

**Action Minutes**  
**City of Sedona**  
**Planning & Zoning Commission Meeting**  
**City Council Chambers, 102 Roadrunner Drive, Sedona, AZ**  
**Tuesday, August 20, 2024 – 4:30 p.m.**

**1. CALL TO ORDER, PLEDGE OF ALLEGIENCE, ROLL CALL**

Chair Levin called the meeting to order at 4:30 p.m., led the Pledge of Allegiance and requested roll call.

**Planning & Zoning Commission Participants:** Chair Kathy Levin, Vice Chair Charlotte Hosseini, and Commissioners George Braam, Kali Gajewski, Will Hirst, Jo Martin and Sarah Wiehl.

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

**Council Member(s) Present:** Mayor Scott Jablow and Councilors Melissa Dunn and Brian Fultz

**Guests:** Derek Pfaff, City Councilor-elect and Dori Booth, Sedona Fire District Division Chief Community Risk Reduction

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

Chair Levin thanked the city, staff, and Council in the budget for underwriting the cost for Commissioners to attend the State APA Conference either virtually or in-person and, as advertised, there are three vacancies on the Commission that will become available in November. Commissioner Braam has served two laudable terms and has decided not to be considered for a third, and we have two Commissioners that have indicated that they wish to be considered for reappointment. Those interviews typically take place in September, so if anyone in the audience is listening or have someone in mind, the Commission would benefit from either a contractor or architect. We can't replace Commissioner Braam because he was an expert in hydrology and engineering, but please have your friends consider this and consider it yourself.

Cari Meyer indicated that the Land Development Code Amendments recommended by the Commission regarding the chickens and purpose statement were approved by the Council, and as a reminder, the Volunteer Appreciation Brunch is tomorrow.

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

**a. July 16, 2024 (R)**

*Chair Levin asked if there were any corrections to the minutes and, hearing none, indicated that they stand approved.*

**4. PUBLIC FORUM: (This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for further consideration and decision at a later date.)**

*Chair Levin opened the public forum at 4:33 p.m. and, having no requests to speak, closed the public forum at 4:34 p.m.*

5. **CONSIDERATION OF THE FOLLOWING ITEM(S) THROUGH PUBLIC HEARING PROCEDURES:**
- a. **Public Hearing/Discussion/Possible Action regarding a request for a Conditional Use Permit to use an outdoor area for weddings, private, corporate, and community events (Cloth and Flame). The property is currently zoned CF (Community Facilities) and is located at 995 Airport Road (APN 408-27-001A) (135 Shrine Road). Case Number: PZ24-00003 (CUP). Applicant: Cloth and Flame, LLC**

Introduction by Chair Levin

Presentation by Cari Meyer

Presentation by Applicants Matt Cooley and Olivia Laux representing Cloth and Flame

Commission's questions of staff and applicants

*Note: Chair Levin called for a recess at 6:20 p.m. and reconvened the hearing at 6:30 p.m.*

*The Chair opened the public hearing at 6:31 p.m. and the following people spoke: Michael Vitek, Sedona; Dave Swartwout, Sedona; Ann Kelley, Sedona; Maria West, Sedona; Edward Rose, Sedona; Sarah Watts, Sedona; Samuel Britton, Sedona; and Steve Segner, Sedona was not present when called to speak.*

*Having no additional requests to speak, closed the public hearing at 6:53 p.m.*

Commission's additional questions of staff and applicants, and comments.

***MOTION: Commissioner Gajewski moved for approval of case number PZ24-00003 (CUP), Cloth & Flame – Venue on the Mesa, 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 requirements as outlined in the staff report, which staff report is hereby adopted as the findings of the Planning and Zoning Commission, and the attached conditions of approval.***

Commissioner Gajewski commented that she didn't feel the limit on events needed to happen in such a short CUP, so she is not going to add it.

Chair Levin requested the Commissioner Gajewski to consider adding the agreement that we made about the number of events during the limited period of time.

Cari Meyer requested a second on the motion first.

***Commissioner Wiehl seconded the motion.***

Commissioner Gajewski stated that she didn't see the need to limit this because it is only for a year, and they won't make it; it's semantics.

The Chair again requested that the maker of the motion amend that so the Conditions of Approval reflect that there will just be 80 events during this time period.

Commissioner Gajewski asked if that could be discussed to see how everyone feels about it, and the Chair responded, "Sure".

Commissioner Wiehl asked if it is during the entire time period or per year, and Commissioner Gajewski responded per year. The Chair added until December 31, 2025, and the applicant stated that it is plenty for them. The Chair noted that we have applicant consent and asked if there is any more discussion.

Kurt Christenson suggested that we see if the Commissioners are in agreement or not. The maker of the motion and the second has not accepted your friendly amendment suggestion as she would like to hear from the rest of the Commission as to whether they want 80 in it or not.

*The consensus was positive for including 80.*

**AMENDED MOTION: Commissioner Gajewski moved for approval of case number PZ24-00003 (CUP), Cloth & Flame – Venue on the Mesa, 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, adjusting the number to 80 events during the CUP.**

Chair Levin asked if that language will be added as a Condition of Approval, and Kurt Christenson stated yes, as part of the motion, it will be part of the Conditions of Approval. He then asked Commissioner Wiehl if she still seconded that.

**Commissioner Wiehl seconded the Amended Motion.**

**VOTE: Motion carried six (6) for and one (1) opposed. (Braam, Gajewski, Hirst, Levin, Martin and Wiehl in favor. Hosseini opposed.)**

In explaining her no vote, Vice Chair Hosseini stated by her interpretation of the use, it is more fundamental -- good business, poor location.

## **6. FUTURE MEETING DATES AND AGENDA ITEMS**

- a. Tuesday, September 3, 2024**
- b. Tuesday, September 17, 2024**

Cari indicated the meeting on the 3<sup>rd</sup> will be canceled. On the 17<sup>th</sup>, we are planning a Conceptual Review for the proposed expansion of the Best Western Arroyo Roble in Uptown, and we will be doing a site visit that morning possibly. There also is a potential agenda item for a city project but we will know by Thursday. It is potentially expanding the parking lot on 179 by Bowstring. A CUP was approved as site plan specific, so they are looking at expanding the capacity of that, so they need to return for a CUP amendment.

The Chair asked if there is information on the website, and Cari indicated yes, it is called Bowstring Parking Lot.

Commissioner Hirst pointed out that two Commissioners will be driving to Tucson on that date for the conference. Cari Meyer indicated that she would discuss it with Steve Mertes; however, it is for a Conceptual Review so it would be coming back in the future, but she doesn't know if a Conceptual Review with only a portion of the Commission would be valuable. The point of a Conceptual Review is to get as much feedback as possible.

Cari explained that we don't have anything on the agenda for October right now, so it shouldn't be an issue to push it back two weeks; we would just have to confirm the applicant is available.

Vice Chair Hosseini noted that she won't be available in October.

**7. EXECUTIVE SESSION**

**Upon a public majority vote of the members constituting a quorum, the Planning and Zoning Commission may hold an Executive Session that is not open to the public for the following purposes:**

- a. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).**
- b. Return to open session. Discussion/possible action on executive session items.**

*No Executive Session was held.*

**10. ADJOURNMENT**

Chair Levin adjourned the meeting at 7:26 p.m. without objection.

I certify that the above is a true and correct summary of the actions of the Planning & Zoning Commission in the meeting held August 20, 2024.

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Donna A. S. Puckett, Administrative Assistant

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Date