

AGENDA

City of Sedona Planning and Zoning Commission Site Visit

9:00 AM

Tuesday, May 20, 2025

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 site visit tour open to the public on Tuesday, May 20, 2025, beginning at 9:00 am at 463 Brewer Road and continuing to 40 Cultural Park Place.

NOTES:

- Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: www.sedonaz.gov

GUIDELINES FOR PUBLIC COMMENT

- There will be no public comment during the site visit.

1. CALL TO ORDER & ROLL CALL
2. The Commission and Staff will participate in a site visit of the area of the proposed Canyon Vista Subdivision and Western Gateway Master Plan, meeting at the following location:

- 463 Brewer Road, continuing to 40 Cultural Park Place

These site visits will be in preparation for the following items included on the Commission's agenda for May 20, 2025

- a. Public Hearing/discussion/possible action regarding a request for a Preliminary Plat approval to create 11-unit subdivision at 463 Brewer Road on ± 5.72 acres. (Canyon Vista). The subject property is zoned Single-Family Residential (RS-10) and is located on the west side of Brewer Road, between Prochnow Road and Juniper Lane. APN: 401-20-027G.

Case Number: PZ23-00005 (SUB)

Applicant/Property Owner: CV Development Sedona Inc (William Heyer)

- b. Discussion/Possible Direction regarding the Western Gateway Master Plan.

Case Number: PZ25-00004 (MP)

Applicant: City of Sedona

3. ADJOURNMENT

Physical Posting: May 15, 2025

By: DJ

Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: www.sedonaz.gov/your-government/meetings-documents 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

City of Sedona Planning and Zoning Commission Meeting

4:30 PM

Tuesday, May 20, 2025

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, May 20, 2025, 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 falmutawa@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. April 15, 2025 (R)
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 a request for a Time Extension/Amendment to a previously approved Development Review application. The Amendment would add a phasing plan to the project and provide additional time for the construction of a 5,000 square foot Meadery/coffee house, 3,000 square foot warehouse, and 15 multifamily housing units (Alkemista). The property is zoned Commercial (CO), is ±0.87 acres, and is located northeast of the intersection of W State Route 89A and Goodrow Lane. APN 408-24-070L & M

Case Number: PZ25-00002 (TE/Amendment)

Owner: Blueflagiris, LLC & Redrockiris, LLC (Sergio Goma)

Applicant: Tierra Verde Builders (Pam Miller)

- b. Public Hearing/discussion/possible action regarding a request for a Preliminary Plat approval to create 11-unit subdivision at 463 Brewer Road on ± 5.72 acres. (Canyon Vista). The subject property is zoned Single-Family Residential (RS-10) and is located on the west side of Brewer Road, between Prochnow Road and Juniper Lane. APN: 401-20-027G.

Case Number: PZ23-00005 (SUB)

Applicant/Property Owner: CV Development Sedona Inc (William Heyer)

6. Discussion/Possible Direction regarding the Western Gateway Master Plan.

Case Number: PZ25-00004 (MP)

Applicant: City of Sedona

7. FUTURE MEETING DATES AND AGENDA ITEMS

- a. Tuesday, June 3, 2025
- b. Tuesday, June 17, 2025

8. 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:

AGENDA

City of Sedona Planning and Zoning Commission Meeting

4:30 PM

Tuesday, May 20, 2025

- 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.

9. ADJOURNMENT

Physical Posting: May 15, 2025 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 a request for a Time Extension/Amendment to a previously approved Development Review application. The Amendment would add a phasing plan to the project and provide additional time for the construction of a 5,000 square foot Meadery/coffee house, 3,000 square foot warehouse, and 15 multifamily housing units (Alkemista). The property is zoned Commercial (CO), is ±0.87 acres, and is located northeast of the intersection of W State Route 89A and Goodrow Lane. APN 408-24-070L & M

Case Number: PZ25-00002 (TE/Amendment)

Owner: Blueflagiris, LLC & Redrockiris, LLC (Sergio Goma)

Applicant: Tierra Verde Builders (Pam Miller)

Staff Report
PZ25-00002 (TE/Amendment)
Alkemista Time Extension/Amendment



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

Public Hearing Date: May 20, 2025

Hearing Body: Planning and Zoning Commission

Action Requested: Time Extension/Amendment of Previously Approved Development Review Approval (Alkemista)

Staff Recommendation: Approval of Time Extension/Amendment

Address: 2144 W State Route 89A & 40 Goodrow Lane

APN: 408-24-070L & M

Owner: Blueflagiris, LLC and Redrockiris, LLC

Applicant: Tierra Verde Builders (Pam Miller)

Project Summary: A request for a Time Extension/Amendment to a previously approved Development Review application. The Amendment would add a phasing plan to the project. No other changes are proposed.

Report Prepared by: Gary Leikness, Senior Planner

Attachments:

1. [Application and Letter Requesting Time Extension/Phasing Plan](#)

This agenda item provides for a public hearing and discussion/possible action regarding a request for a Time Extension/Amendment, to a previously approved Development Review Application.

BACKGROUND

The following is a timeline of the project to this point:

- June 2021: Development Review application, PZ21-00010 (DEV), was submitted to Community Development Staff and 1st review commenced.
 - Additional submittals were received/comments were provided in April 2022, January 2023, and April 2023.
- June 6, 2023 (Planning and Zoning Commission): Approval of the Development Review application.
 - The 15-day appeal period expired, and the approval became effective on June 21, 2023.
 - Standard conditions of approval require the issuance of permit and construction beginning within two (2) years (June 21, 2025).
- June 11, 2024 (City Council): Approval of a Development Agreement (Resolution No. 2024-12) with Blueflagaris LLC, Redrockiris LLC, Alkemista Inc., Alkemista Brew Inc., for lease term restrictions on the multi-family units, shared parking agreements, and restricted hours of operation for commercial uses.
- January 1, 2024: Building permits for Building 1 were submitted.
- August 4, 2025: Building permits for Building 1 were issued.

- Building permits require an inspection to be completed every 6 months to remain valid. A time extension for an additional 6 months was approved in February 2025, giving the project until August 2025 to complete the first inspection.

While permits for Building 1 have been issued, construction has not yet begun and the entire project consists of 4 separate buildings, which require separate permits. Without a time extension for the Development Review approval, additional building permits cannot be issued after June 21, 2025 and the Development Review process would need to start over in order for the project to proceed.

The applicant's request also includes a request for approval of a phasing schedule, based on their best estimate of how the project is anticipated to proceed. The proposed phasing plan is as follows:

- Building 1: Start construction by July 2025, complete by July 2027
- Building 2: Start construction by August 2027, Complete by July 2028
- Building 3: Start construction by August 2028, Complete by April 2029
- Building 4: Start construction by May 2029, Complete by December 2029

Additional information, including links to approved plans can be found at the following link:

<https://www.sedonaaz.gov/your-government/departments/community-development/projects-and-proposals/alkemista>

PUBLIC INPUT

Staff completed the public noticing for this project and has no written comments as of 5/12/2025.

DISCUSSION AND ANALYSIS

The Land Development Code ([LDC](#)) allows the body that originally approved the application to grant a maximum of two time extensions. The first time extension may be for a maximum of two (2) years and shall meet the following criteria ([LDC Section 8.3.H\(3\)d](#) (Evidence Required to Support Extension Requests)):

1. Despite the good faith efforts of the applicant, circumstances beyond their control have prevented the timely pursuit of the development and completion of the necessary requirements within the originally authorized time period; or
2. The applicant has completed substantial property improvements, incurred substantial nonrecoverable monetary expenditures or commitments, or has completed supporting development improvements, or retained the services for preparation of supporting data in reliance upon the approval of the request.

Staff Evaluation (Criteria 1 and 2): According to the applicant, "Delays in construction are due to challenges with funding for the project and communication with all parties involved." Other projects in the City have seen similar delays, as funding sources and interest rates have changed significantly over the past few years. The applicant has obtained permits for the first building, paid all applicable fees, and intends to begin construction within the next few months. However, securing funding and obtaining permits for the remaining 3 buildings has not been possible within the originally established time frame.

3. In either instance, the applicant is, in good faith, continuing to diligently pursue implementation of the development to the degree authorized by the City and the applicant shall be current on all City fees, including wastewater billing charges, and has no code violations or environmental, health and safety issues existing on the property.

Staff Evaluation (Criteria 3): The applicant has secured a permit for Building 1 and has stated they intend to continue to pursue development of the entire project. Based on the proposed phasing schedule submitted with this request, it appears they anticipate being able to construct one building at a time rather than the single phase originally anticipated. The property is current on all City fees and there are no current code violations on the property. While the property did receive a code enforcement complaint last fall regarding the weeds on the property, this was addressed by the property owner.

In addition to the request for a time extension, the applicant has included a proposed phasing schedule for the buildout of the project. Condition of Approval 2 of the original approval states that “The project shall be constructed in a single phase.” [LDC Section 8.3.H\(4\)b](#) permits the Planning and Zoning Commission to modify conditions of approval.

The same reasons stated and reviewed under the time extension request apply to the request for a phasing plan. The phasing plan was developed in collaboration with the contractor and represents what the applicant believes is an appropriate approach to building out the development. The dates on the phasing plan represent a deadline for permits for each phase to be issued; if construction progresses more quickly than anticipated, there would be nothing preventing the applicant from obtaining permits sooner.

Conclusion

The time extension request addresses the approval criteria in [LDC Section 8.3.H\(3\)d](#). In addition, the applicant has requested consideration of a phased approach. While [LDC Section 8.3.H\(3\)](#) permits a blanket time extension, [LDC Section 8.3.H\(4\)](#) permits the Planning and Zoning Commission to amend the conditions of approval. In this case, Condition 2 would be amended to incorporate the proposed phasing schedule.

No other changes or modifications to the approved plans are being proposed. The original application was found to be in compliance with the approval criteria for all development. There have been no LDC changes in the past two years that would change this evaluation or would create a nonconforming situation if the project were to be developed as approved.

Staff is supportive of approval of the phasing plan, as it provides clarity in moving the project forward and provides certainty to the property owner as they work to obtain financing and permits for each building.

Recommendation and Motion

PZ25-00002 (TE)

Alkemista Time Extension



Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

Staff Recommendation:

Staff recommends approval of case number PZ25-00002 (TE/Amendment), Alkemista Time Extension/Amendment, consistent with the approval criteria in [LDC Sections 8.3.E\(5\)](#) and [8.3.H\(3\)d](#).

Recommended Motion for Approval:

I move to approve case number PZ25-00002 (TE/Amendment), Alkemista, consistent with the approval criteria in [LDC Sections 8.3.E\(5\)](#) and [8.3.H\(3\)d](#), and subject to the conditions of approval listed at the end of this staff report.



As Recommended by Staff

1. Condition of Approval 2 of PZ21-00010 (DEV), Alkemista, shall be amended as follows:

The project shall be developed according to the following phasing schedule:

- Building 1: Start construction by July 2025, Complete by July 2027
 - Building 2: Start construction by August 2027, Complete by July 2028
 - Building 3: Start construction by August 2028, Complete by April 2029
 - Building 4: Start construction by May 2029, Complete by December 2029
2. All other conditions of PZ21-00010 (DEV), Alkemista, shall remain in effect.

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	Alkemista		
	Project Address	2144 W SR89A and 40 Goodrow LN	Parcel No. (APN)	408-24-070A,C L.M.
	Primary Contact	Pam Miller	Primary Phone	928-533-9620
	Email	pmiller@tierraverdebuilders.com	Alt. Phone	928-567-2477
	Address	400 Finnie Flat Rd	City/State/ZIP	Camp Verde, AZ 86322
Office Use Only	Application No	PZ 25-00002	Date Received	2/27/25
	Received by	Cari	Fee Paid	\$1,250

Project Description	A new multi-use project at the two existing commercial properties located at 2144 State Route 89-A and 40 Goodrow Lane. The proposed project will be a total of four buildings for a new mead brewery and coffee roasting with separate tasting rooms and fifteen long term apartment rental units with the associated driveway, parking and walkways.
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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	Blueflagiris LLC	Contact Name	Sergio Goma
	Project Role	OWNER	Primary Phone	858-210-5261
	Email	sergio@alkemista.com	Alt. Phone	
	Address	120 Fox Trail Loop	City/State/ZIP	Sedona, AZ 86351
Contact #2	Company	Tierra Verde Builders	Contact Name	Ben Bassous
	Project Role	General Contractor	Primary Phone	928-567-2477
	Email	bbassous@tierraverdebuilders.com	Alt. Phone	928-300-9443
	Address	400 Finnie Flat Rd	City/State/ZIP	Camp Verde, AZ 86322
Contact #3	Company		Contact Name	
	Project Role		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	

RECEIVED
 FEB 27 2025
 CITY OF SEDONA
 COMMUNITY DEVELOPMENT

Alkemista Development

Owner/Developer:
Blueflagiris LLC
Sergio and Ofelia Goma
120 Fox Trail Loop
Sedona, AZ 86351

REQUEST FOR EXTENSION OF APPROVED DEVELOPMENTAL PERIOD WITH NEW PROPOSED PHASING OF PROJECT

Owners Sergio and Ofelia Goma are requesting an extension of the developmental period granted by the City of Sedona in June 2023, expiring June 2025. Sergio and Ofelia also request approval for a new phasing schedule.

The multi-use project at 2144 W State Route 89A/40 Goodrow Lane, includes approximately 5,000 square foot Meadery/coffee shop, approximately 1,300 square feet warehouse space, and 15 residential units. The property is zoned Commercial (CO), approximately 0.87 acres, and is found northeast of the intersection of State Route 89A and Goodrow Lane. The new Alkemista Brew and Coffee along with the new residential housing will add to the existing surrounding environment and it will take advantage of the existing pedestrian, biking and public transportation connections.

Delays in construction are due to challenges with funding for the project and communication with all parties involved.

The grading and drainage permit along with the building permit for building 1 have been approved. The civil work will begin in June of 2025.

This is the proposed phasing schedule:

Building	Start	Completion
Building 1	07/2025	07/2027
Building 4	08/2027	07/2028
Building 3	08/2028	04/2029
Building 2	05/2029	12/2029

Sergio and Ofelia are excited about becoming part of the Sedona community and offering a meeting place for residents as well as affordable housing.

Thank you for your consideration of extension and approval of the phasing schedule.

Submitted by: Pam Miller
Project Manager, Tierra Verde Builders

For:
Sergio and Ofelia Goma
858-210-5261

DESIGNATION OF AGENT

PROPERTY INFORMATION: 2144 W SR89A and 40 Goodrow Ln, Sedona.

Parcel #: 408-24-070A and 408-24-070C.

PROPERTY OWNER INFORMATION:

OWNER(S) NAME: Sergio Goma


MAILING ADDRESS: 120 Fox Trail Loop, Sedona, AZ 86351

PHONE: 858-210-5261 EMAIL: sergio@alkemistagroup.com

PROJECT DESCRIPTION: Alkemista-A new multi-use project at the two existing commercial. The proposed project will be a total of four buildings for a new mead brewery and coffee roasting with separate tasting rooms and fifteen long-term apartment rental units

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the City of Sedona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the City and related agencies, and WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections, NOW THEREFORE, the undersigned owner hereby designates: Tierra Verde Builders, Pam Miller and Ben Bassous , whose address is 400 Finnie Flat Rd, Camp Verde, AZ 86322 is as agent to file the permit applications and related documents with the City of Sedona, with such authority to continue until the application process is complete or as may be earlier revoked in writing.

OWNER NAME: Sergio Goma

SIGNATURE:  _____

DATE: 2/19/2015

Agenda Item 5b:

Public Hearing/discussion/possible action regarding a request for a Preliminary Plat approval to create 11-unit subdivision at 463 Brewer Road on ± 5.72 acres. (Canyon Vista). The subject property is zoned Single-Family Residential (RS-10) and is located on the west side of Brewer Road, between Prochnow Road and Juniper Lane. APN: 401-20-027G.

Case Number: PZ23-00005 (SUB)

Applicant/Property Owner: CV Development Sedona Inc (William Heyer)

Staff Report
 PZ23-00005 (SUB)
 Canyon Vista Subdivision
 Summary Sheet



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

Meeting Date: May 20, 2025

Hearing Body: Planning and Zoning Commission

Project Summary: **11-unit single-family residence cluster subdivision**

Action Requested: Recommendation of Approval of Preliminary Plat

Staff Recommendation: Recommendation of Denial of Preliminary Plat

Location: 463 Brewer Road

Parcel Number: 401-20-027G

Owner/Applicant: CV Development Sedona INC (William Heyer)
 2421 Wooldridge Dr. Austin, TX 78703

Authorized Agent: Sefton Engineering (Glenn Smith)
 40 Stutz Bearcat Dr. Sedona, AZ 85336

Site Size: ± 5.72 acres

Community Plan Designation: Single Family Medium Density

Zoning: RS-10 (Single-Family Residential), maximum density: 4 units per acre

Current Land Use: Vacant

Surrounding Properties:

	<i>Area Zoning</i>	<i>Area Land Uses</i>
North:	RS-18	Residential, Sky Ridge Subdivision
East:	RS-10	Residential
South:	RS-10	Residential
West:	PD, NF	Residential Les Springs Subdivision, National Forest

Report Prepared By: Megan Yates, Assistant Planner

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¹ Due to file size constraints, the following are not included in the packet, but can be reviewed online at https://www.sedonaaz.gov/i-want-to/find/documents/-folder-5927#docfold_14_0_1680_5927: Traffic, Slope Analysis, Construction Plans, Cost Estimate, Circulation Plan, Metes & Bounds, Sight Line Exhibit, Citizen Participation, Geo Tech, Will Serve Letters, and Drainage Report.

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SUBDIVISION AND PLATTING PROCESS

Platting procedures for new subdivisions are laid out in Land Development Code (LDC) [Section 8.5 \(Subdivision Procedures\)](#). The first step in the platting process is the Preliminary Plat ([LDC Section 8.5.A](#)). The purpose of the preliminary plat is to “provide a mechanism for the City to review an overall plan for a proposed subdivision to ensure compliance with this Code and the adequate provision of facilities and services in the City.” ([LDC Section 8.5.A\(1\)](#)). Submittal requirements and review procedures for the platting process are contained in [LDC Section 8.5.A\(3\): Application Submittal and Review Procedure](#), and [Administrative Manual Sections 1.1: General Application Submittal Requirements](#) and [1.3: Subdivision Requirements](#).

For subdivision of more than 10 units, prior to beginning the preliminary plat process, a conceptual plat may be required. The Director may waive the conceptual plat requirements based on the basis of potential location or visually related impacts ([LDC Section 8.5.A\(3\)b.1](#)). The original application was for 8 lots in a traditional subdivision which was later changed to an 11-lot cluster subdivision based on Staff comments. As the application had started as a preliminary plat application, the applicant had all the required documents for the preliminary plat, the modification to a cluster subdivision was done at the suggestion of City Staff, and the density is less than half of the permitted density for the zoning district, the conceptual plat review was waived.

After the Planning and Zoning Commission makes a recommendation to Council, Staff will schedule a public hearing with City Council, at which time the Council will approve, approve with conditions, or deny the Preliminary Plat. If the Council approves the Preliminary Plat, the applicant will submit a revised preliminary plat (if necessary) for Staff review, followed by the Final Plat for City Council review. The Commission’s involvement in the platting/subdivision process ends after a recommendation on the Preliminary Plat has been forwarded to City Council.

PROJECT DESCRIPTION

The applicant is seeking approval of a Subdivision application to allow for an 11-unit single-family cluster subdivision on approximately 5.72 acres (approximately 1.92 units per acre).

Subdivision of this site is regulated by the Land Development Code (LDC) requirements, including [Article 2 \(Zoning Districts\)](#), and [Article 7 \(Subdivision\)](#).

The proposal does not include review or approval of any new houses. If the plat is approved, review of single-family houses would occur through the City’s building permit review process.

BACKGROUND AND PROPERTY INFORMATION

Site Characteristics

- The project site is one parcel of approximately 5.72 acres.
- The property is in Coconino County.
- The property is vacant.
- The property is not part of a subdivision.

- There is one point of access to the site from Brewer Road to a new street (shown as Denise Lane on the Preliminary Plat). The access point is unimproved.
- The existing vegetation consists of a mixture of mature trees and shrubs.

Zoning and Community Plan Designations

The site is designated Single Family Medium Density (2 to 4 units per acre) in the Community Plan, zoned RS-10 (Single Family Residential) and is currently vacant. City and County records do not show that the property has ever been developed. The purpose of the RS-10 zoning district is:

“...to accommodate and preserve medium-density single-family residential uses with limited community and educational uses and incidental or accessory uses. This district can also serve as a transition between low- and medium-density single-family residential to higher-density residential zoning districts.

[LDC Section 2.5.A](#)

The RS-10 zoning district (LDC Section 2.5.B) contains the property development standards that are used in the review of the proposed subdivision. These standards include the following:

- Minimum lot area: 10,000 square feet
- Minimum lot width: 80 feet
- Density: Maximum of 4 units per 1 acre

Due to the topography of the property, the applicant has submitted a cluster subdivision proposal, as permitted in [LDC Section 7.3.J: Alternatives to Subdivision Standards](#), [LDC Section 7.3.J\(2\)c](#), [Table 7.1, Cluster Subdivision Standards](#), outlines the development standards for a Cluster Subdivisions which include the following:

- Minimum parcel area: 3 acres
- Minimum lot width: 25 feet
- Maximum Density: Underlying zoning district (RS-10, 4 units per acre)

In addition, the property development standards for RS-10 include lot coverage, setbacks, building heights, etc., that will guide the development of the proposed lots. Future buildings would be subject to the standards in place at the time of building permit submittal.

Previous Proposals

This property has been the subject of previous subdivision proposals including the following:

- SUB2005-7 (Canyon Vista Subdivision)
 - 8-unit traditional subdivision
 - Property owner never completed the process. Subdivision of this property requires a new application which will be reviewed based on the development standards in effect at the time of submission.
- Canyon Vista Subdivision: PZ21-00013 (SUB)
 - 8-unit traditional subdivision
 - Application submitted September 2021; Comments provided November 2021
 - Application was determined as abandoned in November 2022 due to lack of resubmittal after comments were provided.

Current Proposal

The applicant first contacted City Staff in 2023 to discuss the proposed subdivision. The following is a timeline of the project to this point:

- April 2023: Applicant submitted for Preliminary Plat Review for an 8-unit traditional subdivision
 - Comments were provided by Staff on June 20, 2023
 - Due to the topography of the property, Staff recommended consideration of a cluster subdivision
- February 2024: Applicant resubmitted Preliminary Plat application (2nd Submittal, 1st Submittal with the Cluster Layout)
 - The resubmittal was for a revised subdivision layout showing an 11-unit cluster subdivision and relocation of the road
 - Staff provided comments to Applicant on May 8, 2024
- September 2024: Applicant resubmitted Preliminary Plat application (3rd Submittal, 2nd Submittal with the Cluster Layout)
 - Staff provided comments to Applicant on October 21, 2024
 - As many of the comments Staff had had gone unaddressed through multiple submittals, the applicant was informed that Staff would not be providing an additional round of comments. If comments remained unaddressed, the project would be moved forward to the public hearing phase as-is.
- February 2025: Applicant resubmitted final Preliminary Plat documents (4th Submittal, 3rd Submittal with the Cluster Layout)
- May 20, 2025: Planning and Zoning Commission Public Hearing, Preliminary Plat.
- Future Dates TBD: This project will require a public hearing with the City Council for the Preliminary Plat and, if the Preliminary Plat is approved, approval by the City Council for the Final Plat. Those meeting dates have not been determined.

PUBLIC INPUT

- The applicant completed a Citizen Participation Plan. A summary of their efforts is included in [Attachment 2.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 property was posted with a Notice of Public Hearing, and a notice was published in the Red Rock News on May 2, 2025.
- 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

The application materials were routed to all internal and external reviewing agencies for comments. Comments were received from the following agencies:

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

The latest round of comments provided to the applicant are included as [Attachment 4](#). Comments have not been fully addressed, as outlined in the Subdivision Checklist ([Attachment 3](#)) and Staff's evaluation of the project below.

DEVELOPMENT PROPOSAL

The applicant is proposing a new 11 lot single-family subdivision on approximately 5.72 acres. For the subdivision to be constructed, the following must be approved:

1. Subdivision (SUB) application for the subdivision layout (lots and streets)

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

Phasing

- The subdivision streets and infrastructure are proposed to be developed in a single phase. Development of the proposed lots would occur through the City's single-family home review process, which is an administrative process, conducted by City staff, and does not require Planning and Zoning Commission review or public input.

Subdivision Layout

- The subdivision provides one access point at the southwest end of the subdivision.
- The proposed road is a 30-foot-wide private right-of-way that goes through the middle of the subdivision, with lots on each side of the road.
- Separate properties (Tracts A, B, and C) are proposed for the right-of-way and open space.

Sedona Land Development Code (LDC)

A comprehensive evaluation for compliance with all applicable sections of the Land Development Code was conducted and is in [Attachment 3](#) (Subdivision Checklist). The areas where Staff has made a determination of partial or non-compliance are summarized below. Sections not included below are section where Staff has made a determination of compliance.

- [LDC 7.3: Subdivision Standards](#)
 - A cluster subdivision ([LDC Section 7.3.J – Alternatives to Subdivision Standards](#)) is proposed.
 - The City's Public Works/Engineering Staff has reviewed the grading and drainage plans, and, if the plat is approved, will review the final plans for compliance with applicable requirements before grading permits are issued.
- [LDC 7.3.C\(2\) \(Lot Planning, Lot Sizes and Configuration\)](#)
 - Many of the lots have placement and orientation similar to a flag lot. Many of the building envelopes have irregular shapes (particularly Lots 7 – 11) which do not appear to follow topographical features.
 - As these types of lots are discouraged and they do not appear to have been designed this way for topographical reasons or natural features, Staff is not supportive of the irregular shapes of the lots.
- [LDC Section 7.3.C\(4\) \(Lot Planning, Access\)](#)
 - Subdivisions must provide two access points "unless it can be shown to the satisfaction of the City Engineer that legal, topographical, and/or engineering constraints preclude such access." The proposal is for a single access subdivision.

- The steep topographical constraints of the parcel provides some justification to limit the access to a single point; however, Applicant has not provided City Engineer with written claims that legal, topographical, and/or engineering constraints preclude a secondary access.
 - There are no other rights-of-way adjacent to the parcel, all surrounding properties to the north, south, west, and east, are privately owned or the National Forest but a secondary emergency access might be obtained.
 - The Sedona Fire District’s comments state “Based upon the topography and being located in the Wildland Urban Interface, a secondary vehicular access point may be required. The Fire Protection Plan will provide insight into the types of fuels present and how a fire may spread through the development.”
 - Staff has not been provided with updated comments from the Fire District to determine whether this comment has been addressed.
- [LDC Section 7.3.C\(5\) \(Lot Planning, Flag Lots\)](#)
 - The driveway access for Lot 5 is 25’ wide. 30 feet is required.
 - This width is to ensure that sufficient space existing for the driveway and utilities. As no justification for the proposed width is provided, Staff is not supportive of the width of the driveway access for Lot 5.
- [LDC Section 7.3.D\(2\) \(Sensitive Lands, Steep Slope and Ridgeline Development\)](#)
 - The building envelopes for Lots 6 – 11 are located near the crest of the ridgeline. An LDC compliant line of sight has not been provided; staff has been unable to determine if the buildings would be silhouetted or if the existing trees would provide screening.
- [LDC Section 7.3.D\(3\) \(Sensitive Lands, Hillside Development Area\)](#)
 - New subdivisions require sidewalks ([LDC Section 7.3.F\(5\) – Sidewalks](#)) that may be replaced with a trail or pathway in hillside development areas. Required sidewalks would be 5 feet wide on both sides of the road. The construction plans ([Page 3 of Attachment 2.d](#)) show a single 4-foot-wide trail through a portion of the open space that does not replace the two required five-foot sidewalks and provides much less pedestrian access and connectivity.
 - Staff is not supportive of a 4-foot trail as a replacement for the required sidewalks as the proposed trail does not provide the same pedestrian access through the property as sidewalks would, as outlined below:
 - Lots 1, 2, and 3 do not have access to the trail.
 - Lot 6 has a trail to Denise Lane, which does not have pedestrian facilities.
 - The trail connection from Lots 7 – 11 ends at the easement for Lot 5 which does not have pedestrian facilities.
 - It is unclear how pedestrian access from the trail to Brewer Road will be provided.
 - The proposed trail is located on a hillside that has a 45 – 60% slope whereas sidewalks along Denise Lane would have a maximum of 15% slope to match the slope of the road.
 - The trail is not shown on the Preliminary Plat, only on the constructions plans, and is shown going through Tracts A and B, which is designated as “Open Space/No Development”.
 - Private access ways serving more than one lot must have a minimum paved surface of 16 feet in width. Access for Lots 7 – 11 are not shown on the plat and it does not appear

sufficient space has been given along the road for them to have individual driveways. Shared access ways, which are not shown, is required for compliance with this section.

- [LDC 7.3.F\(4\) \(Street Design, Street Design Standards\)](#)
 - A 50-foot-wide ROW is required to accommodate streets, utilities, drainage, etc. This application proposes a 30-foot-wide ROW (Tract C), and additional grading is proposed outside of the ROW within Tracts A and B which are designated as “No Development”. The ROW easement should be expanded to include all the associated infrastructure.
 - Hammerhead turnarounds are proposed at the end of Denise Lane, another for the shared driveway for Lots 1 – 3 and a third at the end of the driveway for Lot 5. The Fire District would need to approve the final design of these three turnaround areas.
- [LDC 7.3.F\(5\) \(Street Design, Sidewalks\)](#)
 - 5’ sidewalks on both sides of a new street are required. As stated above([LDC 7.3.D\(3\)](#)), sidewalks are not being proposed. A 4-foot-wide trail is proposed, which Staff does not support.
- [LDC 7.3.H: Subdivision Standards, Easement Planning](#)
 - The developer must provide written documentation of approval by the utilities with respect to the easements.
 - Will serve letters have been provided, along with an email from Arizona Water Company stating they have not received a formal submittal of the water plans and cannot determine approval until the required documents have been submitted.
 - Staff has requested written approval and explained that will serve letters are not written documentation of approval as required by the LDC. Updated letters of approval have not been submitted.
 - Tract C is the easement for ingress/egress, drainage, and utilities. The utilities are proposed to share the same easement as the 30-foot-wide ROW and the construction plans show grading outside of the easement within Tracts A and B which are designated as “No Development”. Sidewalks are not proposed for this property and Tract C does not provide space for bike lanes.
 - Access to the Forest Service land is not prohibited by the plat but would need to be coordinated with the Forest Service.
 - All other required easements have been provided.

REVIEW, COMMENTARY, AND ANALYSIS

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

- **SUBDIVISION:** Review of Preliminary Plat, recommendation to City Council

Discussion

Land Development Code Findings: All Development Applications

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:

B. 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.

C. 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: *There are no previous approvals that the current proposal would need to be consistent with. The previous approval of 2005 is no longer valid.*

D. 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.

Staff Evaluation: *This section does not apply to proposed subdivisions; this criterion is not applicable.*

E. 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: *Based on Staff's initial evaluation, the proposed subdivision does not comply with all applicable Land Development Code Requirements, including the following:*

- *LDC Section 7.3.C(2)d: Lots have placement and orientation similar to a flag lot which is discouraged and many of the building envelopes have irregular shapes (Lots 7 – 11) that do not appear to follow topographical or natural features.*
- *LDC Section 7.3.C(5)a: Lot 5 has a 25-foot-wide access easement (driveway) whereas a 30-foot-wide access easement would be required.*
- *LDC Section 7.3.D(2)b: Lots 6 – 11 building envelopes are located near the crest of the ridgeline and a line-of-sight analysis has not been provided to determine whether the buildings will be silhouetted.*

- *LDC Section 7.3.D(3)a: While sidewalks may be replaced by trails or pathways, the 4-foot-wide pathway does not provide the same pedestrian access through the property as sidewalks would due to the width and 45 to 60% slope of the terrain. No pathway has been provided for Lots 1, 2, and 3, and no trail or other facilities have been provided from Lot 5 and Lot 6 to Brewer Road.*
- *LDC Section 7.3.D(3)b: Lots 7 – 11 do not appear to have sufficient space for individual driveways and shared access is not shown.*
- *LDC 7.3.F(5): 5' wide sidewalks are required on both sides of the street. No sidewalks are provided and are proposed to be replaced with a 4' wide trail that does not provide the same pedestrian connectivity as sidewalks would.*
- *LDC 7.3.H(1): Written approval for utilities with respect to the easements has not been submitted.*
- *LDC Section 7.3.H(2): Tract C is 30-foot-wide and is meant for ingress/egress, drainage, and utilities. Specific allowances for Tract C are defined in Section 6 of the Declaration and Dedication on the Preliminary Plat. No sidewalks are provided, and the Tract does not provide space for bike lanes. Construction plans show grading outside out of the easement within a Tract that is designated as "No Development".*

As outlined in the above and in the Development Proposal section of this Staff Report and the Subdivision Checklist, the proposal does not meet multiple LDC requirements. The applicant has not requested exceptions to a number of these, and Staff is not supportive of giving exceptions to the areas of non-compliance. Therefore, the application is not in compliance with this criterion.

F. 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.

Staff Evaluation: *The applicant has submitted a Citizen Participation Report (included with [Attachment 2.b](#)). All public comments received are included as [Attachment 5](#).*

The applicant stated that they held multiple public meetings for the original 8-unit traditional subdivision. The Citizen Participation Report states that an additional formal (public) meeting isn't needed for this project although the proposal has changed since the past meetings. The submitted Citizen Participation Report ([Attachment 2.b](#)) states that a new letter will be sent to the neighboring property owners informing them of the change to an 11-unit cluster subdivision. The draft letter submitted includes incomplete and incorrect information and it is unclear whether this letter was ever sent. The applicant has not submitted a new/updated Citizen Participation Report.

Staff has received one public comment on this project, objecting to the sidewalk exception and stating that a neighboring HOA was not included on the notification list.

Due to the lack of clarity as to whether neighboring property owners and HOAs have been contacted either about the original proposal or the change to the cluster subdivision, the application is not in compliance with this criterion.

G. 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 intergovernmental agreement applicable to this application.*

H. 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: *A cluster subdivision has been proposed which could minimize the impact to the natural environment. However, the building envelopes are irregularly shaped and do not follow topographical or natural features. The applicant has not provided the City Engineer with written claims that topographical and legal constraints do not allow for a secondary access, and the applicant has not provided an LDC complaint line of sight analysis to determine if the buildings will be silhouetted. The applicant has not provided sufficient information to determine if the application is in compliance with this criterion.*

I. Minimizes Adverse Fiscal Impacts

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

Staff Evaluation: *The applicant has paid all applicable fees associated with this application and will pay all fees associated with permits required for the proposed work. Denise Lane is to remain as a private road, which will not require maintenance by the City. No adverse fiscal impacts to the City are anticipated because of this application.*

J. 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: *All applicable review and utility agencies have reviewed the proposal. The Fire District has provided comments ([Attachment 4.c](#)) that have not been addressed by the applicant and Arizona Water Company has stated that the applicant has not provided sufficient information for them to be able to review the plans ([See Page 34 of Attachment 2.d](#)). Approval of the proposed easements from the utility companies is required and has not been provided. Therefore, the application is not in compliance with this criterion.*

K. 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.

Staff Evaluation: *The proposal will construct a new road and connect to existing road systems. The applicant submitted a Traffic Analysis for the 8-unit traditional subdivision which concluded that the new subdivision would not generate enough traffic to need a fully traffic impact study and traffic from the new subdivision will have a less than significant effect on the capacity of any critical intersections. The Traffic Analysis was not updated for the 11-unit cluster subdivision and two access points are not provided. The Sedona Fire District reviewed the proposed subdivision layout and had concerns regarding the single vehicular access point and dead-end turnarounds, additional comments or approvals have not been provided. Therefore, the application is not in compliance with this criterion.*

L. 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: *All applicable agencies have reviewed the proposal and multiple (Community Development, Public Works, Sedona Fire District, Arizona Water Company) have determined that adequate information has not been provided for approval. Therefore, the application is not in compliance with this criterion*

M. 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: *The project is proposed to be developed in a single phase.*

Land Development Code Findings: Subdivision Procedures (Preliminary Plat)

[LDC Section 8.5.A](#) contains the procedures and rules for Preliminary Plat applications. This section does not have any additional approval criteria.



Staff Recommendation

Based on lack of compliance with ordinance requirements and inconsistency with the Land Development Code and the requirements for approval of a preliminary plat, Staff recommends denial of the proposed subdivision/preliminary plat request as set forth in case number PZ23-00005 (SUB), Canyon Vista Subdivision.

Sample Motions for Commission Use

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

Recommended Motion for Denial

I move to recommend to the Sedona City Council denial of the proposed Preliminary Plat as set forth in case number PZ23-00005 (SUB), Canyon Vista Subdivision, based on lack of compliance with ordinance requirements of LDC Section 8.3 and 8.5 and inconsistency with the Land Development Code and the requirements for approval of a preliminary plat, and failure to satisfy the Subdivision findings and applicable Land Development Code requirements as outlined in the staff report and accompanying exhibits, which staff report and exhibits are hereby adopted as the findings of the Planning and Zoning Commission.




Alternative Motion for Approval

I move to recommend approval of case number PZ23-00005 (SUB), Canyon Vista Subdivision, based on the following findings: (Please specify findings)

Attachment 1:
Aerial View & Vicinity Map

Aerial View

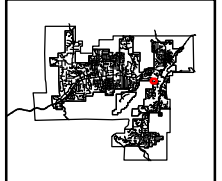
Parcel
401-20-027G
Canyon Vista
Subdivision

-  Parcel 401-20-027G
-  Parcel Boundary
-  Street Centerline



0 40 80 Feet

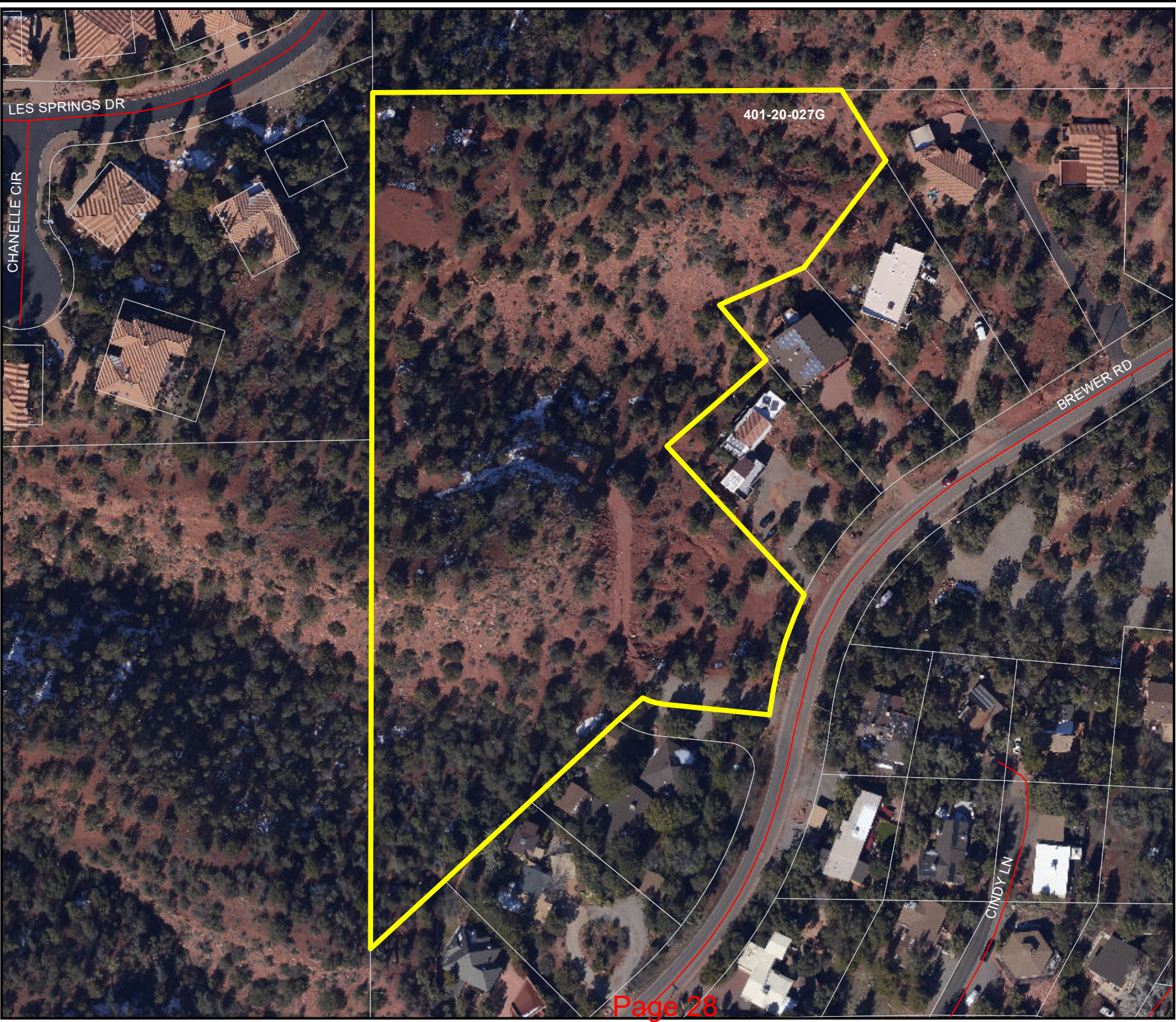
City Index



GIS, City of Sedona
04/13/2023
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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

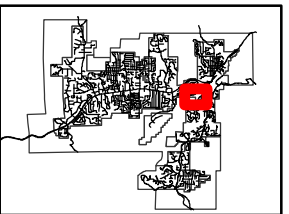
Parcel
401-20-027G
Canyon Vista
Subdivision

- Parcel 401-20-027G
- Zoning Boundary
- Building Footprint
- Parcel Boundary
- Trail
- Street Centerline



0 75 150 Feet

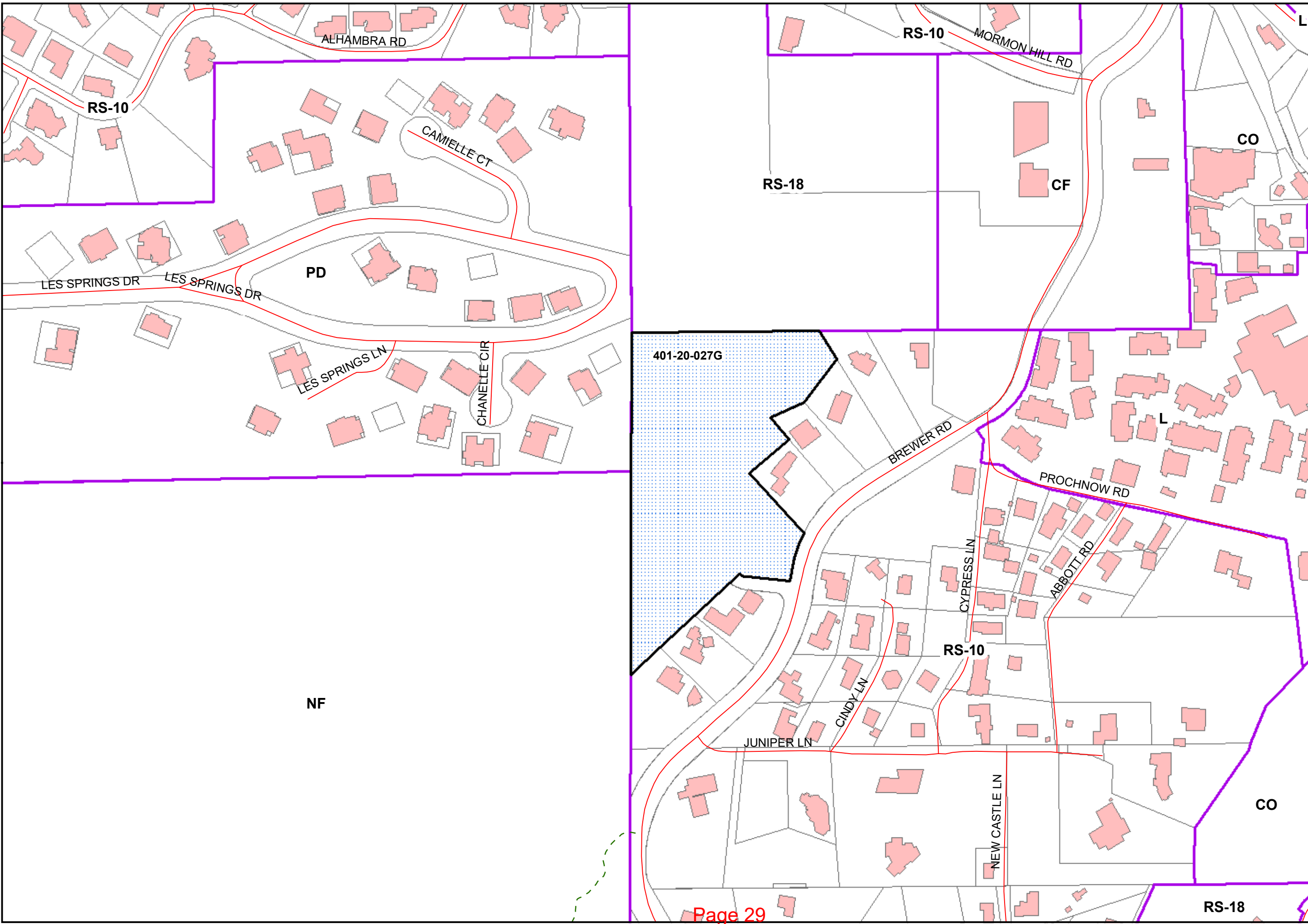
City Index



GIS, City of Sedona
04/13/2023
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Attachment 2: Application Materials

Click on each attachment to be taken to document

The project page may be reviewed at the following link:

<https://www.sedonaaz.gov/your-government/departments-and-programs/community-development/projects-and-proposals/archived-project-pages/canyon-vista-2023>

2a. Application and Letter of Intent

2b. Citizen Participation Report

2c. Preliminary Plat

2d. Supplemental Project Documents:

Due to file size constraints, the following are not included in the packet, but can be reviewed online at

https://www.sedonaaz.gov/i-want-to/find/documents/-folder-5927#docfold_14_0_1680_5927: Traffic, Slope

Analysis, Construction Plans, Cost Estimate, Circulation Plan, Metes & Bounds, Sight Line Exhibit, Citizen

Participation, Geo Tech, Will Serve Letters, and Drainage Report.

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	Canyon Vista Subdivision		
	Project Address	n/a	Parcel No. (APN)	401-20-027G
	Primary Contact	Mr. William Heyer	Primary Phone	512-917-2780
	Email	wmheyergmail.com	Alt. Phone	
	Address	2421 Woodbridge Dr.	City/State/ZIP	Austin, TX. 78703
Office Use Only	Application No		Date Received	
	Received by		Fee Paid	

Project Description	5.72 Acre Parcel Westside of Brewer Rd. Proposed Sub-Division
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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	Sefton Engineering	Contact Name	Glenn Smith/Luke Sefton
	Project Role	Civil Engineering	Primary Phone	928-202-3999
	Email	gs@sefengco.com	Alt. Phone	623-261-7978
	Address	40 Stutz Bearcat Dr.	City/State/ZIP	Sedona, AZ 86336
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	

LETTER OF INTENT

Project Name: Canyon Vista Subdivision Preliminary Plat Application
Located within the City of Sedona, Coconino County, Arizona. More specifically described as Assessor’s
Parcel Number 401-20-027G: Northwest ¼ of Northeast ¼ of Section 18, Township 17 North, Range 6
East of the Gila and Salt River Meridian.

Applicant: Sefton Engineering Consultants

Owner: CV Development Sedona, Inc. c/o William M. Heyer, President

January 13, 2025

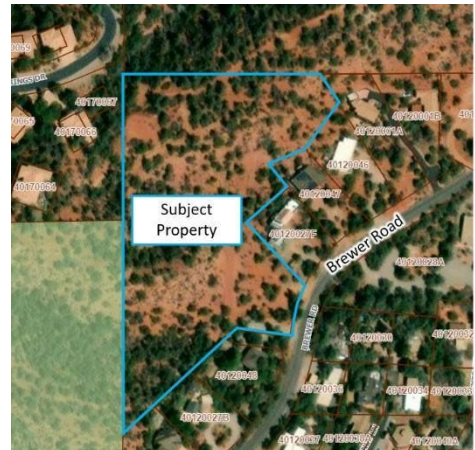
Cari Meyer, Planning Manager
Community Development
102 Road Runner Drive Sedona,
Arizona. 86366

Re: Letter of Intent and Comment Response for Canyon Vista – Preliminary Plat Submittal

Dear Ms. Meyer:

We represent CV Development Sedona, Inc., the owner of the subject property (the “Applicant”). The purpose of this letter is to provide City of Sedona Community Development Department staff with additional information regarding the proposed Canyon Vista Subdivision. Detailed below is a thorough description of the proposed development along with conformance to the City of Sedona development codes and ordinances.

The proposed subdivision is located on a 5.72-acre parcel (the “Property”) located on the west side of Brewer Road, just north of Juniper Lane (Coconino County APN 401-20-027G). This infill property is highly visible, given its location and due both to its location and its topography, which rises sharply above Brewer Road. The parcel is addressed as 463 Brewer Road, as shown in the image to the right.



In response to the parcel’s topography and visibility, the Applicant has developed an 11-lot cluster subdivision layout, which allows sensitive, steep hillside on the Property to be protected as open space. Consistent with the goal of minimizing disturbance to the hillsides and the City’s hillside ordinance, the Applicant has made the street layout as narrow as possible while still providing adequate space for safe access, and likewise has elected to install an internal trail in lieu of sidewalks along the private roads in this small community.

I. PROJECT OVERVIEW

Context and History

In 2006, the City approved the final plat for the Canyon Vista Subdivision (SUB2005-14). However, due to the Great Recession, the Applicant decided not to proceed with the community development at that time. Consequently, as the Recession continued, the final plat expired.

The Property is currently vacant. It is shaped like a triangle, with its northern and western edges being straight. The hypotenuse runs from northeast to southwest and follows the existing lot lines, with a narrow opening onto Brewer Road. This opening limits the number of homes that the Property can service. The Canyon Vista Subdivision is located in hilly terrain, with a slope that typically descends from west to east at 20 to 40 percent. The Property has two levels, with a higher plateau to the west and northwest and a smaller valley to the east. The Property's steepest part is a spur that cuts across the middle of the Property. Due to the steep terrain, a geotechnical soil report has been included with the submitted materials. The terrain consists of approximately 50 percent vegetative cover, consisting of mesquite, brush, and grass. There are no major drainage ways, irrigation ditches or canals within the Property.

The Property is located in an area designated by the Sedona Community Plan Land Use Map for Single Family Medium Density 2-4 du/ac. The 5.72-acre parcel is zoned for Single-Family Residential (RS-10 Single-Family Residential; 10,000 minimum lot). This zoning theoretically allows up to 22 platted lots, but the proposed Canyon Vista Subdivision has only 11 lots, which proposes 2 du/ac. As the proposed subdivision aligns with the Community Plan designation and zoning, no Community Plan Amendment or zone change is needed. This means that the proposal is "by right." The Property is not located within any special planning area designated by the City and will comply with all other ordinances and regulations of the City.

The proposed subdivision has been designed to blend in with the surrounding area in terms of style, layout, and size. The Property is mainly surrounded by similar single-family homes, except for the southern portion of the west perimeter, which is adjacent to the Coconino National Forest. As a result, the Property can be considered as an infill parcel, requiring some level of consideration for the surrounding lots. To the northwest, the 1985 Les Spring subdivision consists of 106 single-family homes within the PD zoning district, with building pads ranging from 3,200 to 9,000 square feet. The Sky Ridge subdivision is located directly to the north, consisting of 18 lots ranging in size from 18,000 to 36,000 square feet and zoned RS-18. All the land to the east and south is zoned RS-10 and consists of single-family residential homes and lots. On the west side of Brewer Road, the seven lots adjacent to the Canyon Ridge plat are not part of any subdivision, with each lot being at least 0.45 acres. On the east side of Brewer Road, the 1961 Juniper Hills subdivision comprises 17 lots.

The Proposed Subdivision

The purpose of this development is to create residential building lots that blend seamlessly into the natural surroundings while adhering to an orderly and harmonious design. This will ensure the promotion of public health, safety, and welfare. The community comprises eleven lots, each of which effectively serve as building envelopes. These lots/envelopes are scaled and located so as to ensure a harmonious built environment that will function well and honor the unique topography of the Property. The average size of these 11 lots/envelopes is 3,700 square feet, which is significantly below the 22 lots sized at 10,000 sq. ft. that theoretically are allowed under current zoning. All 11 lots comply with zoning standards concerning lot size, setbacks, and impervious coverage. In addition, there will be two areas created to further define the development. The two areas are defined as:

- LOT A- PROTECTED SENSITIVE AREAS; and
- LOT B- INGRESS/EGRESS UTILITY AND DRAINAGE AREAS THAT MAY BE DISTURBED.



There are multiple reasons for this low-density approach. First, the topography of the site sharply limits buildable areas and access to those buildable areas. Second, the narrow access onto Brewer Road dictates keeping the density well below the zoning maximum, both for purposes of daily traffic concerns and for public safety access. Finally, as explained above, as an infill project, it is more appropriate to be compatible with the immediately adjacent 18,000 square foot lots to the north and the east.

It is the Applicant's intent, among other elements, to protect the natural topography, watercourses, drainage ways, and trees, and to control erosion. The lot pads and street have been located near the crest of the ridges with the intent of minimizing adverse environmental impacts. The careful design and layout of the subdivision not only minimizes slope disturbance but also disturbance to the existing natural landscape, preserving existing plant life. Although the topography made the site design challenging, the design team has provided a design that requires no deviations from the LDC.

The proposed Denise Lane driveway will provide safe access for vehicular traffic and improve the safety of the existing driveway. The lots/pads in question have been designed to follow the natural topography to minimize cutting and grading. Denise Lane, in particular, has been laid out to closely follow the Property's natural contours along the slope that divides it into its tiers, and the Lane has been designed to serve the

upper tier. Due to the steep slope, vehicular access for Lots 1 to 5's driveways, as proposed, will limit the disturbance to the steep slopes.

Utilities

Water. The project will be connected to Arizona Water Company's public water system at Brewer Road. A mainline extension will be developed up to the hammerhead at the north end within Denise Lane, as well as along the private drive. Fire hydrants will be per ADEQ, Arizona Water Company, and Fire Department standards. The waterline will be submitted for ADEQ approval. Refer to preliminary utility plans for additional details.

Wastewater. A main sewer line will run along Denise Lane, connecting all proposed residential units within the development. The mainlines will be linked to the existing City sewer line on Brewer Road. To connect the sewer to Lots 6 to 10, we will install a pressure sewer system. Due to the road's slopes, limited space, and rock, a pressure system will be used instead of digging deep trenches and drop manholes. This approach will also help preserve the open area that would have otherwise been disturbed to install a gravity sewer line. To comply with ADEQ's requirement of not allowing over 10 fps velocity in the pipe, manholes 12 to 15 feet would have otherwise been needed. The project will coordinate with the City on the main tie-in location and requirements. Refer to preliminary utility plans for additional details.

Electric/Telephone/Internet. Electric service will be provided through APS and the main distribution lines will be located within the proposed drive alignments. Telephone and internet services will follow a similar arrangement. The power pole in the right of way brings the utility line across the street, and from this pole, the utilities are underground.

Solid Waste. Patriot Disposal (now Waste Management) will be the solid waste provider.

Streetlighting. No street lighting is proposed for this development.

Emergency Services. The Sedona Police Department has provided a Letter of Service that is enclosed in this submittal. The letter states emergency services will service this address and the average response time would be approximately five minutes. We have met with the Fire Marshall and the Assistant Fire Marshall on the site layout. We have incorporated their suggestions and sent them an advance copy of the plans so they can provide their official letter through the City's process to ensure they have the city-approved plans.

Consistency with Sedona Community Plan

As previously detailed, the proposed subdivision conforms to the Community Plan Land Use Map designation for the Property, as well as the Property's longstanding RS-10 zoning. In addition, the Property is not within any CFA or other designated special planning areas. By these standards, this subdivision is a "by right" proposal. In addition, the design and layout of the lots are designed to accommodate topography, natural vegetation, soil conditions, drainage, street traffic, and other conditions as outlined in Article 7 of the Sedona Land Development Code. The following provisions of the Community Plan are worth specifically noting.

LAND USE, HOUSING, AND GROWTH

- Grow only within currently established residential and commercial limits

The proposed infill development is within currently established residential limits.

- Ensure harmony between the built and natural environments

Great care and thought went into the design and cluster layout of the proposed development in order to disturb the least amount of natural environment and topography. This includes appropriately developing access to respect the two-tier nature of the Property. This also includes developing a reasonable number of lots that internally respond to the topography of the Property itself, and externally respond to the lot size of the adjacent lots to the east and north of this infill location.

ENVIRONMENT

- Promote environmentally responsible building and design

The same reasoning set forth immediately above also applies to this element of the Community Plan.

II. ANALYSIS OF CONFORMANCE TO THE LDC AND DREAM

We begin with an explanation of our cluster subdivision layout. The applicant’s specific responses to the provisions of the Land Development Code and the Design Review, Engineering, and Administrative Manual follow. This part of the Owner’s letter of intent addresses the proposed subdivision’s compliance with each of those Standards. Section 7.3 of the Land Development Code establishes the bulk of the City’s Subdivision Standards. In addition to Article 7, this detailed analysis also addresses a few relevant provisions of Article 5 and of the Design Review, Engineering and Administrative Manual. This Analysis concludes by addressing the procedural requirements of Article 8, including Citizen Notice and the City’s Approval Criteria. In some cases, Code provisions are grouped together where there is significant overlap.

The Applicant has developed and submitted a plat that requires no deviations from the LDC.

Cluster Subdivision

LDC Section 7.3D(1)b – The sensitive lands are protected through a cluster subdivision pursuant to Section 7.3.J(2), Cluster Subdivision.

Our proposed cluster subdivision is the perfect solution to protect the natural and hillside areas from any potential harm. We understand the importance of preserving the environment and have taken all necessary steps to ensure it remains undisturbed. With a site density that permits up to 22 units on this Property, we have strategically placed only 11 building pads to protect the sensitive lands and leave more open space. In addition, large sections of land (designated as Tract A and Tract B) will ensure that the sensitive lands remain undisturbed. Tract C is exclusively for ingress/egress, utilities, and drainage areas, with the remaining portions (i.e., the areas immediately adjoining the residential lots) reserved for uses ancillary to the residences, as specified in Section 5 of the Declaration and Dedication portion of the Preliminary Plat.

Lot Number	Lot Sizes in Square Footage
1	3,186
2	2,808

3	3,229
4	2,816
5	3,159
6	8,967
7	3,290
8	3,279
9	3,276
10	3,599
11	3,731

Our method of subdivision is designed with the environment in mind. By grouping homes together, we aim to reduce the project's impact on the environment, hillsides, and sensitive lands. We strongly believe that our approach to development is the best one, as it not only helps to maintain the natural beauty of the area but also ensures that any enhancements are made in a sustainable and responsible manner.

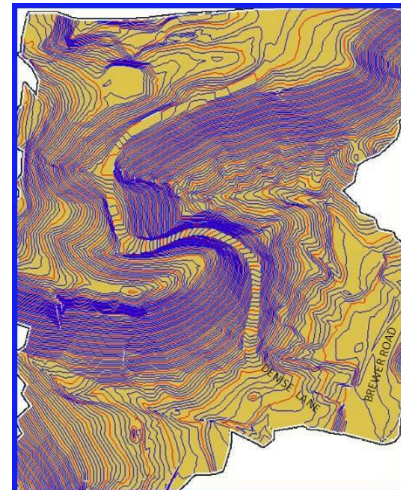
With that overview in mind, we turn now to the specific provisions of the LDC and DREAM.

ARTICLE 5: ACCESS, CONNECTIVITY, AND CIRCULATION

Section 5.4.E(1)b.3 Driveways and Access

Shared driveways are provided to the maximum extent feasible to minimize the number of access points to streets (except for driveways within residential subdivisions or along private residential streets).

In compliance. We have made some changes to the driveways in the area. Lots 4 and 5 will now share a driveway, so we no longer need a second connection to Brewer Road. Additionally, to reduce the impact on the neighbor to the southeast, we have consolidated the driveways for Lots 1, 2, and 3 with a shared driveway.



Section 5.4.E.(3)e Driveways and Access

Driveways providing access to single-family residential lots shall be located a minimum of 30 feet from any road intersection.

In compliance. The topography limits the Property's access locations. Additionally, the current easement for the neighboring property has been considered, which means that the Property will not have a second driveway onto Brewer Road. The speed limit on Brewer Road is only 25 MPH. A shared driveway 45 feet from the Brewer Road intersection will be used to access Lots 4 and 5. This eliminates the need to connect the

lower lots to Brewer and avoids the steep slopes.

Section 5.4.H.(1)b.2

Steep-slope areas where sidewalks on one side of the street may be approved to reduce excessive slope disturbance, adverse impacts on natural resources, and potential soil erosion and drainage problems.

See below at Section 7.3.D.3.a

ARTICLE 7: SUBDIVISION STANDARDS

Section 7.3.C. Lot Planning

The design and layout of lots shall be dependent upon topography, natural vegetation, soil conditions, drainage, street traffic, or other conditions. The following standards shall apply:

(1) *Number of Lots Created*

a. *Subdivision*

For a new subdivision, the number of lots created shall comply with the maximum density limits set forth for the applicable zoning district in Article 2: Zoning Districts.

In compliance. The proposed subdivision has only 11 pads, significantly less than the allowed density of 22 lots at 2 dwelling units/acre .

b. *Lot Split*

For a lot split, the lots created shall comply with the maximum lot size limits set forth for the applicable zoning district in Article 2: Zoning Districts.

Not Applicable.

(2) *Lot Size and Configuration*

a. Lot width, area, and building setbacks shall comply with the minimum requirements of this Code. It shall be appropriate for the location and character of the development proposed and for the type and extent of street and utility improvements being installed. Modifications may be granted pursuant to Section 8.8.B, Minor Modification.

In compliance. No modifications are requested to this provision. This is a clustered subdivision to create and protect the sensitive lands. Each pad is no closer than 10 feet for fire code. Each pad will also have a limited area for landscaping of 10 to 12 feet.

b. Side lot lines shall be at right angles or radial to street lines, except where other terrain makes such design impractical.

In compliance. The side lot lines here have been designed to respond to the terrain of this significantly sloped site.

c. Double frontage lots are discouraged in new subdivisions.

In compliance. Due to the topography constraints, one access point is provided in the proposed subdivision. Lot 3 has Denise Lane and a common driveway on two sides. Lot 4 has Denise Lane on one side and a private driveway to Lot 5 on the other to avoid a steep slope. A non-vehicular access easement (NVAE) has been applied at various locations throughout the subdivision to restrict access points. The NVAE brings the design into compliance by preventing double-frontage lots. In addition to the NVAE, the natural slope would make access difficult from these locations.

d. Flag lots and other irregularly shaped lots are discouraged in new and existing subdivisions.

In compliance. The lot shapes here are designed to respond to the Property's natural topography, and thereby result in minimal disruption to that existing topography. Regularly shaped lots on this Property would be wholly inappropriate for the Property itself and the surrounding neighborhoods, resulting in a significantly disruptive design. In responding to the Property's slopes, we have clustered lots that are accessed through common areas or easements.

e. Corner lots may be required to be wider than interior lots to provide for setback requirements.

Not applicable. As detailed above, the Property does not lend itself to a soldier course approach, so there are no corner lots.

f. No lot shall be divided by a city, county, school district, or other taxing agency boundary.

In compliance.

g. The construction envelope on a lot shall be determined by the setback requirements and the location of natural and/or topographic features such as drainage ways, rock outcrops, native vegetation, and trees.

In compliance. We have limited the construction envelopes with clustering so as to reduce the area of disturbance.

(3) *Drainage*

Lots shall be designed and located to provide positive drainage away from all buildings, comply with the standards in Section 5.3, Grading and Drainage, and allow for the infiltration of stormwater runoff to the maximum extent feasible.

In compliance. Since the downstream residence only has a 12-inch culvert under the home, we are proposing to meter the flow to help with the undersized downstream channel and pipes.

(4) *Access*

a. Every residential lot shall abut a public or private street. Access to residential lots shall be from local streets except as specifically authorized by the Director and the City Engineer.

In compliance. Each lot has been designed to have access to a right of way. Each lot has been designed to be accessed locally. There is no direct access from the lots to Brewer Road proposed.

b. For subdivisions, at least two points of vehicular access into a proposed subdivision shall be provided, where feasible, unless it can be shown to the satisfaction of the City Engineer that legal, topographical, and/or engineering constraints preclude such access. For lot splits, shared common access shall be provided to the maximum extent practicable.

Discretion of City Engineer. As detailed above, the Property has steep topography and consists of two tiers. Thus, it cannot accommodate a traditional loop road providing two access points to each lot. A hammerhead for turning around has been provided at the top of Denise Lane.

(5) *Flag Lots*

a. Notwithstanding any other provision of this Code, if access is serving five lots or less (including the flag lot), the width of the flagpole portion of a flag-shaped lot shall be no less than:

1. Thirty feet when both public water and sewer systems are to serve such a residential lot
2. Forty feet when both public water and sewer systems are to serve such a commercial or industrial lot
3. Twenty-four feet when only a public water or public sewer system is to serve such a lot
4. Twenty-four feet when the lot will not be served by a public water or public sewer system

b. The length of the flag pole portion of the lot shall not exceed 300 feet and shall comply with all other standards and measurements of this Code and other regulating agencies.

c. Flag lots where the length of the flag pole portion exceeds 130 feet shall provide a permanent turnaround approved by the City Engineer and the Sedona Fire District.

Not applicable. Because the applicant is using a clustered layout, there are no flag lots, because the lots are limited to the building envelopes.

(6) *Modification of Construction Envelope*

The Director may, upon application by the property owner, modify the construction envelope for an individual lot as shown on the final plat provided that:

- a. The revised construction envelope is equally as sensitive to the natural conditions as the original construction envelope;
- b. The area of the construction envelope is not enlarged; and
- c. The construction envelope meets the setback requirements for the respective zoning district. [Ord. 2023-03 § 1 (Exh. A), 4-25-23].

We clustered the pads to reduce the construction envelope.

Section 7.3.D. Sensitive Lands

(1) *Generally*

Development of lands that are subject to periodic inundation, subsidence of the earth's surface, high water table, or have difficult topography, unstable soils, or other natural or manmade hazards to life or property shall be avoided to the maximum extent practicable, unless it can be substantiated that:

a. The proposed lot configurations and sizes, grading and drainage techniques or other special development approaches are reasonable and necessary to protect the public health, safety, or general welfare on any lands to be subdivided that are impacted by these characteristics.

In compliance by clustering.

b. The sensitive lands are protected through a cluster subdivision, pursuant to Section 7.3.J(2), Cluster Subdivision.

As detailed above, our proposed clustering subdivision is the perfect solution to protect the natural and hillside areas from any potential harm.

c. The Council may approve subdivision of such land upon receipt of evidence from the City Engineer, the County Flood Control Districts, State and County Health Authorities, and other area Emergency Services Authorities that the construction of specific improvements can be expected to render the land suitable. Construction upon such land shall be prohibited until specified improvements have been planned and construction guaranteed.

Noted.

(2) *Steep Slope and Ridgeline Development*

a. Lot lines and streets shall be located on or near the crest of ridges or hilltops to preclude prominent line-of-sight building construction. Building pads shall not be located on or near the crest of ridge lines; and

In compliance. Line of sight for Brewer Road will be shown on the plat.

b. Building pads located near the crest of ridge lines shall be set back from the ridge edge so that they would not be silhouetted, and existing trees shall be preserved to screen proposed structures. (See Figure 7-1.)

In compliance. The layout prevents silhouetting.

(3) *Hillside Development Area*

Because of the unique and peculiar problems inherent in the development of hillsides, special standards and conditions for hillside development areas (an area with average slopes exceeding 15 percent) apply.

- a. Sidewalks may be replaced by trails or pathways

See also LDC Section 5.4H.1.b.2 – Steep-slope areas where sidewalks on one side of the street may be approved to reduce excessive slope disturbance, adverse impacts on natural resources, and potential soil erosion and drainage problems.

See also LDC Section 7.3F(5) - Unless otherwise provided in this Code, sidewalks shall be provided by the developer and installed on both sides of all arterials, collector streets, and local streets (including loop lanes and cul- de-sacs), and within and along the frontage of all new development.

In compliance. The Applicant proposes to replace sidewalks with internal foot paths/trails. Constructing sidewalks on this steeply sloped property would require significant cuts and fills, widening the access point and creating visible impacts from outside the property. That would be antithetical to the City's general design aesthetic and to the purpose of clustering. A trail will avoid these impacts.

Moreover, the access road in this subdivision does not connect to any other roads or community gathering places. With only 11 lots on this right of way, the need for full sidewalks does not exist. A trail will be sufficient to serve this small community.

- b. Each private accessway serving more than one lot shall have a minimum paved surface of 16 feet in width or as may be required by the Engineering Standards Manual. Where needed, as determined by the City Engineer, additional easements for drainage or utilities shall be provided.

In compliance. A minimum paved width of 16 feet is provided.

Section 7.3.E. Block Layout

Not applicable as this subdivision is not designed in a typical residential block layout.

Section 7.3.F. Street Design

All public and private streets shall comply with the Engineering Standards Manual and the Sedona City Code, and shall comply with the following standards:

- (1) Conformance with Adopted Plans

Whenever a tract to be subdivided is located within an area for which a CFA or Specific Area Plan has been approved by the City Council, the street arrangement shall conform substantially to this plan.

Not applicable.

- (2) Coordination of Streets

- a. All new collector and local streets shall connect with surrounding streets at safe and convenient locations as required by the Director to allow convenient movement of traffic and reasonable access for emergency vehicles.

In compliance. The sole point of connection is at Brewer Road.

b. When connections to surrounding streets are proposed or required by the City, public right-of-way shall be dedicated, and streets developed to existing paved rights-of-way.

In compliance, we will be connecting to Brewer Road at the existing driveway thereby maintaining a safe access for the neighboring property.

c. Where there is no paved street between the subdivision and an existing paved street, an interim street, improved in accordance with local street standards, shall be constructed by the applicant for developments with densities in excess of one residential unit per two acres of land.

Not Applicable.

d. Whenever possible, proposed intersections along one side of a street shall coincide with existing or proposed intersections on the opposite side of such street. Where a centerline offset (jog) occurs at an intersection, the distance between centerlines of the intersecting streets shall be not less than required by the Engineering Standards Manual.

Not Applicable.

e. The street pattern shall not cause adjacent property to be landlocked nor prevent access to public land.

In compliance. There are driveways along Brewer Road but no nearby intersections.

(3) Street Intersections

a. Streets shall be arranged in relation to existing topography to produce streets of reasonable gradient to facilitate adequate drainage and to produce desirable lots of maximum utility.

In compliance. The roadway will follow the existing pathway and will limit the amount of cut necessary.

b. Where a subdivision abuts or contains the right-of-way of a drainage way, a limited access highway, or an irrigation ditch or abuts a commercial or industrial land use, the Director may require the location of a street approximately parallel to and on each side of this right-of-way at a distance suitable for appropriate use of the intervening land. This distance shall be determined with due regard for approach grades, drainage, bridges or future grade separations.

Not applicable. Brewer is a local residential collector street that does not need a frontage road. There is no irrigation or abutting commercial or industrial land. The plat includes the onsite drainage in an easement.

Street Width and Curvature

LDC Section 7.3F(4)a. and 4(b) - Streets shall be related appropriately to the expected use of the property. Minimum requirements for street right-of-way, pavement width, and other standards

for public and private streets are set forth in the Engineering Standards Manual. -AND- Other designs and materials may be required for the construction of streets, curbs, and sidewalks when, in the determination of the City Engineer, such methods would be more environmentally desirable or more in keeping with the design of the development or neighborhood.

DREAM 3.3.A.1.c.1 - Streets with an anticipated average daily traffic (ADT) of 2,500 or less shall have a minimum right-of-way width of 50 feet. The City Engineer may allow a minimum right-of-way width less than 50 feet based on unique site and design characteristics inherent to the subdivision design and layout.

The Applicant is seeking permission to construct Denise Lane with a ROW width of 30 feet instead of 50 feet. A 30-foot ROW is adequate to ensure space for utilities and physical access for emergency services and the handful of lot owners who will use Denise Lane. While not only unnecessary, a wider ROW for Denise Lane would result in significantly more cut and fill work the sensitive hillsides this cluster design is intended to protect. As such, Denise Lane is related appropriately to the expected use of the Property.

c. Other designs and materials may be required for the construction of streets, curbs, and sidewalks when, according to the City Engineer, such methods would be more environmentally desirable or more in keeping with the design of the development or neighborhood.

See immediately above.

d. Turnarounds shall be provided at the ends of cul-de-sacs and at elbows on one-way streets. Turnarounds shall meet the minimum requirements of the Sedona Fire District.

In compliance. We have preliminarily met with the Fire Marshall for input, and as part of this review the Fire Marshall will give the official comments on the site.

(4) Sidewalks

Unless otherwise provided in this Code, sidewalks shall be provided by the developer and installed on both sides of all arterials, collector streets, and local streets (including loop lanes and cul-de-sacs), and within and along the frontage of all new development. Also see Section 5.4.H, Pedestrian and Bicycle Circulation.

As allowed under the Hillside ordinance, we will be using internal footpaths/trails in lieu of sidewalks, so as to protect sensitive hillsides.

Section 7.3.G. Street Naming and Traffic Control Signs

(1) *Continuation of Existing Names*

The subdivider shall indicate the street name for public streets on the preliminary plat by projecting existing north-south and east-west street names that fall in alignment. Where no current streets are in alignment, the subdivider may propose a name subject to final approval by the City Engineer and City Council.

In compliance. We are proposing Denise Lane, as the road has historically been called.

(2) *Street Signage*

a. All streets in a subdivision shall be named and identified by signs installed at every street intersection.

In compliance. In addition will be "No Parking" signs

b. These signs shall be standard street signs as indicated in the current Manual on Uniform Traffic Control Devices edition.

In compliance, this will be shown on the construction plans.

c. All traffic control signs, as well as street name signs, required in a subdivision shall be provided and installed by the City at the expense of the subdivider in conformance with the current edition of the Manual on Uniform Traffic Control Devices and any relevant Arizona state supplements.

In compliance, all signage will be part of the constructions plans for installation by the Applicant's contractor.

Section 7.3.H. Easement Planning

(1) Easements for utilities shall be provided as necessary to ensure the provision of services to each lot. The developer will provide the Director written documentation of approval by the utilities with respect to easements.

In compliance. The utility easement is located in Section 6 of the Declaration and Dedication language on the Preliminary Plat. Utility approvals are provided with this submittal.

(2) Areas dedicated for easements shall have sufficient width for roadway and other improvements, including roadway, drainage, utilities, and pedestrian access, with consideration of sidewalks, slope, landscaping, and consideration of bike lanes.

In compliance.

(3) Land within a public street or land within a utility easement for major power transmission (tower) lines or pipelines, or land within an access and/or ingress/egress easement shall not be considered part of the minimum required lot area or lot width except where lots exceed one-half acre in area. This shall not be applicable to land involved in utility easements for distribution or service purposes.

Not applicable. We have incorporated setbacks when placing the pad locations.

(4) Drainage easements shall be provided to the satisfaction of the City Engineer and the County Flood Control District. Drainage easements shall be provided as required by the Engineering Standards Manual. Such easements shall not necessarily prohibit construction over drainage ways so long as required flows are maintained.

In compliance.

(5) Buildings above drainage easements shall be constructed such that the supporting foundation bridges the drainage easement and allows for the removal and replacement of the drainage facility.

Using the clustering design, we avoided any major or city drainage. There is one minor city drainage that we have designed the pads to avoid. The downstream property has only a 12" CMP going under their house. We will modify the drainage design to help alleviate their drainage issue.

(6) Easements necessary to ensure nonmotorized access to adjacent public lands shall be provided to the satisfaction of the Director and the Forest Service.

In compliance. No formal trails are on adjacent Forest Service lands, so no access is provided to prevent wildcat access. Our proposed trail will not link to the Forest Service land.

(7) Trails and/or walkways may be required where essential for circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities. Such trails and/or walkways may be used for utility purposes. [Ord. 2020-04 § 1, 9-8-20 (Res. 2020-16)].

Not Applicable. The Property provides no access to any community facilities.

Section 7.3.I. Reservation of Land for Public Use

Land areas within a subdivision may be reserved for parks, trails, recreational facilities, and other public facilities, including open space, drainage facilities, stormwater facilities, and wastewater facilities, provided that the reservations are following adopted specific plans and other goals, objectives, and standards adopted by the City Council to ensure that City-identified amenities and community benefits are provided.

Not applicable due to the small size of the subdivision.

Section 7.3.J. Alternatives to Subdivision Standards

(1) *Alternatives Generally*

(2) *Cluster Subdivision*

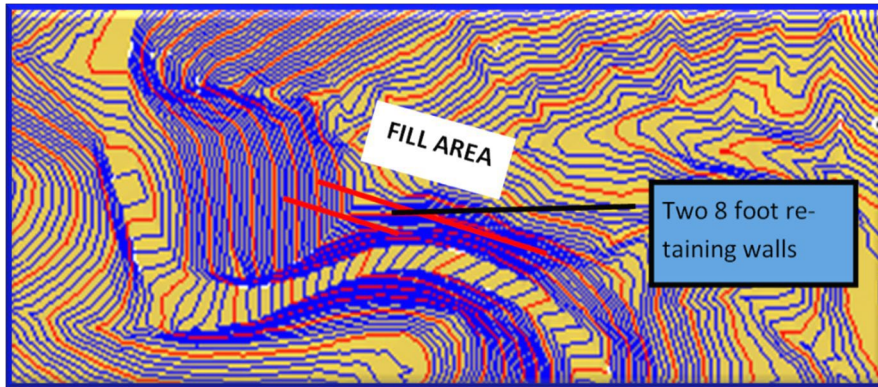
This will be a cluster subdivision.

DESIGN REVIEW, ENGINEERING AND ADMINISTRATIVE MANUAL

ARTICLE 3: ENGINEERING

DREAM 3.3.A.3.c - The tangent length between reverse curves shall not be less than 50 feet.

This road is designed for low-speed travel and is not a through street. Parking on the street is prohibited. We have assessed the recommended radius by the City and found that implementing it would have a significant impact on an area that is currently designated as an untouched natural area, as detailed below. To reduce this impact, we are suggesting a tangent length of 30 (thirty) feet. In the area that is a tight radius, we will have an Eye Brow to allow more room for larger vehicles (emergency vehicles).



On the lower side of the road, achieving the desired curve and tangent length would require a significant amount of filling and the construction of 22-foot vertical retaining walls. However, the city regulations limit the height of retaining walls to 8 feet, with a total height of 16 feet, including setbacks. If we follow the required setback between retaining walls, then the height needed to retain would increase to almost 30 feet. This would result in filling an area that otherwise could be undisturbed with 10 feet of fill and then starting the walls to comply with setbacks and road dimensions. Although this approach would create space for two additional building pads, we have decided to prioritize protecting the slope with the proposed road design and forgo any additional pads. We are planning an Eye Brow for the tight turn to allow emergency and large vehicles more maneuvering room.

DREAM 3.3.A.(1).c.1 Streets and Driveway Design

Streets with an anticipated average daily traffic (ADT) of 2,500 or less shall have a minimum right-of-way width of 50 feet. The City Engineer may allow a minimum right-of-way width less than 50 feet based on unique site and design characteristics inherent to the subdivision design and layout.

The average daily traffic is under 104 trips per day, with a peak hour around 10 vehicles split going into and out of Denise Lane. Again, as stated previously, the topographical and engineering constraints on this Property limit the development to a 30' ROW to minimize cut and fill. This reduced right-of-way is justified by the minimal traffic traveling these drives.

ARTICLE 8: ADMINISTRATION AND PROCEDURES

Section 8.3.D Citizen Review Process

On September 27, 2021, notification letters were mailed to all property owners, homeowners' associations, and neighborhood associations within 300 feet of the property's boundary in accordance with Section 8.3.D. This letter described the request and provided contact information for the applicant with an invitation to contact the applicant to discuss the project via email, zoom meeting, telephone, or regular mail.

The Applicant shall make a good-faith effort to address the interest of the surrounding property owners in the immediate neighborhood by making a new mailing describing the clustered layout, per Section 8.3.E (5).e. An Affidavit of Mailing will be prepared and submitted to the City of Sedona Community Development Division.

Section 8.3.E(5) Subdivision Approval Criteria

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.

Not applicable. There are no prior land use approvals that remain in effect on the property.

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.

Compliance with the Sedona Community Plan is addressed above at Page 5.

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.

Compliance with all applicable individual provisions of the Land Development Code and the Design Review, Engineering and Administrative Manual are set forth above in a section by section format.

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 surrounding property owners in the immediate neighborhood as defined in the Citizen Participation Plan for the

specific development project, if such a plan is required.

The Applicant's proposed density is well below the density allowed on the site by the Land Development Code. The Applicant has used a clustering layout for this highly visible, infill parcel in large part to minimize the impact of the project on surrounding property owners.

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.

The Applicant is unaware of any relevant intergovernmental agreements.

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, storm water management, wildlife habitat, soils, and native vegetation.

To reiterate, the Applicant's proposed density is well below the density allowed on the site by the Land Development Code. The Applicant has used a clustering layout for this highly visible, infill parcel in large part to minimize the impact of the project on surrounding property owners. The Applicant has also designed the project to address drainage impacts on a downstream neighbor.

h. *Minimizes Adverse Fiscal Impacts*

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

The Applicant is unaware of any significant fiscal impact on the City. The proposed community will make use of basic City services in a normal manner.

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.

Utility issues are addressed above at Page 4.

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.

Road issues are addressed in detail above in several sections. Road capacity needed for 11 homes is minimal. The road design fully complements the challenging contour of the site, minimizing the profile of Denise Lane as much as safely possible.

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.

This criteria is redundant of Sections i and j immediately above; see responses there. The Property has no connection to any other existing communities.

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.

The proposed subdivision will be developed in a single phase.

Summary

This Letter of Intent and accompanying documentation affirms that the proposed Canyon Vista Preliminary Plat will comply with the subdivision requirements outlined within Articles 5, 7, and 8 of the Sedona Land Development Code, as well as the Design Review, Engineering, and Administrative Manual. The development will be executed with utmost care to minimize the impact on the neighboring properties and the environment. It will offer an efficient road system that blends seamlessly with the surrounding area, ensures safe entry and exit for vehicles, and provides necessary water supply, sewage disposal, electric service, storm drainage, and other utilities. With meticulous planning and execution, this infill, cluster subdivision promises to be a well-organized and harmonious addition to the community.

We respectfully request the approval of the Preliminary Plat. Further details and analysis will be developed at the time of the Final Plat and construction plans.



Luke Sefton PE, CFM
Tim Huskett, PE, CFM
Robert Lane, Public Lands
Cheri Baker, Office Manager
Crockett Saline, E.I.T.
Christopher Henry, E.I.T.
David Nicolella, Planner
Leonard Filner, Planner

CV Development Sedona, Inc.
c/o William M. Heyer, President
5018 Shoal Creek Blvd.
Austin, Texas 78756

Letter of Authorization

Granted by: William M. Heyer

Granted to: Sefton Engineering Consultants

Regarding: Canyon Vista Subdivision Applications. William Heyer, owner, hereby gives authorization to Sefton Engineering Consultants, to act as agent in the effort of the submittal and approval of the above referenced property

Sincerely,

CV Development Sedona, Inc.
c/o William M. Heyer, President

Project No.: 140505

40 Stutz Bearcat Dr., Sedona, Arizona 86336 ~Phone: (928) 202-3999
Email: info@sefengco.com ~ www.SeftonEngineeringCompany.com

In affiliation with:

Heritage Land Surveying & Mapping, Inc. with office in Sedona, Camp Verde & Colorado

When Recorded, Return To:

Christopher L. Raddatz
Gammage & Burnham, PLC
40 North Central Avenue, 20th Floor
Phoenix, Arizona 85004

APN 401-20-027G

Affidavit Exempt
Per A.R.S. § 11-1134.B.7(b)

SPECIAL WARRANTY DEED

For the consideration of Ten and 00/100 Dollars and other valuable consideration, TEXONA INVESTMENTS, LLC, a Texas limited liability company ("Grantor"), does hereby convey to CV DEVELOPMENT SEDONA, INC., an Arizona corporation ("Grantee"), the following described real property situated in Coconino County, Arizona:

See Exhibit A attached hereto and by reference incorporated herein

SUBJECT TO: current taxes and other current assessments, patent reservations, and all easements, rights-of-way, encumbrances, liens, covenants, conditions, restrictions, obligations and liabilities as may appear of record.

AND GRANTOR hereby binds itself and its successors to warrant and defend the title against all of the acts of Grantor and no other, subject to the matters above set forth.

Dated this 22nd day of July 2021.

TEXONA INVESTMENTS, LLC, a Texas limited liability company

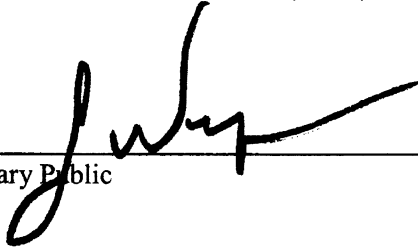
By: 

Name: William M. Heyer

Its: Managing Member

STATE OF TEXAS)
) ss.
County of Travis)

The foregoing instrument was acknowledged before me this 22 day of July 2021, by William M. Heyer, the Managing Member of TEXONA INVESTMENTS, LLC, a Texas limited liability company, for and on behalf thereof.



Notary Public

My Commission Expires:

11-20-2022



EXHIBIT A TO SPECIAL WARRANTY DEED

(Legal Description Attached)

A parcel of land situated in the Northwest quarter of the Northeast quarter of Section 18, Township 17 North, Range 6 East of the Gila and Salt River Base and Meridian, Coconino County, Arizona, being more particularly described as follows:

BEGINNING at a B.L.M. brass capped pipe dated 1957 and marking the North quarter corner of said Section 18;

Thence North 89 degrees 51 minutes 39 seconds East (North 89 degrees 48 minutes East recorded), a distance of 441.70 (441.70 recorded) feet along the North line of said Northwest quarter of the Northeast quarter of Section 18 to a 1/2 inch rebar set at the Northwest corner of that certain parcel described in Docket 703, Page 675 of the Coconino County Recorder's Office;

Thence South 31 degrees 46 minutes 21 seconds East (South 31 degrees, 50 minutes East recorded), a distance of 78.20 (78.20 recorded) feet along the westerly line of said parcel described in docket 703, Page 675 to a 1/2 inch rebar set at the North corner of that certain parcel described in Docket 727, Page 178 of the Coconino County Recorder's Office;

Thence South 37 degrees 13 minutes 39 seconds West (South 36 degrees 12 minutes West recorded) a distance of 127.00 (127.67 recorded) feet to a 1/2 inch rebar set at the Northwesterly corner common to those certain parcels described in Docket 727, Page 178 and Docket 792, Page 688 of the Coconino County Recorder's Office;

Thence South 66 degrees 10 minutes 39 seconds West (south 65 degrees 40 minutes West recorded), a distance of 87.00 (87.14 recorded) feet to a 1/2 inch rebar set at the Northwesterly corner of said parcel described in Docket 792, page 688;

Thence South 40 degrees 20 minutes 21 seconds East (South 40 degrees 56 minutes East recorded) a distance of 68.10 (65.00 recorded) feet along the Southwesterly line of said parcel described in Docket 792, Page 688 to a 1/2 inch rebar set at the Northerly corner of that certain parcel described in Docket 805, page 470 of the Coconino County recorder's Office;

Thence South 49 degrees 14 minutes 57 seconds West (South 49 degrees 04 minutes West recorded), a distance of 123.81 (123.00 recorded) feet to a 1/2 inch rebar set at the Westerly corner of said parcel described in Docket 805, Page 470;

Thence South 42 degrees 45 minutes 03 seconds East (South 42 degrees 56 minutes East recorded), a distance of 190.50 (187.42 recorded) feet along the Southwesterly line of said parcel described in docket 805, Page 470 to a 1/2 inch rebar set on the Westerly right-of-way line of Brewer Highway, the plat thereof being recorded in Book 2 of Maps, Page 139 of the Coconino County Recorder's Office;

Thence Southwesterly along said Westerly right-of-way line of Brewer Highway being a curve concave to the Southeast having a central angle of 17 degrees 07 minutes 20 seconds (19 degrees 40 minutes 20 seconds recorded), chord bearing of South 17 degrees 42 minutes 27 seconds West and radius of 319.48 (319.48 recorded) feet to an arc distance of 95.47 (109.69 recorded) feet to a 1/2 inch rebar set at a Point of Tangency;

Thence South 09 degrees 08 minutes 47 seconds West (South 08 degrees 22 minutes West recorded) a distance of 23.36 (10.63 recorded) feet along said Westerly right-of-way line of Brewer Highway to a 1/2 inch rebar set at the Northeasterly corner of that certain parcel described in Docket 560, Page 133 of the Coconino county Recorder's Office;

Thence North 84 degrees 20 minutes 03 seconds West (North 84 degrees 31 minutes West recorded), a distance of 100.00 (128.89 recorded) feet along the North line of said parcel described in Docket 560, Page 133 to a 1/2 inch rebar set at a Point of Curvature;

Thence Westerly along said Northerly line of that parcel described in Docket 560, page 133 being a curve concave to the Northeast having a central angle of 22 degrees 06 minutes 30 seconds (22 degrees 06 minutes 30 seconds recorded), chord bearing of North 73 degrees 16 minutes 48 seconds West and a radius of 55.00 (55.00 recorded) feet an arc distance of 21.22 (21.22 recorded) feet to a 1/2 rebar set at the Northwest corner of said parcel described in docket 560, page 133;

Thence South 47 degrees 31 minutes 57 seconds East (South 47 degrees 21 minutes West recorded), a distance of 253.05 (253.05 recorded) feet along the Northwesterly lines of those certain parcels described in Docket 560, page 133 and Docket 469, Page 398 of the Coconino County Recorder's Office to a 1/2 inch rebar set at the West corner of said parcel described in docket 469, Page 398;

Thence South 47 degrees 31 minutes 57 seconds West, a distance of 95.00 feet to a 1/2 inch rebar with cap stamped "LS 14184" set on the West line of the Northeast quarter of said Section 18;

Thence North 00 degrees 12 minutes 57 seconds East (North 00 degrees 02 minutes East recorded) a distance of 807.03 (807.03 recorded) feet along said West line of the Northeast quarter of Section 18 to the point of beginning.



Luke Sefton, PE, CFM
Tim Huskett, PE, CFM
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David Nicolella, Planner
Leonard Filner, Planner
Arman Mannur, Design Engineer
Merlie Sotelo, Design Engineer
Tejas Jakkawar, Project Engineer
Shivaraj Shanmukh, Project Engineer
Gururaj Mannur, Design Engineer
Glenn Smith, Project Manager

Mr. Luke Sefton, P.E. Sefton Engineering Consulting
40 Stutz Bearcat Dr.
Sedona, AZ 86336
Phone: (928) 202-3999
Email: info@sefengco.com
www.SeftonEngineeringCompany.com

February 24, 2025

Cari Meyer, Senior Planner
City of Sedona Community Development
102 Roadrunner Drive
Sedona, AZ 86336

RE: Citizen Participation Plan – PZ21-00013

Dear Ms. Meyer,

On behalf of our client, CV Development Sedona, Inc. (William M. Heyer), Sefton Engineering Consulting is pleased to submit this Citizen Participation Plan in conjunction with the Preliminary Plat Submittal Application for the proposed Canyon Vista project. This plan is designed to comply with Section 8.3.D of the City of Sedona Land Development Code and to facilitate meaningful public engagement throughout the review process.

Sefton Engineering and Mr. Heyer recognize the importance of early and effective citizen participation and have been actively engaged in that process over the past number of years. The primary goals of this overall process are:

- To engage the community early in the development review process and proactively address potential concerns. (Code Section 8.3.D(1)(a))
- To provide property owners and residents with adequate opportunities to understand the project and offer feedback. (Code Section 8.3.D(1)(b))
- To maintain ongoing communication with the community, City staff, Planning Commissioners, and elected officials. (Code Section 8.3.D(1)(c))

As background, the Canyon Vista project has been in various forms of planning for a number of years. As part of that process, Mr. Heyer and Sefton have held two public meetings on prior development concepts and have otherwise had ongoing communication with neighboring landowners and other stakeholders as requested or necessary.

Consistent with Code Section 8.3.D(2), notifications of past public meetings (for prior development designs) were provided to:

- Property owners within 300 feet of the project site.
- Leaders of adjacent homeowners' associations (HOAs) or recognized neighborhood groups.
- Other interested parties who have requested to be included in notifications.



Luke Sefton, PE, CFM
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Tejas Jakkawar, Project Engineer
Shivaraj Shanmukh, Project Engineer
Gururaj Mannur, Design Engineer
Glenn Smith, Project Manager

For the pending application, given that multiple public meetings have already been held for this project, we intend to update the same properties/stakeholders by mean of a Citizen Participation Letter (submitted herewith), which outlines key project details/changes and provides specific contact information for our team. Any concern or question by a stakeholder will be addressed, as has been the case in the past, by Sefton Engineering or directed to Mr. Heyer, as appropriate. (We do not intend to hold, and do not see the need for, another formal public meeting on this project.)

As with past notices to stakeholders, the Citizen Participation Letter and any other communication necessary to keep stakeholders appropriately informed, will be delivered by first-class mail and, when available, by email.

We will submit a Citizen Participation Report to the Director and the Planning and Zoning Commission prior to issuance of a notice of public hearing. The Community Development Department has been, and will continue to be, made aware of citizen participation efforts, as appropriate, by means of email or direct, informal communication.

We welcome any feedback from the City of Sedona to ensure this process meets all applicable requirements and supports meaningful public engagement.

Sincerely,

Luke Sefton, P.E., CFM
Sefton Engineering Consulting



Luke Sefton PE, CFM
Tim Huskett, PE, CFM
Robert Lane, Public Lands
Cheri Baker, Office Manager
Crockett Saline, E.I.T.
Christopher Henry, E.I.T.
David Nicoella, Planner
Leonard Filner, Planner

February __, 2025

Re: Neighborhood Notification - UPDATE

To Whom It May Concern:

I am reaching out to bring you up to speed on the latest development plans for (INSERT ADDRESS OF PROPERTY) (Assessor's Parcel Number 401-20-027G).

A Preliminary Plat for this property has recently been submitted for review by the City of Sedona Planning and Zoning Commission. As shown on the adjacent map, the roadways and infrastructure for the development remain substantially the same as discussed in past neighborhood meetings. Out of a desire by the property owner and City staff to protect highly visible, sensitive, steep hillside areas on the property, and to otherwise preserve a significantly larger portion of the property in its natural state, a cluster subdivision has been adopted for this submittal. The hillsides at issue will be protected by a no-development restriction. Residential lots under this new design are, effectively, specified building envelopes, each significantly smaller in size than in prior plans or as allowed by zoning. The project calls for eleven (11) total lots/envelopes, as compared to eight (8) large lots in prior plans.



The City of Sedona has assigned case number PZ21-00013 to the current submittal. If you have any questions, please contact me or our Project Manager Glenn Smith at Sefton Engineering at the number listed below or by email to gs@sefengco.com. Alternatively, you may go to the City of Sedona website: <https://www.sedonaaz.gov/your-government/departments-and-programs/community-development/projects-and-proposals/archived-project-pages/canyon-vista-2023>

Sincerely,

Luke Sefton

40 Stutz Bearcat Dr., Sedona, Arizona 86336 ~Phone: (928) 202-3999
Email: info@sefengco.com ~ www.SeftonEngineeringCompany.com

In affiliation with:

Heritage Land Surveying & Mapping, Inc. with offices in Sedona, Camp Verde & Colorado

PRELIMINARY PLAT CANYON VISTA

APN: 401-20-027G
PZ23-00005(SUB)

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ETCETERA	ALTA



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CANYON VISTA SUBDIVISION

SEDONA, ARIZONA

SHEET TITLE:
PROJECT TITLE:

DRAWN BY: TBJ
SCALE: NTS
DATE: 02-11-2025
PROJECT NO: 140505



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- V-1 COVER SHEET
- V-2 PRELIMINARY PLAT
- V-3 PRELIMINARY PLAT EASEMENTS
- V-4 PRELIMINARY PLAT BUILDING ENVELOPES
- V-5 PRELIMINARY PLAT DETAILS

PRELIMINARY PLAT NOTES:

1. THE SUBDIVIDER HEREBY DECLARES AND AGREES THAT THE LOTS CREATED HEREBY SHALL NOT BE FURTHER DIVIDED. THIS PROHIBITION AGAINST FURTHER DIVISIONS OF LOTS SHALL BECOME BINDING UPON EACH AND EVERY SUCCESSIVE OWNER. THIS PROHIBITION SHALL NOT APPLY TO THE CREATION OF EASEMENTS, OR RIGHTS-OF-WAY.
2. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED OR PLACED WITHIN OR OVER UTILITY EASEMENTS EXCEPT: UTILITIES, WOOD, WIRE OR REMOVABLE SECTION TYPE OF FENCING, ASPHALT PAVING, GRAVEL, CONCRETE, OTHER DRIVEWAY MATERIALS, OR SUITABLE LANDSCAPING. IT SHALL BE FURTHER UNDERSTOOD THAT THE UTILITY COMPANIES SHALL NOT BE REQUIRED TO REPLACE OBSTRUCTIONS, PAVING, OR PLANTING THAT MUST BE REMOVED DURING THE COURSE OF MAINTENANCE, CONSTRUCTION OR RECONSTRUCTION OF UTILITIES.
3. EACH OF THE LOTS SHOWN HEREON ARE SUBJECT TO COMPLIANCE WITH ALL PRIVATE DEED RESTRICTIONS DOCUMENTS, INCLUDING BUT NOT LIMITED TO THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR CANYON VISTA (THE "DECLARATION"), TO BE RECORDED WITH THE COUNTY RECORDER OF COCONINO COUNTY, ARIZONA, FOLLOWING THE RECORDING OF THIS PLAT
4. LOT CORNERS SHALL BE SET WITHIN 120 DAYS OF APPROVAL AND RECORDING OF THIS FINAL PLAT, AND WILL BE MONUMENTED WITH 1/2" REBAR WITH ALUMINUM CAPS MARKED "LS41502". CENTERLINE MONUMENTS SHALL BE MAG 120 TYPE "B" MARKED "LS41502".
5. NO LINES, WIRES, OR OTHER SERVICES FOR THE COMMUNICATION OR TRANSMISSION OF ELECTRIC CURRENT OR POWER OR ELECTROMAGNETIC IMPULSES, INCLUDING TELEPHONE, TELEVISION, AND RADIO SIGNALS, SHALL BE ERECTED, PLACED, OR MAINTAINED ANYWHERE IN OR UPON THE PROPERTY UNLESS THEY ARE CONTAINED IN CONDUITS TO CABLES INSTALLED AND MAINTAINED UNDERGROUND OR CONCEALED IN, UNDER, OR ON BUILDINGS OR OTHER STRUCTURES APPROVED BY THE ASSOCIATION.

EASEMENT DEDICATION:

EASEMENTS ARE HEREBY GRANTED BY THE PROPERTY OWNER(S) OF THIS SUBDIVISION FOR DRAINAGE PURPOSES, AS SHOWN ON THIS PLAT IN THE AREAS MARKED "DRAINAGE EASEMENT", "DRAINAGE EASEMENT / DETENTION BASIN", AND THE STREET AND COMMON DRIVES. THE OWNER(S) OF ALL LOTS ARE JOINTLY RESPONSIBLE, EITHER ACTING THROUGH A HOMEOWNERS ASSOCIATION OR INDIVIDUALLY (AS FURTHER SPECIFIED IN THE DECLARATION), FOR MAINTAINING THE DRAINAGE EASEMENTS' CONDITION AS IT WAS WHEN THE CONSTRUCTION OF THE SUBDIVISION WAS APPROVED. DRAINAGE EASEMENTS ARE INTENDED TO CONFORM TO THE NATURAL OR MAN-MADE WATERCOURSES EXISTING AT THE TIME OF CONSTRUCTION OF THE SUBDIVISION (UNLESS OTHERWISE APPROVED BY THE CITY OF SEDONA).

DETENTION BASINS, WATERCOURSES, AND THE COMMON DRIVES WILL REQUIRE PERIODIC MAINTENANCE TO CONVEY ON-SITE OR OFF-SITE DISCHARGES. PERIODIC MAINTENANCE WILL CONSIST OF THE REMOVAL OF EARTH AND / OR VEGETATIVE MATERIAL THAT HAS BUILT UP SINCE THE ORIGINAL CONSTRUCTION OF THE SUBDIVISION.

IF THE DRAINAGE EASEMENTS ARE NOT ADEQUATELY MAINTAINED, THE CITY OF SEDONA WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY DAMAGE. HOWEVER, IT HAS THE AUTHORITY TO ENTER ONTO THE SITE AND MAINTAIN THE DRAINAGE EASEMENTS. IF THE CITY OF SEDONA HAS TO DO THE MAINTENANCE, THE PROPERTY OWNER(S) WILL BE BILLED. SHOULD COURT ACTION BE NECESSARY TO COLLECT PAYMENT, THE PROPERTY OWNER(S) SHALL BE RESPONSIBLE FOR ATTORNEY'S FEES AND COURT COSTS.

DRAINAGE NOTES:

NATURAL GROUND CONDITIONS MAY CONVEY FLOWS THROUGH INDIVIDUAL LOTS. BUILDINGS SHOULD BE CONSTRUCTED IN THE APPROVED LOCATIONS AND IN COMPLIANCE WITH APPROVED GRADING AND DRAINAGE PLAN.

CIVIL ENGINEER:

SEFTON ENGINEERING
40 STUTZ BEARCAT DR. #8
SEDONA, ARIZONA 86336
PHONE: (928) 202-3999
LUKE SEFTON, P.E. 37322

OWNER / DEVELOPER:

CV DEVELOPMENT SEDONA, INC.
WILLIAM HEYER
2421 WOOLDRIDGE DRIVE.
AUSTIN, TX 78703
PHONE: 512 917 2780

SURVEYOR:

HAMMES SURVEYING LLC
2100 VIA SILVERADO
CAMP VERDE, ARIZONA 86322
PHONE: (928) 282-5686
TIMOTHY L. HAMMES, R.L.S. 29263

UTILITIES FURNISHED BY:

ELECTRIC - ARIZONA PUBLIC SERVICE
TELEPHONE - QWEST
POLICE DEPARTMENT - CITY OF SEDONA
SEWAGE DISPOSAL - CITY OF SEDONA
SEDONA FIRE DISTRICT - EMERGENCY SERVICES
SOLID WASTE DISPOSAL - MOUNTAIN WASTE
WATER - ARIZONA WATER COMPANY
NATURAL GAS - UNISOURCE ENERGY SERVICES
TELEVISION - SEDONA CABLEVISION

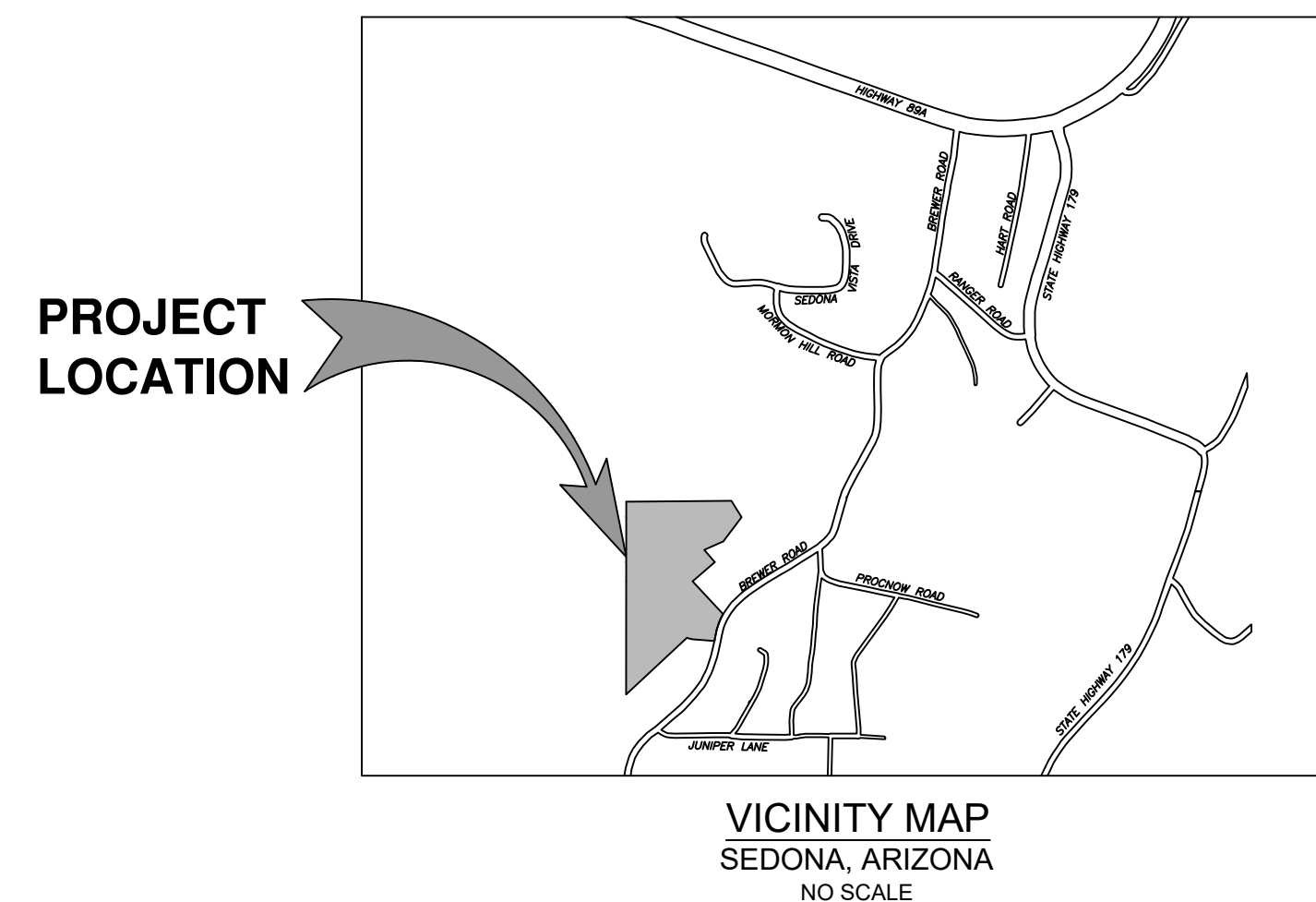
LOT AREAS	
LOT	NET (SF)
1	3186
2	2808
3	3229
4	2816
5	3159
6	8967
7	3290
8	3276
9	3276
10	3599
11	3731

* NET AREA REFERS TO THE BUILDING PAD AREA.

PRELIMINARY PLAT CANYON VISTA

**APN: 401-20-027G
PZ23-00005(SUB)**

A PORTION OF THE NW 1/4 OF THE NE 1/4 OF SECTION 18, TOWNSHIP 17 NORTH, RANGE 6 EAST, GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA, COCONINO COUNTY, ARIZONA, ZONED RS-10 CONTAINING 5.75 ACRES (PER COCONINO COUNTY GIS) (CONTAINING ± 5.72 ACRES PER SURVEY)



DECLARATION AND DEDICATION:

STATE OF ARIZONA }
COUNTY OF COCONINO } SS

KNOW ALL MEN BY THESE PRESENTS:

1. THAT CV DEVELOPMENT SEDONA, INC. ("OWNER"), AS OWNER OF THE REAL PROPERTY DESCRIBED AND DEPICTED HEREON, HAS SUBDIVIDED UNDER THE NAME "CANYON VISTA" A PORTION OF SECTION 18, TOWNSHIP 17 NORTH, RANGE 6 EAST, GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA, COCONINO COUNTY, ARIZONA, AND HEREBY PUBLISHES THIS PLAT AS AND FOR THE PLAT OF CANYON VISTA (THE "PLAT"). OWNER HEREBY DECLARES THAT THE PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE LOTS, TRACTS, STREETS, AND EASEMENTS, AND THAT SUCH LOTS, TRACTS AND STREETS SHALL BE KNOWN BY THE NUMBER, LETTER OR NAME GIVEN HEREON.
2. RESIDENTIAL LOTS, LOTS 1-11 (THE "RESIDENTIAL LOTS") ARE CREATED AND INTENDED TO BE USED FOR RESIDENTIAL HOMES, WITH ONLY ONE SINGLE-FAMILY RESIDENCE TO BE CONSTRUCTED WITHIN THE BOUNDARIES OF EACH SUCH RESIDENTIAL LOT.
3. COMMON TRACTS, TRACTS A, B AND C (COLLECTIVELY, THE "COMMON TRACTS") ARE CREATED AND INTENDED FOR THE COMMON BENEFIT OF THE DEVELOPMENT AND THE RESIDENTIAL LOTS. THE COMMON TRACTS SHALL BE OWNED BY A HOMEOWNERS' ASSOCIATION. THE OBLIGATION TO REPAIR AND MAINTAIN THE COMMON TRACTS SHALL LIE WITH THE ASSOCIATION, EXCEPT TO THE EXTENT THE DECLARATION OR OTHER GOVERNING DOCUMENTS FOR THE SUBDIVISION ASSIGNS ANY SUCH OBLIGATION TO ONE OR MORE RESIDENTIAL LOT OWNER.
4. OPEN SPACE TRACTS, TRACT A & B ARE "OPEN SPACE" TRACTS AND NO DEVELOPMENT SHALL OCCUR ON THESE TRACTS EXCEPT FOR FOOT TRAILS. AN EXCEPTION TO THIS PROHIBITION SHALL EXIST IF NECESSARY TO ADDRESS A PUBLIC HEALTH OR SAFETY ISSUE AND APPROVED BY THE CITY.
5. TRACT C, TRACT C IS CREATED AND SHALL BE USED FOR THE PURPOSE OF ROADWAYS, UTILITIES, DRAINAGE FACILITIES, AND OTHER COMMON DEVELOPMENT INFRASTRUCTURE, AS DETAILED IN THIS PLAT. THE REMAINING AREAS OF TRACT C, INCLUDING SPECIFICALLY THOSE ADJOINING THE RESIDENTIAL LOTS, MAY BE USED BY THE OWNERS OF THE RESIDENTIAL LOTS - TO THE EXTENT, AND ONLY TO THE EXTENT, PROVIDED IN THE DECLARATION - FOR LANDSCAPING, PARKING APRONS, CONCRETE SLABS FOR EXTERNAL HVAC SYSTEMS, AND OTHER SUCH EXTERNAL FEATURES THAT NECESSARILY SUPPORT USE AND OCCUPANCY OF THE RESIDENTIAL LOTS AND THE RESIDENCES BUILT THEREON. THE FOREGOING NOTWITHSTANDING, THE OWNER OF A RESIDENTIAL LOT SHALL HAVE NO RIGHT TO USE ANY SUCH AREA TO EXPAND THE FOOTPRINT OF A RESIDENCE OR TO INSTALL RELATED STRUCTURES, INCLUDING BUT NOT LIMITED TO DECKS, SPAS, STORAGE FACILITIES, AND OUTBUILDINGS.
6. UTILITY EASEMENT. OWNER HEREBY GRANTS TO THE APPLICABLE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT ON, OVER, UNDER, UPON, AND ACROSS ALL STREETS SHOWN HEREON, FOR THE INSTALLATION, OPERATION, AND MAINTENANCE OF RELATED UTILITY LINES, INCLUDING BUT NOT LIMITED TO WATER, SEWER, ELECTRICAL, NATURAL GAS, TELEPHONE, AND BROADBAND. SUCH EASEMENT SHALL EXTEND ACROSS ANY PORTION OF LOT C NOT OTHERWISE DEDICATED TO STREETS, AS MAY BE REASONABLY NECESSARY TO ENSURE THAT SUCH UTILITIES REACH EACH RESIDENTIAL LOT.
7. HEALTH AND SAFETY EASEMENT. OWNER HEREBY GRANTS TO ALL PUBLIC AND PRIVATE PROVIDERS OF EMERGENCY SERVICES, REFUSE COLLECTION, AND OTHER SERVICES NECESSARY TO ENSURE PUBLIC HEALTH AND SAFETY, AN EASEMENT ON, OVER, AND ACROSS ALL STREETS AND ANY OTHER PORTION OF LOT C, AS MAY BE NECESSARY TO ENSURE ACCESS THE RESIDENTIAL LOTS.

IN WITNESS WHEREOF, OWNER HAS CAUSED THIS PLAT TO BE DULY EXECUTED AS OF THIS _____ DAY OF _____, 2024.

BY: _____
WILLIAM M. HEYER, MANAGER, CV DEVELOPMENT SEDONA, INC.

ACKNOWLEDGEMENT:

STATE OF ARIZONA }
COUNTY OF COCONINO } SS

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS _____ DAY OF _____, 2024

BY: _____, MY COMMISSION EXPIRES _____

NOTARY PUBLIC

CERTIFICATE OF APPROVALS

COMMUNITY DEVELOPMENT DEPARTMENT

DIRECTOR OF COMMUNITY DEVELOPMENT _____ DATE _____

ENGINEERING SERVICES

CITY ENGINEER _____ DATE _____

(ACCEPTANCE OF THE RIGHT-OF-WAY DEDICATION AND PUBLIC IMPROVEMENTS IS CONTINGENT UPON CONSTRUCTION OF REQUIRED IMPROVEMENTS TO THE SATISFACTION OF THE CITY ENGINEER.)

SEDONA FIRE DISTRICT

FIRE MARSHAL _____ DATE _____

CITY COUNCIL

MAYOR _____ DATE _____

CITY CLERK _____ DATE _____

CERTIFICATION OF LAND SURVEYOR:

I, TIMOTHY L. HAMMES, BEING A REGISTERED LAND SURVEYOR WITHIN THE STATE OF ARIZONA, WITH AND BY MY SIGNATURE BEING PLACED HEREON, DO CERTIFY THE IMPLEMENTATION AND THEREFOR THE EXECUTION OF AN OWNERSHIP NAME CHANGE UPON THIS PLAT. ALL OTHER ITEMS, PREVISIONS, DEDICATIONS AND RESERVATIONS SHOWN HEREON SHALL REMAIN UNCHANGED AND IN FULL FORCE.

TIMOTHY L. HAMMES, RLS



COVER SHEET

SHEET TITLE:
PROJECT TITLE:

DRAWN BY: TBJ

SCALE: AS SHOWN

DATE: 02-11-2025

PROJECT NO: 140505

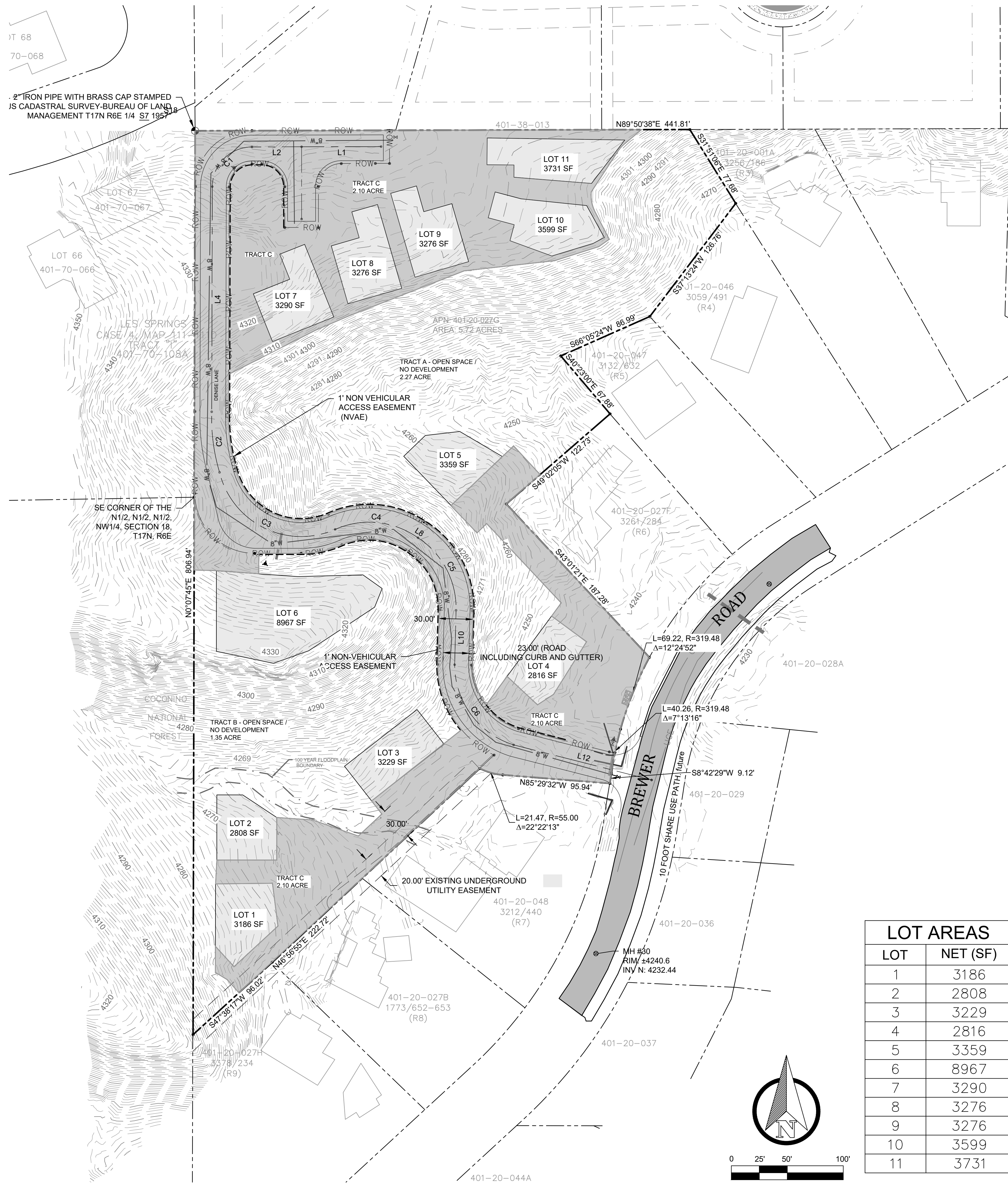
SHEET NO.

V-1

CANYON VISTA SUBDIVISION
SEDONA, ARIZONA



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2" IRON PIPE WITH BRASS CAP STAMPED
 JS CADASTRAL SURVEY-BUREAU OF LAND
 MANAGEMENT T17N R6E 1/4 S7 1957

ROAD LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	71.00	S89° 50' 37.20"W
L2	44.34	S89° 50' 39.64"W
L4	201.06	S0° 08' 52.54"W
L8	3.16	S56° 53' 17.04"E
L10	48.56	S1° 28' 10.34"W
L12	127.20	S75° 43' 07.56"E

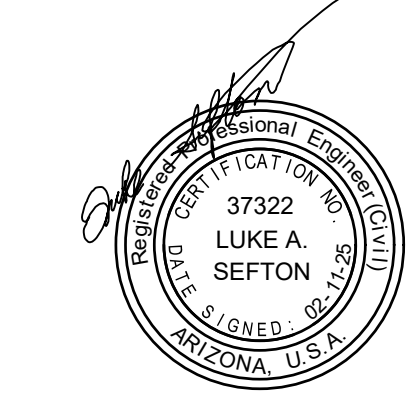
ROAD CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHD BEARING	CHD LEN
C1	55.57	35.50	89.70	S44° 59' 46"W	50.07
C2	54.75	168.30	18.64	S7° 21' 25"E	54.51
C3	131.23	75.00	100.25	S63° 44' 43"E	115.12
C4	74.59	75.00	56.98	S85° 22' 48"E	71.56
C5	76.45	75.00	58.40	S27° 41' 15"E	73.18
C6	95.10	75.00	72.65	S36° 19' 27"E	88.85

LOT AREAS	
LOT	NET (SF)
1	3186
2	2808
3	3229
4	2816
5	3359
6	8967
7	3290
8	3276
9	3276
10	3599
11	3731

* NET AREA REFERS TO THE BUILDING PAD AREA.

HATCH LEGEND	
	RESIDENTIAL LOTS
	TRACT C - INGRESS/EGRESS UTILITY AND DRAINAGE AREAS THAT MAY BE DISTURBED

LEGEND	
	ROAD CENTERLINE
	PARCEL & RIGHT-OF-WAY LINE
	BUILDING ENVELOPE
	PROPOSED EASEMENT LINE
	EXISTING EASEMENT LINE
	RIGHT OF WAY / PUBLIC ACCESS UTILITY & DRAINAGE EASEMENT
	EDGE OF PAVEMENT
	FOUND 1/2" REBAR ADDED TAG "LS 29263"
	FOUND 1" PIPE ADDED TAG "LS 29263"
	FOUND 1/2" REBAR OB CAP. ADDED TAG "LS 29263"
	FOUND 1/2" REBAR TAG "LS 32224"
	FOUND 1/2" REBAR "LS 14184"

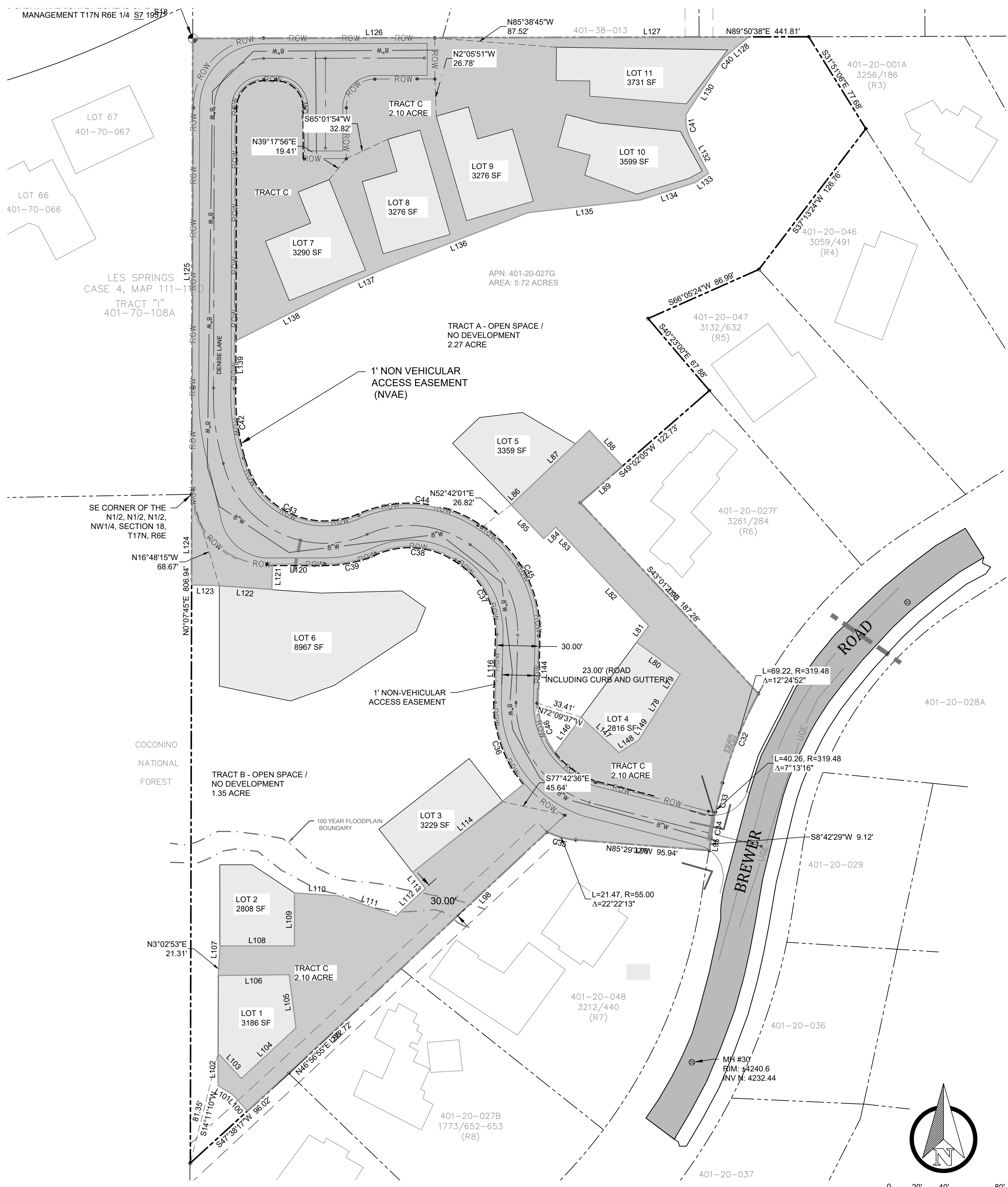


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 40 STUTZ BEARCAT DR. #8
 SEDONA, ARIZONA 86336
 PH: (928) 202-5995 LS@SEFTON.COM

PRELIMINARY PLAT
CANYON VISTA SUBDIVISION
 SEDONA, ARIZONA

SHEET TITLE:	PRELIMINARY PLAT
PROJECT TITLE:	CANYON VISTA SUBDIVISION
DRAWN BY:	TBJ
SCALE:	AS SHOWN
DATE:	02-11-2025
PROJECT NO.:	140505
SHEET NO.:	V-2

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LINE #	LENGTH	DIRECTION
L78	19.75	N32° 07' 18.47"E
L79	18.76	N32° 07' 18.47"E
L80	38.76	N53° 34' 55.70"W
L81	14.51	N36° 19' 32.99"E
L82	69.83	N43° 13' 34.45"W
L83	27.37	N43° 13' 34.45"W
L84	12.00	S45° 59' 24.65"W
L85	33.74	N43° 44' 12.95"W
L86	13.45	N46° 16' 12.00"E
L87	63.93	N46° 27' 35.75"E
L88	34.75	S42° 43' 10.44"E
L89	40.04	S48° 53' 33.61"W
L90	187.28	S43° 01' 20.58"E
L95	9.12	S8° 42' 28.55"W
L96	95.94	N85° 29' 32.20"W
L98	129.47	S46° 55' 22.47"W
L99	164.46	S47° 07' 07.56"W
L100	15.83	N41° 46' 49.07"W
L101	12.33	N58° 39' 45.25"W
L102	23.31	N0° 08' 53.53"E

CURVE #	LENGTH	RADIUS	DELTA	CHD BEARING	CHD LEN
C32	69.22	319.48	12.41	S21° 52' 59"W	69.09
C33	24.99	319.48	4.48	S13° 05' 05"W	24.98
C34	15.28	319.48	2.74	S9° 28' 27"W	15.28
C35	21.47	55.00	22.37	N74° 17' 00"W	21.34
C36	63.29	88.24	41.10	N20° 00' 04"W	61.95
C37	61.16	60.01	58.40	N27° 41' 06"W	58.55
C38	62.85	60.31	59.70	N83° 56' 24"W	60.04
C39	37.50	90.00	23.87	S78° 03' 51"W	37.23
C40	8.76	26.65	18.83	S41° 41' 07"W	8.72
C41	18.29	32.22	32.52	S10° 32' 19"E	18.04
C42	50.52	153.30	18.88	S7° 23' 27"E	50.29
C43	105.37	60.00	100.62	S63° 33' 37"E	92.34
C44	92.68	90.21	58.86	S84° 24' 17"E	88.66
C45	91.73	90.00	58.40	S27° 41' 17"E	87.81
C46	38.12	58.99	37.03	S18° 48' 40"E	37.46

LINE #	LENGTH	DIRECTION
L127	138.41	N89° 50' 38.43"E
L128	19.94	S50° 02' 25.87"W
L130	43.32	S33° 19' 47.68"W
L132	27.75	S27° 24' 18.46"E
L133	11.54	S55° 06' 41.95"W
L134	41.41	S72° 23' 32.26"W
L135	81.06	S83° 34' 30.86"W
L136	109.63	S68° 41' 48.90"W
L137	32.77	S66° 45' 07.08"W
L138	87.68	S63° 08' 18.52"W
L139	33.73	S0° 08' 52.54"W
L144	48.47	S0° 16' 17.13"W
L146	31.52	N36° 25' 05.49"E
L147	37.20	S46° 56' 18.40"E
L148	17.00	N56° 57' 23.46"E
L149	17.00	N32° 07' 18.47"E

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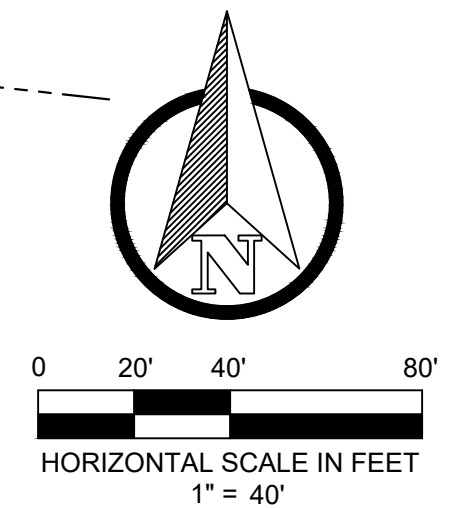
HATCH LEGEND

- RESIDENTIAL LOTS
- TRACT C - INGRESS/EGRESS UTILITY AND DRAINAGE AREAS THAT MAY BE DISTURBED

LEGEND

- ROAD CENTERLINE
- PARCEL & RIGHT-OF-WAY LINE
- BUILDING ENVELOPE
- PROPOSED EASEMENT LINE
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PRELIMINARY PLAT BUILDING ENVELOPES & TRACT C

CANYON VISTA SUBDIVISION

SEDONA, ARIZONA

SHEET TITLE: PRELIMINARY PLAT BUILDING ENVELOPES & TRACT C
 PROJECT TITLE: CANYON VISTA SUBDIVISION

DRAWN BY: TBJ
 SCALE: AS SHOWN
 DATE: 02-11-2025
 PROJECT NO: 140505
 SHEET NO. **V-4**

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**Attachment 3:
Subdivision Checklist**

Subdivision Checklist
 Land Development Code Article 7
 PZ23-00005 (SUB) Canyon Vista



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

Article 7 of the Sedona Land Development Code contains principles and standards applicable to the subdivision of properties. This Article sets the minimum criteria for review and approval of all new subdivisions by the City’s Community Development Department, Planning & Zoning Commission, and City Council. Applicants of proposed subdivisions must demonstrate compliance with these standards.

Review Date: March 11, 2025

Reviewer: Megan Yates, Assistant Planner

Color Coding	Full Compliance	Partial Compliance	Non-Compliance	Not Applicable
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7.3 Subdivision Standards	
7.3.C: Lot Planning	<p><i>Evaluation:</i></p> <p>(1) Number of Lots Created</p> <p>a. Subdivision: The property is zoned RS-10, which permits a maximum of 4 units per acre. The property is 5.72 acres and there are 11 lots in the proposed cluster subdivision, a density of 1.92 units per acre.</p> <p>(2) Lot Size and Configuration</p> <p>a. A Cluster subdivision has been deemed appropriate for this parcel. Cluster subdivisions have a minimum parcel size of 3 acres, this parcel is 5.72. All lots are a minimum of 25 feet in width and meet the maximum density requirement for the zoning district. No exceptions are requested.</p> <p>b. Since this is a cluster subdivision each lot has a building envelope there are no side lot lines.</p> <p>c. No double frontage lots are proposed (Lots backing up to an arterial are not considered double frontage lots).</p> <p>d. Many of the lots have placement and orientation similar to a flag lot. Ingress/Egress easements are shown on the plat that may accommodate turnarounds and Fire District access. Many of the building envelopes have irregular shapes particularly lots 7 – 11 and the irregular shapes do not appear to follow topographical features. In order to comply with this section, all lots should have a more regular shape.</p> <p>e. No corner lots have been proposed.</p> <p>f. No lots are divided by a city, county, school district, or other taxing agency boundary.</p> <p>g. The location of the building envelopes align with the natural topographic features and avoid floodplains and steep drop-offs.</p> <p>(3) Drainage</p> <p>a. The City’s Public Works/Engineering Staff has reviewed the grading and drainage plans, and, if the plat is approved, will review the final plans for compliance with applicable requirements before grading permits are issued</p>

(4) Access

- a. In order to minimize traffic conflicts, all lots are connected to Denise Lane that provides a singular connection to Brewer Road, a public street, which connects to W State Route 89A at a roundabout.
- b. The steep topographical constraints of the parcel limit the access to a single point.
- c. There are no other rights-of-way adjacent to the parcel, all surrounding properties to the north, south, west, and east, are privately owned or the National Forest.
- d. The Sedona Fire District’s comments state “Based upon the topography and being located in the Wildland Urban Interface, a secondary vehicular access point may be required. The Fire Protection Plan will provide insight into the types of fuels present and how a fire may spread through the development.”

(5) Flag Lots

- a. Many of the lots have orientations similar to a flag lot and the flagpole dimension requirements of this section should be used to ensure easements are appropriately sized, which would require a minimum 30’ width if both water and sewer are provided in the easement. The utility plans do not show how water and sewer service will be provided to each lot, but it is assumed they would go through the ingress/egress/utility easements shown on the plat. The easement going to Lot 5 is 25’ wide, 5’ narrower than required.

(6) Modification of Construction Envelope

- a. No construction envelopes are being modified with this application.

Compliance: Yes Partial No Not Applicable

7.3.D: Sensitive Lands

Evaluation:

(1) Generally

- a. Sensitive lands will be protected by a cluster subdivision. The steep topography has been considered in the layout of the subdivision, the number of lots being proposed, and the proposed access to the new lots.

(2) Steep Slope and Ridgeline Development

- a. Lot 6 – 11 building envelopes are located near the crest of the ridgeline with Lot 6 being the furthest away from the ridge edge and Lot 11 being the closest to the ridge edge. A compliant line of sight has not been provided. Staff is unable to determine if the buildings will be silhouetted or if the existing trees will provide screening.

(3) Hillside Development Area

- a. LDC Section 7.3.F(5) requires 5’ wide sidewalks on both sides of the new street. Sidewalks are not being proposed for this subdivision, instead a 4-foot-wide pedestrian foot path is proposed. While this section allows the required sidewalks to be replaced with a trail or pathway. The proposed pathway is 4’ wide (less than half of the combined width of the required sidewalks) and does not provide the same pedestrian access through the property as sidewalks would. The main portion of the foot trail is connected through the private driveway for Lot 5 up to the top of Denise Lane. Lots 1, 2, 3, and 6 do not have access to this path and the easement to Lot 5 where the path comes out does not have pedestrian facilities along it (construction plans show road only), so it is unclear how pedestrian access to Brewer Road will be provided. Further, the proposed foot trail is located on the hillside that has a 45 – 60% slope

whereas sidewalks along Denise Lane would have a maximum of 15% slope (same slope as the road). Finally, the path is not shown on the Preliminary Plat, only on the construction plans, and is shown going through Tract A, which specifies “No Development.”

For the reasons outlined above, Staff does not support using this trail to replace the required sidewalks.

- b. Private access ways for Lots 1-5 are more than 16 feet in width and are to be constructed with decomposed granite. Lot 6 appears to be able to be serviced by a standard driveway. Access ways for Lots 7-11 are not shown on the plat and it does not appear that there is sufficient space along the road for them each to have an individual driveway and shared driveways are not shown. Shared access ways would be required to comply with this section.

Compliance: Yes Partial No Not Applicable

7.3.E: Block Layout

Evaluation: The subdivision does not propose any blocks.

Compliance: Yes Partial No Not Applicable

7.3.F: Street Design

Evaluation:

- (1) Conformance with Adopted Plans
 - a. There are no CFA or Specific Area plans approved for this property.
- (2) Coordination of Streets
 - a. The primary vehicular access to the site will be via a new street, Denise Lane, that will have a single connection to Brewer Road. No other new streets are proposed.
 - b. No connections to other existing local streets are proposed; this is not required to be a dedicated ROW.
 - c. There are no potential connections to other streets that need to be planned for in this subdivision.
 - d. No other intersections are adjacent to the property.
 - e. Adjacent properties will not be landlocked and does not prevent access to public land.
- (3) Street Intersections

The proposed street is located on the most disturbed area of the site. The street is required to meet design standards based on the gradient, which has been reviewed by the Public Works Department and Fire District.
- (4) Street Design Standards
 - a. The City typically requires a minimum 50-foot-wide ROW to accommodate streets, utilities, drainage, etc. This application proposes a 30-foot-wide right-of-way.
 - b. Roll curb and gutter are proposed.
 - c. The site has a hammerhead turnaround proposed at the end of Denise Lane, another for the shared driveway for lots 1 – 3, and at the end of the driveway for lot 5. The proposed turnarounds are being reviewed by the Sedona Fire District.
- (5) Sidewalks
 - a. 5’ wide sidewalks on both sides of the new street are required. Sidewalks are not being proposed for this subdivision, instead a 4-foot-wide pedestrian foot path is proposed. The

		<p>proposed pathway less than half of the combined width of the required sidewalks and does not provide the same pedestrian access through the property as sidewalks would. The main portion of the foot trail is connected through the private driveway for Lot 5 up to the top of Denise Lane. Lots 1, 2, 3, and 6 do not have access to this path and the easement to Lot 5 where the path comes out does not have pedestrian facilities along it (construction plans show road only), so it is unclear how pedestrian access to Brewer Road will be provided. Further, the proposed foot trail is located on the hillside that has a 45 – 60% slope whereas sidewalks along Denise Lane would have a maximum of 15% slope (same slope as the road). Finally, the path is not shown on the Preliminary Plat, only on the construction plans, and is shown going through Tract A, which specifies “No Development.”</p> <p>For the reasons outlined above, Staff does not support using this trail to replace the required sidewalks.</p>
Compliance: <input type="checkbox"/> Yes <input type="checkbox"/> Partial <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Applicable		

7.3.G: Street Naming and Traffic Control Signs		
		<p><i>Evaluation:</i></p> <p>(1) Continuation of Existing Names</p> <p style="padding-left: 20px;">a. The new street will be named Denise Lane. The current unimproved road is not named.</p> <p>(2) Street Signage</p> <p style="padding-left: 20px;">a. A street sign will be installed at the corner of Denise Lane and Brewer indicating the road name. No parking signs will be installed along Denise Lane.</p> <p style="padding-left: 20px;">b. Final approval is required from the Public Works Department before installation of any signs.</p>
Compliance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		

7.3.H: Easement Planning		
		<p><i>Evaluation:</i></p> <p>(1) Written approval for utilities with respect to the utility easement is required. An email from Arizona Water Company was provided in relation to approval from the utility company. The email states that they have requested a formal submittal of water plans, water report and updated plat and cannot determine approval until these have been submitted. The other utility letters provided are “Will Serve” letters, not approval from the utility companies in regard to the easements.</p> <p>(2) Tract C is the easement for ingress/egress, drainage, and utilities. Specific allowances for Tract C are defined in Section 6 of the Declaration and Dedication on the Preliminary Plat. The easement for utilities is proposed to share the same easement as the 30-foot-wide right-of-way. No sidewalks are proposed for this property and the does not provide space for bike lanes. The construction plans show grading/slope work outside of the easement in a Tract that is designated as “No Development”. The easement should be increased in size to include all work/disturbance areas.</p> <p>(3) No easements are located within the parcels/building envelopes.</p> <p>(4) Drainage is proposed to be within the 30-foot-wide right-of-way easement and Tract C (ingress/egress, utility, and drainage areas).</p> <p>(5) There are no building envelopes above drainage easements.</p> <p>(6) The property borders Forest Service land to the northwest. Access to the Forest Service land is not prohibited by the plat but would need to be coordinated with the Forest Service.</p>

	(7) No trails or walkways are proposed since the property is not near any schools, playgrounds, shopping centers, transportation or other community facilities.
	<i>Compliance:</i> <input type="checkbox"/> Yes <input type="checkbox"/> Partial <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Applicable
	7.3.I: Reservation of Land for Public Use
	<i>Evaluation:</i> No land is proposed to be reserved for public use. There are no adopted plans that designate any of the land within the proposed subdivision as needing to be reserved for public use.
	<i>Compliance:</i> <input type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
	7.3.J: Alternatives to Subdivision Standards
	<i>Evaluation:</i>
	(8) Cluster Subdivision
	<ul style="list-style-type: none"> a. A cluster subdivision has been proposed. The property is zoned RS-10, which permits a maximum of 4 units per acre. The property is 5.72 acres and there are 11 lots in the proposed cluster subdivision, a density of 1.92 units per acre. b. Protected sensitive lands are defined in Section 4 of the Declaration and Dedication on the Preliminary Plat which states Tract A & Tract B are “open space” and no development shall occur within the tracts except for foot trails.
	<i>Compliance:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable

Other Considerations:

LDC Section 7.4: Improvement Plans
Improvement plans are not required to be submitted with the Preliminary Plat. If the Preliminary Plat is approved, improvements plans will be required to be submitted with the Final Plat.

Number of Submittals:
The plans currently submitted are the 4th submittal of the Preliminary Plat. Staff has previously provided comments regarding the deficiencies and non-compliance with the plans. The applicant has chosen not to fully address these comments, and the application is moving forward as is. In addition to the code deficiencies outlined in the checklist above, the following are items that are shown incorrectly/have not been corrected:

1. Legend items are not consistent.
2. "Hatch Legend" on Preliminary Plat sheets is backwards – in the legend, the hatch used for “Residential Lots” is used on Tract C on the map and vice versa.
3. Line weights on the plat do not match line weights shown in the legend.
4. Declaration and Dedication on Sheet 1 refers to Tracts as Lots.
5. Sheets need to be numbered as XX of YY.
6. Arrows calling out beginning and end of Non-Vehicular Access Easements (NVAE) are in the wrong locations.
7. Scale on the Sewer and Water plans is incorrect (Scale shows 1”:20’, plans drawn at 1”:40’)
8. Public Works/Engineering has identified the following as needing be removed from the plat:
 - a. Topography
 - b. Curb/Gutter/Edge of Pavement

- c. Sight Triangles
 - d. Surface Materials
 - e. Brewer Road Shared Use Path
9. The Preliminary Plat has a number of items that will likely be rejected by the County when taken for recording, including, but not limited to, the following:
- a. The “hatching” is actually shading – the County does not accept maps with areas that have printing/markings that are lighter than the rest of the map
 - b. Significant amounts of overlapping text/overlapping information
 - c. All text size must be at least 11-point font
10. The following comments from Public Works have not been addressed:
- a. ADEQ Approval to construct water and wastewater facilities is required.
 - b. Pedestrian path between Lot 6 and Lots 1, 2, and 3.
 - c. Cut/fill limits are at least 2’ away from property lines or at least 1/5 of the height of the cut/fill.
 - d. Show calculated lot corners on the legend.

Attachment 4:

Review Agency Comments

4a. City of Sedona Community Development

4b. City of Sedona Public Works Department

4c. Sedona Fire District



City Of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

PZ23-00005 (SUB) Canyon Vista Subdivision Preliminary Plat

Planning Comments, 3rd Review, October 21, 2024

LDC Section 8.3.C(7): If an application has not been resubmitted to address staff-noted deficiencies within three months, such application shall be deemed abandoned and all fees forfeited. The applicant may request three additional months to address staff-noted deficiencies. Abandoned applications shall require a new pre-application meeting and may be subject to additional fees.

It is the applicant's responsibility to be aware of submittal deadlines. Staff may not alert an applicant that a deadline is approaching and may not accept submittals after the deadlines.

1. General Comments

- a) The application has been submitted for preliminary plat. The following comments must be addressed prior to scheduling a public hearing for this project.
- b) Contact the following Staff members if you have any questions regarding what will be required:
 - i) Megan Yates, Assistant Planner, myates@sedonaaz.gov, (928) 203-5090, for questions regarding development standards, submittal requirements, and the review process.
- c) *The fees paid for this project only cover the 1st and 2nd reviews. As this is the 3rd review, the applicant will be charged a minimum of \$50 per hour of staff time spent completing the review, which will need to be paid prior to scheduling a public hearing. Contact staff about the outstanding balance or make a payment.*
- d) The 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. The application is missing the following items:

- a) Review the submittal requirements in the Administrative Manual, both the general application requirements (Section 1.1) and specific application submittal requirements (Section 1.3). All items listed for Conceptual Plat and Preliminary Plat are required at this stage of review. As submitted, the application is missing items, including, but not limited to:
 - i) Manual Section 1.1.H(10): Summary of any additional legal restrictions
 - (1) *Are the electrical lines, utility easements, and ROW on the plat?*
 - (2) *Provide additional information regarding the resolution concerning franchise for water system.*
 - ii) Manual Section 1.3.A(1)d: Slope analysis
 - (1) If any area has a slope greater than 30%, provide a soil and geology report (Manual Section 1.3.B(1)e.1).
 - (a) *The geotechnical report references the prior layout of the subdivision. Update report.*
 - iii) Manual Section 1.3.B(1)c.6: Circulation map. See also LDC Section 5.4.C (Circulation Plan Required).
 - (1) *The circulation map provided does not include the required elements. Review LDC and Manual sections cited above and revise.*

- e) Lots 1, 2, 3, and 6 appear to have a driveway area platted to the building envelope. Is this meant to be a driveway/access easement? Is it meant to be a part of the building envelope? If one of these is the case, all lots should have a similar platted access point. Clarify the purpose of including these areas on the plat.
- i) Comment not addressed. If this is meant to show where access will be for each lot, all lots should have similar platted access.*
- f) Use different line weights/more contrast in the shading to ensure that it is easy to distinguish between the different elements called out in the legend. Particularly, it is difficult to distinguish between the Non-Vehicular Access Easement, the property lines, and easement hatching.
- i) Comment remains. There is not enough contrast between lines and hatching to easily differentiate and they are not consistently used on all sheets.*
- g) Extend the NVAE along Lot 7 (Line L28 & Curves C15 & C16).
- i) NVAE not extended along Curves C15 & C16.*
- h) The shared use path indicator along Brewer Road blocks out monument data. Adjust plat so all information is visible.
- i) Comment remains. See Sheet V-5.*

5. Subdivision Standards (LDC Article 7)

- a) Review the LDC Sections listed below and make necessary changes to ensure compliance with LDC requirements. If an exception is being requested, add to the list of requested exceptions in LOI for staff review. Please note that the following comments outline only where staff has identified deficiencies. The applicant needs to go through the Subdivision requirements and address all relevant sections.
- b) LDC Section 7.3.C(5): Flag lots. Access driveways to Lots 1, 2, and 5 must meet the minimum width requirements for flag lots. The plans do not show the location of the water line to each lot but do show sewer going through these driveways. If only sewer is included, the minimum width is 24 feet. If both water and sewer are included, the minimum width is 30 feet. These driveways appear to be less than 24 feet. Amend plat to meet minimum requirements.
- i) While the lots aren't specifically flag lots, their placement and orientation are the same as a flag lot and these standards will be used to evaluate whether there is sufficient space in the easements provided for both access and utilities.*
- c) LDC Section 7.3.D: Sensitive Lands: Due to the slopes of this property, development must follow this section. Provide sufficient information to show how these standards are being met.
- i) Subsection 2: The line of sight this section refers to building construction, not traffic lines of sight at the roadway intersection. Update reference.*
- ii) Subsection 3: This application proposes meeting the sidewalk requirement with a 4' wide trail between Lots 5 and 7. Staff are not supportive of this as a substitution for the requirement for sidewalks on each side of the new street. If a trail were to be proposed, it would need to be a minimum of 8-10' wide and would need to provide a pedestrian connection from Brewer Road to all lots.*
- d) LDC Section 7.3.H(1): Easements for utilities shall be provided as necessary to ensure the provision of services to each lot. The developer will provide the Director with written documentation of approval by the utilities with respect to easements.
- i) While "will-serve" letters have been provided, utility approval with respect to the easements have not been provided for all utilities, particularly regarding the slope of the proposed road/utility easement.*
- ii) Comment not addressed. This is a requirement for processing the Preliminary Plat.*
- e) LDC Section 7.3.H(2): Areas dedicated to easements shall have sufficient width for roadways and other improvements, including roadways, drainage, utilities, pedestrian access with consideration of sidewalks, slope, landscaping, and consideration of bike lanes.

- i) The construction plans show slope and drainage work outside of the proposed right-of-way and easements. Modify construction plans to place all work within the ROW/easement or enlarge the ROW/easements to include required elements. Building envelopes will also need to be adjusted to avoid these areas.

(1) Comment remains – see grading in the area proposed for access to Lot 5.

(2) The easements on the construction plans to do match the easements shown on the plat – coordinate plans so they are consistent.

6. Citizen Participation Report (LDC Section 8.3.D)

- a) The Citizen Participation Report provided was done in 2021 under a previous application and a previous subdivision design. A new Citizen Outreach Process/updated report is required for this application. Contact City Staff if you need updated mailing labels for a new mailing.

i) Comment remains.



Public Works Department

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

PZ21-00013 (SUB)
Canyon Vista Subdivision (Preliminary Plat)
11/13/2024

Engineering Comments

Please address all comments for the Preliminary Plat:

1. Please remove curb, gutter, edge of pavement, sight triangles, surface materials, temporary construction easements, topography, shared-use paths, etc., from the plat sheets.
2. Lot B on V-2 is different from V-3.
3. Shading for residential lots and Lot B is switched in the legend. Hatching/shading makes recording the plat very difficult.
 - a. Please see Les Springs plat as an example. You should be able to condense driveways and open space and reduce shading and easements.
4. No need to show TCE's on a plat.
5. Separate Lot A into Tract A & B
6. Ensure driveway easements extend to each residential parcel
7. Lot B (recommend calling this Tract C) requires dementions.
8. FYI, no action needed – the proposed Brewer Rd shared-use path is proposed on the west side of the street. (No need to show this on the plat)
9. Provide ADEQ approvals to construct water & Wastewater facilities.
10. Please extend the pedestrian trail to the roadway/turnaround.
11. Please include a pedestrian path between Lot 6 and Lots 1/2/3's driveway.
12. Please correct scales.
13. Ensure that the limits of cut/fill are at least 2' away from property lines or at least 1/5 of the height of the cut/fill. V-3 shows grading and a TCE onto Les Springs's open space. Please revise or provide written premission from Les Springs.
14. Provide fire department turnaround for Lot 5.
15. Please see DREAM 1.2.B for "Subdivision Requirements – Preliminary Plat"

RE: City of Sedona Development Application - Canyon Vista Subdivision

Dori Booth <dbooth@sedonafire.org>

Thu 3/21/2024 1:01 PM

To:Cari Meyer <CMeyer@sedonaaz.gov>

Cc:Carla Dufort <CDufort@sedonafire.org>

Cari,

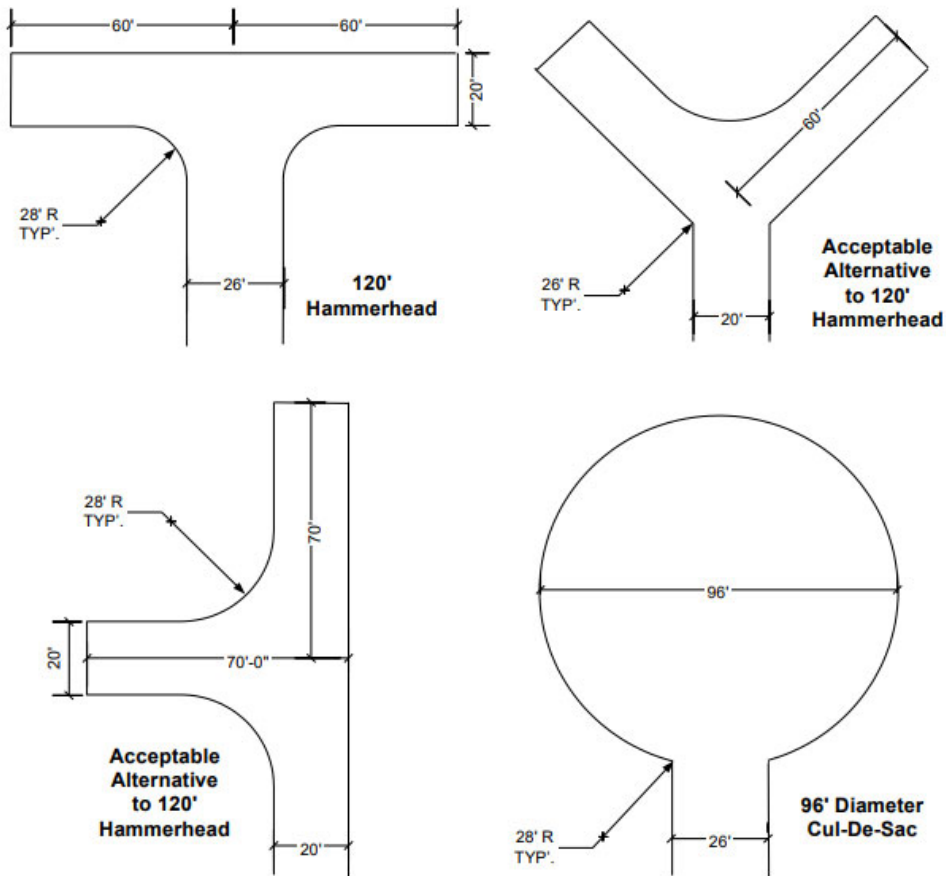
Below are my comments based upon the preliminary review of this project:

1. The project is located within the Wildland Urban Interface. All structures, roadways, etc shall comply with the 2018 International Wildland Urban Interface Code (IWUIC) as amended by the Sedona Fire District. The District is expecting to adopt the 2024 IWUIC and IFC within the next 3-6 months. If the formal submittal for review occurs after adoption of the 2024 codes, the project shall comply with the adopted codes of the District.
2. IWUIC 108.3 Site plan. In addition to the requirements for plans in the International Building Code, site plans shall include topography, width and percent of grade of access roads, landscape and vegetation details, locations of structures or building envelopes, existing or proposed overhead utilities, occupancy classification of buildings, types of ignition-resistant construction of buildings, structures and their appendages, roof classification of buildings and site water supply systems.
3. IWUIC Section 108.5 Fire protection plan. Where required by the code official pursuant to Section 405, a fire protection plan shall be prepared and shall be submitted to the code official for review and approved as a part of the plans required for a permit. Per Section 405 of the 2018 IWUIC a **Fire Protection Plan** is required to be provided by the developer.
 - a. In the FPP, the developer provides a brief summary of the proposal, describes the burden that proposal would likely impose on the existing community fire protection delivery system and describes how the developer plans to mitigate that burden. Once a conceptual agreement is reached with the code official, the developer assembles a formal document capturing the details of the agreement in a contract to be signed by both parties. This contract would have sufficient detail to be enforceable, have provisions for ongoing maintenance and include deed encumbrances to ensure responsibility for such maintenance would pass to subsequent transferees.
 - b. 405.2 Content. The plan shall be based on a site-specific wildfire risk assessment that includes considerations of location, topography, aspect, flammable vegetation, climatic conditions and fire history. The plan shall address water supply, access, building ignition and fire-resistance factors, fire protection systems and equipment, defensible space and vegetation management.
 - c. 405.3 Cost. The cost of fire protection plan preparation and review shall be the responsibility of the applicant.
 - d. 405.4 Plan retention. The fire protection plan shall be retained by the code official.
4. IWUIC 108.7 Vicinity plan. In addition to the requirements for site plans, plans shall include details regarding the vicinity within 300 feet (91 440 mm) of lot lines, including other structures, slope, vegetation, fuel breaks, water supply systems and access roads.
5. IWUIC 402.1.2 Water supply. New subdivisions as determined by this jurisdiction shall be provided with water supply in accordance with Section 404.
6. 403.2 Driveways. Driveways shall be provided where any portion of an exterior wall of the first story of a building is located more than 150 feet (45 720 mm) from a fire apparatus access road

7. 403.3 Fire apparatus access road. Where required, fire apparatus access roads shall be all-weather roads with a minimum width of 20 feet (6096 mm) and a clear height of 13 feet 6 inches (4115 mm); shall be designed to accommodate the loads and turning radii for fire apparatus; and shall have a gradient negotiable by the specific fire apparatus normally used at that location within the jurisdiction. Dead-end roads in excess of 150 feet (45 720 mm) in length shall be provided with turnarounds as approved by the code official
8. Home/Structure Requirements
 - a. All structures require Fire Sprinklers
 - b. All structures and components require Class 1 ignition resistant construction in accordance with Chapter 5, Section 504 of the IWUIC
 - c. Vegetation Management plan
 - d. Defensible Space/Fuel Modification in accordance with IWUIC 603.2 and Appendix B
9. Road Grade: Private fire apparatus access roadway grades shall not exceed an average grade of 10 percent with a maximum grade of 15 percent for lengths of not more than 200 feet. Intersections and turnarounds shall be level (maximum 5%) with the exception of crowning for water run-off. Public streets shall have a maximum grade of 15%. (SFC Sec. 503.2.7 and D103.2)
 - a. Note: A 12% grade may be exceeded when an automatic fire sprinkler system is installed, but in no case shall the grade exceed 20 percent.
10. TURNING RADIUS: The inside turning radius and outside turning radius shall be not less than 28 feet* and 48 feet* respectively, measured from the same center point. (SFC Sec. 503.2.4) – (See diagrams attached) *in certain cases, where topography or other constraints are present, the Fire Marshal may approve a turn radius of less than 28' inside and 48' outside, but in no case shall the turn radius be less than 20 feet inside and 40 feet outside
11. ADDITIONAL ACCESS ROADS: Developments of more than 30 dwelling units, buildings exceeding three stories in height, buildings exceeding 62,000 square feet, multi-family developments with more than 100 dwelling units, vehicle congestion, **adverse terrain conditions** or other factors as determined by the Chief of the fire department shall provide not less than two approved means of access to the city/county roadway or access easement. Exceptions may be allowed for approved automatic sprinkler system. (SFC Sec. 503.1.2 and Appendix D)
 - a. Based upon the topography and being located in the Wildland Urban Interface, a secondary vehicular access point may be required. The Fire Protection Plan will provide insight into the types of fuels present and how a fire may spread through the development.
12. NO PARKING SIGNS: Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. (SFC Sec. 503.4 and D103.6). The Fire Marshal may require that both signs and painted curbing be installed or allow signs only, painted curbs only, or any combination of the two as conditions warrant.
 - a. Fire apparatus access roads 20 to 26 feet wide shall be posted on both sides as a fire lane. (SFC Sec. D103.6.1)
 - b. Fire apparatus access roads more than 26 feet wide to 32 feet wide shall be posted on one side of the road as a fire lane. (SFC Sec. D103.6.2)
 - c. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters and border on a white background. (SFC Sec. D103.6) –

(See diagram attached). Signs shall be placed no farther than 12.5 feet from the ends of the NO PARKING zone and spaced equally throughout the zone at a distance not to exceed 25 feet

13. SUB-DIVISIONS, SINGLE FAMILY DWELLINGS, DUPLEXES AND OUTBUILDINGS - FIRE HYDRANTS: Fire hydrants for single family dwellings, duplexes, sub-divisions and outbuildings classed as Type U occupancy by the IBC, shall be placed at each intersection. Intermediate fire hydrants are required if any portion of a structure exceeds 600 feet from a hydrant at an intersection as measured in an approved manner around the outside of the structure and along approved fire apparatus access roadways. Placement of additional fire hydrants shall be as approved by the Chief. (SFC Sec. 507.5.1)
14. SINGLE FAMILY DWELLINGS, DUPLEXES - REQUIRED FIRE FLOW: The minimum fire-flow requirements for one- and two-family dwellings having a fire-flow calculation area which does not exceed 3,600 square feet shall be 1,000 gallons per minute. Fire flow and flow duration for dwellings having a fire-flow calculation area in excess of 3,600 square feet shall not be less than that specified in Appendix B, Table B105.1.
15. ADDRESSING: New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Addressing for 1 & 2 family dwellings shall meet the requirements of CRR Policy #1307 and Addressing at commercial occupancies and multi-family occupancies shall meet the requirements of CRR Policy #1305. (SFC 505.1)
16. The project states there are shared driveways. Comply with IWUIC 403.6.2 Multiple addresses. Where multiple addresses are required at a single driveway, they shall be mounted on a single post, and additional signs shall be posted at locations where driveways divide.
17. Dead turn-around indicated on Sheet C-3 shall conform with SFD Access and Water Guide as required by Section 503 of the Fire Code



18. Fire hydrants are required as part of this development – the first hydrant shall be located at the intersection of Brewer Road and then every 600 feet through the subdivision

Respectfully,

Chief Booth

Dori Booth
 Division Chief
 Community Risk Reduction
 Sedona Fire District
 Office (928) 204-8926

To ensure compliance with the Arizona Open Meeting Law, members of the SFD Fire Board and/or PSPRS Local Board who have received this message may reply directly to the sender, but should not forward it or send a copy of their reply to other Board Members. Board Members may reply to a staff member regarding this message, but they should not send a copy of the reply to other District Board Members. This communication may contain confidential and/or proprietary information and may not be disclosed to anyone other than the intended addressee. Any other disclosure is strictly prohibited by law. If you are not the intended addressee, you have received this communication in error. Please notify the sender immediately and destroy the communication including all content and any attachments.

From: Cari Meyer <CMeyer@sedonaaz.gov>
Sent: Thursday, March 21, 2024 10:03 AM
Subject: City of Sedona Development Application - Canyon Vista Subdivision

I use the same distribution list for all new development projects. If the project(s) on this list are not in your county or area of service, do not feel obligated to respond, but feel free to contact me with any questions you have or clarifications you may need.

Hello,

The City of Sedona Community Development Department has received the following development application.

As a comprehensive review, your review should focus on the completeness and accuracy of the information and whether the project as proposed complies with the requirements of your organization.

1. **PZ23-00005 (SUB) Canyon Vista Subdivision (APN 401-20-027G).** The property is in *Coconino County*. The applicant is requesting Preliminary Plat approval to allow for the subdivision of approximately 5.72 acres into an 11-unit single-family subdivision. The property is zoned RS-10 (Single Family Residential).

Note: While this subdivision has been reviewed previously, the current submittal has come key changes, including road alignment and number of lots, so it is being sent out to the entire review group again.

Please review the materials at the following link: <https://www.sedonaaz.gov/your-government/departments/community-development/projects-and-proposals>.

We are not planning to have review agency meeting for this project, but are happy to meet with anyone who has questions on this project.

Comments are due by April 11, 2024.

If you are not the correct person in your agency to review these types of projects, please let me know so that I can update my mailing list. Thank you for your time and please let me know if you have any questions.



Cari Meyer
Planning Manager

Community Development Department
102 Roadrunner Drive, Building 104
Sedona, AZ 86336
cmeyer@sedonaaz.gov
(928) 203-5049

Business Hours: Mon-Thur 7 am - 6 pm

Walk-in Hours: Mon-Thur 7:30 am - 5 pm
Public safety 24/7

**Attachment 5:
Public Comments**

Comment on Development Proposal

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

Mon 7/31/2023 12:47 PM

To: Cari Meyer <CMeyer@sedonaaz.gov>; Christopher Norlock <CNorlock@sedonaaz.gov>

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

Form Name: Comments on Development Proposals
Date & Time: 07/31/2023 12:47 p.m.
Response #: 428
Submitter ID: 5732
IP address: 2607:fb91:8e1e:ed8:461:e44e:68d0:cbd7
Time to complete: 5 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 and addresses) will become part of the public record and will be available for public inspection.

1. Project Name:

Canyon Vista Subdivision

2.

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

This project is seeking an exception to the sidewalk requirement in the city code. I do not think an exception should be granted. Sedona seeks to be a walking-friendly community. This requires sidewalks. If roads can be built, than so can sidewalks.

Furthermore, the letter of intent states that HOA's close to the project were informed on Sept 27, 2021. This is false. The Les Springs HOA is next to the proposed project and was never informed!

3. Your contact information

Name: Jim White
Mailing Address: 6 Rue de Lynn Ln
E-mail: jimwhite25@gmail.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.

Agenda Item 6:

Discussion/Possible Direction regarding the Western Gateway Master Plan.

Case Number: PZ25-00004 (MP)

Applicant: City of Sedona

Western Gateway Master Plan
Planning and Zoning Commission Work
Session



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

Work Session Date: May 20, 2025
Hearing Body: Planning and Zoning Commission
Project Summary: Master Plan for the City Owned Property at the Western Gateway
From: Cari Meyer, Planning Manager

Attachments: (Due to file size constraints, the following documents are provided at the following link:
https://www.sedonaaz.gov/your-government/meetings-documents/-folder-5930#docfold_367_2962_2360_5930

1. DRAFT Master Plan (Chapters 1-5)
 2. Preferred Plan Option 1 & 2
-

This agenda item provides for a work session regarding the ongoing development of the Western Gateway Master Plan.

BACKGROUND

The City of Sedona purchased the approximately 40-acre property that was formerly known as the “Cultural Park” in December 2022. In Summer of 2024, the City issued a Request for Proposals (RFP), seeking a firm to partner with the City to develop a master plan for the property. Dig Studios was selected as the consultant and began work on the project in Fall 2024.

The first public workshop for this project was held in October 2024, at which time the public was introduced to the project, the planning process, and was given the opportunity to provide input on what they would like to see on the property. This was done through a “Dot Exercise” (dots were placed next to preferred uses) and “Bubble Mapping” (people could create their own site plan for the property).

After the October community meeting, two separate surveys were conducted to further refine the results of the October meeting, determine desired amenities for the property, and the priority that the survey takers placed on each one of these amenities.

The results of the public workshop and surveys were compiled to create 4 separate conceptual plans for the property, which were presented to the public at a public meeting in February 2025. At this meeting, the public was able to vote on their most and least preferred scenarios along with providing written comments regarding the scenarios presented.

The outcomes of the February meeting were used to develop the Preferred Concepts which were presented to the Planning and Zoning Commission at a Work Session on April 15, 2025. Feedback from that meeting has been used to further refine the Master Plan document, a draft of which is being presented to the Planning and Zoning Commission at a Work Session on May 20, 2025, for further comments and feedback.

MASTER PLAN

Once adopted, the Master Plan will provide guidance for the future development of the property. Provided at this stage for review are Chapters 1-5 of the Draft Master (Attachment 1) and two options for the preferred plan (Attachment 2). The May 20, 2025, work session provides an opportunity for the Commission and the

public to review and provide comments on these documents. Comments will be incorporated into the final draft for consideration by the Commission at a future public hearing.

ZONING

The property is currently zoned Planned Development (PD) and allows for development of a previous development plan. Prior to development of the property, the PD zoning will need to be amended to a new PD zone or to an appropriate traditional zoning district.

PUBLIC INPUT

Public input has been integral to the development of the master plan. Throughout the process, planneddevelopment.com has been used to gather comments. Documents and comments from previous stages of the project are posted here and available for review.

Any public comments received on the Draft Master Plan during the review period will be provided to the Commission prior to or at the work session.

PLANNING AND ZONING WORK SESSION

The May 20, 2025, work session is a time for the Commission to provide feedback and direction on the Draft Master Plan. No final decision will be made at the work session.

While comments on the entire Master Plan are welcomed, the bulk of the discussion during the work session will focus on the two options presented for the Preferred Plan. In addition, the following should be considered when evaluating the two options and will be specifically discussed during the work session:

- Minimum vs. maximum number of housing units
 - The plans up to this point have included maximum numbers of housing units. Should there be a minimum number of housing units the City is looking for in each block, and, if so, what would be the appropriate number? This could help guide future development and ensure the stated housing goals of the plan are met.
- Diversity of housing vs. Amount of housing
 - Higher density housing options will yield higher overall numbers of housing units, but including lower density options (townhouses, 2-story condominiums, etc.) could lead to a greater diversity of housing options and populations served, particularly if ownership options are a goal of the plan.
- Amount of Community Benefit Space
 - Increasing the amount of community benefit space around the existing trailhead could lead to a greater diversity of community benefit activities the site could accommodate but would decrease the amount of housing while increasing the City's commitment to developing and managing a portion of the site.
- Potential Use of the Mixed-Use Block along 89A
 - As the project progresses, various organizations have shown interest in the "Mixed Use Block." While the Master Plan cannot commit to a specific use/group, it can recommend a variety of uses that would be appropriate for the property. If there is a use that the Commission believes would be appropriate for this site, it would need to be included in the uses supported for this block.

NEXT STEPS

City Staff and Dig Studios will incorporate the feedback from the work session into the Draft Master Plan. This document will be presented to the Planning and Zoning Commission at a future public hearing, at which

time the Commission will be asked to make a recommendation to City Council on adoption of the master plan.

After Planning and Zoning Commission makes their recommendations, the project will move to City Council, who will hold, at minimum, a work session and a public hearing on the Master Plan. During any of these meetings, public comment will be taken, and changes may be made to the Master Plan, which will not be final until adopted by City Council.