new roads are proposed for the development.
- *A traffic impact study (TIS) will be required during comprehensive review.*

LDC Section 5.5: Off-Street Parking and Loading

- Parking will be required for the new lodging units as well as the restaurant.
- The vacant lot has been used as overflow parking for the Art Barn through an informal agreement and no requirement to maintain this parking exists. However, the plans show more parking than would be required for the uses on the site, which the applicant has stated is being done in order to be able to continue to provide parking for the Art Barn.
- *A parking analysis will be done during comprehensive review.*

LDC Section 5.6: Landscaping, Buffering, and Screening

- *The applicant will be required to submit a landscape plan with comprehensive review.*

[LDC Section 5.7: Site and Building Design](#)

- Staff has conducted a preliminary review of the plans. While more information is needed and will be provided at the next stage of review, Staff has not identified any areas that are significantly out of compliance with code requirements.

[LDC Section 5.8: Outdoor Lighting](#)

- An outdoor lighting plan will be required during comprehensive review.

[LDC Section 5.9: Public Art](#)

- The applicant will be required to submit a public art plan with comprehensive review.

[LDC Section Article 6: Signs](#)

- A master sign plan for the development will be required during comprehensive review.

[Wastewater Disposal](#)

- The property can connect to the City's Wastewater System.
- A sewer design report will be required for comprehensive review.

REVIEW GUIDELINES

The following is requested from the Planning and Zoning Commission at this time:

- **DEVELOPMENT REVIEW** Conceptual Review of Proposal

All development applications are reviewed under [LDC Article 8 \(Administration and Procedures\)](#).

[LDC Section 8.3](#) contains procedures and rules applicable to all development applications while the following sections contain procedures and rules that apply to specific development applications. [LDC Section 8.3.E\(5\)](#) contains the approval criteria applicable to all development, subdivision, and rezoning applications. These criteria are as follows:

A. Generally

1. Unless otherwise specified in this Code, City review and decision-making bodies shall review all development applications submitted pursuant to this article for compliance with the general review criteria stated below.
2. The application may also be subject to additional review criteria specific to the type of application, as set forth in section 8.4 through 8.8.
3. If there is a conflict between the general review criteria in this section and the specific review criteria in section 8.4 through 8.8, the applicable review criteria in sections 8.4 through 8.8 control.

B. Prior Approvals

The proposed development shall be consistent with the terms and conditions of any prior land use approval, plan, or plat approval that is in effect and not proposed to be changed. This includes an approved phasing plan for development and installation of public improvements and amenities.

C. Consistency with Sedona Community Plan and Other Applicable Plans

Except for proposed subdivisions, the proposed development shall be consistent with and conform to the Sedona Community Plan, Community Focus Area plans, and any other applicable plans. The decision-making authority:

1. Shall weigh competing plan goals, policies, and strategies; and
2. May approve an application that provides a public benefit even if the development is contrary to some of the goals, policies, or strategies in the Sedona Community Plan or other applicable plans.

D. Compliance with This Code and Other Applicable Regulations

The proposed development shall be consistent with the purpose statements of this Code and comply with all applicable standards in this Code and all other applicable regulations, requirements and plans, unless the standard is lawfully modified or varied. Compliance with these standards is applied at the level of detail required for the subject submittal.

E. Minimizes Impacts on Adjoining Property Owners

The proposed development shall not cause significant adverse impacts on surrounding properties. The applicant shall make a good-faith effort to address concerns of the adjoining property owners in the immediate neighborhood as defined in the Citizen Participation Plan for the specific development project, if such a plan is required.

F. Consistent with Intergovernmental Agreements

The proposed development shall be consistent with any adopted intergovernmental agreements, and comply with the terms and conditions of any intergovernmental agreements incorporated by reference into this Code.

G. Minimizes Adverse Environmental Impacts

The proposed development shall be designed to minimize negative environmental impacts, and shall not cause significant adverse impacts on the natural environment. Examples of the natural environment include water, air, noise, stormwater management, wildlife habitat, soils, and native vegetation.

H. Minimizes Adverse Fiscal Impacts

The proposed development shall not result in significant adverse fiscal impacts on the City.

I. Compliance with Utility, Service, and Improvement Standards

As applicable, the proposed development shall comply with federal, state, county, service district, City and other regulatory authority standards, and design/construction specifications for roads, access, drainage, water, sewer, schools, emergency/fire protection, and similar standards.

J. Provides Adequate Road Systems

Adequate road capacity must exist to serve the uses permitted under the proposed development, and the proposed uses shall be designed to ensure safe ingress and egress onto the site and safe road conditions around the site, including adequate access onto the site for fire, public safety, and EMS services. The proposed development shall also provide appropriate traffic improvements based on traffic impacts.

K. Provides Adequate Public Services and Facilities

Adequate public service and facility capacity must exist to accommodate uses permitted under the proposed development at the time the needs or demands arise, while maintaining adequate levels of service to existing development. Public services and facilities include, but are not limited to, roads, potable water, sewer, schools, public safety, fire protection, libraries, and vehicle/pedestrian connections and access within the site and to adjacent properties.

L. Rational Phasing Plan

If the application involves phases, each phase of the proposed development shall contain all of the required streets, utilities, landscaping, open space, and other improvements that are required to comply with the project's cumulative development to date, and shall not depend upon subsequent phases for those improvements.

Discussion (Development Review)




The development review portion of this project will review the proposed site plan and buildings for compliance with applicable LDC standards, including, but not limited to, height, building design, parking, landscaping, etc. [LDC Section 8.4.A](#) contains the procedures and rules for development review applications. This section does not include any additional approval criteria for development review applications beyond the general criteria listed above.

Staff Recommendation

None at this time (Conceptual Review). This is an opportunity for the Commission to provide feedback to the applicant and staff regarding the project.

Aerial View

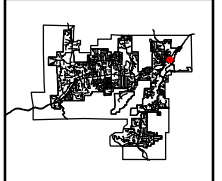
Best Western
Uptown Expansion
Parcels
401-13-061A/060G/
-021/-022/-023/
-024/-025/-029

-  Selected Parcels
-  Parcel Boundary
-  Street Centerline



0 30 60 Feet

City Index

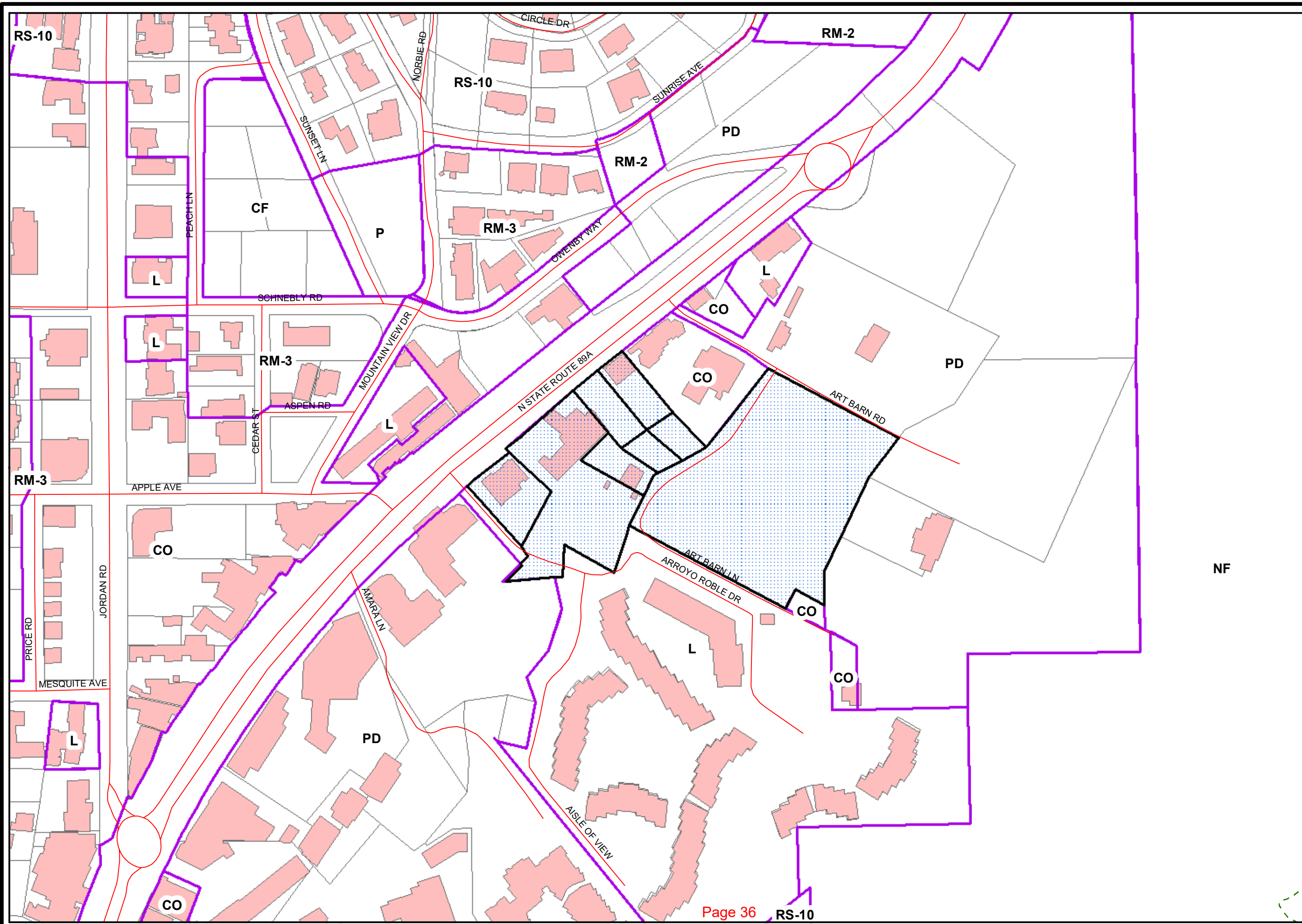


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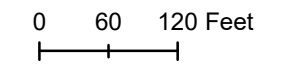




Vicinity Map

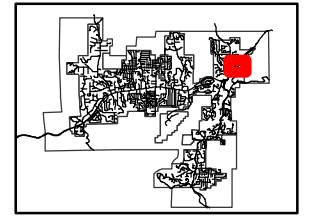
Best Western
 Uptown Expansion
 Parcels
 401-13-061A/060G/
 -021/-022/-023/
 -024/-025/-029

- Selected Parcels
- Zoning Boundary
- Building Footprint
- Parcel Boundary
- Trail
- Street Centerline



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City Index



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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):

- Conceptual Review
 Comprehensive Review
 Appeal
 Time Extension
 Community Plan Amendment
 Development Review
 Subdivision
 Minor Modification
 Zone Change
 Conditional Use Permit
 Variance

Project Information	Project Name	Sedona Best Western Expansion		
	Project Address	400 N. State Rte. 89A,	Parcel No. (APN)	Vacant: 401-13-060G, 022, 024 Existing: 401-13-061A, 021, 023, 025, 029
	Primary Contact	Randy McGrane	Primary Phone	602-912-8955
	Email	RMcGrane@Ensemble.net	Alt. Phone	
	Address	3030 North 3rd Street, Suite 525	City/State/ZIP	Phoenix, AZ 85012
Office Use Only	Application No		Date Received	
	Received by		Fee Paid	

Project Description	The existing Best Western hotel in Uptown Sedona is seeking to renovate the existing hotel and expand with a new restaurant and a net of 23 new keys. Property is located in the Uptown CFA and zoned for Lodging.
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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	Ensemble Investments, LLC	Contact Name	Autumn Storm
	Project Role	Development Manager	Primary Phone	602-385-2854
	Email	astorm@ensemble.net	Alt. Phone	
	Address	3030 N. 3rd Street, Ste. 525	City/State/ZIP	Phoenix, AZ 85012
Contact #2	Company	March Design Group	Contact Name	Michael Marcoux
	Project Role	Architect	Primary Phone	602-677-3470
	Email	marcoux.mdg@gmail.com	Alt. Phone	
	Address	8040 East Lewis Ave	City/State/ZIP	Scottsdale, AZ, 85251
Contact #3	Company	Kimley Horn	Contact Name	Andrew Baird
	Project Role	Civil Engineer	Primary Phone	928-458-7121
	Email	Andrew.Baird@kimley-horn.com	Alt. Phone	
	Address	101 West Goodwin St. #303	City/State/ZIP	Prescott, AZ 86303



August 20, 2024

Ensemble Investments
Sedona Best Western Expansion
400 N. State Route 89A
Sedona, AZ 86336

RE: BW Sedona Expansion Conceptual Development Project Letter of Intent

The Best Western Arroyo Robles represents a unique lodging project in Uptown Sedona. It includes an existing 5 story room tower and 3 acres of flat undeveloped land zoned for lodging in the Uptown area of Sedona. Ensemble recognizes the unique characteristics of the existing hotel and that the vacant land is one of the last undeveloped parcels of land zoned for lodging in Sedona. Since purchasing the property in 2019, we have made it a priority to not only make this a viable investment, but to responsibly develop the project in a manner that would be beneficial to the community and Uptown as a whole. We made a commitment from the outset that we would wait to conceptualize any development on the vacant land until we had operated the existing hotel in the market and participated as active members of the community. We wanted the solution to arise somewhat organically from our experiences in the market and within that community.

Community Engagement:

Randy McGrane, a founding partner for Ensemble Investments, made it his priority to be personally involved in all aspects of this project. Randy is an Arizona resident with ties in the area. He is a summer resident of Flagstaff with a home 30 minutes from Uptown and is involved in multiple community-based organizations.

- Sedona Arts Center: The project is immediately adjacent to the Sedona Arts Center (“SAC”), so the Ensemble team met with the board of SAC before even purchasing the hotel to understand their mission and their vision for the future. It was clear this would be an essential relationship. Not only does the hotel currently provide parking to SAC on a goodwill agreement, but we see SAC as an undervalued community asset that we could elevate in developing our project. We are active patrons and have met continuously with their leadership to share our various design iterations. We feel like we are developing “our” site not Ensemble’s site and we plan to be involved long term in SAC as it plans its future.
- Parking & Traffic: Recognizing that parking and traffic were the leading cause of resident discontent, Randy volunteered on the task force that worked on the initial Forest Road Garage analysis and site selection when asked. He has studied and supports the Sedona in Motion (Sedona SIM) initiative and believes when all the pieces are in place it will make a measurable impact on the traffic experienced in the area.
- Uptown Community Focus Area (CFA): It was clear that “Uptown” was a unique sub-market in Sedona, so Randy represented the hotel as a stakeholder in the original Uptown CFA process providing comments, but more importantly listening to the comments of others. While the Uptown CFA was never adopted by the City, we continue to look to it for guidance.

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- Affordable/Workforce Housing: The overarching issue facing the region is housing, and affordable housing in particular. Randy joined the board of ECoNA (Economic Collaborative of Northern Arizona) to be part of the solution regionally. The hotel recently hosted the first board retreat of that organization at the hotel where the top priority was and is, housing. In addition, the Ensemble team has interacted regularly with Karen Osburn and Shannon Boone from the City of Sedona to examine affordable housing solutions and stay abreast of the efforts being made by the City and examine how we can assist. Ensemble as an owner operator is deeply committed to our workforce and we will continue to devote our resources to solve for housing these essential workers, not just for our project, but for the region.
- Sustainable Tourism: As we all know following the first year of the pandemic, Sedona became the “go to” place for anyone looking for leisure activities while much of the world was shut down. The combination of unrivaled beauty and abundant outdoor activities, the proximity by car to major markets, and Arizona’s reduced restrictions on travel and gathering as compared to California created a huge spike in visitors to the market. This exacerbated what was already a difficult tourism situation for the residents of Sedona. What followed was a complete rethinking of how to manage tourism in Sedona. While the hotel is part of the lodging council and a member of the chamber of commerce in Sedona, Randy recognized that the city’s efforts on tourism were the right path for both the residents and the business in Sedona. He put in his application to serve on the newly formed Tourism Advisory Board and was honored to be one of the initial 11 members asked to serve. We believe in the city’s new DMMO and the TAB. Sedona tourism is all about balance. How do we maximize the positive economic impact tourism brings, but at the same time maintain a quality of life for the residents and provide for the workers in the industry. Sustainable tourism is not new to Ensemble, and we embrace it.

Our Vision:

Our years of engagement have led us to focus on maintaining this delicate balance. There are many stakeholders we need to consider and competing interests we need to solve for. This was not an easy project to conceptualize in a way that addressed the many known issues.

- Scale: Our initial visions were very grand, and we shared them with many city officials, and stakeholders in the community. It included a significant increase in the number of rooms allowed under current zoning but tried to complement that with significant and expansive public benefit including public access to canyon views, a public plaza for events, extensive parking for employees/visitors in uptown beyond the hotel’s guests. While some reacted positively to the concepts, as we evolved the ideas it became clear that the best thing for the community was to limit the number of units to no more than what was allowed under current zoning. Our proposal today expands the current key count by a modest 23 keys as allowed by right.
- Public Benefit/Sedona Arts Center: We are still committed to delivering a project that will provide a benefit to the community on a smaller scale. We decided the best way to leverage our impact was to focus on uplifting the Sedona Arts Center. SAC is a long standing, cherished community institution and is located at the upper north end of Uptown. It has been, and could be again, a place where locals and visitors can both engage and gather. Therefore, our design intentionally attempts to create a natural interest for visitors to continue to walk up Main Street and discover SAC and experience another view in Uptown.

- Creekside Resort Area: In considering context of how we should position this project, we again looked to the draft CFA. The draft included an area labeled “Creekside Resort Area” that included some of the highest rated resorts in the market (L’Auberge and Amara) and also included our vacant land. We in fact intend to reposition the current Best Western into this high-end Resort market segment; complimentary to but unique from L’Auberge and Amara. This allows us to drive rate on a per key basis increasing the tax flow to the city. Not only will our proposed new rooms rent at a premium which will drive tax revenue but is further leveraged by the fact we are extensively remodeling our existing units. This will also increase rate and tax revenue without adding additional keys. The combination is a powerful revenue boost to the city from a minimal increase in lodging units.
- Restaurant and Spa: Our proposal includes both a new restaurant offering as mentioned above and new spa. These amenities are essential to the resort lodging product we imagine, but we have attempted to be thoughtful about how we have included them. We are eliminating existing meeting space and a breakfast room from our current footprint and rebuilding the spa in the same space without adding any SF. The restaurant has been strategically located to encourage more pedestrian traffic up Main Street and engage the Sedona Arts Center. We have carefully sized the total square footage to be no more than the minimum needed to serve the overall program. Again, maximize positive impact with minimal new build.
- Workforce Housing: During our multiple design iterations, we included various numbers of workforce housing units. In our early, very dense iterations we felt we might be able to provide a “material” number of units on site. In the design we are submitting now we have opted not to include any units on site. This by no means we are not vested in being part of the solution to the affordable housing problem in the region as we eluded to above. After several meetings with the city and understanding where they are at in delivering affordable housing solutions, we have come to the conclusion that at this time contributing the “in lieu” fee to the city’s fund for affordable housing will have a greater impact than the one or two units on site that our project would require. This will not be the only way Ensemble continues to be involved in addressing this pressing issue for all businesses in the region, but in terms of this specific application we believe the in-lieu fee is the best solution.
- Sustainability: The last consideration that drove the concept we are presenting today is sustainability.
 - Sustainable Tourism: This is obviously a paramount issue in Sedona and Ensemble does not have to figure out how to adapt to this. We are leaders as owner operators in the lodging industry. Our portfolio includes hotels in extremely sensitive environmental areas with properties directly on the beach in Santa Cruz, on the Marina in Long Beach, and in Carmel Valley. Recognizing the importance of promoting responsible tourism, Ensemble recently launched a “Sustainable Travel with Ensemble” program that represents a commitment to promote responsible tourism in our owner managed hotels. This program educates our guests and influences all our operations, but importantly challenges us to meet carbon footprint objectives as a promise to our guests and the communities we are in.

- Luxury and “off the grid”: We have made a significant gesture to delivering a sustainable project constructed in a sustainable manner. The new hotel units that we are proposing are being developed in cooperation with Steel and Spark out of Phoenix, Arizona. Steel and Spark just won the innovation award at South by Southwest this year for their modular “off the grid” housing solutions. Using repurposed shipping containers equipped with an extensive solar array coupled with state-of-the-art battery technology, our rooms will represent one of the most carbon efficient executions in the lodging industry. We have worked with Steel and Spark to design a very high-end version of their standard housing unit as our guest room. These guest rooms will not only make up 100% of the lodging keys we are adding by zoning right, but we are also removing 3 of our current rooms and replacing them with these sustainable units. These units are also designed to capture and reuse all “grey” water from sinks and showers. Beyond the ongoing benefits of this sustainable unit, we will also greatly reduce the environmental impact associated with construction. There is no concrete for these units, (one of the most carbon intensive building material). They are produced in a factory and delivered on site. This significantly reduces the carbon footprint associated with normal construction while materially shortening the time the area will be disrupted by construction.
- The Target Guest: This resort will be designed to attract the visitor that appreciates our environment. They will be paying to stay in a highly sustainable guest room, and we expect this type of guest to be one that will appreciate and participate in the type of sustainable tourism that Sedona is trying to promote.

Design Ethos:

Our approach to design acknowledges a few things. We have an existing 5 story concrete tower as a central part of our existing hotel footprint, and we are in Uptown which is in some ways the “urban” part of Sedona. We are not on the creek like L’Auberge or nestled in the Red Rocks like Enchantment. Furthermore, we are introducing repurposed shipping containers as a primary room type. Taking all this into consideration the design is decidedly not “Creekside cottage.” While we have a lot to evolve in the specifics of the design, the end result should present as a more contemporary design with a sense of elegant simplicity using natural materials all that highlight the expansive views.

The hotel in final form would include 82 rooms, a spa, and a restaurant with a completely renovated exterior tower, lobby, and pool. If we are approved to move forward with our project as conceived, we believe we can deliver a high impact resort to a portion of Uptown that will benefit from this revitalization. We are confident, and in fact look forward to demonstrating, that we can do so in a manner that aligns with the challenges Sedona is embracing; sustainable and responsible tourism that maximizes positive economic and minimizes the negative impact.

Project Overview:

Site Overview

The project consists of two areas of work that we have been referring to as Site A and Site B. Site A (New Development) consists of a single parcel of 2.96 net acres of relatively flat land at the base of the hill of Site B. This lot is located at 45 Art Barn Lane in Sedona. The existing property (Site B - Legacy Property) consists of 2.36 net acres is located at 400 North State Route 89A. The two properties are bounded by State Route 89A to the northwest, Art Barn Road to the northeast, a currently vacant lot to the southeast and Arroyo Roble Drive to the southwest. Both properties are located within the Uptown CFA and zoned L with the permitted use as Lodging and associated uses. Site B consists of 7 separate parcels, and it is the intent of the property owner to

combine these parcels (401-13-021, 022, 023, 024, 025, 029 and 4011-30-61A) into one contiguous parcel. Parcel 401-13-060G that makes up Site A will be maintained as an independent standalone parcel.

Project Summary

The existing property (Legacy Property) was built in 1982 and includes 53 keys within the existing tower, 5 keys in the north building and 1 standalone “cabin” for 59 total existing keys plus 2.96 acres of vacant land existing on a separate APN. The five-story building is unique to Sedona in that it was built prior to the City adopting its current LDC code and as a result, it is the only building of its height in the city limits. The property also has a unique history of fragmented construction and ownership and has not had an exterior renovation in decades. The proposed project will include a significant exterior renovation as well as a major interior renovation, the addition of 23 new keys per the allowable density on the vacant land and the removal of two existing tower keys and one “cabin” to be replaced on the Legacy Property. With the removal of 3 existing keys and the addition of 26 new freestanding casita to the remaining 52 existing keys the project’s proposed program will total 82 rooms, a spa to be located within the existing Village Retail building, a new restaurant and a new Arts Plaza to be operated in collaboration with the SAC during their events. Additionally, the project’s renovation of the existing tower will refresh the hotel’s dated street presence and make a positive overall contribution to the look and feel of Uptown. The work to the existing tower will also include adding a new pool area adjacent the existing pool and add a rooftop amenity deck.

Existing Site Plan



Sedona Land Development Code (LDC) highlights:

LDC Article 1: General Provisions

Applicable Article 1.6 D.2 Nonconforming Structures

The existing hotel has an interesting history, the concrete exterior walls, interior party wall and concrete corridor floor were originally constructed in 1970's with construction stopping due to lack of funds. This shell sat partially completed and unused until a renovation which added the enclosed the structure and added the guestroom floors was initiated in 1981. This construction happened prior to the City's adoption of the LDC or DREAM guidelines. The applicant acknowledges that the existing hotel tower meets the City's definition of a nonconforming structure. In addition to adding 23 new keys to the property, which is the primary goal of the overall submittal, it is the ownership's goal to sensitively update and upgrade this significant structure within the community. We feel that the exterior modifications proposed to the existing structure fit within the framework of "maintaining ... the nonconformity of the structure" and that the "cumulative increase in the gross floor area" is well below the 50% noted and therefore will comply with subsection 5.7.B(3)b. Our proposed exterior modifications include:

- Cleaning, removing applied detail and repainting the entire structure.
- Replacing and enlarging the guest side windows and existing sliding glass doors to enhance our guest's views.
- Adding a new elevator and restaurant to the north of the building.
- Adding a roof deck.
- Reconfiguring the existing porte cochere to create a more welcoming guest and street side experience

It is the development team's position that these additions fall within the exceptions provided by LDC Section 2.24.E, Table 2.7 in that the proposed roof deck does not extend beyond the height of the existing parapets and the height of proposed elevator is well below the allowable height extension as measured from the existing parapet and the area is well under 5% of the overall roof area.

Proposed Site Plan





LDC Article 2: Section 16 Zoning District (Lodging L)

Outside of the acknowledge nonconformity of the existing hotel's height, the existing project and it proposed expansion meet the requirements of the Lodging Zoning District Standards:

Lot Standards (Minimum)

Width Allowed	60'	Width provided	Varies 280' at the site's narrowest
Area (Min.)	43,560sf	Area provided	229,366 sf total of Sites A & B 128,366 sf (2.96 ac) net at Site A 101,297 sf (2.36 ac) net at Site B

Setbacks

Front Yard	15'	Provided	93' to new construction
Side Yard	None	Provided	Minimum of 15' at new construction
Side Yard at Street	10'	Provided	92' to new construction
Rear Yard	None	Provided	20' minimum

Building Height for new construction (Standards of Article 2.24.E)

Max 22' above Natural Grade	Max 40' overall
-----------------------------	-----------------

All the proposed casitas and support structures are prefabricated elements that are 11' max in height including the solar array. The proposed restaurant addition to the existing tower is 17' 4" at the highest roof point as measured from the arrival side which is adjacent to 89A except for the mechanical screen and solar panels which add an additional +/- 3'. All of this is well within the standards of section 2.24. E and Table 2.7. It should be noted that due to the elevation between the first floor of the restaurant and the sidewalk along 89A the highest point of the restaurant as measured from the sidewalk is only 11'6".

Impervious Coverage

Building Coverage	60%	Provided	15% (includes both existing and proposed buildings)
Total Coverage	80%	Provided	41% (includes both existing parking and proposed walkways)

LDC Article 3: Section 3.14 Use Specific Standards

This project meets all the Use specific standards as noted in Article 3.3 C for lodging as the project is sited within a lot already zoned L. See Development Standards Section 5 for building length.

LDC Article 5: Section 3 Grading and Drainage

The proposed site will consist of 26 studio units, restaurant, outdoor patio space, a remodeled pool and a parking lot. The new parking lots will be paved and onsite paths will be concrete. Various amenity areas located along the paths throughout the new studio units will also be concrete. The site generally slopes from the northwest to the southeast. 12" HDPE pipe and inlets will be placed throughout the site to capture and convey drainage to underground detention. A 10' CMP underground detention pipe will be placed in the northern parking lot along with two 8' CMP underground retention pipes in the southern parking lot. The underground detention will be sized to

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detain the 100-yr 2-hr event. A portion of the site is located within the 100-year floodplain designated in the 2021 Storm Water Master Plan Update. Historical drainage patterns will be maintained and the 100-year floodplain will be maintained. The finished floor of structures placed within the 100-year floodplain will be placed at least 1 foot above the 100-year flood elevation. Grading of the site will also be designed to assure a no-rise certification is obtained.

LDC Article 5: Section 4 Access, Connectivity and Circulation

General: The proposed project consists of renovation of an existing property and the development of an underused, but disturbed lot at the bottom of the hill as a result the project will include minor updates to the existing parking and drive lanes and new parking and walkways. Upgrades to the existing property include targeted regrading of the existing parking lot to provide ADA access to the existing retail building, revising some drive isle turning radii to facilitate emergency vehicle access and regrading and restriping the parking area adjacent to the new restaurant. The guests arriving for the new guest units will access the site through the existing curb cut along 89A utilizing the hotel's existing porte cochere and proceeding after check-in through the existing parking area to the southeast. Consistent with the existing condition, guest will then briefly access Arroyo Roble Drive turning left at the bottom of the hill into an existing parking area which will now connect into a new parking area along the southern property line of the Site A lot. Overflow parking is provided along the north property line of Site A and accessed directly off Art Barn Road. Both new lots are proposed to be paved with a permeable paving system to mitigate run off. Pedestrian access around the site will be facilitated by an existing sidewalk along Arroyo Roble and along 89A. A new segment of sidewalk will be added along our north property line at Art Barn Road. Additionally, off site guests will be invited to engage in the site to access by way of a new accessible ramp from 89A to the restaurant and the Art Plaza during cosponsored events with the Sedona Arts Center. Throughout the site a new network of paved walkways will be developed to provide connectivity between the parking areas, amenity spaces, guest units and the restaurant and lobby. While there is not currently a greater trail system planned due to the uncertainty of the plans for the adjacent lot sidewalks to the extent we can have been added to provide access to an assumed future pedestrian / trail node.





LDC Article 5: Section 5 Parking

It is the development team's intention to develop a parking solution that accurately accommodates the site's needs with some additional overflow for the general benefit of the City. Based on the current response to the LDC the site is overparked as noted below.

Parking Study

Hotel Keys	82 keys	.5 per key +10%	46 spaces
Existing Retail	3,785sf	1/250 sf	15 spaces
New Spa Space	3,785 sf	1/250 sf	15 spaces
New Restaurant (gross)	3,720 sf	1/100 sf	38 spaces
Restaurant (Exterior Seating)	980 sf	1/100sf	3 spaces
			for space exceeding 20% of the interior space
	<u>Total Parking Required</u>	<u>117 spaces</u>	<u>5 ADA spaces</u>
	Existing Parking Provided	67 spaces	6 ADA spaces
	Proposed New Parking	79 spaces	2 ADA spaces
	<u>Total Provided Parking</u>	<u>146 spaces</u>	<u>8 ADA spaces</u>

LDC Article 5: Section 6 Landscaping, Buffering and Screening

Ownership realizes they are 'caretakers of a special place'. Floor Associates' approach to landscape design at Hotel Sedona seeks to align with Sedona's LDC and enhance the unique qualities of the site by –

- Taking cues from and preserving iconic views of the dramatic sandstone topography to the east that towers over Oak Creek Canyon.
- Preserving historic elements such as the Jordan Ditch remnant that runs through a patch of blackberries and one of the old apple trees that is hoped to be successfully grafted.
- Conserving water through the use of drought tolerant, native plant materials and also swales to slow water and recharge groundwater as possible.
- Using native and/or adapted plants and trees that reflect and provide continuity with the surrounding landscape to provide shelter and environment for guests, birds, insects and other wildlife.
- Creating a gradient of experiences as one transitions from the streetscape at the top of the property to the base at the bottom of the slope near Oak Creek Canyon. This project presents the unique opportunity to restore a vacant lot back into life enhancing spaces and microclimates.

LDC Article 5: Section 7 Site and Building Design B(3) Existing Structures / Exterior Renovation

The bulk of the proposed project consists of freestanding casitas which do not engage with the existing hotel; however, a new restaurant and new elevator is proposed as an addition to the existing hotel structure. At a gross area of 5,960sf for the total restaurant building and an additional 68sf for the elevator, the total additional area to the structure equals 6,028sf this equals 19% of the existing building. The entirety of the building will be repainted and therefore be subject to the compliant with Section 5.7.F(5).

LDC Article 5: Section 7 Site and Building Design D Site Design

As noted above the redevelopment of the property consists of the renovation of existing structures and the addition of new casitas. The new development is proposed for a site that has been disturbed and bladed by the previous ownership resulting in

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almost 3 acres of almost barren land within Sedona's downtown. This proposal aims to populate this lot with low scale casitas that utilize the Spakbox prefabricated housing system. This innovative product repurposes used shipping containers into efficient off grid housing options. Our project aims to upscale the standard offering to meet the interior requirements for an elevated hospitality experience while maintaining the off-grid functionality. Inherently this approach creates a human scaled development that lightly sits on the site and naturally meets the WUI. Each container is sandblasted at the Steel and Spark manufacturing facility and allowed to naturally patina to a rust color that is complimentary to the hues of Sedona.

LDC Article 5: Section 7 F Site and Building Design

LDC Section 5.7.F(2d2) Maximum length of less than 200'

LDC Section 5.7.F(2d1) Buildings over 150' must have a minimum of 25% no higher than 16 feet.

The primary component to the new construction consists of prefabricated casitas units that average +/- 44' long and 11' +/- high which meets these requirements. The project is also proposing an addition to an existing nonconforming tower structure that is currently 130' long. This new restaurant structure would add +/- 60' to the overall length of the existing structure, which still meets this length constraint. Additionally, as mentioned in the height section this new addition meets the 16' height restriction and creates architectural interest by being back from the face of the existing hotel's façade with distinct material and textural changes.

LDC Article 5: Section 9 Public Art

Ownership is currently studying its approach to on-site Public Art or contributing to the fund. This will be defined in future submittals.

LDC Article 8: Section 4 2.b Applicability and Thresholds for Development Plan Review

Per Table 8.2 Nonresidential Section this project included both nonresidential new buildings and expansion, alteration, or modification of existing structure or site. This proposed project exceeds 5,000sf gross square feet and therefore meets the threshold requiring a Major Development Review.

Community Plan Guidelines:

In addition to the LDC code, it is our understanding that the Community Plan and any active CFA's serve as the other primary guiding documents to shape the project. Although we are familiar with and were involved with the formulation of the Uptown CFA process, the Uptown CFA has been put on hold and we have focused on the Community Plan as the other primary guiding document.

In order to align with the Guiding Principles and Core Values of the community plan, Ensemble will be instituting the following:

- Maximizing building energy efficiency and environmental impacts by building a room product that is fully solar powered and constructed from re-used materials
- Create a sense of community and collaborative partnerships via our relationship and shared programming with Sedona Arts Center and select local businesses
- Strengthening community livability and connections by creating an Arts Plaza for people to gather, celebrate local art & culture and share experiences
- Supporting multimodal network of transportation by providing bikes on site as well as a local hotel car service

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3030 N 3rd Street, Suite 525

info@ensemble.net

+1 (888) 428-2228

Phoenix, AZ 85012

www.ensemble.net



- Protecting and honoring the environment by choosing innovative building methods to construct a highly sustainable room product that includes re-used materials and is powered by solar energy
- Protect and honor the heritage of the site by propagating and replanting the last Jordan apple tree
- Respecting future land use and preserving viewsheds by locating new room product on land that is designated for lodging use and locating new rooms below 89A so as to not obstruct views
- Promoting sustainable tourism via our company wide Ensemble Sustainable Tourism Program
- Limiting the impacts on the natural landscape by restoring the site with native vegetation and limiting the amount of concrete used
- Preserve the Oak Creek watershed by improving the site with indigenous species of plants and instituting water preservation and grey water recovery plans

Ensemble's Values & Experience:

At Ensemble, our **mission** is to go beyond the “deal” and deliver inspiring environments and exceptional experiences for the communities we serve. Founded in 1989 by three partners who were passionate about design and the difference it can make in people’s lives, Ensemble is a real estate developer, owner, and operator. Passion runs deep in all that we do. We are a company that believes in partnership, be it with our employees, investors, lenders partners, vendors, and the communities in which we operate. When we engage in an opportunity, we focus first on listening, then on solving the challenge at hand. It is a carefully honed balance of programmatic research and systematic analysis coupled with an understanding of the human and environmental impacts.

Should you have questions regarding this application, please do not hesitate to reach out. Thank you for your consideration.

Best,

Randy McGrane
Founding Partner
Ensemble
rmcgrane@ensemble.net
(602) 912-8955



Response to the City of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336
(928) 282-1154 | www.sedonaaz.gov/cd

PZ24-00005 (DEV) Best Western Expansion, Conceptual Review
Planning Comments, July 15, 2024

1. Conceptual Review

- a) The application has been submitted for conceptual review. The following comments contain items that are deficient for a conceptual submittal and must be addressed prior to scheduling a conceptual public hearing and comments that are intended to serve as a guide as you assemble the submittal packet for the Comprehensive Review and do not need to be addressed prior to your conceptual hearing. Please contact staff if you have questions regarding what will be required to continue with the conceptual review.
- b) While Staff has made an effort to bring up items that stand out as impacting the overall project, the following comments should not be viewed as a comprehensive and detailed evaluation of the proposal. The applicant and their representatives should carefully review all applicable code sections and ensure the plans submitted clearly show compliance. Additional comments may be generated once the plans are resubmitted.
- c) 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.).
- 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>

2. Fire District Review

- a) Please contact Dori Booth, Fire Marshal (dbooth@sedonafire.org or 928-204-8926), regarding Fire District requirements for this project.
 - i) Adding an assembly use to the rooftop may trigger the need for the building to be sprinkled.
The proposed scope of work for the hotel renovation includes adding sprinklers to the structure.
 - ii) The new restaurant is attached to the existing hotel building, which may trigger the need for the building to be sprinklered.
The proposed scope of work for the hotel renovation includes adding sprinklers to the structure.
 - iii) The property is within the Wildland-Urban Interface (WUI) and must follow WUI requirements.
Per the Map of designated Wildland Urban Interface Areas within the Sedona Fire District, we understand a large portion of this site is within the Wildland-Urban Interface. Our intent is to be respectful of WUI Code by adhering to the following measures –
 - *Design a “lean and clean” landscape.*
 - *Use low growing herbaceous or succulent plants near structures.*
 - *Use mulches, rock and non-combustible hard surfaces to break up continuity of vegetation.*
 - *Space deciduous trees and shrubs as individual plantings or as groups of plants. Plants nearest to structures should be more widely spaced and smaller than those farther away. Use small, irregular clusters and islands, not large masses.*
 - *Minimize use of ornamental and native coniferous shrubs and trees.*
 - *Apply the three-zone approach for defensible zones around buildings, structures & decks.*
 - *Zone 1 – 0 feet to 10 feet, Intensive Fuel Reduction Zone*
 - *Zone 2 – 10 feet to 30 feet, Moderate Fuel Reduction Zone*
 - *Zone 3 – 30 feet to 150 feet, Managed Wildland Zone*
 - *Follow Irrigation Design and Performance Requirements*
 - *Determine Maximum Tree Density for each Zone*

- Upon completion of project a vegetation management plan will be established through the hotel management staff.

Additionally, after a review of the WUI code it is the development team's position that the project's architectural elements meet the requirements of the WUI by addressing the Fire-adapted Communities goals of the Wildland-Urban Interface.

The casitas and support sheds that are being proposed as new construction within the WUI are inherently noncombustible as they are prefabricated units created out of recycled shipping containers with overhangs created out of solar panels. These steel containers will sit directly on the ground and without overhangs that traditionally create fire exposure concerns. Additionally, fire access to the site has been enhanced with two defined access points to the site where previously there was only one. All structures and points on the site are sited within the 150' pull distance in accordance with the International Fire Code.

- iv) Ensure that appropriate fire/emergency access is provided to all units. The cart paths may need to be widened or constructed in a way that allows them to double as emergency access.

Emergency access is addressed from the perimeter of the project from the parking area to the north and the access road / parking area to the south. A hammerhead has been added to the southern access road leading to the water facility and all new units are within the 150' pull distance from any point along either emergency access route in accordance with the International Fire Code.

- v) Fire hydrants will need to be provided in the new areas.

Acknowledged, at the point that site engineering has been completed fire hydrants will be located to provide the required coverage.

- vi) Fire pits shall be gas – no wood fire pits are permitted.

All fire pits are planned as gas

- vii) Show all required exterior accessible routes.

Fine grading and landscape design is still being studied. Accessible routes will shown on the circulation plan in the Comprehensive Review submittal.

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. The LOI should reference specific code sections.

- b) The LOI must discuss how the project meets the required findings for a Development Review project – See LDC Article 8.

- c) Provide an overall summary of the project, including number of lodging units, non-lodging uses (including square footage), number of parking spaces, etc.

The LOI has been revised to address the above issues specifically.

- d) Page 3: Workforce Housing: The LOI mentions an in-lieu affordable housing contribution. While this is not a required fee, if the applicant is interested in making a contribution to the affordable housing fund, they should contact the City's Housing Division to discuss those details.

- e) Requested Feedback:

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

- ii) Question regarding increases in height for rooftop deck and elevator.

- (1) LDC Section 2.24.E, Table 2.7 contains the authorized exceptions to height requirements. Elevators (and associated supporting structures) and rooftop decks may extend up to 8 feet above the maximum height requirements provided that such structures shall not cover more than 5% of the total roof area of the building. Further, roof decks must be setback from the edge of the roof by a minimum of 6 feet.

- (2) As the building currently exceeds height requirements, this additional height may be permitted as measured from the top of the existing parapets. Before a final determination can be made, the applicant would need to provide more detailed plans showing the height(s) of the parapet, the location, size, and heights of the roof deck, guardrail, and elevator.

(3) As a nonconforming structure, the hotel must comply with the requirements of LDC Section 1.6 (Nonconformities), specifically Subsection B (Regulations Applicable to All Nonconformities) and Subsection D (Nonconforming Structures). Please review these sections and ensure proposed modifications to the building are in compliance with these sections.

Acknowledged. To the extent that the design has been developed at this point this information has been added to the LOI.

4. Project Drawings

a) The existing property consists of a number of smaller parcels. Clarify what the intention is for the existing parcels (combinations, lot line adjustments, etc.). Clearly show the proposed configuration of the lot lines on the submitted plans, as the final configuration of the parcels could impact how the project is reviewed.

i) If any of the interior property lines are to remain, each parcel will be reviewed as a separate/stand alone parcel, any required setbacks must be observed, lot coverage calculations will be required for each lot, structures will not be permitted across property lines, and appropriate easements (cross access, parking, etc.) will be required.

The replatting process has been initiated, however the attached exhibits denote the proposed resulting plats.

5. LDC Section 2.24.E: Building Heights

a) The project documents do not provide enough detailed information for staff to review/provide feedback on proposed building heights. Provide elevation height of all ridges, eaves, and parapets for all buildings, overlaid on a contour map showing existing topography of the site. Roof heights and topography lines must be in the same format.

Building heights have been added to the sections and show that all new construction meets the requirements of the LDC.

6. LDC Section 5.4: Access, Connectivity, and Circulation

a) The site plan shows an area along the northwestern property line of the lower parcel that appears that it could provide a connection from Art Barn Road to Arroyo Roble Drive (as required based on the cross-access requirements of the LDC). In past conversations with the application, it has been indicated that is the intention for this strip of land. Verify that this is the case and how that connection will be memorialized (easement, dedication, etc.). If this is the intention for this area, consider moving some of the site elements so they are not impacted by a potential new road in this area (entrances to some of the units appear to be directly into this setback area).

The site plan has been revised to accommodate a future access route through the site. It is the ownerships intention to maintain the existing access easement and has planned the site so that no major element would restrict the design of the proposed access way, however low impact elements including small scale landscaping and pedestrian walkways are shown until a comprehensive strategy of vehicular traffic parallel 89A has been developed.

b) Show how pedestrian/bicycle circulation will be provided from State Route 89A to all areas of the site. A sidewalk would typically be required along Arroyo Roble Drive and Art Barn Road. If this is impractical due to the width of the road/easement or the slope of the road, provide an alternative pedestrian/bicycle access.

A circulation plan has been added to the submittal. A sidewalk currently exists along Arroyo Roble and will remain. A sidewalk has be added parallel the north property line along Art Barn Road. For the safety of our guests the resort does not intend on facilitating public access through the Resort grounds outside of the proposed Art Plaza adjacent the Sedona Arts Center and a possible future connect between Art Barn Road and Arroyo Roble Drive.

7. LDC Section 5.5: Off Street Parking and Loading

a) Parking for the restaurant has been calculated based on the dining room area, not the gross area of the restaurant, as required. Calculating parking correctly will increase the amount of required parking. In lieu of increasing the amount of parking, the applicant may submit a parking analysis based on shared use (hotel guests going to the restaurant) or differing peak hours of the restaurant/hotel. See LDC Section 5.5.E.

Revised Parking Study has been provided. See below

Hotel Keys	82 keys	.5 per key +10%	46 spaces
Existing Retail	3,785sf	1/250 sf	15 spaces
New Spa Space	3,785 sf	1/250 sf	15 spaces
New Restaurant (gross)	3,720 sf	1/100 sf	38 spaces
Restaurant (Exterior Seating)	980 sf	1/100sf	3 spaces

for space exceeding 20% of the interior space

Total Parking Required	117 spaces	5 ADA spaces
Existing Parking Provided	67 spaces	6 ADA spaces
Proposed New Parking	79 spaces	2 ADA spaces
Total Provided Parking	146 spaces	8 ADA spaces

It is the development team's intention to develop a parking solution that accurately accommodates the site's needs with some additional overflow for the general benefit of the City. Acknowledging the programming that has been added to the site in the form of the spa and restaurant will have significant use by on-site guests, the team has initiated a parking study by Kimley Horn.

b) Bicycle parking is required to be provided at a rate of 1 space per 10 vehicle parking spaces. Indicate where this parking is proposed.

15 Bicycle parking spaces are noted on the site plan. These spaces have been spread throughout the site to accommodate the different use types. Bicycle parking has been noted adjacent to the lobby for guest use, adjacent the southwest parking area for employee use, at street level near the entrances to the Village shops and at two locations on site A additionally for guest use.

8. LDC Section 5.6: Landscaping, Buffering, and Screening

a) Provide a landscaping plan that clearly shows compliance with the requirements of this section.

Floor Associates: Landscape design will be included in the comprehensive submittal

9. LDC Section 5.7: Site and Building Design

a) Staff has reviewed the conceptual plans and has not noted any major flaws in the design of the buildings in relation to LDC requirements. However, a complete review is not done at this time, as a complete set of plans has not been submitted for the buildings. The applicant should review the requirements of this section and ensure the plans submitted for comprehensive review clearly show compliance with all applicable code sections.

Building Heights have been added to the provided site sections.

10. LDC Section 5.8: Exterior Lighting

a) Provide a lighting plan that clearly shows compliance with the requirements of this section.

b) Exterior Lighting Application:

i) <https://www.sedonaaz.gov/home/showpublisheddocument/44952/638221678311370000>

A site lighting plan will be included in the comprehensive submittal.

11. LDC Section 5.9: Public Art

a) This development will be required to provide Public Art, either through an on-site installation or a contribution to the Art in Public Places Fund. The comprehensive submittal must include how this requirement will be met.

Ownership is currently studying its approach to on-site Public Art or contributing to the fund. This will be defined in future submittals.

12. LDC Article 6: Signs

a) Provide a Master Sign Plan for the development.

Master signage plan will be included in the comprehensive submittal

13. Application Materials

- a) Review the submittal requirements of both the LDC and the Manual and ensure the comprehensive submittal includes all required documentation.

Engineering Comments

Please address all comments by the next submittal:

1. Please provide a Traffic Impact Study (see City Code 14.10 for TIS requirements).
2. Please provide a geotechnical report. Include recommendations for new pool area.
3. Please provide preliminary grading and drainage plans.
4. Please provide a preliminary drainage report.
5. Please provide a sewer design report.
6. Provide letters of serviceability for all utilities.
7. Please route the 20' easement along the rear/east of the property. Please provide 25' if possible.
The 20' easement has been added to the new plans.
8. Please show the City of Sedona 100-year floodplain on the plans.
100 year flood line has been added to site plan
9. The grey water usage will require a type of reuse permit through ADEQ (we are supportive of this – aim for less than 3000 gallons per day for Type 3 Recycled Water General Permit).
Unless noted above as included in the submittal the requested information and engineering documentation will be included in the Comprehensive Review submittal.

Prior to Issuance of Building Permit:

- Property lies in a floodplain. An elevation Certificate from an Arizona Registered Land Surveyor is required.
- Infrastructure within the ADOT ROW must be approved by ADOT. It is recommended to attend a pre-application meeting with ADOT.
- For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (DREAM 3.1.H.6.i).
- For projects involving grading of more than 5,000 cubic yards, an assurance bond is required per DREAM 3.1.G.1.
- Assurance bonds are required for all subdivision construction projects.
- Provide Final Grading and Drainage Plans. The Site Plan shall meet the requirements of DREAM Chapter 3.1.
- Provide the Final Drainage Report.
- Applicant shall follow the City of Sedona Land Development Code in its entirety.
- Applicant shall provide a Storm Water Pollution Prevention Plan. SWPPP measures shall be in place prior to the start of construction (DREAM 3.1). Storm water quality measures shall also comply with City of Sedona Code requirements (City Code Chapter 13.5)
- Accessible sidewalks and parking areas will need to meet the current US Dept. of Justice ADA requirements.
- Accessible parking/signage shall meet the requirements of the City LDC and DREAM documents.
- All concrete within the City ROW shall be colored "Sedona Red" (Davis 160 color).

MDG: All Requirements are acknowledged and will be addressed at the time of permit submittal



sedona best western expansion

Conceptual Planning Review
2024.08.20

MarchDesignGroup

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ownership



architecture & planning



landscape architecture



civil engineer & traffic engineering



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casita architecture & construction



general contractor






Proposed Project Program

Program Item	Unit #	Area	Subtotal	Area Subtotals
Existing Renovations				
Hotel Tower Renovation	1	31,688	31,688	
North Tower Renovation	1	3,622	3,622	35,310
Spa TI (in Village Retail Building)	1	3,785	3,785	
Laundry Level	1	1,380	1,380	5,165
New Construction				
Casitas Units (Steel and Spark)	26	580	15,080	
Housekeeping / Support Sheds	4	160	640	15,720
Restaurant Building Dining Space	1	3,735	3,735	
Restaurant Building Storage Space	1	2,225	2,225	5,960
Project Total				
				Renovation Area 40,475 sf
				New Construction 21,680 sf

*All Areas are preliminary

Existing Zoning:	L Lodging
Proposed Zoning:	L Lodging (no change)
Minimum Lot Width:	60'
Provided Minimum Width:	280'
Minimum Lot Area:	Min 43,560 sf
Total Lot Area:	229,366 sf (5.266 acres net)
Site A Area (New Development):	128,069 sf (2.96 acres net)
Site B Area (Legacy Property):	101,297 sf (2.36 acres net)
Required Setbacks:	
	Front 15'
	Side None
	Side @ Street 10'
	Rear: None
Provided Setbacks:	
	Front 93' @ new construction
	Side 15' @ new construction
	Side @ Street 92' @ new construction
	Rear: 20'
Building Heights:	Max 22' above Natural Grade 40' overall
Provided at New Construction:	+/-11' @ Casitas +/-16' @ Restaurant
Existing Lodging Units:	53 keys within existing tower 5 keys within north building 1 key in separate cabin 59 keys total
Proposed Lodging Units:	51 keys within existing tower 5 existing key within north building -2 tower rooms to be re-purposed for staff use -1 key Remove existing "cabin" unit 3 relocated Casitas
Site A: New Development Area	Density Allowable 8 keys per acre 2.941 acre * 8 keys = 23.528 23 new keys
Site A Density Proposed	
Site B: Proposed Lodging Units	59 keys total to Remain the Same
Total Keys	82 keys
Allowable Building Coverage	60%
Provided Building Coverage (includes new and existing construction)	15%
Allowable Impervious Coverage	80%
Provided Building Coverage (includes new and existing construction)	25.4%

Sedona Parking Program

Existing Condition (per by Sedona Code)

	Value	Units	Spaces
Hotel Keys	59 keys	1 per unit	59
Existing Retail (Village Retail 1st Flr)	3,785 sf	1/250sf	15
Existing Buffet / Meeting Space*	3,785 sf	0	0

*Assumed under accessory use for hotel guests only

Existing Parking Required	74	spaces	3 ADA
Existing Parking Provided	60	spaces	6 ADA

Proposed Design (per by Sedona Code)

Hotel Keys	82 keys	.5 per key +10%	46
Existing Retail (Village Retail 1st Flr)	3,785	1/250sf	15
New Spa Space	3,785	1/250sf	15
New Restaurant (gross)	3,720	1/100sf	38
Restaurant (Exterior Seating)	980	1/100sf	3

For Space Exceeding 20% of interior space

Proposed Design Parking Required	117	5 ADA
Existing Parking Provided	67	6 ADA spaces
Proposed New Parking	79	2 ADA spaces

Parking Provided

Parking Delta	146	8 ADA spaces
	+29	

Bicycle Parking

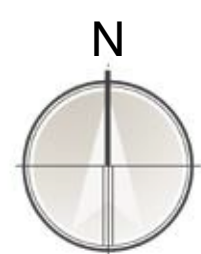
Existing Bicycle Parking Provided	0 spaces
Required Bicycle Parking	1 space per 10 Vehicular Spaces (117/10= 11.7 = 12 spaces)
Proposed Bicycle Parking Provided	16 spaces

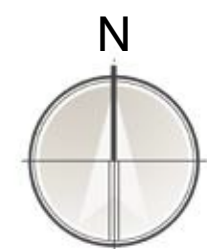


Enlarged Location Map



Local Location Map





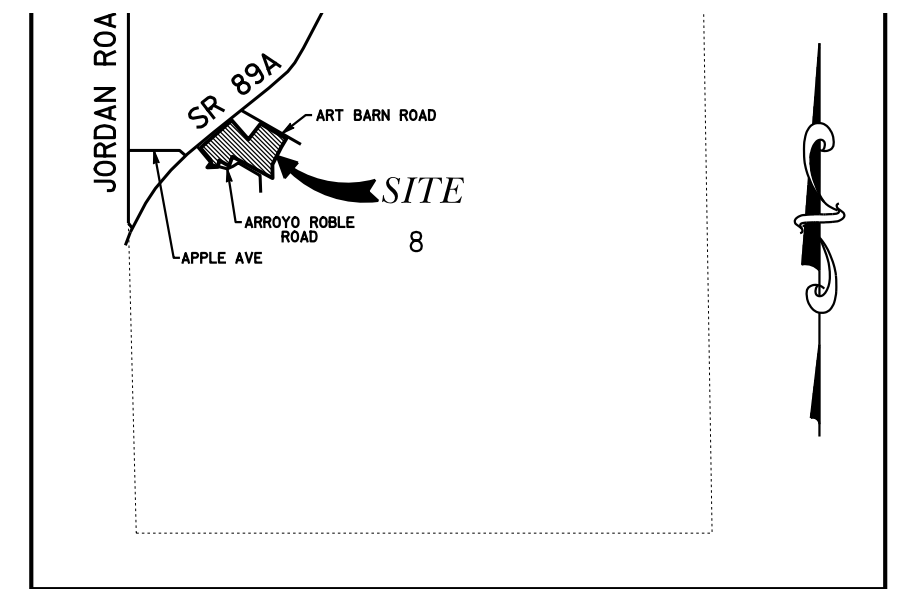


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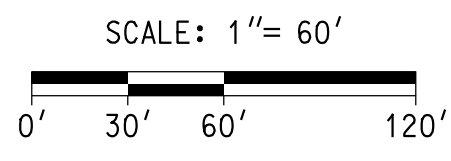
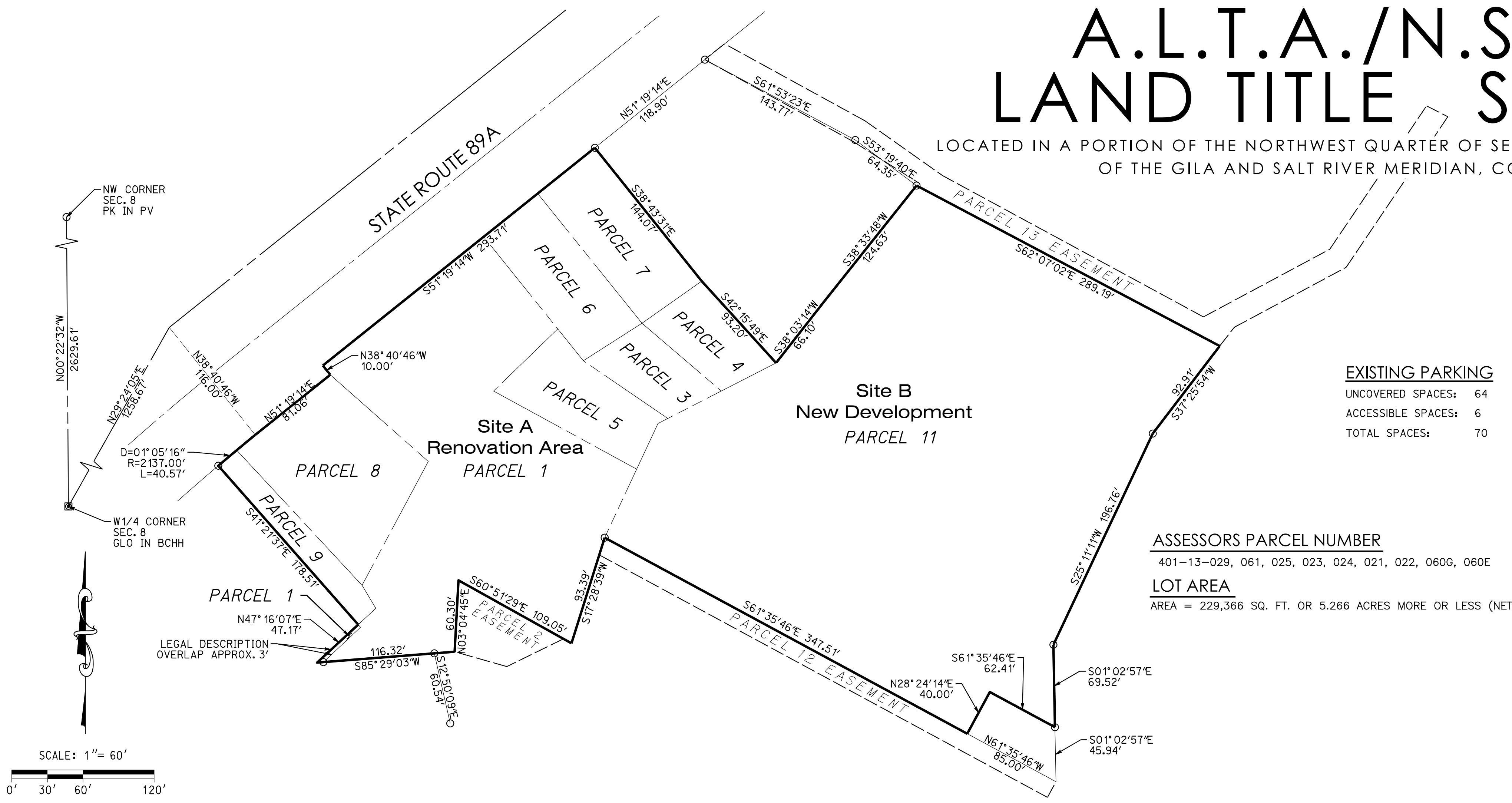
A major portion of the project will be the significant renovation of the existing 53 room hotel and the 5 key building adjacent the Sedona Arts building. This renovation will include a down to structure upgrade of the rooms, a upgraded lobby experience and a refresh to the exterior and corridor spaces. Additionally updates to the operation spaces will require talking two of the existing keys out of use in support of improved employee space. Sustainable strategies such as solar, high efficiency HVAC systems and water saving strategies will act as a major feature in the renovation.

A.L.T.A./N.S.P.S. LAND TITLE SURVEY

LOCATED IN A PORTION OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 17 NORTH, RANGE 6 EAST OF THE GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



VICINITY MAP
N.T.S.



SCHEDULE "B"-SECTION II ITEMS:

- (A) Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the Effective Date but prior to the date the proposed Insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment.
- (B) Exceptions and Exclusions from coverage which will appear in the policy or policies to be issued as set forth in Attachment One attached.
- (1) Property taxes, including any personal property taxes and any assessments collected with taxes, for the second installment of 2019 Taxes.
- (2) Liabilities and obligations imposed upon said Land by its inclusion within any district formed pursuant to Title 48, Arizona Revised Statutes.
- (3) Water rights, claims or title to water, whether or not disclosed by the public records.
- (4) Reservations contained in the Patent
 From: The United States of America
 To: Frank Owenby
 Recording No: Book 43 of Deeds, page 626
 Which among other things recites as follows:
 A right of way thereon for ditches or canals constructed by the authority of the United States of America. Any vested and accrued water rights for mining, agricultural, manufacturing or other purposes and rights to ditches and reservoirs used in connection with such water rights as may be recognized and acknowledged by local customs, laws and decisions of courts.
 (Affects all parcels)
- (5) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 30 foot easement for ingress and egress
 Recording No: Book 35 of Official Records, page 556
 Document Dated: August 19, 1952
 By and between: George W. Jordan and Helen E. Jordan, husband and wife, and Herold H. Longfellow and Virginia F. Longfellow, husband and wife
 (Affects Parcels No. 1, 8 and 9)
- (6) Matters contained in that certain document
 Entitled: Ditch Maintenance
 Recording No: Book 135 of Official Records, page 130
 Reference is hereby made to said document for full particulars.
 (Affects all parcels)
- (7) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 24 foot easement for roadways
 Recording No: Book 147 of Official Records, page 168
 Document Dated: October 23, 1959
 By and between: Northern Arizona Title Company, an Arizona corporation, Trustee, and William D. Norbie and Patricia J. Norbie, husband and wife
 (Affects Parcels No. 10, 11 and 13)
- (8) Covenants, conditions and restrictions but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, gender, gender identity, gender expression, medical condition or genetic information, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth in the document
 Recording No: Book 26 of Official Records, page 214
 (Affects all parcels)

- (9) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 6 foot easement for sewer lines
 Recording No: Book 127 of Official Records, page 206
 Document Dated: September 18, 1958
 By and between: George W. Jordan and Helen E. Jordan, husband and wife, and Dick Frank and Gladys Frank, husband and wife
 (Affects Parcels No. 1, 2, 8 and 10)
- (10) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 15 foot, 30 foot and variable width road easements
 Recording No: Docket 259, page 739
 Document Dated: September 08, 1966
 By and between: Transamerica Title Insurance Company, an Arizona corporation, as Trustee, and Arthur R. Nelson and Elizabeth Mann Nelson, husband and wife
 (Affects Parcels No. 11 and 13)
- (11) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 10 foot right of way easement for gas pipe line
 Recording No: Docket 295, page 552
 Document Dated: December 20, 1967
 By and between: Glenn H. Phillippi and Helen Phillippi, and Southern Union Gas Company, a corporation
 (Affects Parcels No. 11)
- (12) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 30 foot water mains easement
 Recording No: Docket 702, page 67
 Document Dated: September 27, 1978
 By and between: Glenn H. Phillippi, and Arizona Water Company
 (Affects Parcels No. 11)
- (13) Matters contained in that certain document
 Entitled: Road Maintenance Agreement
 Recording No: Docket 896, page 386
 Reference is hereby made to said document for full particulars.
 (Affects Parcel No. 10, 11 and 13)
- (14) Easement(s) for the purpose(s) shown below and rights incidental thereto as set forth in a document:
 Purpose: 15 foot, 30 foot and variable width road easements
 Recording No: Docket 1541, page 528
 Document Dated: February 08, 1993
 By and between: Glenn H. Phillippi, Trustee of the Phillippi Trust A and Trust B, and The City of Sedona, a municipal corporation
 (Affects Parcel No. 10, 11 and 13)
- (15) Covenants, conditions, restrictions and easements but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, gender, gender identity, gender expression, medical condition or genetic information, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth in the document
 Recording No: Docket 833, page 681
 Recording No: Docket 842, page 464
 (Affects Parcel No. 1, 2 and 9)

EXISTING PARKING
 UNCOVERED SPACES: 64
 ACCESSIBLE SPACES: 6
 TOTAL SPACES: 70

ASSESSORS PARCEL NUMBER
 401-13-029, 061, 025, 023, 024, 021, 022, 060G, 060E
LOT AREA
 AREA = 229,366 SQ. FT. OR 5.266 ACRES MORE OR LESS (NET)

- NOTES**
- THIS SURVEY IS BASED ON A COMMITMENT FOR TITLE INSURANCE ISSUED BY LAWYERS TITLE OF ARIZONA, INC. ORDER NO. 01916277-295-NA-DJ, COMMITMENT DATE: SEPTEMBER 18, 2019 AT 7:30 A.M. AMENDMENT NO. 4, AMENDMENT DATE: NOVEMBER 5, 2019.
 - THE BASIS OF BEARING IS THE WEST LINE OF THE NW 1/4 OF SEC. 8 T17N R6E BEARING N 00°22'32" W PER BOOK 7, PAGE 32.
 - THIS SITE IS LOCATED IN ZONE "X" PER "F.E.M.A." FLOOD MAP NO. 04005C7657G, DATED: SEPTEMBER 03, 2010. ZONE "X" IS DEFINED AS AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD.
 - UNDERGROUND UTILITIES SHOWN ON THIS SURVEY ARE BASED ON AVAILABLE PUBLIC RECORDS. THESE UNDERGROUND UTILITIES HAVE NOT BEEN FIELD VERIFIED.
 - PROPERTY IS SUBJECT TO MAINTENANCE AGREEMENT FOR JORDAN DITCH PER BK. 135, PG. 130. LOCATION CANNOT BE CONFIRMED.
 - FUTURE IMPROVEMENTS PLANNED FOR AZ-89A BY THE CITY OF SEDONA.
 - ZONING REPORTS PROVIDED BY CITY OF SEDONA COMMUNITY DEVELOPMENT DEPARTMENT ON NOVEMBER 29, 2017.
 - BUILDING HEIGHT MEASUREMENTS ARE BASED ON FINISH FLOORS AT STREET SIDE.
 - ENCROACHMENTS: RETAINING WALL (UNKNOWN OWNERSHIP) ALONG THE SOUTH SIDE OF APN 401-13-020 ENCROACHES UP TO 1.3'. FENCE ALONG THE SOUTH PROPERTY LINE ENCROACHES ONTO NEIGHBORING PROPERTY.
 - PARCELS ARE CONTIGUOUS WITHOUT ANY GAPS, GORES OR OVERLAPS EXCEPT FOR PARCEL 10.

LEGEND

- | | |
|--|---|
| (R1) - INDICATES LEGAL DESCRIPTION. | R.O. - INDICATES ROOF OVERHANG. |
| (R) - INDICATES RECORD. (PER ADJACENT PLATS) | P.O.C. - INDICATES POINT OF COMMENCEMENT. |
| (M) - INDICATES MEASURED. | P.O.B. - INDICATES POINT OF BEGINNING. |
| (C) - INDICATES CALCULATED. | T.P.O.B. - INDICATES TRUE POINT OF BEGINNING. |
| B.C.H.H. - INDICATES BRASS CAP IN HANDHOLE. | W. - INDICATES WATER LINE. |
| B.C.F. - INDICATES BRASS CAP FLUSH. | S. - INDICATES SEWER LINE. |
| FD. - INDICATES FOUND. | U.G.E. - INDICATES UNDERGROUND ELECTRIC LINE. |
| B.O.B. - INDICATES BASIS OF BEARING. | U.G.T. - INDICATES UNDERGROUND TELEPHONE LINE. |
| R/W. - INDICATES RIGHT OF WAY. | G.L. - INDICATES GAS LINE. |
| R.L.S. - INDICATES REGISTERED LAND SURVEYOR. | O.H.E. - INDICATES OVERHEAD ELECTRIC. |
| A.P.N. - INDICATES ASSESSORS' PARCEL NUMBER. | S.D.L. - INDICATES STORM DRAIN LINE. |
| R.E. - INDICATES REFUSE ENCLOSURE. | B.R. - INDICATES BICYCLE RACK. |
| ⊗ L.P. - INDICATES LIGHT POLE. | B.S.L. - INDICATES BUILDING SETBACK LINE. |
| E.B. - INDICATES ELECTRIC BOX. | E.C. - INDICATES ELECTRIC CABINET. |
| ● F.H. - INDICATES FIRE HYDRANT. | M.B. - INDICATES MAILBOX. |
| T.R. - INDICATES TELEPHONE RISER. | H.R. - INDICATES HANDRAIL. |
| W.M. - INDICATES WATER METER. | ⊗ - INDICATES TREE. |
| ⤴ B.W.V. - INDICATES BACK WATER VALVE. | ⊗ - INDICATES HANDICAP ACCESSIBLE PARKING |
| F.D.C. - INDICATES FIRE DEPARTMENT CONNECTION. | ⊗ - INDICATES CONCRETE. |
| ● W.V. - INDICATES WATER VALVE. | ⊗ - INDICATES SIGN. |
| S.C.O. - INDICATES SEWER CLEAN OUT. | E.T. ⊗ - INDICATES ELECTRIC TRANSFORMER. |
| S.M.H. - INDICATES SEWER MANHOLE. | IRR.M.H. - INDICATES IRRIGATION MANHOLE. |
| ⊗ - INDICATES STORM DRAIN MANHOLE. | E.M.H. - INDICATES ELECTRIC MANHOLE. |
| ⊗ T.M.H. - INDICATES TELEPHONE MANHOLE. | TV.M.H. - INDICATES TV MANHOLE. |
| T.S.P. - INDICATES TRAFFIC SIGNAL POLE. | F.O. - INDICATES FIBER OPTIC LINE. |
| T.S.B. - INDICATES TRAFFIC SIGNAL BOX. | F.O. MKR. - INDICATES FIBER OPTIC MARKER. |
| P.P. - INDICATES POWER POLE. | C.O. - INDICATES CURB OPENING. |
| G.P. - INDICATES GUARD POST. | C.L.F. - INDICATES CHAINLINK FENCE. |
| F.P. - INDICATES FLAG POLE. | W.I.F. - INDICATES WROUGHT IRON FENCE. |
| R.R.T. - INDICATES RAILROAD TIE. | Ⓣ - INDICATES SCHEDULE "B" ITEM IN TITLE REPORT NO. |
| C.M.P. - INDICATES CORRUGATED METAL PIPE. | Ⓣ - INDICATES NUMBER OF PARKING STALLS |

SURVEYORS CERTIFICATION

Certified to: Ensemble Investments, LLC, an Arizona limited liability company its successors and/or assign, Sedona JL LLC, an Arizona limited liability company, Kahan Sedona, LLC, an Arizona limited liability company, BNY Sedona Operator, LLC, a Delaware limited liability company Farmers and Merchants Bank of Long Beach, a California corporation, its successors and/or assigns, and Lawyers Title of Arizona, Inc.

This is to certify that this map or plat and the survey on which it is based were made in accordance with 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 2, 3, 4, 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 10(a), 11, 13, 14, 16, 17 and 20 (\$1,000,000) of Table A thereof. The field work was completed on Dec. 28, 2017 and updated on Sept. 23, 2019.

Date: November 26, 2019
 JAMES A. LOFTIS, R.L.S.
 R.L.S. # 26404



CONTINUED ON NEXT SHEET

BEST WESTERN SEDONA
400 N. STATE ROUTE 89A, SEDONA, AZ 86339

A.L.T.A./N.S.P.S. LAND TITLE SURVEY

3 engineering
surveying
civil engineering
planning

3 ENGINEERING, LLC
 4370 E. THOMAS ROAD
 SUITE # 200
 SCOTTSDALE, ARIZONA 85251
 PHONE: (602) 334-4387
 FAX: (602) 490-3230
 WWW.3ENGINEERING.COM

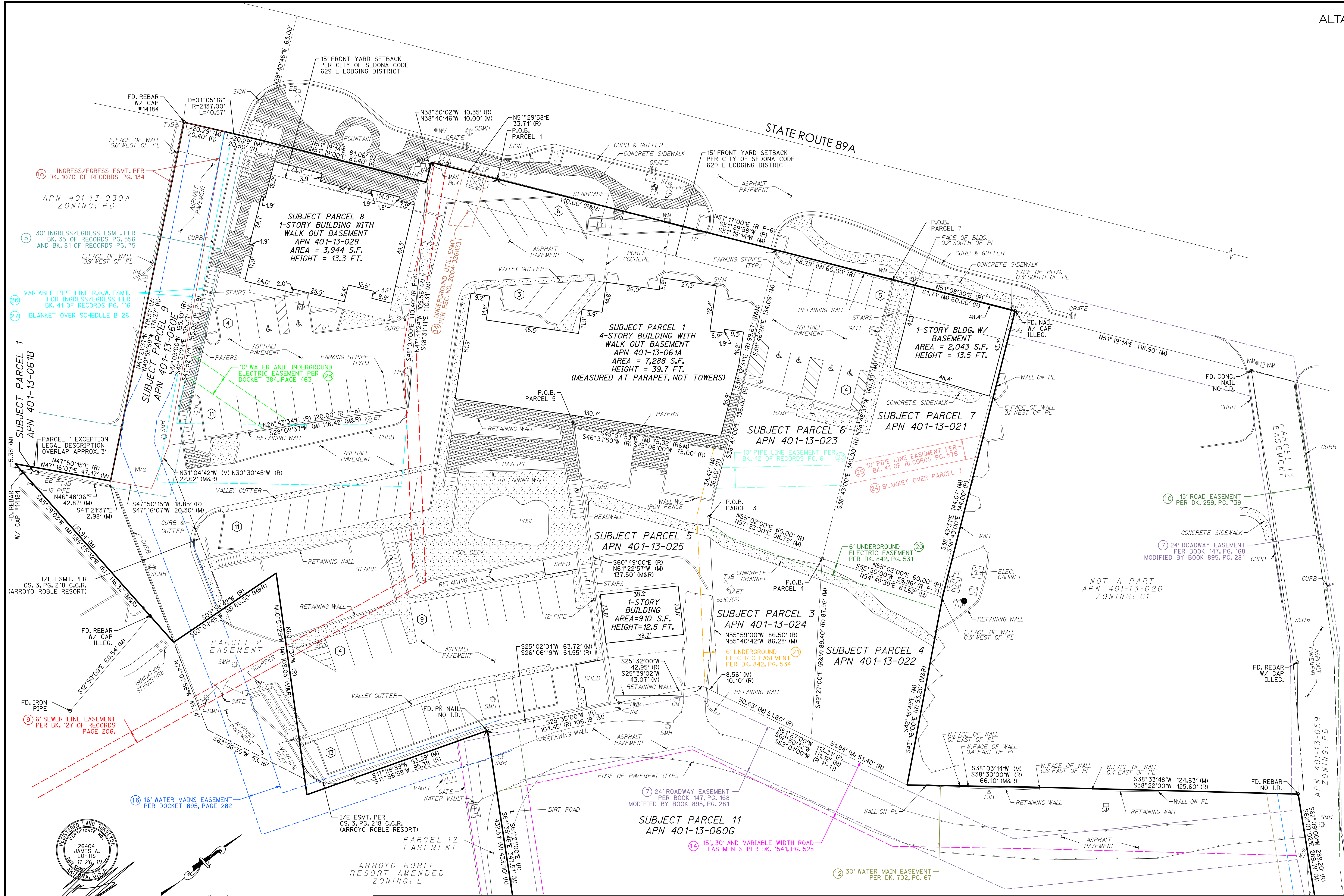
DATE: 11/26/19
 PROJECT NO:
 1854
 SURVEYOR: J. LOFTIS
 CAD TECH: R. HANSEN
 SHEET NO:
 1 of 5

BEST WESTERN SEDONA
400 N. STATE ROUTE 89A, SEDONA, AZ 86339

A.L.T.A./N.S.P.S. LAND TITLE SURVEY

300engineering
surveying
civil engineering
planning

DATE:	11/26/19
PROJECT NO:	1854
SURVEYOR:	J. LOFFEL
CAD TECH:	R. HANNEN
SHEET NO:	4 of 5



18 INGRESS/EGRESS ESMT. PER BK. 1070 OF RECORDS PG. 134

APN 401-13-030A ZONING: PD

30' INGRESS/EGRESS ESMT. PER BK. 35 OF RECORDS PG. 556 AND BK. 81 OF RECORDS PG. 75

VARIABLE PIPE LINE R.O.W. ESMT. FOR INGRESS/EGRESS PER BK. 41 OF RECORDS PG. 116

BLANKET OVER SCHEDULE B 26

SUBJECT PARCEL 1 APN 401-13-061B

SUBJECT PARCEL 9 APN 401-13-060E

10' WATER AND UNDERGROUND ELECTRIC EASEMENT PER DOCKET 384, PAGE 463

PARCEL 1 EXCEPTION LEGAL DESCRIPTION OVERLAP APPROX. 3'

1/2 ESMT. PER CS. 3, PG. 218 C.C.R. (ARROYO ROBLE RESORT)

6' SEWER LINE EASEMENT PER BK. 127 OF RECORDS PAGE 206

16' WATER MAINS EASEMENT PER DOCKET 895, PAGE 282

1/2 ESMT. PER CS. 3, PG. 218 C.C.R. (ARROYO ROBLE RESORT)

PARCEL 12 EASEMENT

1/2 ESMT. PER CS. 3, PG. 218 C.C.R. (ARROYO ROBLE RESORT)

15' 30' AND VARIABLE WIDTH ROAD EASEMENTS PER BK. 1541, PG. 528

30' WATER MAIN EASEMENT PER BK. 702, PG. 67

15' ROAD EASEMENT PER BK. 259, PG. 739

24' ROADWAY EASEMENT PER BOOK 147, PG. 168 MODIFIED BY BOOK 895, PG. 281

10' PIPE LINE EASEMENT PER BK. 42 OF RECORDS PG. 6

10' PIPE LINE EASEMENT PER BK. 41 OF RECORDS PG. 576

6' UNDERGROUND ELECTRIC EASEMENT PER BK. 842, PG. 531

6' UNDERGROUND ELECTRIC EASEMENT PER BK. 842, PG. 534

24' ROADWAY EASEMENT PER BOOK 147, PG. 168 MODIFIED BY BOOK 895, PG. 281

15' 30' AND VARIABLE WIDTH ROAD EASEMENTS PER BK. 1541, PG. 528

30' WATER MAIN EASEMENT PER BK. 702, PG. 67

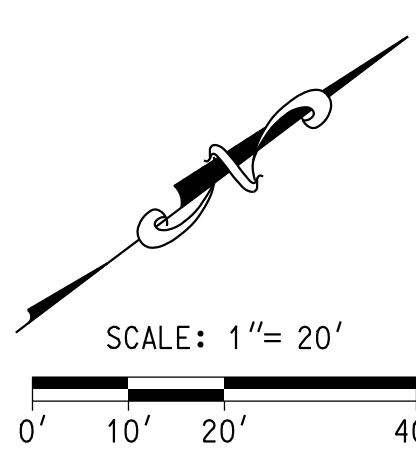
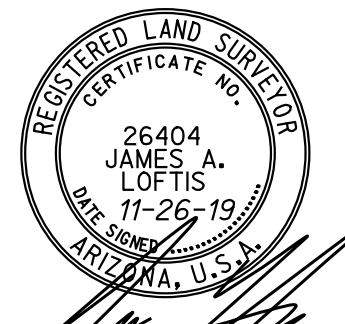
15' ROAD EASEMENT PER BK. 259, PG. 739

24' ROADWAY EASEMENT PER BOOK 147, PG. 168 MODIFIED BY BOOK 895, PG. 281

10' PIPE LINE EASEMENT PER BK. 41 OF RECORDS PG. 576

6' UNDERGROUND ELECTRIC EASEMENT PER BK. 842, PG. 531

6' UNDERGROUND ELECTRIC EASEMENT PER BK. 842, PG. 534



MATCHLINE - SEE SHEET 5

MATCHLINE - SEE SHEET 4

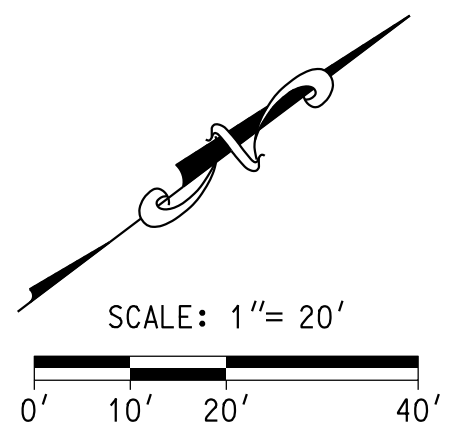
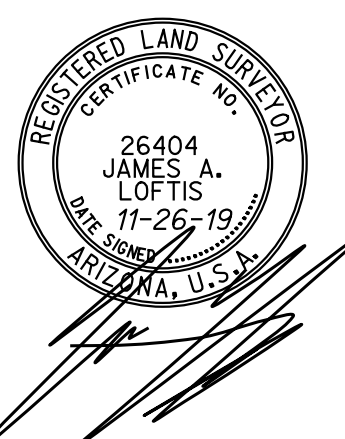
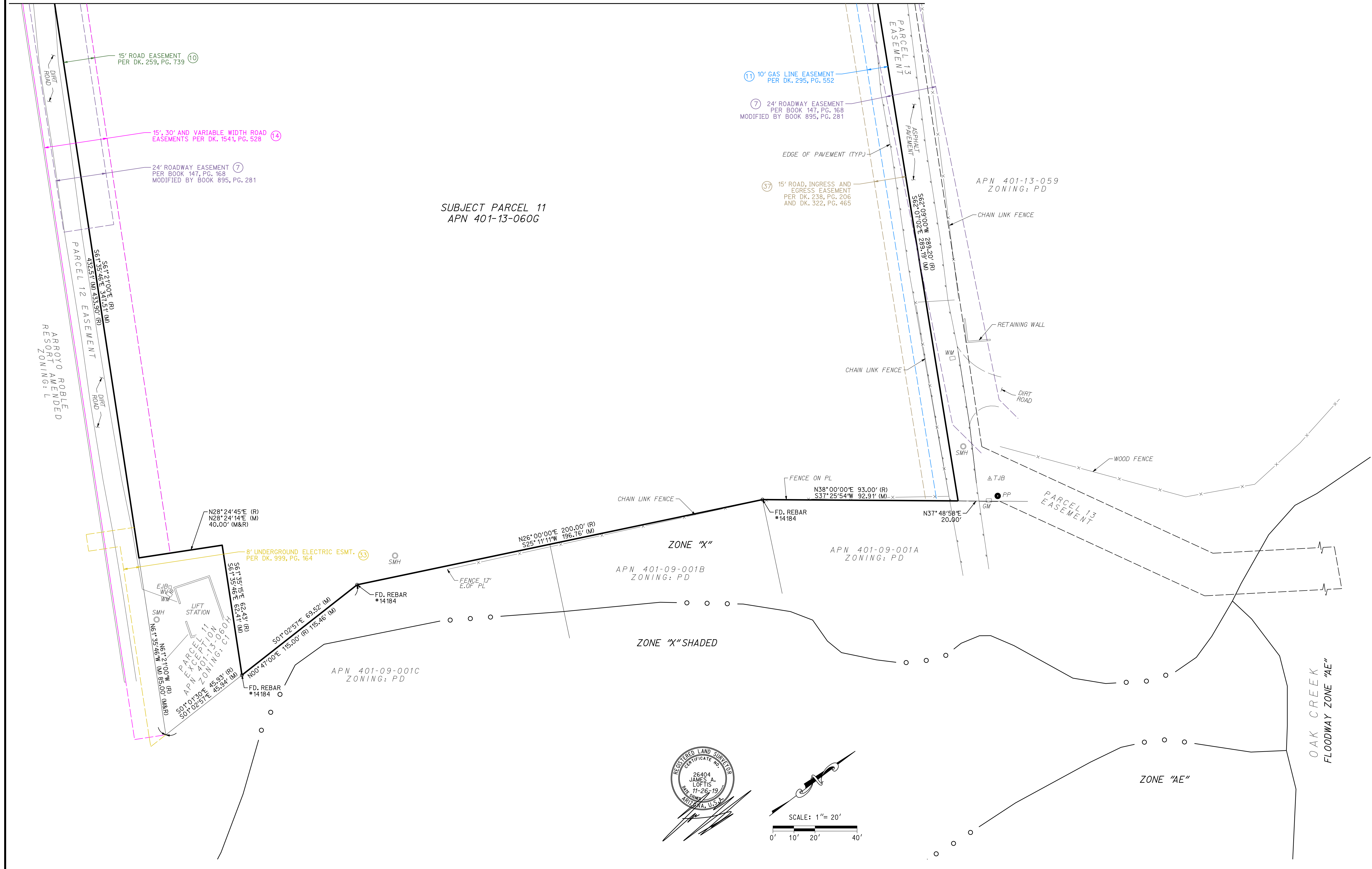
SUBJECT PARCEL 11
APN 401-13-060G

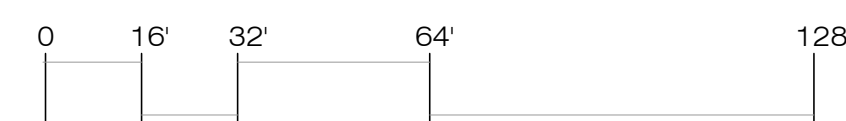
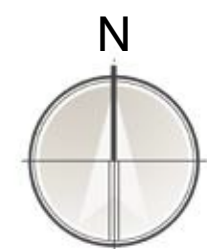
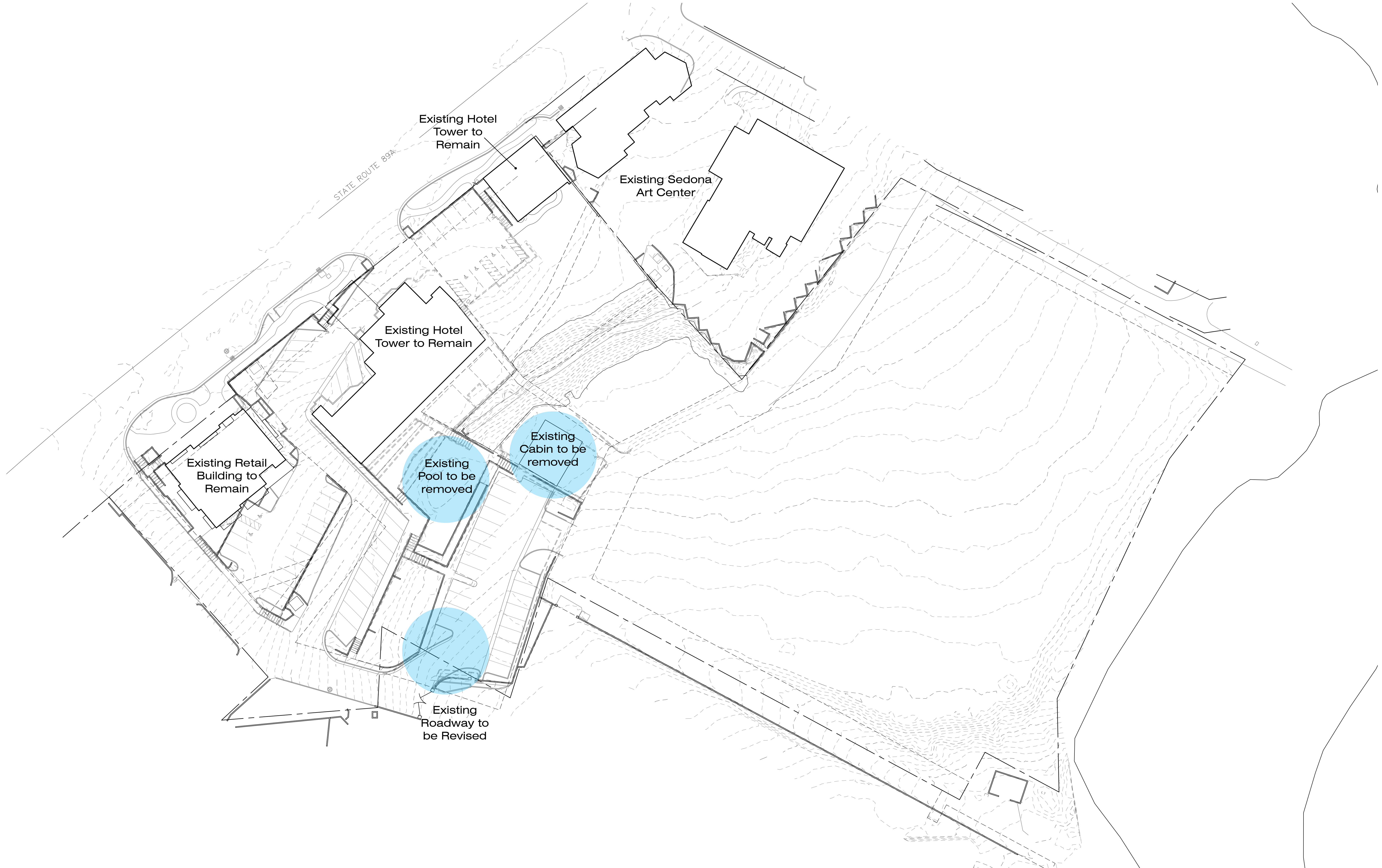
BEST WESTERN SEDONA
400 N. STATE ROUTE 89A, SEDONA, AZ 86339
A.L.T.A./N.S.P.S. LAND TITLE SURVEY

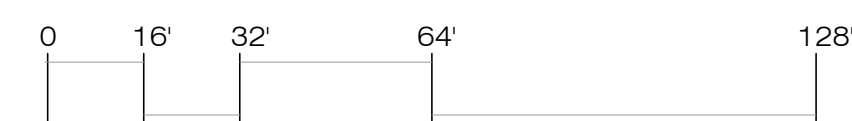
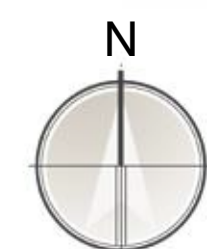
3eengineering
surveying
civil engineering
planning

3 ENGINEERING, LLC
4370 E. THOMAS ROAD
SUITE # 200
SCOTTSDALE, ARIZONA 85251
PHONE: (602) 334-4387
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WWW.3ENGINEERING.COM

DATE: 11/26/19
PROJECT NO:
1854
SURVEYOR: J. LOFFEL
CAD TECH: R. HANNEN
SHEET NO:
5 of 5







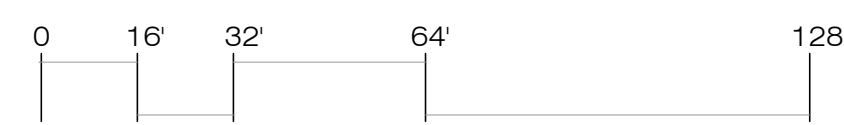
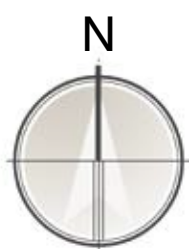
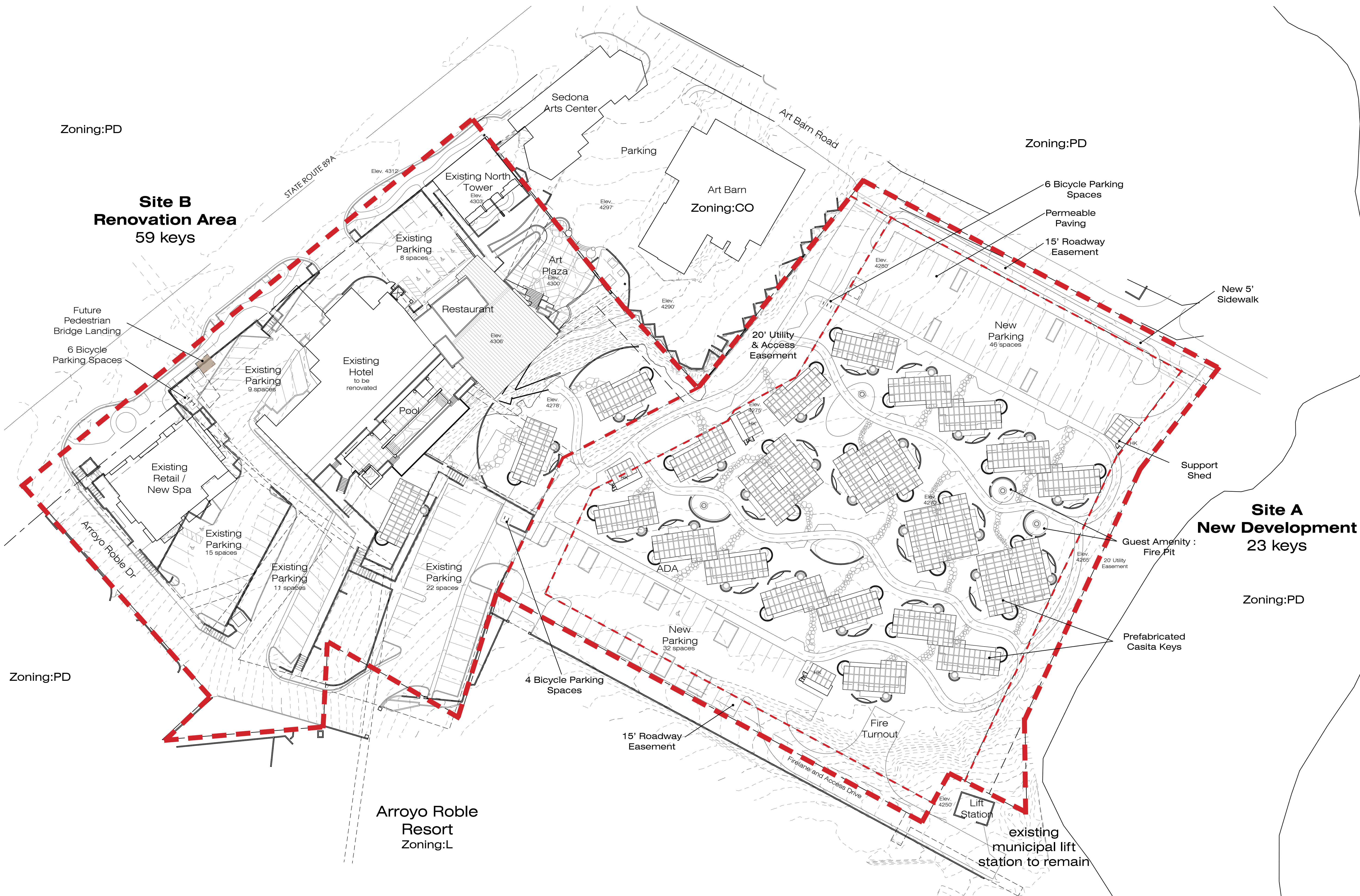
sedona best western expansion
15 art barn road, sedona arizona

11

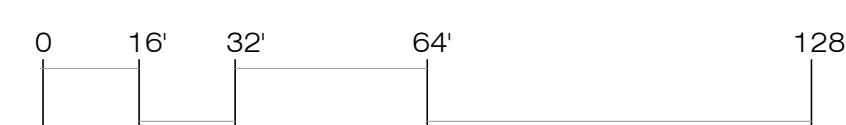
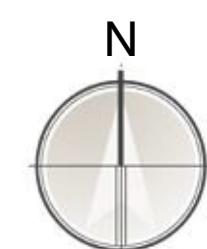
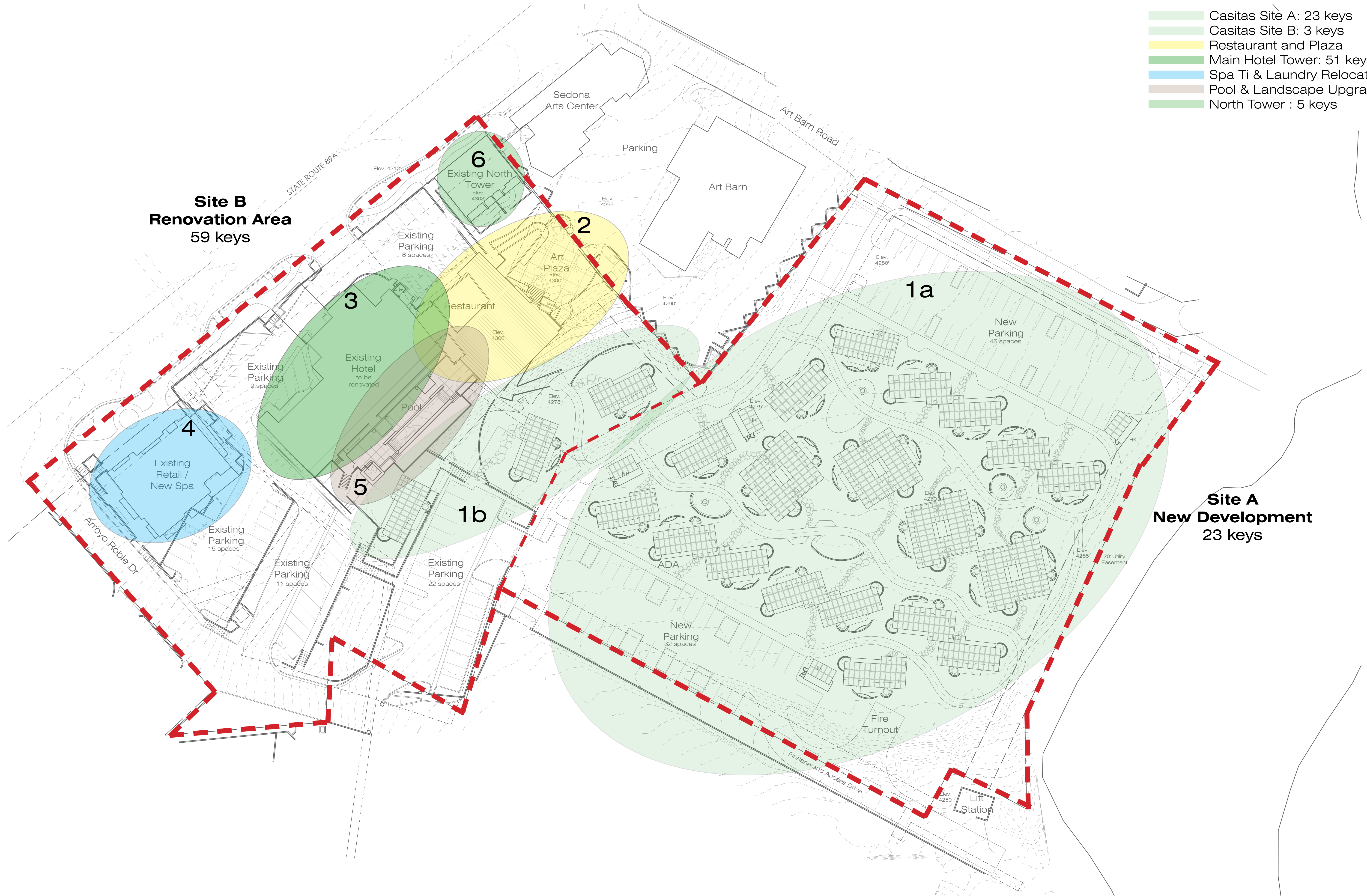
Date: 2024.08.20
Scale: 1/32" = 1'-0"

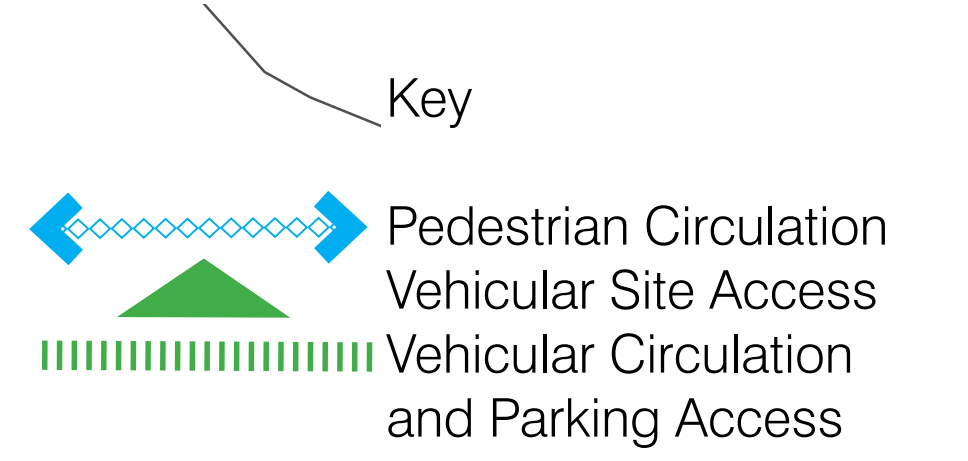
Conceptual Planning
Package

ENSEMBLE MarchDesignGroup



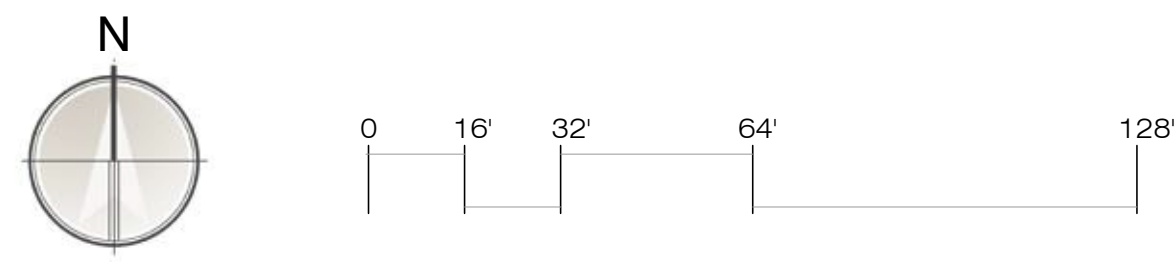
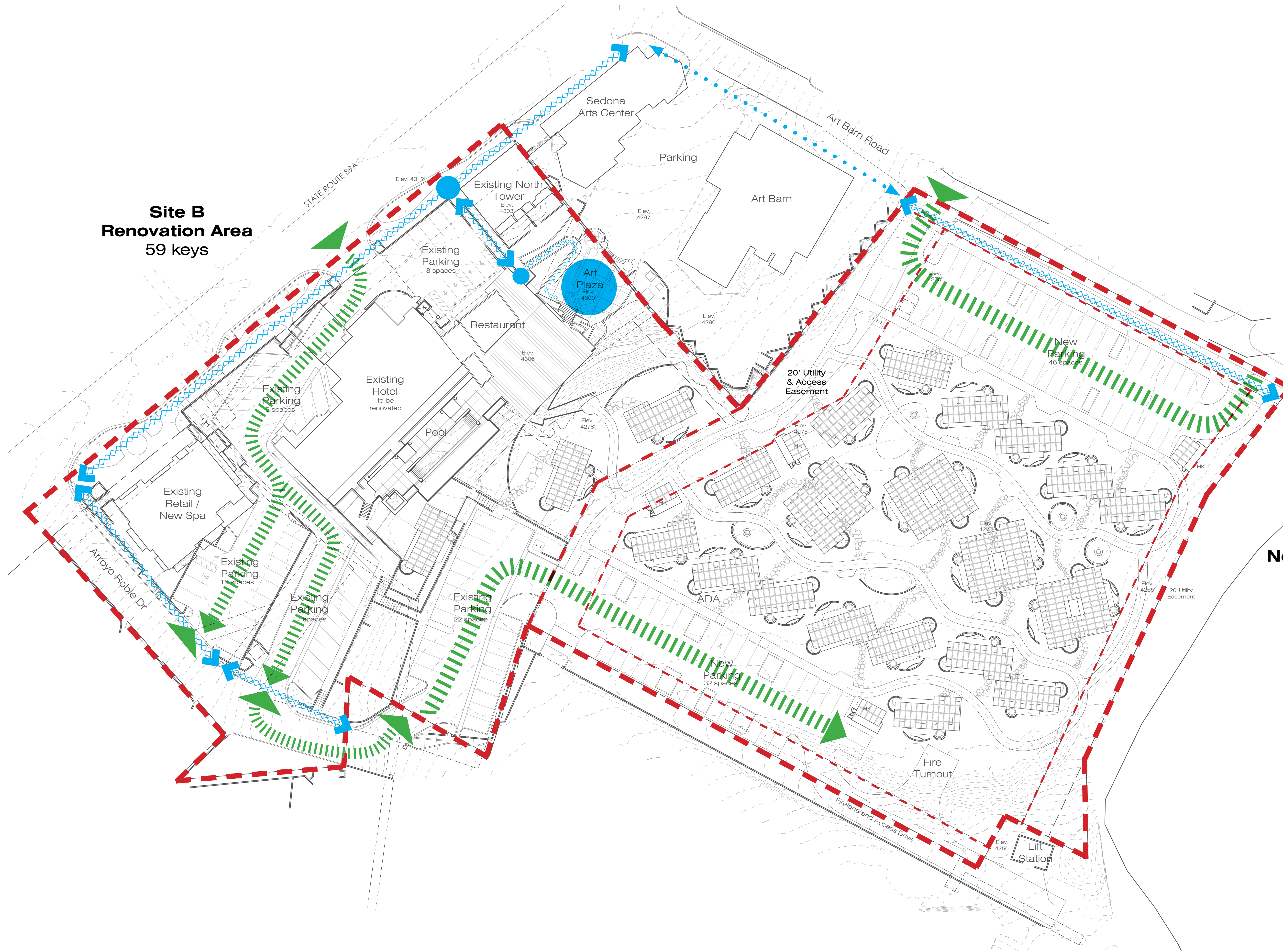
- Casitas Site A: 23 keys **1a**
- Casitas Site B: 3 keys **1b**
- Restaurant and Plaza **2**
- Main Hotel Tower: 51 keys **3**
- Spa Ti & Laundry Relocation **4**
- Pool & Landscape Upgrades **5**
- North Tower : 5 keys **6**





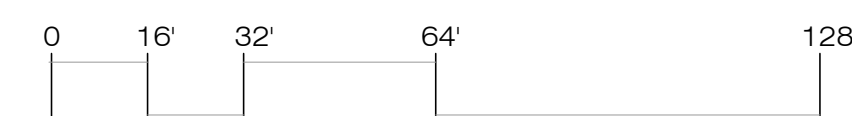
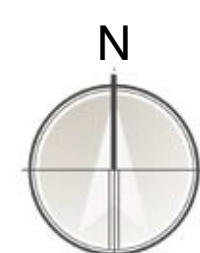
**Site B
Renovation Area
59 keys**

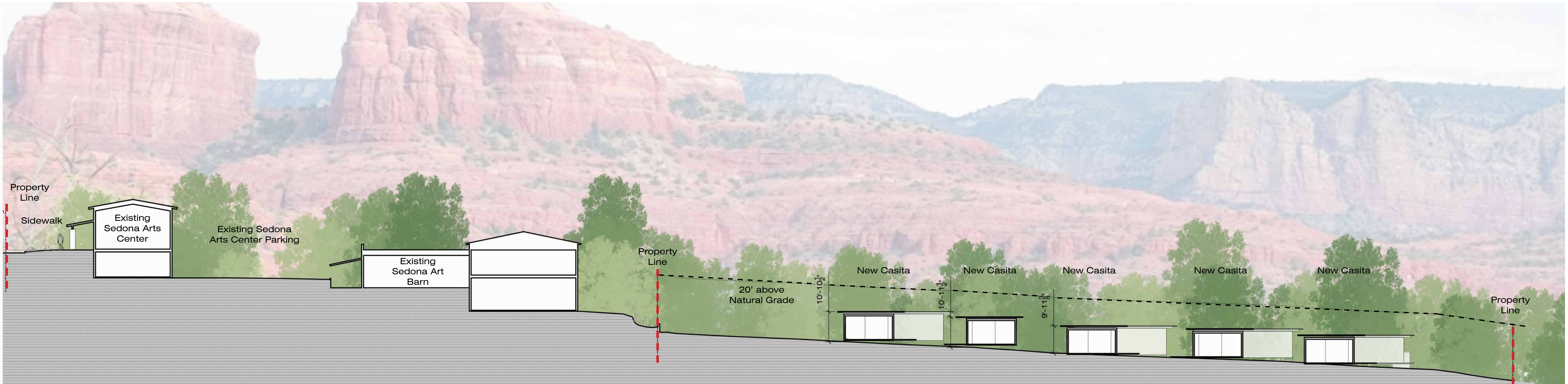
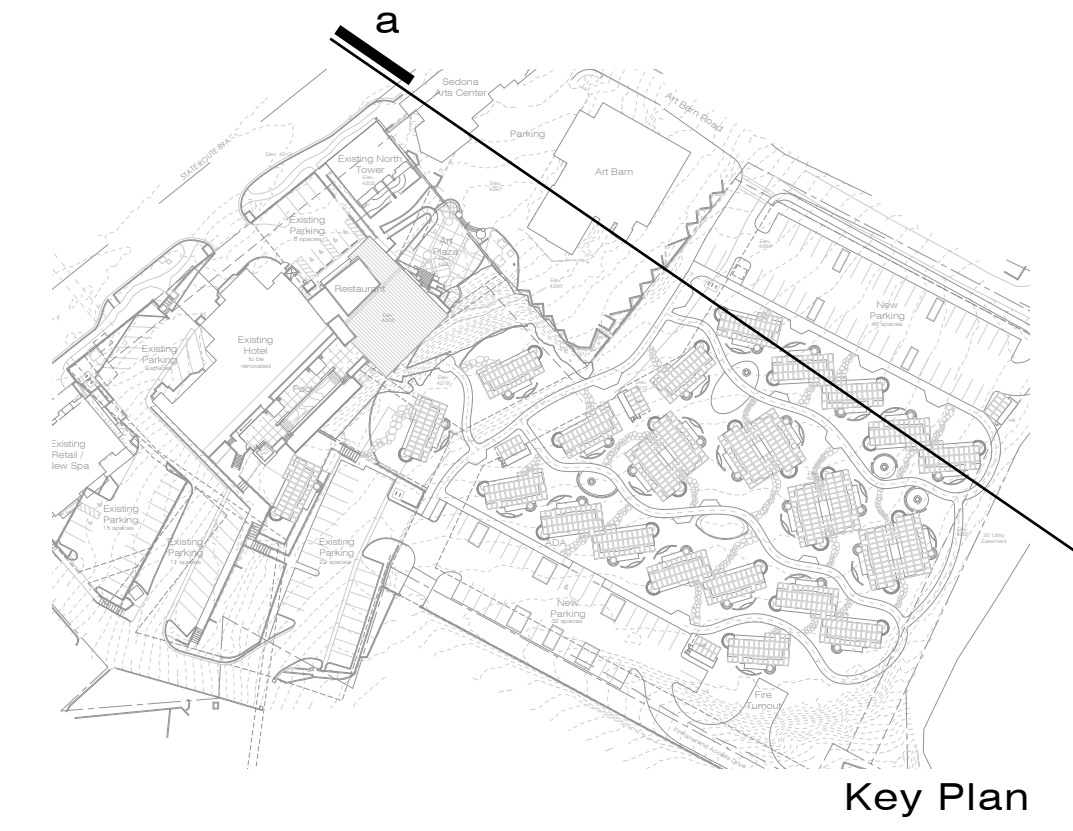
**Site A
New Development
23 keys**



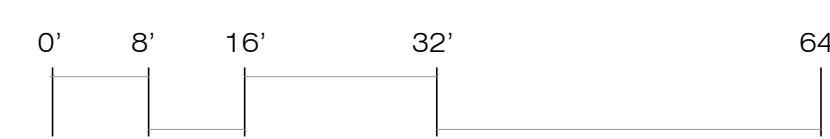
Sedona Revised Flood Plain

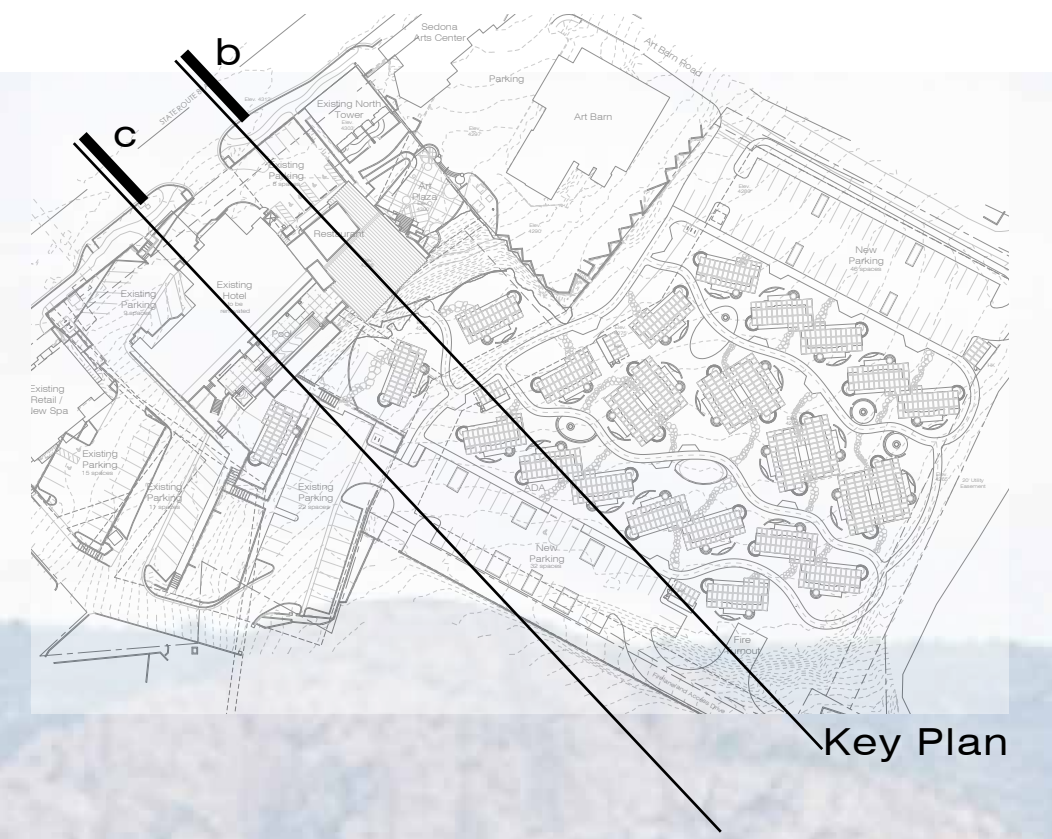
500 yr Flood Plain
100 yr Flood Plain





Section Through Sedona Art Center **a**

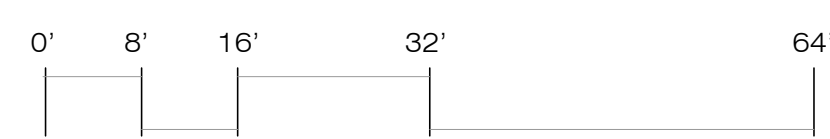




Section Through Restaurant **b**

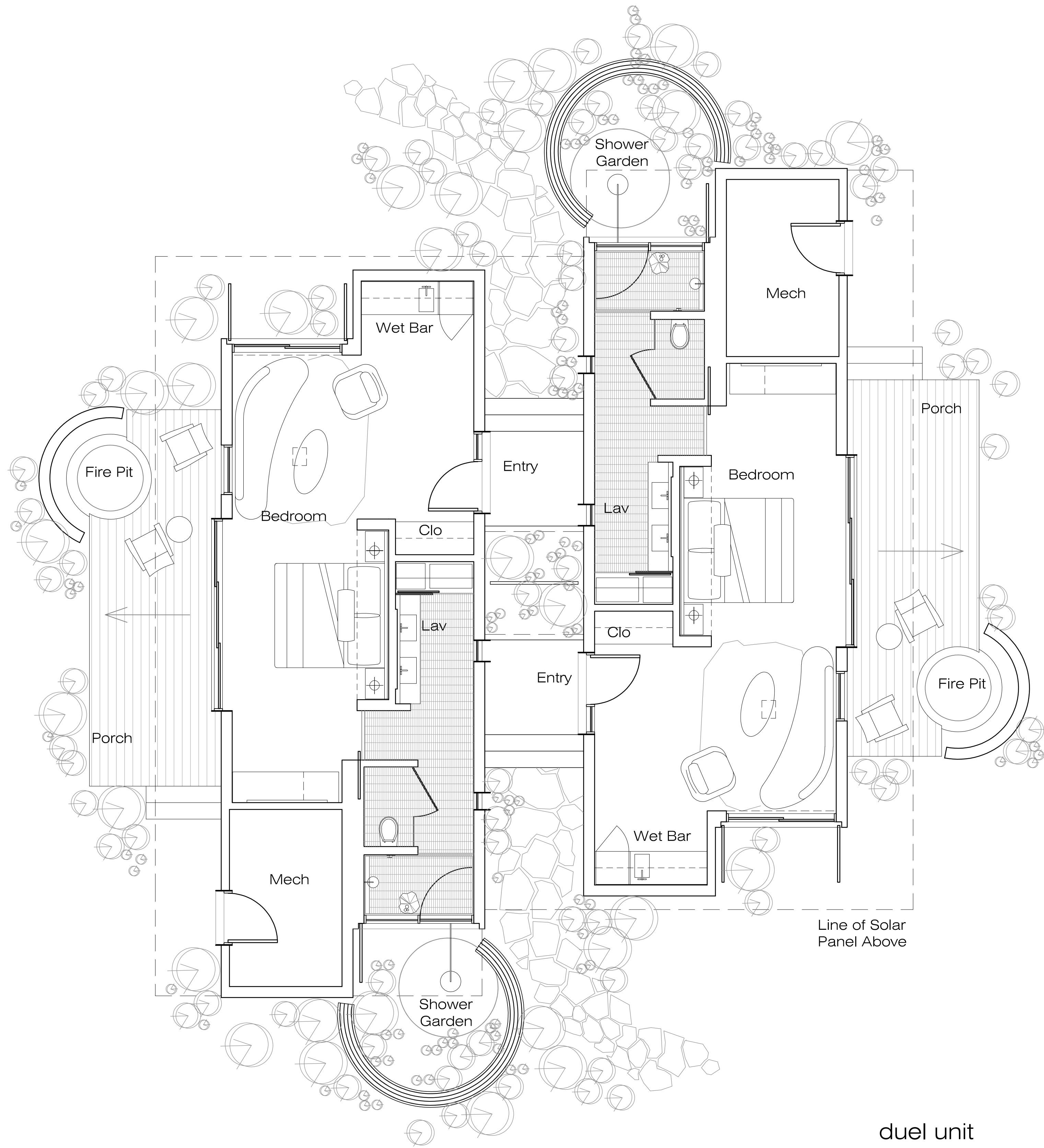


Section Through existing Hotel **c**

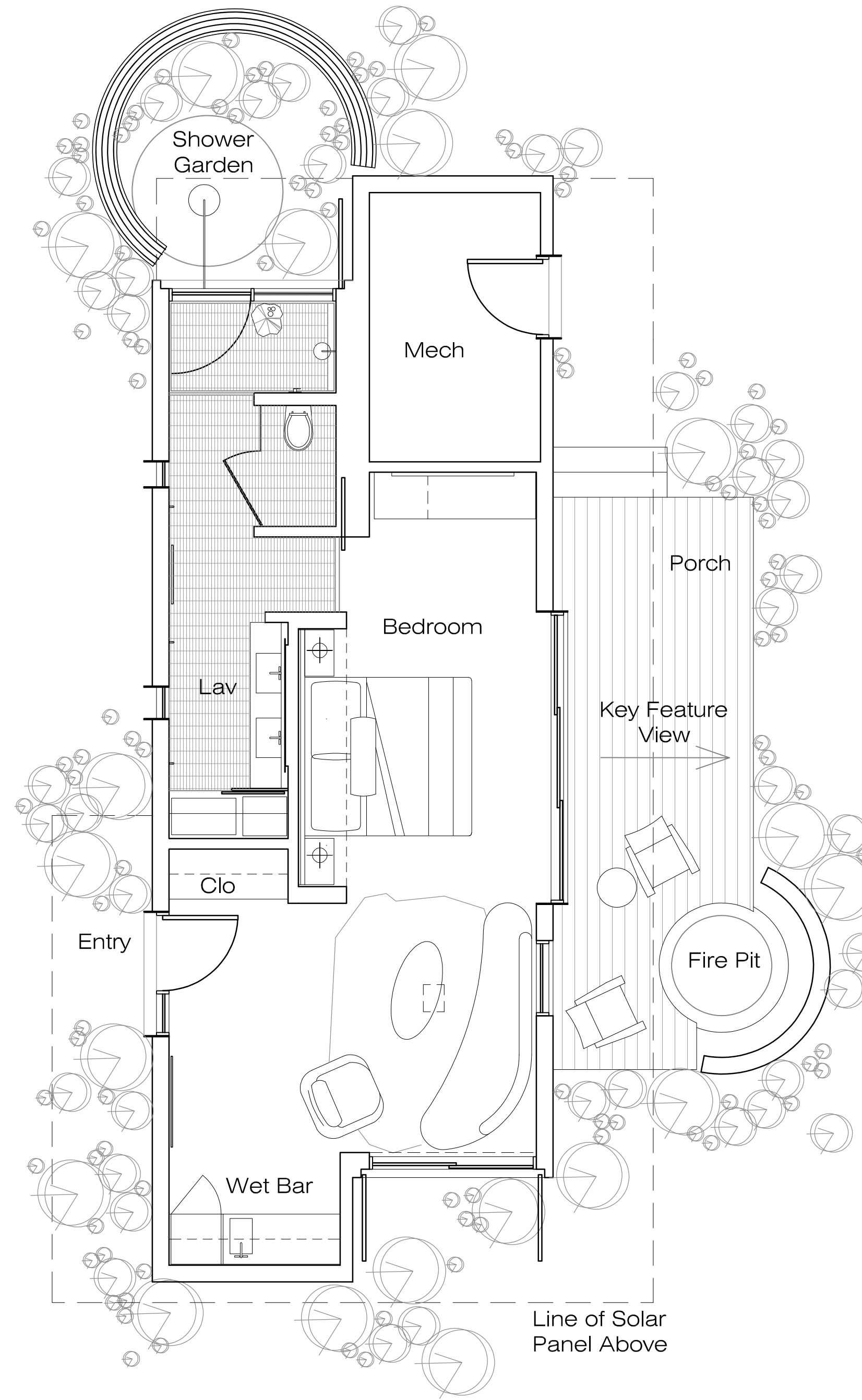




Key Plan



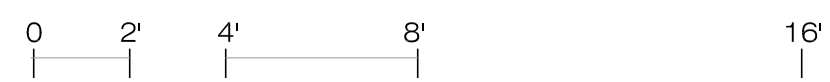
duel unit



single key unit



sketch



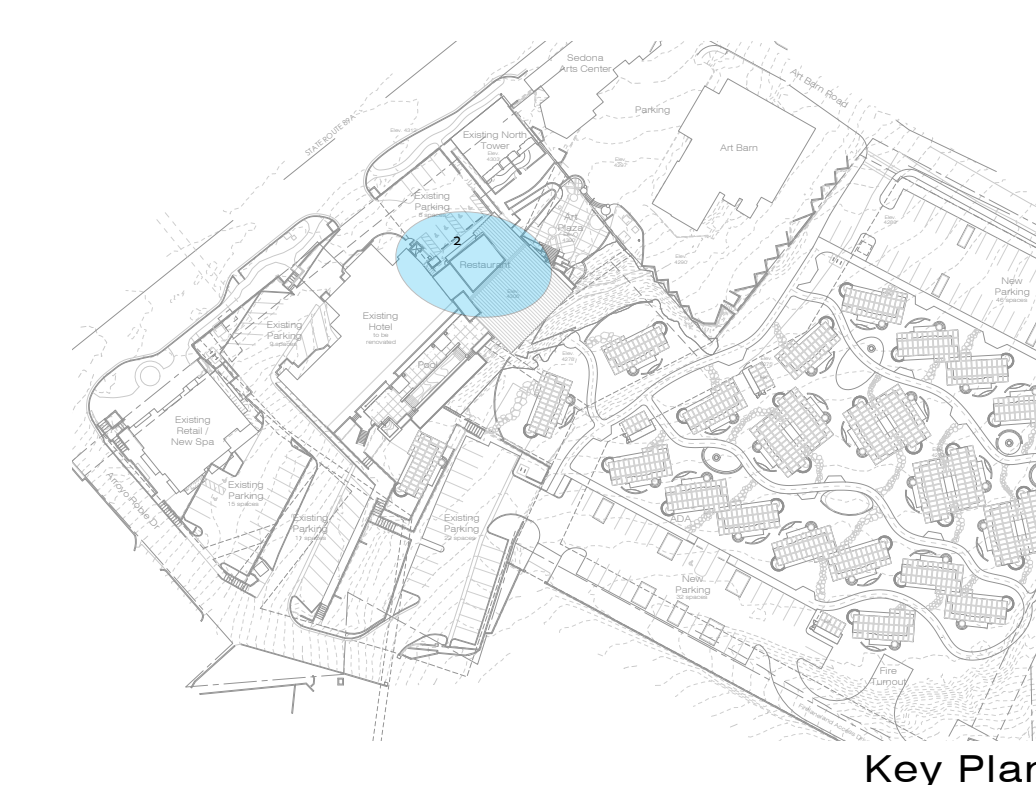


Prefabricated casita units based on recycled shipping containers.

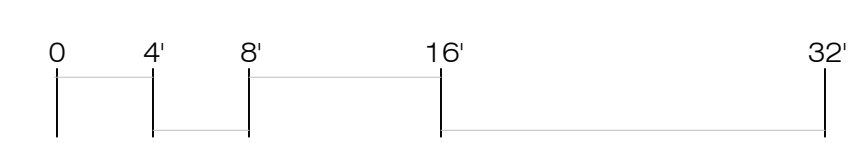


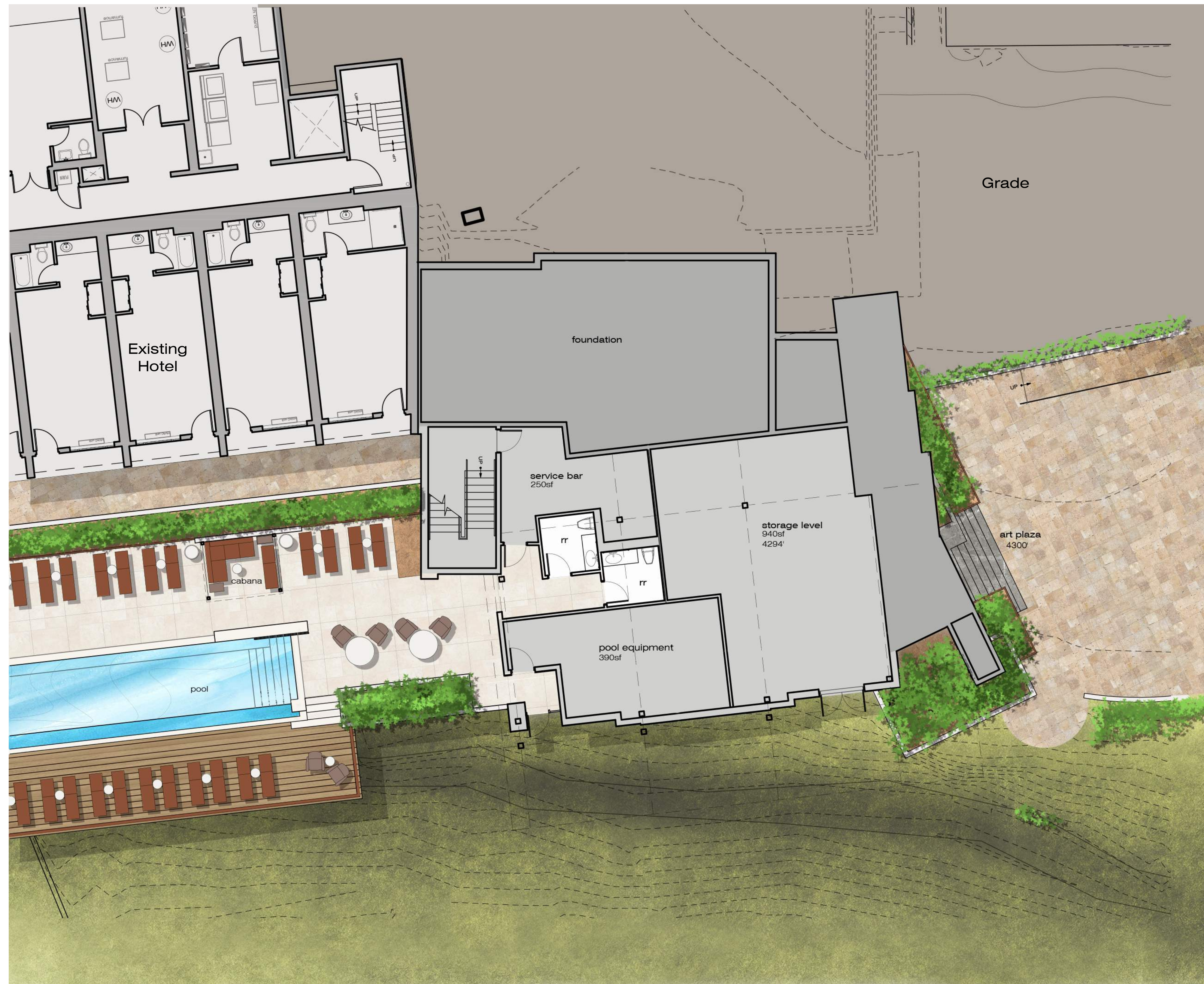
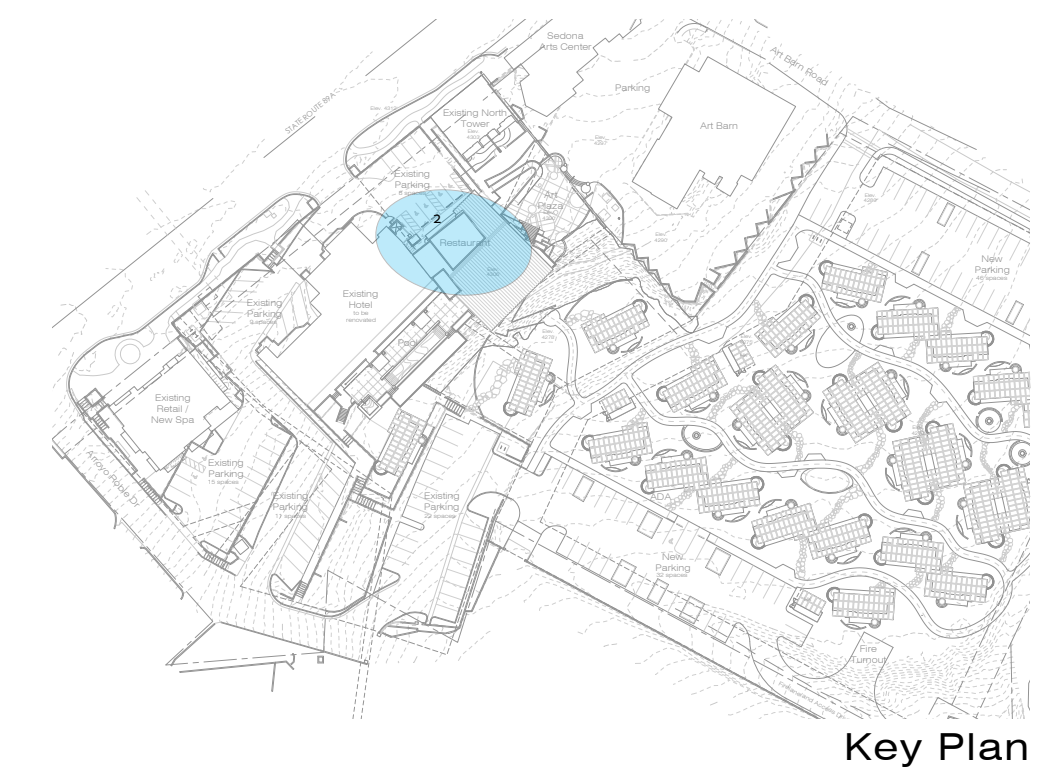
Powered by the sun: Each unit supports 400w of Solar panels that feed centralized battery banks that mutually support 5 units

Designed to be completely off grid each unit come with an internal water system including a UV filtration system and gray water support

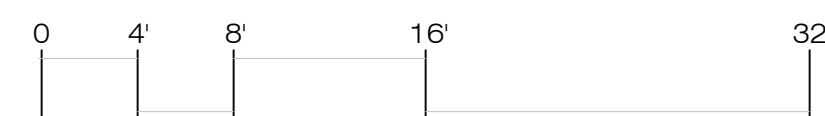


First Floor: Lobby Level





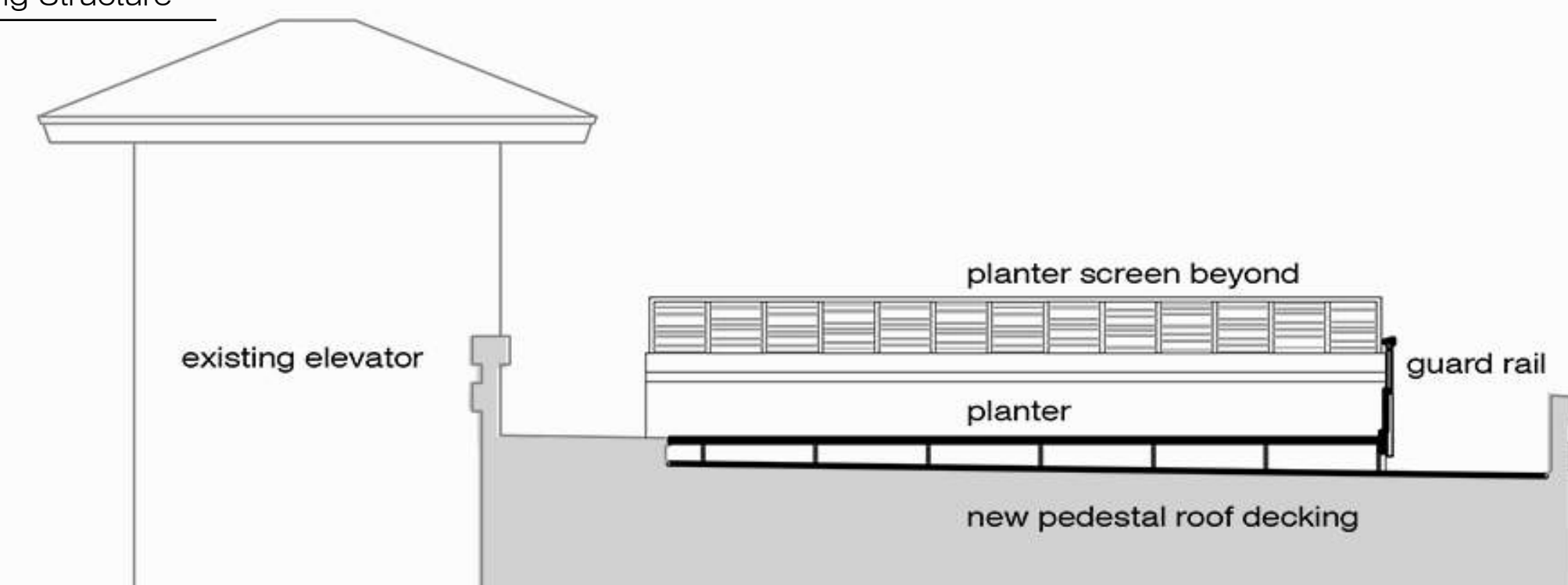
Basement Floor: Pool Level





Key Plan

Existing Structure



A) tower roof section



APN: 401-13-030A
OWNER: SINAGUA PLAZA 3 LLC

APN: 401-13-029
OWNER: KOHAN SEDONA LLC

APN: 401-13-061A
OWNER: KOHAN SEDONA LLC

APN: 401-13-023
OWNER: KOHAN SEDONA LLC

APN: 401-13-021
OWNER: KOHAN SEDONA LLC

APN: 401-13-020
OWNER: SEDONA ART CENTER

APN: 401-13-025
OWNER: KOHAN SEDONA LLC

APN: 401-13-024
OWNER: KOHAN SEDONA LLC

APN: 401-13-022
OWNER: KOHAN SEDONA LLC

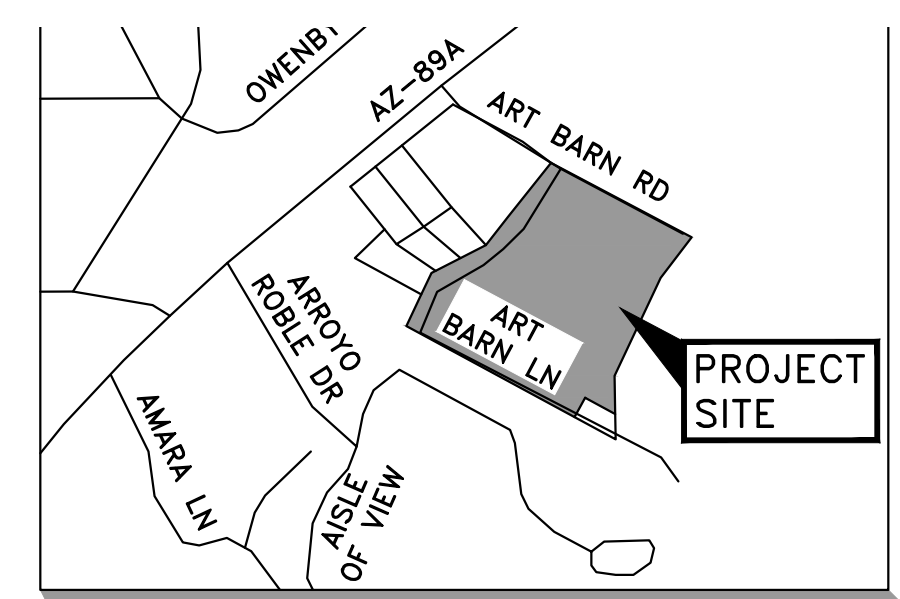
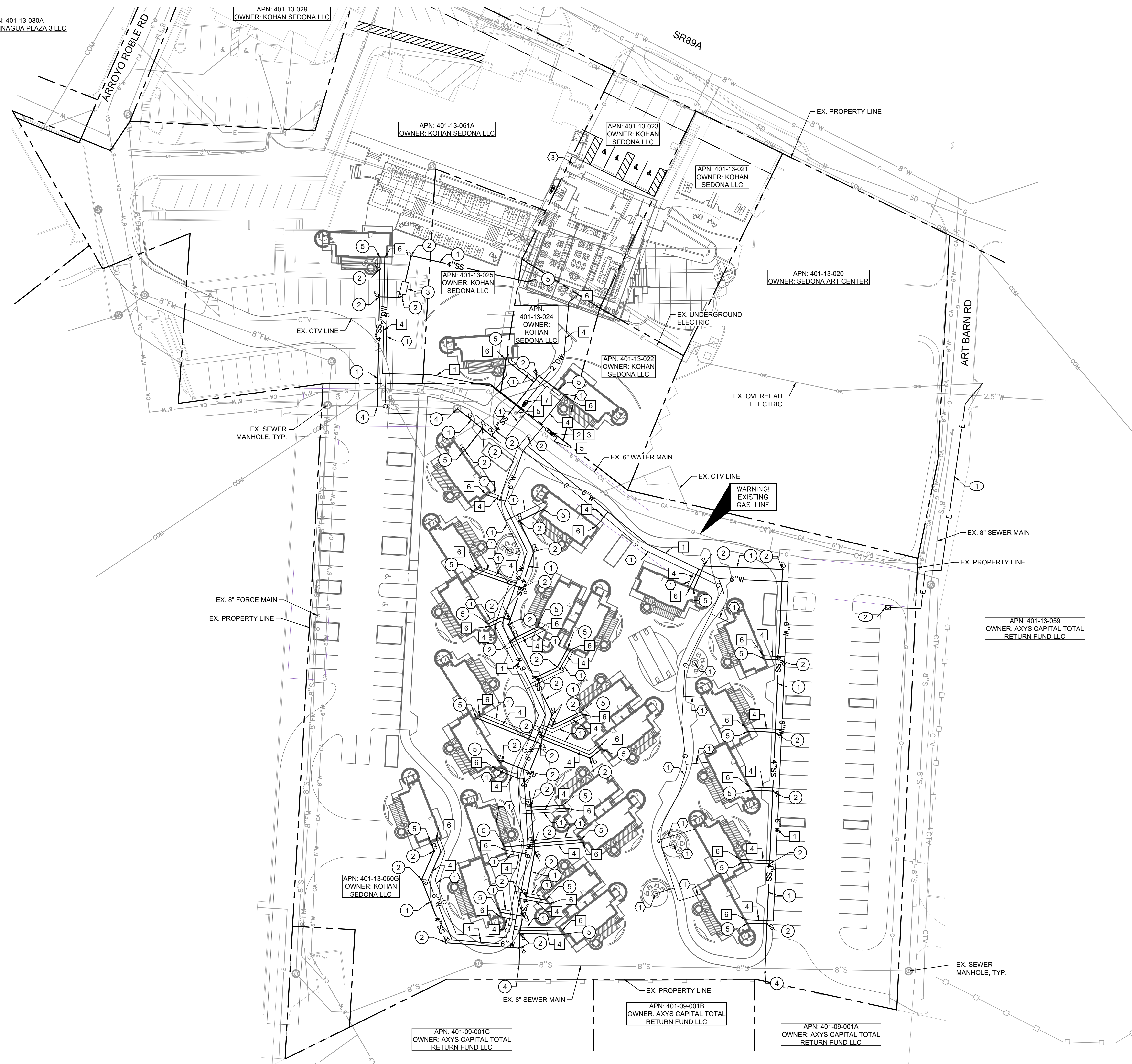
APN: 401-13-059
OWNER: AXYS CAPITAL TOTAL RETURN FUND LLC

APN: 401-13-060G
OWNER: KOHAN SEDONA LLC

APN: 401-09-001C
OWNER: AXYS CAPITAL TOTAL RETURN FUND LLC

APN: 401-09-001B
OWNER: AXYS CAPITAL TOTAL RETURN FUND LLC

APN: 401-09-001A
OWNER: AXYS CAPITAL TOTAL RETURN FUND LLC



- WATER CONSTRUCTION NOTES**
- 1 INSTALL 6" CL350 DIP WATER LINE.
 - 2 6" COMPOUND WATER SERVICE ASSEMBLY AND VALVE WITH 6" COMPOUND METER.
 - 3 6" RPDA
 - 4 2" SCH40 PVC WATER LINE.
 - 5 CONNECT TO EXISTING 6" CA WATER MAIN PER AWC SPECIFICATIONS
 - 6 CONNECT WATER SERVICE TO BUILDING. SEE PLUMBING PLANS FOR CONTINUATION.
 - 7 2" WATER SERVICE ASSEMBLY AND METER

- SEWER CONSTRUCTION NOTES**
- 1 INSTALL 4" PVC SDR 35 SEWER LINE.
 - 2 INSTALL 4" CLEANOUT PER MAG STD DTL 441.
 - 3 INSTALL GREASE INTERCEPTOR WITH TWO-WAY CLEANOUT.
 - 4 CONNECT TO EXISTING SEWER MAIN.
 - 5 CONNECT 4" SEWER SERVICE TO BUILDING. SEE PLUMBING PLANS FOR CONTINUATION.

- GAS CONSTRUCTION NOTES**
- 1 NEW 1" NG PIPE.
 - 2 CONNECT 1" NG PIPE TO EXISTING GAS LINE AND INSTALL NEW GAS METER.
 - 3 CONNECT RESTAURANT TO EXISTING GAS METER

- ELECTRIC CONSTRUCTION NOTES**
- 1 INSTALL UNDERGROUND ELECTRICAL LINE
 - 2 INSTALL ELECTRICAL TRANSFORMER. CONTRACTOR TO CONNECT ELECTRIC TO MAINTENANCE SHEDS.

- SHEET NOTES**
1. EASEMENT INFORMATION TO BE PROVIDED ON SEPARATE SHEET

NO.	REVISION	BY	DATE	APPROVED

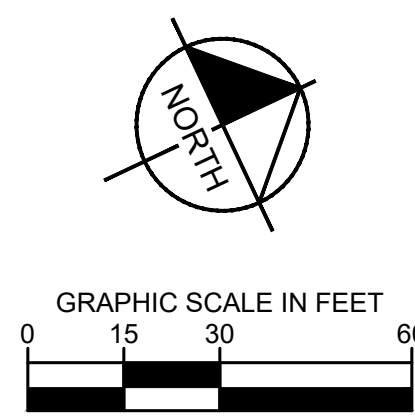
Kimley»Horn
©2024 KIMLEY-HORN AND ASSOCIATES, INC.
101 WEST GOODWIN ST. SUITE 303
PRESCOTT, ARIZONA 86303 (928) 458-7121

SCALE (H): 1"=50'
SCALE (V): N/A
DESIGNED BY: JTH
DRAWN BY: JTH
CHECKED BY: ACB
DATE: JUNE 2024

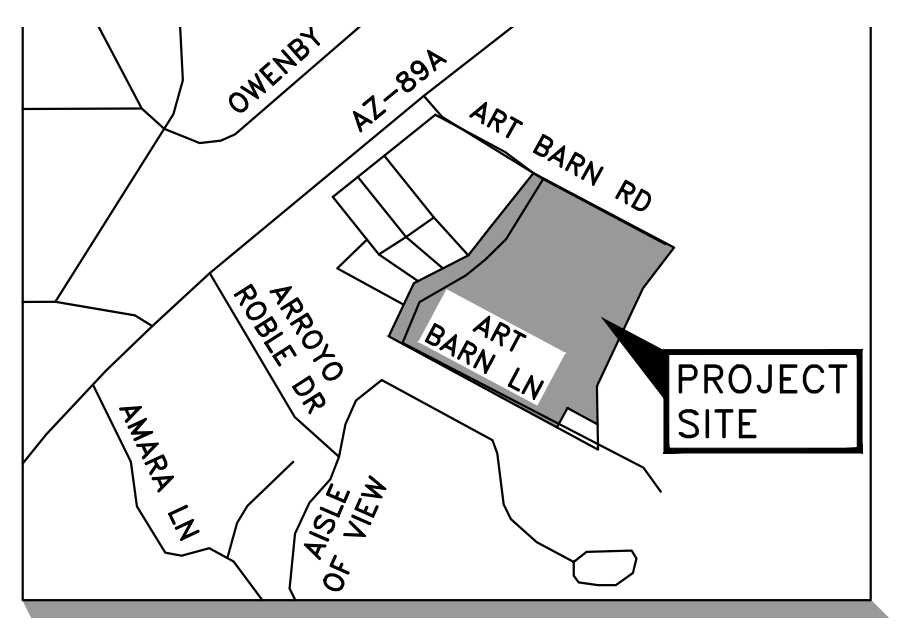
SEDONA BEST WESTERN EXPANSION
CONCEPTUAL UTILITY PLAN
45 ART BARN LANE SEDONA, AZ

PRELIMINARY
FOR REVIEW ONLY
NOT FOR CONSTRUCTION
Kimley»Horn
ENGINEER ANDREW BAIRD
PE NO. 48841 DATE 06/24

PROJECT NO.
291742002
DRAWING NAME
UT01



K:\BRS - Revit\2017\2002 - Sedona Best Western Expansion\CADD\Exhibit\2024\06\31 - Concept Utility Plan.dwg, Jun 25, 2024, James Haglins
XREFS: sba_291742000_8R00Y_291742000_KR01_291742000_XT000_291742000_AUT_291742000_AUT_291742000_AUT_291742000_AUT_291742000_AUT
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VICINITY MAP
CITY OF SEDONA
N.T.S.

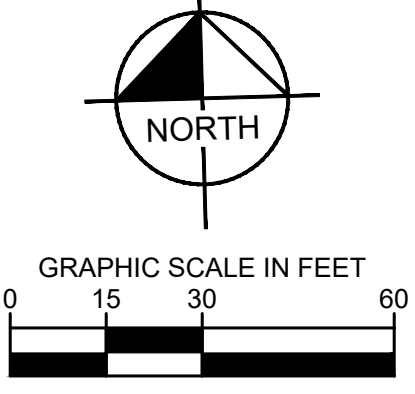
GRADING CONSTRUCTION NOTES

- 1 INSTALL 8" CMP UNDERGROUND DETENTION PIPE
- 2 INSTALL 10" CMP UNDERGROUND DETENTION PIPE
- 3 INSTALL 12" HDPE STORM DRAIN PIPE
- 4 INSTALL STORM DRAIN INLET
- 5 CONNECT TO UNDERGROUND DETENTION PIPE
- 6 CONNECT TO ROOF DRAIN

EARTHWORK
CUT: 5000 CY
FILL: 8000 CY
NET: 3000 CY (FILL)

SHEET NOTES

1. ADD 4200' TO ALL ELEVATIONS SHOWN



Kimley»Horn ©2024 KIMLEY-HORN AND ASSOCIATES, INC. 101 WEST GOODWIN ST. SUITE 800 PRESCOTT, ARIZONA 86303 (928) 668-7121	NO.	REVISION	BY	DATE	APPROVED

**SEDONA BEST WESTERN EXPANSION
CONCEPTUAL GRADING PLAN
45 ART BARN LANE SEDONA, AZ**

SCALE (H): 1"=30'
SCALE (V): N/A
DESIGNED BY: JTH
DRAWN BY: JTH
CHECKED BY: ACB
DATE: JUNE 2024

PRELIMINARY
FOR REVIEW ONLY
NOT FOR CONSTRUCTION

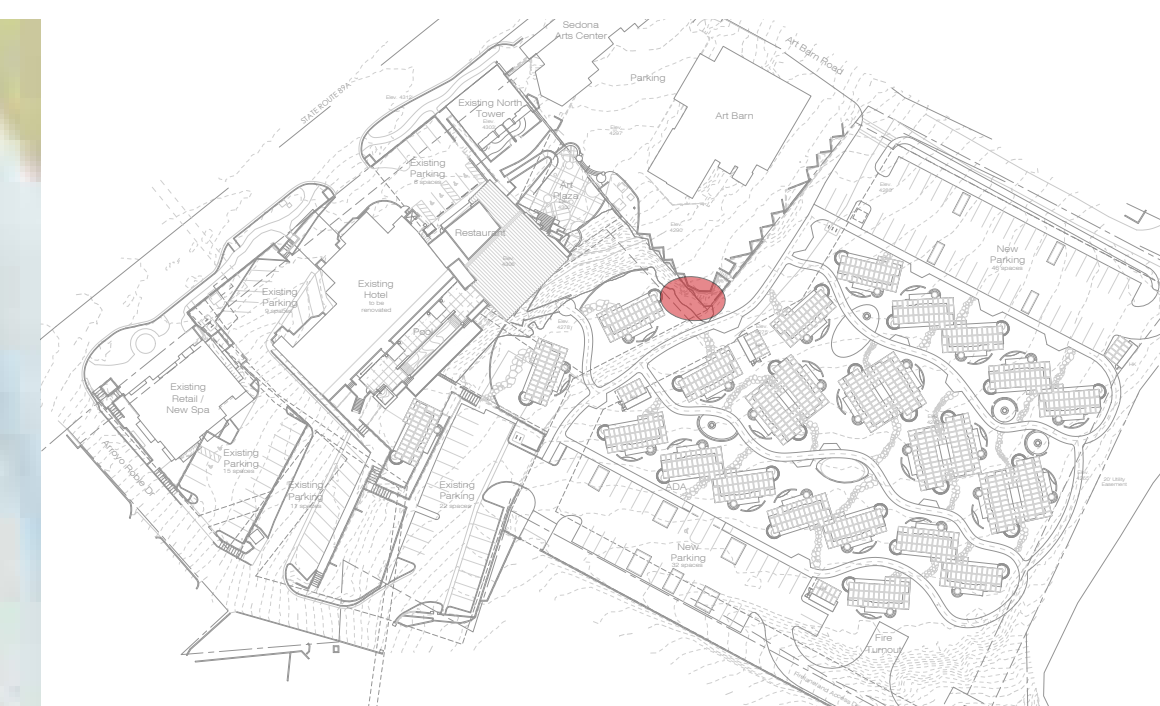
Kimley»Horn
ENGINEER: ANDREW BAIRD
PE NO. 48841L DATE: 06/24

PROJECT NO.
291742002

DRAWING NAME
GDD1

01 OF 01

K:\PDS - Roadway\2017\242002 - Sedona Best Western Expansion\CADD\Exhibits\2024\06\05 - Concept Grading Plan.dwg, Jun 07, 2024, James Higgins
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Legacy Apple Tree

The Development Team's commitment to the "genius loci" or spirit of the space is exemplified by their commitment to rebirth, not just metaphorically through the updating of a significant structure of downtown Sedona, but practically as well. On the property line between the Sedona Arts Center and the Hotel exists an example of Sedona's agricultural history in the form of a single apple tree.

While this Oak Creek apple tree is of a significant age and has gone fallow, it's descendants will live on here on site among the new casitas and at locations around Sedona. Grafts have been successfully recovered from the tree and are currently being cared for in a green house in Flagstaff waiting for their reintroduction to the site.



City of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

PZ24-00005 (DEV) Best Western Expansion, Conceptual Review Planning Comments, July 15, 2024

1. Conceptual Review

- a) The application has been submitted for conceptual review. The following comments contain items that are deficient for a conceptual submittal and must be addressed prior to scheduling a conceptual public hearing and comments that are intended to serve as a guide as you assemble the submittal packet for the Comprehensive Review and do not need to be addressed prior to your conceptual hearing. Please contact staff if you have questions regarding what will be required to continue with the conceptual review.
- b) While Staff has made an effort to bring up items that stand out as impacting the overall project, the following comments should not be viewed as a comprehensive and detailed evaluation of the proposal. The applicant and their representatives should carefully review all applicable code sections and ensure the plans submitted clearly show compliance. Additional comments may be generated once the plans are resubmitted.
- c) 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.).
- 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>

2. Fire District Review

- a) Please contact Dori Booth, Fire Marshal (dbooth@sedonafire.org or 928-204-8926), regarding Fire District requirements for this project.
 - i) Adding an assembly use to the rooftop may trigger the need for the building to be sprinklered.
 - ii) The new restaurant is attached to the existing hotel building, which may trigger the need for the building to be sprinklered.
 - iii) The property is within the Wildland-Urban Interface (WUI) and must follow WUI requirements.
 - iv) Ensure that appropriate fire/emergency access is provided to all units. The cart paths may need to be widened or constructed in a way that allows them to double as emergency access.
 - v) Fire hydrants will need to be provided in the new areas.
 - vi) Fire pits shall be gas – no wood fire pits are permitted.
 - vii) Show all required exterior accessible routes.

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. The LOI should reference specific code sections.
- b) The LOI must discuss how the project meets the required findings for a Development Review project – See LDC Article 8.
- c) Provide an overall summary of the project, including number of lodging units, non-lodging uses (including square footage), number of parking spaces, etc.
- d) Page 3: Workforce Housing: The LOI mentions an in-lieu affordable housing contribution. While this is not a required fee, if the applicant is interested in making a contribution to the affordable housing fund, they should contact the City's Housing Division to discuss those details.
- e) Requested Feedback:
 - i) Please contact Dori Booth, Fire Marshal (dbooth@sedonafire.org or 928-204-8926), regarding Fire District requirements for this project.
 - ii) Question regarding increases in height for rooftop deck and elevator.
 - (1) LDC Section 2.24.E, Table 2.7 contains the authorized exceptions to height requirements. Elevators (and associated supporting structures) and rooftop decks may extend up to 8 feet above the maximum height requirements provided that such structures shall not cover more than 5% of the total roof area of the building. Further, roof decks must be setback from the edge of the roof by a minimum of 6 feet.
 - (2) As the building currently exceeds height requirements, this additional height may be permitted as measured from the top of the existing parapets. Before a final determination can be made, the applicant would need to provide more detailed plans showing the height(s) of the parapet, the location, size, and heights of the roof deck, guardrail, and elevator.
 - (3) As a nonconforming structure, the hotel must comply with the requirements of LDC Section 1.6 (Nonconformities), specifically Subsection B (Regulations Applicable to All Nonconformities) and Subsection D (Nonconforming Structures). Please review these sections and ensure proposed modifications to the building are in compliance with these sections.

4. Project Drawings

- a) The existing property consists of a number of smaller parcels. Clarify what the intention is for the existing parcels (combinations, lot line adjustments, etc.). Clearly show the proposed configuration of the lot lines on the submitted plans, as the final configuration of the parcels could impact how the project is reviewed.
 - i) If any of the interior property lines are to remain, each parcel will be reviewed as a separate/stand alone parcel, any required setbacks must be observed, lot coverage calculations will be required for each lot, structures will not be permitted across property lines, and appropriate easements (cross access, parking, etc.) will be required.

5. LDC Section 2.24.E: Building Heights

- a) The project documents do not provide enough detailed information for staff to review/provide feedback on proposed building heights. Provide elevation height of all ridges, eaves, and parapets for all buildings, overlaid on a contour map showing existing topography of the site. Roof heights and topography lines must be in the same format.

6. LDC Section 5.4: Access, Connectivity, and Circulation

- a) The site plan shows an area long the northwestern property line of the lower parcel that appears that it could provide a connection from Art Barn Road to Arroyo Roble Drive (as required based on the cross access requirements of the LDC). In past conversations with the application, it has been indicated that is the intention for this strip of land. Verify that this is the case and how that connection will be memorialized (easement, dedication, etc.). If this is the intention for this area, consider moving some of the site elements so they are not impacted by a potential new road in this area (entrances to some of the units appear to be directly into this setback area).
- b) Show how pedestrian/bicycle circulation will be provided from State Route 89A to all areas of the site. A sidewalk would typically be required along Arroyo Roble Drive and Art Barn Road. If this is impractical due to the width of the road/easement or the slope of the road, provide an alternative pedestrian/bicycle access.

7. LDC Section 5.5: Off Street Parking and Loading

- a) Parking for the restaurant has been calculated based on the dining room area, not the gross area of the restaurant, as required. Calculating parking correctly will increase the amount of required parking. In lieu of increasing the amount of parking, the applicant may submit a parking analysis based on shared use (hotel guests going to the restaurant) or differing peak hours of the restaurant/hotel. See LDC Section 5.5.E.
- b) Bicycle parking is required to be provided at a rate of 1 space per 10 vehicle parking spaces. Indicate where this parking is proposed.

8. LDC Section 5.6: Landscaping, Buffering, and Screening

- a) Provide a landscaping plan that clearly shows compliance with the requirements of this section.

9. LDC Section 5.7: Site and Building Design

- a) Staff has reviewed the conceptual plans and has not noted any major flaws in the design of the buildings in relation to LDC requirements. However, a complete review is not done at this time, as a complete set of plans has not been submitted for the buildings. The applicant should review the requirements of this section and ensure the plans submitted for comprehensive review clearly show compliance with all applicable code sections.

10. LDC Section 5.8: Exterior Lighting

- a) Provide a lighting plan that clearly shows compliance with the requirements of this section.
- b) Exterior Lighting Application:
 - i) <https://www.sedonaaz.gov/home/showpublisheddocument/44952/638221678311370000>

11. LDC Section 5.9: Public Art

- a) This development will be required to provide Public Art, either through an on-site installation or a contribution to the Art in Public Places Fund. The comprehensive submittal must include how this requirement will be met.

12. LDC Article 6: Signs

- a) Provide a Master Sign Plan for the development.

13. Application Materials

- a) Review the submittal requirements of both the LDC and the Manual and ensure the comprehensive submittal includes all required documentation.



Public Works Department

102 Roadrunner Drive Sedona, AZ 86336
(928) 204-7111 • Fax: (928) 282-5348;
Hanako Ueda, EIT (928) 203-5024

PZ24-00005 (DEV)
Best Western Expansion (Conceptual)
7/11/2024

Engineering Comments

Please address all comments by the next submittal:

1. Please provide a Traffic Impact Study (see City Code 14.10 for TIS requirements).
1. Please provide a geotechnical report. Include recommendations for new pool area.
2. Please provide preliminary grading and drainage plans.
3. Please provide a preliminary drainage report.
4. Please provide a sewer design report.
5. Provide letters of serviceability for all utilities.
6. Please route the 20' easement along the rear/east of the property. Please provide 25' if possible.
7. Please show the City of Sedona 100-year floodplain on the plans.
8. The grey water usage will require a type of reuse permit through ADEQ (we are supportive of this – aim for less than 3000 gallons per day for Type 3 Recycled Water General Permit).

Prior to Issuance of Building Permit:

- Property lies in a floodplain. An elevation Certificate from an Arizona Registered Land Surveyor is required.
- Infrastructure within the ADOT ROW must be approved by ADOT. It is recommended to attend a pre-application meeting with ADOT.
- For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (DREAM 3.1.H.6.i).
- For projects involving grading of more than 5,000 cubic yards, an assurance bond is required per DREAM 3.1.G.1.
- Assurance bonds are required for all subdivision construction projects.
- Provide Final Grading and Drainage Plans. The Site Plan shall meet the requirements of DREAM Chapter 3.1.
- Provide the Final Drainage Report.
- Applicant shall follow the City of Sedona Land Development Code in its entirety.
- Applicant shall provide a Storm Water Pollution Prevention Plan. SWPPP measures shall be in place prior to the start of construction (DREAM 3.1). Storm water quality measures shall also comply with City of Sedona Code requirements (City Code Chapter 13.5)
- Accessible sidewalks and parking areas will need to meet the current US Dept. of Justice ADA requirements.
- Accessible parking/signage shall meet the requirements of the City LDC and DREAM documents.
- All concrete within the City ROW shall be colored "Sedona Red" (Davis 160 color).

Comment on Development Proposal

donotreply@sedonaaz.gov <donotreply@sedonaaz.gov>

Tue 7/16/2024 3:38 PM

To: Cari Meyer <CMeyer@sedonaaz.gov>; Megan Yates <MYates@sedonaaz.gov>; Laura Stewart <LStewart@sedonaaz.gov>

A new entry to a form/survey has been submitted.

Form Name: Comments on Development Proposals
Date & Time: 07/16/2024 3:38 p.m.
Response #: 631
Submitter ID: 6925
IP address: 24.156.93.45
Time to complete: 3 min. , 42 sec.

Survey Details

Page 1

We want to hear what you think. Please share your thoughts below. If you have questions about the project, please enter your contact information so that we can respond. Please note that all information submitted (including name, addresses, and email) will become part of the public record and will be available for public inspection.

1. Project Name:

Best Western Expansion

2.

What are your comments, concerns, ideas, and suggestions about this project?

I had wondered why the investors would spend \$20m on such a small footprint, but now I know. Has anyone considered the impact of such a large development fronted on a single lane street? (I'm guessing they'll eventually ask for a streetlight).

3. Your contact information (If you do not feel comfortable sharing or do not want this information to become a public record, a partial answer or "not applicable" is acceptable.)

Name: Frank Thomas
Address (or Street Name): 2170 East Mule Deer Road
City of Residence Sedona
E-mail: rascherft@outlook.com

4.

Would you like to receive notices about this project, such as public meeting dates?

(o) No

Thank you,
City of Sedona

This is an automated message generated by Granicus. Please do not reply directly to this email.

Agenda Item 5c:

Public hearing to review, take public testimony, discuss, and possibly take action regarding proposed revisions to the Sedona Land Development Code. The proposed revisions include allowances for Accessory Dwelling Units (ADUs), updates to reflect State legislation regarding time frames for processing residential rezoning applications, and updates to definitions to more accurately define terms.



Public Hearing Date:	October 1, 2024
Hearing Body:	Planning and Zoning Commission
Action Requested:	Recommendation of approval to City Council of revisions to the Land Development Code
Staff Recommendation:	Recommendation of approval to City Council
Applicant:	City of Sedona
Project Summary:	A City-initiated request for revisions to the Land Development Code (LDC).
Report Prepared by:	Cari Meyer, Planning Manager
Attachments:	Proposed Revisions to the LDC

This agenda item provides for a public hearing and discussion/possible action regarding revisions to the Land Development Code (LDC).

BACKGROUND

The current LDC was adopted in November 2018 following a two year update process. The LDC update was the first comprehensive overhaul of the document since 1994 and represented a significant improvement over the previous Code. As thorough as the LDC review process was, staff committed to continuing to evaluate the LDC for potential changes to address changing conditions and needs within the City. Since the 2018 updates, additional proposed changes have been brought to the Planning and Zoning Commission and City Council as needed.

These proposed changes are in response to state laws that go into effect at the beginning of 2025. The City must update our ordinances to be in compliance with these new laws prior to the effective date.

PUBLIC INPUT

Staff completed the public noticing for this project and has not received any responses as of writing this report.

DISCUSSION AND ANALYSIS

The proposed revisions are attached to this staff report. These revisions are organized by Article and Section in the same order as the LDC. This table includes the relevant section number, the current code language, the proposed code language, and an explanation of the purpose of the proposed change or any additional information relevant to the change.

LDC Section 8.6.C(4) provides approval criteria for text amendments to the LDC. The criteria state that the Planning Commission and City Council shall consider whether and to what extent the proposed amendment:

- a. Is consistent with the Sedona Community Plan, Community Focus Area Plans, other adopted plans, and other City policies;
- b. Does not conflict with other provisions of the LDC or other provisions in the Sedona Municipal Code;
- c. Is necessary to address a demonstrated community need;
- d. Is necessary to respond to substantial changes in conditions and/or policy; and

-
- e. Is consistent with the general purpose and intent of the LDC.

The changes are being proposed at this time are outlined below.

Accessory Dwelling Units (ADUs)

Based on the updated state laws and a Housing Work Session held with City Council on June 12, 2024, the following changes are proposed:

- Replace references to “Guest Quarters” with references to “Accessory Dwelling Units”.
- Allow ADUs to have a full kitchen.
- Require that ADUs constructed after September 14, 2024 only be used as a vacation rental or short-term rental if the owner resides on the property.
- Provide additional clarifications about the development standards, access requirements, building code requirements, and definitions applicable to ADUs.

Residential Rezoning Timeframes

SB 1162 sets requirements for timeframes for processing residential rezoning applications. The code updates include a new definition for “Residential Rezoning” and a reference to the applicable state law.

Quasi-Judicial Hearing Definition

Update the definition of of “Quasi-Judicial Hearing” based on direction from the City Attorney’s office.

Approval Criteria

In Staff’s opinion, these changes are consistent with the approval criteria in LDC Section 8.6.C(4). They are consistent with the general purpose and intent of the LDC as well as adopted plans and policies, are being proposed in response to community needs, and do not conflict with other LDC provisions.

PLANNING AND ZONING COMMISSION PUBLIC HEARING

This item is agendized for discussion and possible action for the October 1, 2024, Planning and Zoning Commission hearing. During this meeting, Commissioners will have the opportunity to discuss, ask questions, hear public testimony and act on the proposed revisions. The proposed revisions included with this packet are Staff’s recommendations and may be modified by the Commission.

The action of the Planning and Zoning Commission will be a recommendation (approval or denial) to City Council. The Commission can also choose to continue this item to a future meeting if they determine additional information is needed in order to take action on the proposal. However, this is tentatively scheduled for Council consideration on November 12, 2024, which, if approved, would allow the LDC changes to go into effect prior to the effective date of the state legislation.

Recommendation and Motion

PZ24-00010 (LDC)



Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

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Staff Recommendation:

Staff recommends approval of case number PZ24-00010 (LDC Revisions), consistent with the approval criteria in Section 8.6.C(4). of the LDC.

Recommended Motion for Approval:

I move to recommend to City Council approval of case number PZ24-00010 (LDC Revisions), consistent with the approval criteria in Section 8.6.C(4). of the LDC.

Proposed LDC Changes for Consideration by the Planning and Zoning Commission, October 1, 2024

Article 3 – Use Regulations:			
Section	Current Language	Proposed Change	Notes
3.2.E (Table of Allowed Uses)	Accessory Uses: Guest Quarters	Accessory Uses: Guest Quarters <u>Accessory Dwelling Units</u>	ADU proposed changes as discussed with City Council on June 12, 2024
3.4.C(2)a.1 (Accessory Buildings, Use)	A maximum of one accessory building on a lot may be used as habitable space, and may include a kitchenette but not a kitchen. No other accessory buildings shall include habitable space, bathtubs, or showers. Each accessory structure shall comply with the standards of this LDC.	A maximum of one accessory building on a lot may be used as habitable space, and may include a kitchenette but not a kitchen , <u>but at a minimum shall include a kitchenette</u> . No other accessory buildings shall include habitable space, bathtubs, or showers. Each accessory structure shall comply with the standards of this LDC.	ADU proposed changes as discussed with City Council on June 12, 2024
3.4.D(3) (Guest Quarters)	<p>Guest Quarters</p> <p>a. No more than one guest quarter use may be permitted per lot or parcel.</p> <p>b. Guest quarters shall be architecturally compatible with the principal dwelling on the lot.</p> <p>c. Mobile and manufactured homes, travel trailers, and recreational vehicles shall not be used as guest quarters.</p> <p>d. Guest quarters shall not contain a kitchen and shall be connected to the same utility services as the single-family dwelling.</p> <p>e. Guest quarters shall only be held in ownership by the owner of the principal dwelling.</p> <p>f. Detached structures used for guest quarters shall meet the setback requirements of the principal building.</p>	<p>Guest Quarters <u>Accessory Dwelling Units (ADUs)</u></p> <p>a. No more than one guest quarter use <u>ADU</u> may be permitted per lot or parcel.</p> <p>b. Guest quarters shall be architecturally compatible with the principal dwelling on the lot.</p> <p>c. <u>b.</u> Mobile and manufactured homes, <u>park models/tiny homes on wheels</u>, travel trailers, and recreational vehicles shall not be used as guest quarters <u>ADUs</u>.</p> <p>d.c. Guest quarters shall not <u>ADUs may</u> contain a kitchen and shall be connected to the same utility services as the single-family dwelling.</p> <p>e.d. Guest quarters <u>ADUs</u> shall only be held in ownership by the owner of the principal dwelling.</p> <p>f.e. Detached structures used for guest quarters <u>ADUs</u> shall meet the setback, <u>lot coverage, and height</u> requirements of the principal building.</p> <p><u>f. An ADU that is issued a certificate of occupancy on or after September 14, 2024, shall not be used as a vacation rental or short-term rental unless the</u></p>	ADU proposed changes as discussed with City Council on June 12, 2024

		<p><u>owner resides in the primary structure on the same property as the ADU.</u></p> <p><u>g. Vehicular access to an ADU from the nearest public or private street shall be provided by a common driveway with the primary dwelling. No parking space shall encroach upon fire truck access or obstruct driveway access to the primary dwelling.</u></p> <p><u>h. ADUs shall comply with all requirements of the IRC as adopted by the City.</u></p>	
Article 8 – Administration and Procedures:			
Section	Current Language	Proposed Change	Notes
8.3.C(5) (Application Review Timeline)	The Director shall establish a review timeline for development applications and shall include that information in the Administrative Manual. The Director may amend the timeline to ensure effective and efficient review under this Code.	<p><u>a. The Director shall establish a review timeline for development applications and shall include that information in the Administrative Manual. The Director may amend the timeline to ensure effective and efficient review under this Code.</u></p> <p><u>b. Residential rezoning applications shall be processed in compliance with ARS 9-462.10</u></p>	Compliance with SB1162 (Residential rezoning timeframes)
Article 9 – Definitions:			
Section	Current Language	Proposed Change	Notes
9.4.F (Accessory Uses)	<p><i>Guest Quarters</i></p> <p>A structure attached or unattached to a principal dwelling, used to house guests of the occupants of the principal dwelling, and held in ownership by the owner of the principal dwelling.</p>	<p><i>Guest Quarters:</i> <i>Accessory Dwelling Unit:</i></p> <p><u>A self-contained living unit on the same lot or parcel as a single-family dwelling, attached or unattached to a principal dwelling, used to house guests of the occupants of the principal dwelling, that includes its own entrance to the outside, sleeping and sanitation facilities, a kitchenette or that may include its own kitchen facilities, and is held in ownership by the owner of the principal dwelling.</u></p>	ADU proposed changes as discussed with City Council on June 12, 2024
9.9 (Other Defined Terms)	n/a – New Definition	<p><i>Habitable Space</i></p> <p><u>A space in a building or structure for living, sleeping, eating, or cooking.</u></p>	

9.9 (Other Defined Terms)	n/a – New Definition	<p><u>Nonhabitable Space</u></p> <p><u>A space in a building or structure that is not permitted to be used as habitable space. It shall not include bathrooms, bedrooms, sleeping rooms, kitchens, or kitchenettes.</u></p>	
9.9 (Other Defined Terms)	n/a – New Definition	<p><u>Residential Rezoning</u></p> <p><u>A rezoning application in which the requested change is from any zoning district classification to a single-family designation, a multifamily designation, or Planned Development designation in which a minimum of 50% of the square footage is proposed to be used for Residential Uses, as defined by LDC Section 9.4.A.</u></p>	Compliance with SB1162 (Residential rezoning timeframes)
9.9 (Other Defined Terms)	<p><i>Quasi-Judicial Hearing</i></p> <p>A public hearing that is judicial-like in only applying the existing adopted regulations or policies to a specific development application, as opposed to the legislative-like creation of new laws or policies.</p>	<p><i>Quasi-Judicial Hearing</i></p> <p>A public <u>board of adjustment</u> hearing that is judicial-like in only applying the existing adopted regulations or policies to a specific development application, as opposed to the legislative-like creation of new laws or policies.</p>	Legal clarification