



**Department of Community
Development
Long Range Planning**

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Memorandum

TO: Citizens Steering Committee for Community Plan update
Planning and Zoning Commission

FROM: Mike Raber, Senior Planner
Department of Community Development

MEETING DATE: February 19, 2013

SUBJECT: February 19, 2013 Citizens Steering Committee meeting agenda

Attached is the agenda for our meeting on Tuesday, February 19, 2013 at 3:00 p.m. in the Community Plan Room in the Vista Del Norte building.

For Agenda Item #5: ETC Summaries prepared by Elemer Magaziner and Barbara Litrell (Attached). In our discussion, are there new topics and ideas coming from the comments? What are the things that are remaining consistent?

For Agenda Item #6a: The Committee will focus first on brainstorming the attributes of a good Plan (no handouts for this).

Agenda Item #6b is a presentation from Mike Bower on "Idea Constellations" – a way of finding inter-relationships between goals and ideas prior to working on specific topical areas in the Plan.

Item #6c will focus on the purposes and formation of working teams and at what point in the process these teams should be working. Attached is the topical list and team objectives that staff previously sent to the Committee.

Item 6d provides for discussion of a potential Community Plan outline previously discussed by the Format Working Team and a more detailed version provided by Jim Eaton.



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AGENDA

CITY OF SEDONA CITIZENS STEERING COMMITTEE FOR SEDONA COMMUNITY PLAN UPDATE

Notice is hereby given that the **City of Sedona Citizens Steering Committee for the Sedona Community Plan Update** will meet on **Tuesday, February 19, 2013 at 3:00 p.m.** at the **Community Plan Room** ("Imagine Sedona – 2020 and Beyond") located at 1725 W. Hwy. 89A, Suite D (at Northview Road), Sedona, Arizona. NOTE: Times noted on the agenda are approximations only and may vary.

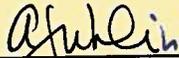
The Order of Business shall be as follows:

1. Verification of Notice, Call to Order, and Roll Call. Members of the Citizen Steering Committee will attend either in person or by internet conferencing.
2. Announcements from staff and committee.
3. Adoption of minutes:
 - a. November 20, 2012
 - b. November 27, 2012
 - c. January 8, 2013
 - d. January 29, 2013
 - e. February 5, 2013
4. Public forum for items not listed on the agenda – limit of three minutes per person. (Note that the Citizens Steering Committee may not discuss or make decisions on any matter brought forward by a member of the public.)
(10 minutes for items 1 - 4)
5. Discussion/possible action regarding a summary of E-T-C public comments.
(30 minutes 3:10 – 3:40 p.m.)
6. Discussion/possible action regarding the planning process
(1 hour and 10 minutes 3:40 – 4:50 p.m.)
 - a. What are the attributes of a good plan?
 - b. Presentation on "Idea Constellations".
 - c. Formation of working teams.
 - d. Proposed plan outline.
7. Discussion regarding future meeting dates and future agenda items.
(10 minutes – 4:50 – 5:00 p.m.)

Tuesday, March 5 and March 19, 2013

8. Adjournment

Please note that the purpose of the Citizens Steering Committee is to work collaboratively with the community, Planning and Zoning Commission, City Council, staff and others to oversee the formulation of the updated Draft Sedona Community Plan. The Draft Plan will ultimately be considered by the Planning and Zoning Commission and City Council and voted on by Sedona's citizens.



Audree Juhlin, Interim Director
Department of Community Development

Posted Date: _____ Time: _____ By: _____

NOTE: This is to notify the public that members of the City Council and other City Commissions and Committees may attend the Citizens Steering Committee meeting. While this is not an official City Council or commission meeting, because of the potential that a quorum of members may be present at one time, public notice is therefore given for this meeting and/or event.

Proposed Topics & Teams

The following are topics that will be addressed in the new Community Plan. Working Teams will be formed on many of these topics. Please review the topics and the Team Objectives below and let us know which areas you have an interest in. We will then form the teams as needed - some may not start immediately, while some will rely on the work of other teams.

Topical Areas

- Vision/Goals/Policies – provide the components that give direction to lay out the Plan (meet soon after Steering Committee brainstorming on ETC results).

- Arts and Culture
- Circulation
 - Streets, Roads, Transit, Parking
 - Bicycle & Pedestrian Facilities, Trails
- Cost of Development & Funding
- Community
 - Part of the Vision
 - What does “community” mean?
- Community Facilities & Services
 - Health & Safety (Police, Fire), Recreation
- Economy
- Environmental
 - Water Resources, Air Quality, Noise, Viewsheds, Conservation, Sustainability
- Historic Preservation
- Housing
- Land Use, Open Space – both community and regional, and Growth
 - Also includes Parks
- Document Design & Layout
- Media Relations/Outreach
- Plan Implementation

Team Objectives:

1. Review background info provided by staff and identify the gaps.
2. Review all Committee work to date on this topic and the organization of the document.
3. Review results of “Vision, Goals, Policies Team” and compare with existing Plan – identify what to keep and what to add.
4. Issues to Address:
 - Implementation
 - Coordination & Partnerships (including regional coordination & jurisdictions)
 - Community (integrate Community Team results)
5. Present to Committee for review (depends on timeline).

COMMUNITY PLAN LAYOUT – INITIAL IDEAS FROM THE FORMAT WORKING TEAM

(November 8, 2012 draft)

The Working Team's purpose is:

To discuss and experiment with format issues (e.g., layout, design, organization, style, readability, usability) of a good Community Plan document that are not dependent on the specific visions, actions, and other content that community input will determine. 2) To recommend a comprehensive format for the new Community Plan for approval by the Citizens Steering Committee.

GENERAL CONTENT OF THE PLAN

- **Preface** (discussed on July 18, 30 and Aug 29, 2012)
Role and purpose (and how required Plan elements are addressed. Term “element” will not be used in chapters)
How to use this Community Plan
Definitions (if not easily integrated into the text)
- **Chapter 1 – Intro** (discussed on July 18, 30 and Aug 29, 2012)
Vision (what we value)
Possible community profile
Overview?
- **Chapter 2 – Community Character** (August 29, 2012)
- **Chapter 3 – Land Use, Open Space (and Growth?)**
No Growth Area – just a brief statement about re-development and infill (discussed on June 28, July 11 and 18)
- **Chapter 4 – Circulation** (Aug 29, 2012)

Chapters 5 through 13 need more discussion (based on August 29, 2012 Table of Contents discussion)

- **Chapter 5 – Housing**
 - **Chapter 6 – Quality of Life** (includes Environmental Planning and Water Resources Elements)
 - **Chapter 7 – Parks, Recreation and Community Facilities**
 - **Chapter 8 – Historic Preservation**
 - **Chapter 9 – Arts and Culture**
 - **Chapter 10 – Economic Development**
 - **Chapter 11 – Governance in Sedona**
 - **Chapter 12 - Regulatory and Legal** (would include Cost of Development Element)
 - **Chapter 13 - Coordination with other Jurisdictions (Regional)**
 - **Chapter 14 - Action Program to achieve this Community Plan** (Main Actions would be prioritized in a matrix (discussed July 30 and Aug 29 ,2012))
- Each chapter does not have to represent a State-mandated element (July 11, 2012)
- On July 30, 2012, Format Team noted that it is better to combine chapters rather than have too many. This reduces duplication and is easier to understand with a more comprehensive flow.

CONTENT OF EACH CHAPTER (discussed June 28, July 11 and 18, Nov 8, 2012))

- Title
- Paragraph or two on what is covered in the chapter (overview)
- Mind Map and Introduction including values statement
- Recommendations (values, goals, policies, actions)
- Minimal issues discussions – use if necessary to understand goals, policies, actions.
- Minimal footnotes
- Historic aspects and background in a supplemental document or appendix.
- Appendices are not a dumping ground for text dropped from the main document.

CONTENT OF LAND USE AND OPEN SPACE CHAPTER (discussed July 11 and 30, 2012)

- Lead-in (overview) – first two sentences from staff’s July 25, 2012 draft
- Growth statement under a “Growth” heading
- Introduction (and values)
- Open space definitions (Eaton draft)
- Open Space Inventory
- Goals, Policies and Actions
- Current and Future Land Use Maps and text
- For Regional (Separate Chapter), population discussion should remain only if needed with brief narrative and bar graph.

GOALS, POLICIES AND ACTIONS (discussed August 7, Nov 8, 2012)

- Goals represent an “end-state” or desired condition or conditions we want to retain.
- No vision statements or sub-goals in the chapters.
- Policies and actions replace objectives and policies.
- Policies provide direction, actions have measurable targets.
- Policies will be grouped together and actions will be grouped together (under goals).
- All actions are derived from specific policies.

Sedona Community Plan -- Contents and Summary

(all parts pending analysis of Jan. 2013 CP Month and other input)

Preface

Index <i>(contents pages)</i>	x-1
Role and purpose of the Sedona Community Plan	
How to use this Community Plan	
A look ahead	
Definitions as used in this Community Plan	

Chapter 1: Introduction

What Sedonans value <i>(general)</i>	1-1
Imagination in planning	
Visions for Sedona 2020 and Beyond	
Overview of the Sedona Community Plan	

Chapter 2: Community Character

What is "Community Character?"	2-1
What is the Community Character of Sedona?	
What do Sedonans value?	
Volunteerism	
Organizations, community involvement	
Key Issues <i>(move these here from chapter 6?)</i>	

Chapter 3: Land Use, Open Space and Growth

What Sedonans value	3-1
Overview	
Current Land Use Map (foldout insert)	
Open space	
Two definitions	
Inventory & map	
Highway corridors and private lands	
Open space acquisition issues	
City parks, recreation and trails <i>((refer to Chap. 7, P&R & Facilities))</i>	
National Forest lands <i>((refer to Chap. 13, regional))</i>	
Regional coordination <i>((refer to Chap. 13, regional))</i>	
Situation analysis; current land uses	3-6
Future Land Use Map (foldout insert)	
Residential uses and densities	
West Sedona commercial corridor <i>(also refer to Chap. 4)</i>	
Commercial and mixed uses	
Lodging uses	
Focused Activity Centers (FAC)	
Public and semi-public uses	
Special Planning Areas (SPA)	
Planned Areas	
Other areas and needs	

Goals for land use, open space and growth
 Citizens' recommendations for land use, open space and growth
 City policies for land use, open space and growth
 Other potential future needs

Chapter 4: Circulation

Introduction 4-1
 What Sedonans value
 Key circulation issues and situation analysis
 Circulation goals
 Circulation recommendations
 Policies and implementation
 Actions *((here and/or Chapter 14?))*

Chapter 5: Housing

5.1

Intro – the importance of “home”
 Situation analysis
 Housing types
 Need for affordable housing
 Housing stock
 Relationship with transportation
 Design and building standards
 Accessibility
 Senior housing and assisted living
 Recommendations
 Mixed-use housing
 Auxiliary dwelling units (ADU)
 Land trusts and other NGOs
 Property taxes
 Inclusionary zoning
 Policies and implementation strategies
 CDBG funding

Chapter 6: Quality of Life

Introduction: sustainability & what Sedonans value
 Situation analysis
 Water quality, supply and wastewater management
 Key Issues; Goals and recommendations; Implementation
 Air quality.
 Key Issues; Goals and recommendations; Implementation
 Scenic preservation and views
 Key Issues; Goals and recommendations; Implementation
 Living space
 Key Issues; Goals and recommendations; Implementation
 Noise pollution
 Key Issues; Goals and recommendations; Implementation

Community character *(move these to Chapter 2 & refer?)*
Key Issues; Goals and recommendations; Implementation
Volunteerism
Organizations, community involvement
Health and Safety
Key Issues; Goals and recommendations; Implementation
Economic sustainability
Key Issues; Goals and recommendations; Implementation
General sustainability
Key Issues; Goals and recommendations; Implementation

Chapter 7: Parks, Recreation and Community Facilities

Intro — what Sedonans value
((rearrange this after further review of P&R Master Plan??))
Overview; current uses; City parks & natural open space
Categories & list of parks & rec facils
Other City facils
City services *(move this to Chapter 11?)*
Goals and recommendations
Policies
Implementation

Chapter 8: Historic Preservation

Intro
Background; what Sedonans value
Status of historic preservation in 2012
Landmarks etc.
Goals & recommendations for historic preservation
Policies and implementation

Chapter 9: Arts and Culture

Intro -- history and status
Visual arts
Performing arts
Recommendations
Policies and implementation

Chapter 10: Economic Development

Intro -- Key issues
(each folg. category has situation analysis, goals & recommendations)
Tourism
Misc. office uses and home occupations & services
Retail and residential services
Professions and trades
Education

Chapter 11: Governance in Sedona

- Civic engagement; transparency
- Budget
- Community services
- Capital improvement projects
- Law enforcement
- Emergency response
- Recommendations

Chapter 12: Regulatory and Legal

- Cost of development
- Funding mechanisms
- Other funding options
- Recommendations

Chapter 13: Coordination with Other Jurisdictions

- Intro; what Sedonans value
- Multiple jurisdictions, common interests
 - Regional stats
- Verde Valley communities
- Regional open space issues
- State Trust lands
- National Forest lands
- School and fire districts
- Goals & recommendations

Chapter 14: Actions to achieve this Community Plan

(to be developed after preceding chapters are done.)

- Actions and priorities *((Refer to goals and recommendations in previous chapters, and show how the prescribed actions match them.))*
- Strategies for implementation *((careful here not to use provisions that require Plan amendments!))*

Appendices *(to be developed)*

- Appendix 1: Summary of the Sedona Community Plan
- Appendix 2: Background facts and statistics; Sedona Community Profile
- Appendix 3: How this Community Plan was prepared; Certification of Election, Resolution, Acknowledgements etc.
- Appendix 4 (?): Bibliography & references from the chapters
- Appendix 5 (?)