

Action Minutes
City of Sedona Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, October 1, 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 Jo Martin, Sarah Wiehl, Will Hirst, and Kali Gajewski. Commissioner George Braam was excused.

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

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

Commissioner Hirst thanked the city for allowing the Commissioners to go to the training in Tucson; it was very informative. Commissioner Martin also thanked the city for the opportunity as you get a better grasp of planning and zoning issues that impact our state. Commissioner Gajewski indicated that she hasn't completed it virtually yet, but we have access now.

Chair Levin announced that there are three vacancies on the Commission, and two incumbents are applying. We have four applications to review including the two seated members and those interviews are coming up next week.

Cari Meyer announced that last week the City Council approved the zone change for the Village at Saddlerock Crossing project with a 4-3 vote, so that will be moving forward.

3. APPROVAL OF THE FOLLOWING MINUTES:

- a. **August 20, 2024 (R)**
- b. **August 20, 2024 (SV)**

Chair Levin asked if there were any corrections to these minutes and, hearing none, stated that they stand approved.

No corrections were identified; therefore, minutes were approved as written

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.)

Opened the public forum at 4:35 p.m. and the following person spoke: Rob Smith, Sedona, AZ, regarding opposition to the provision for additional building height based on color.

Having no additional requests to speak, closed the public hearing at 4:38 p.m.

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)**

Introduction by Chair Levin

Presentation by Cari Meyer

Chair Levin disclosed that she lives in this neighborhood, but she doesn't believe that she has a conflict of interest as defined for this position. Additionally, she had asked staff before this project was put out to the public to extend the normal 300 ft. distance for notification, which adjacent to the parking lot would have been about two blocks, so she requested that staff notify the whole neighborhood. Cari Meyer indicated that staff used the same list that was used the last time around, and we updated the property owners, so we think we got everybody. The Chair then suggested posting a public notice at an additional entrance to the neighborhood, and she did a site visit with a family that lives in the neighborhood; after that, she felt we probably should have had a site visit given the scope of the project.

Comments by Applicant, City of Sedona Public Works representative John Hall

Commission's questions of staff

The Chair opened the public hearing at 5:30 p.m. and the following person spoke: Althea Johnson, Sedona, AZ, who identified current issues, including routing through the neighborhood, preference for a water filling station, the gate being left open a lot, an increase in trash on Arrow an Bowstring, parking in front of her house and along the streets, and the golf cart driving through the neighborhood instead of on SR 179. Additionally, she stated that the bypass lane seems reasonable, put in the bathroom, get rid of the port-a-potties, put the water filling station in, put the ramada in to make it shady, but increasing the parking lot and removing those old-growth trees would be a loss, and there is no sidewalk consideration.

Having no additional requests to speak, closed the public hearing at 5:33 p.m.

Commission's additional questions of staff and applicant's representative, and comments.

Commissioners expressed concerns about the lack of information and suggested a continuance with a site visit.

MOTION: Commissioner Martin moved to continue the Conditional Use Permit Amendment to expand the parking lot for the trailhead shuttle at 1294 & 1406 State Route 179 (North State Route 179 Trailhead Shuttle). 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. Commissioner Hirst seconded the motion.

Chair Levin indicated that she would recommend a site visit as well.

VOTE: Motion carried six (6) for (Gajewski, Hirst, Hosseini, Levin, Martin and Wiehl in favor) and zero (0) opposed. Commissioner Braam was excused.

Commissioner Hirst noted that he will not be present on the 19th of November.

- 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)**

Introduction by Chair Levin

Presentation by Cari Meyer

Presentation by Applicant Ensemble Investments, LLC representative Randy McGrane and March Design Group Architect Michael Marcoux, with additional information provided by Best Western Arroyo Roble General Manager Nicholas Hatcher.

Commission's questions of staff and applicants' representatives

The Chair opened the public hearing at 6:50 p.m. and the following person spoke: Sedona Arts Center Executive Director Julie Richard, Cornville, AZ, who stated that the art plaza will be available for the Sedona Arts Center to use and having the restaurant close by will be great, plus parking has been committed which is critical for their events. She added that applicants have been huge supporters by volunteering for events and providing financial support. They are committed to the arts and sustainable development, so she urged support for their expansion.

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

Commission's additional questions of applicants' representatives and comments

No action was taken.

Note: Chair Levin called for a recess at 6:55 p.m. and reconvened the hearing at 7:15 p.m.

- 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**

Introduction by Chair Levin

Presentation by Cari Meyer

Commission's questions of staff

The Chair opened the public hearing at 7:27 p.m. and the following person spoke: Cameron Wylde, Sedona, AZ, expressed concerns, as a realtor and manager of 33 short-term rentals in Sedona, regarding the goal of preventing an owner from building an ADU as a short-term rental. It is telling property owners what they can and can't do with their property and someone that purchased their property may have intended to build an ADU, then suddenly this rule is coming down that changes the value of their property, so looking at current owners and how it affects them in ways they couldn't have foreseen needs to be considered. Maybe there could be some distinction between an ADU that has a kitchen and one that just has a kitchenette in a small 200 sq. ft. ADU that would never be a long-term rental.

Having no additional requests to speak, closed the public hearing at 7:30 p.m.

Vice Chair Hosseini suggested that Mr. Wylde talk with staff as she is not sure his interpretation is correct.

Commission's additional questions of staff and comments.

MOTION: Commissioner Gajewski moved 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. Commissioner Martin seconded the motion.

Commissioner Hirst asked about the definition of the resident requirement being part of the motion, and Kurt Christianson explained that he has some language that will work well, and we will make sure that is included, but it can be part of the motion as well.

AMENDED MOTION: Commissioner Gajewski moved 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 Land Development Code, including language that defines a full-term resident. Commissioner Martin seconded the amended motion.

VOTE ON AMENDED MOTION: Amended Motion carried six (6) for (Gajewski, Hirst, Hosseini, Levin, Martin and Wiehl in favor) and zero (0) opposed. Commissioner Braam was excused.

Cari indicated this item is scheduled for the City Council on November 12th, so any additional written comments from the public would be needed prior to that meeting.

6. FUTURE MEETING DATES AND AGENDA ITEMS

a. Tuesday, October 15, 2024

b. Tuesday, November 5, 2024

Cari Meyer stated that the meeting on October 15th is cancelled. We will work with Public Works to come back sometime in November. On November 5th, we have a Time Extension request for the Sunset Lofts project to extend the Development Review approval, and we may have the Development Review for the housing project on Shelby.

Commissioner Hirst stated that he will be traveling on November 19th and may be not available. Cari then requested that the Commissioners let her know if there are any vacation plans for the holiday season.

7. **EXECUTIVE SESSION** Upon a public majority vote of the members constituting a quorum, the Planning and Zoning Commission may hold an Executive Session that is not open to the public for the following purposes:
- a. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
 - b. Return to open session. Discussion/possible action on executive session items.

No Executive Session was held.

8. **ADJOURNMENT**

Chair Levin adjourned the meeting at 7:40 p.m. without objection.

I certify that the above is a true and correct summary of the actions of the Planning & Zoning Commission in the meeting held on October 1, 2024.

Donna A. S. Puckett, *Administrative Assistant*

Date