



**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**

104 Road Runner Drive  
Sedona, Arizona 86336

Tel: 928-282-1154  
Fax: 928-282-7124

December 20, 2013

Design Group Architects  
ATTN: Michael Bower and Max Licher  
376 Jordan Road  
Sedona, AZ 86336

**RE: PZ 13-00014 (ZC, DEV), Sky Ranch Lodge Expansion**

Dear Mr. Bower and Mr. Licher:

Community & Economic Development Department Staff has completed a preliminary review of the submitted materials for the above referenced project. Comments from this preliminary review are attached. Any comments and concerns provided by other reviewing agencies, as well as comprehensive comments from this department, will be provided to you at the Project Review meeting, to be held in the Community & Economic Development Conference Room at 104 Roadrunner Drive on **Thursday, January 16, 2014 at 9:30 a.m.** Any revisions as a result of comments received must be submitted by January 21, 2014.

As this is the third time this project has been in front of the Planning & Zoning Commission, Staff is hoping to move through the process as expeditiously as possible. However, should significant changes be required, the time frames and dates in this letter may need to be adjusted.

An introductory work session with the Planning & Zoning Commission is scheduled on **Thursday, January 16, 2014 at 3:30 p.m.** in the Vultee Conference Room. The regular work session is tentatively scheduled for **Thursday, January 30, 2014 at 3:30 p.m.** in the Vultee Conference Room and the public hearing is tentatively scheduled on **Tuesday, February 4, 2014 at 5:30 p.m.** in the City Council Chambers. You or your designated agent must attend all of these meetings. An agenda will be provided to you with a copy of the staff report when it is distributed to the Commission prior to the public hearing.

If you have any questions or comments on this matter, or require any additional information, please contact me by phone at (928) 203-5049 or email at [cmeyer@sedonaaz.gov](mailto:cmeyer@sedonaaz.gov).

Sincerely,

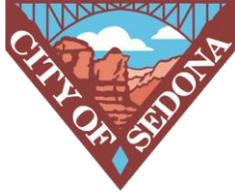
Cari Meyer, Associate Planner  
Department of Community Development

Cc: Sky Ranch Operations LLC; ATTN: Rick Hamilton  
PO Box 2579; Sedona, AZ 86339

Attachment: Community Development Department Preliminary Review Comments

**Community Development Department Preliminary Review Comments  
PZ13-00014 (ZC, DEV); Sky Ranch Lodge Expansion; 1105 Airport Road  
December 20, 2013**

- 1) Development Impact Fees:
  - a) At the time of building permit issuance, you will be required to pay Development Impact Fees. Current Development Impact Fee rates are \$1,112 per hotel room, \$10.44 per square foot of commercial buildings, and \$4.87 per square foot of Office/Institutional buildings. In addition, there is a Storm Drainage fee of \$0.09 per square foot of total land development.
- 2) Art in Public Places:
  - a) Any new commercial development over 5,000 square feet is required to participate in the Art in Public Places Program by installing artwork or making a cash payment to the Art in Public Places Fund. Based on the current proposal, this contribution would be approximately \$12,500. Installation of art in lieu of a cash contribution would have to be approved by the Arts and Culture Commission or City Staff.
- 3) Development Agreement:
  - a) You should begin working with the City of Sedona's Legal Department to draft a Development Agreement for the affordable housing units (as well as other items that may need to be addressed) as soon as possible.



## **Community and Economic Development Department**

102 Roadrunner Drive  
Sedona, AZ 86336  
(928) 282-1154

### **MEMORANDUM**

**DATE:** January 9, 2014

**TO:** Cari Meyer, Associate Planner

**FROM:** Michael Raber, Senior Planner  
Department of Community Development

**SUBJECT:** **PZ13-00014 (ZC, DEV) – Sky Ranch Lodge - Consistency  
with the Sedona Community Plan**

Arizona State Law requires that rezonings be consistent with general plans. The Sedona Community Plan is the City's general plan. In 2012, the Sedona Community Plan Future Land Use Map was re-designated as "Commercial/Lodging" from "Public/Semi-public", providing an opportunity to request the rezoning to the "Lodging" zoning designation.

Although the Sedona Community Plan amendment application proposed 40 new lodging units, a 6000 square foot conference center and up to four affordable housing units, these specific numbers were not part of the Community Plan approval, but were provided in concept to be further refined during the rezoning process.

The current rezoning proposal for the 4.6-acre site includes 40 lodging units, a meeting facility and on-site employee housing. The current Sedona Community Plan designation for this area is "Commercial/Lodging". The rezoning proposal is consistent with both the "Commercial/Lodging" designation in the Community Plan and with the applicant's original intent regarding number of units, specific uses and employee housing.

# Vicinity Map

Parcel #  
408-27-001  
Sky Ranch  
Lodge Expansion

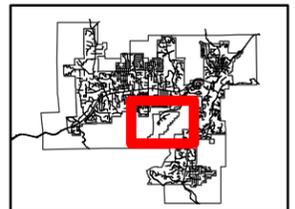
-  Sky Ranch Lodge
-  Zoning Boundary
-  Building Footprint
-  Parcel Boundary
-  Trail
-  Street Centerline



0 240 480 Feet



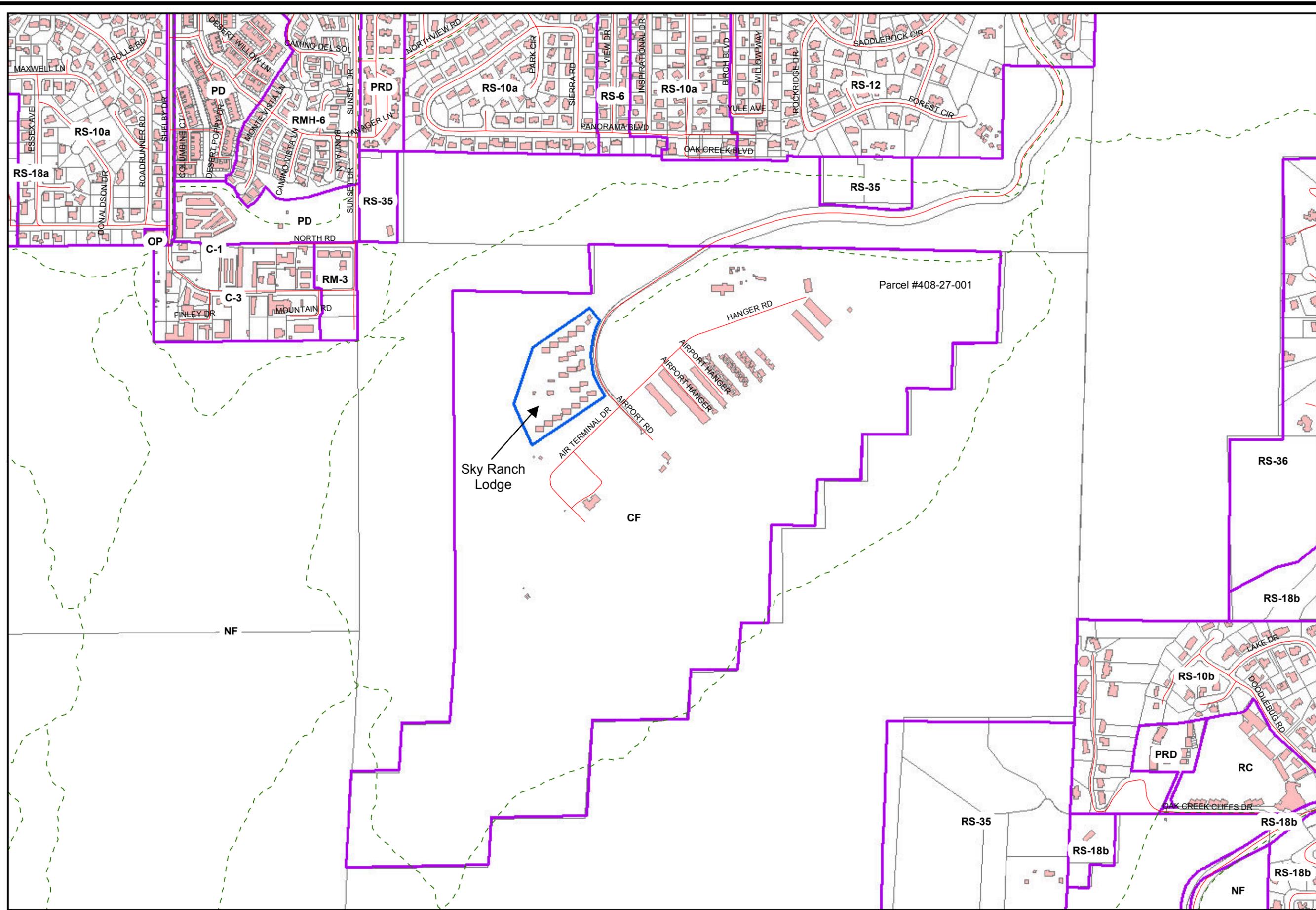
City Index



GIS, City of Sedona  
05/14/2012  
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408-27-001\_vicinity.mxd

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 or 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.



Sky Ranch Lodge

Parcel #408-27-001

# Aerial View

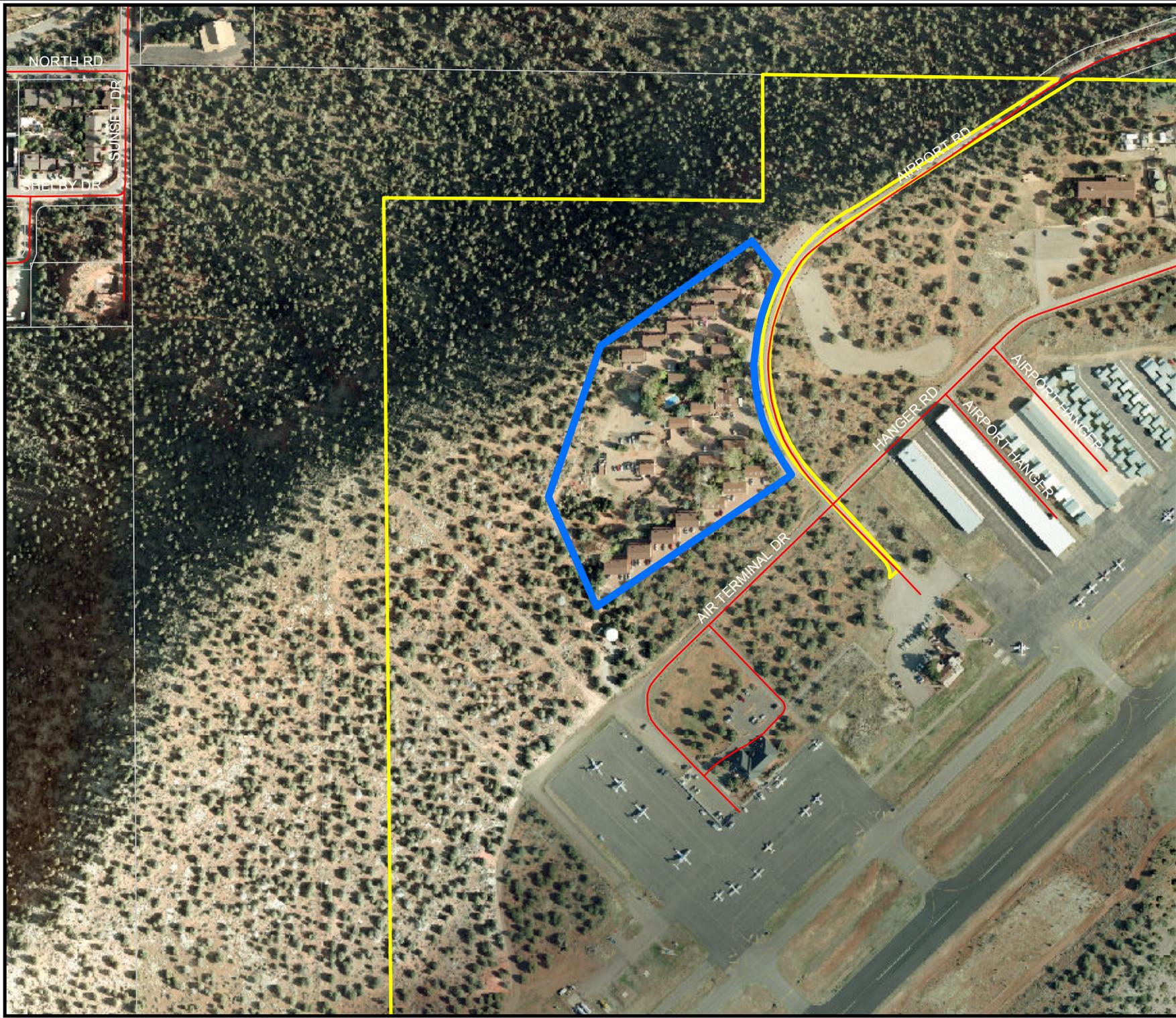
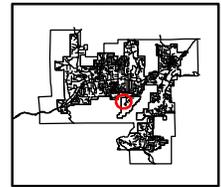
Parcel  
#408-27-001  
Sky Ranch Lodge  
Expansion

-  Sky Ranch Lodge
-  Parcel #408-27-001
-  Parcel Boundary
-  Street Centerline



0 100 200 Feet

City Index



GIS, City of Sedona  
05/14/2012  
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Sky Ranch Lodge on Airport Mesa  
Zone Change Request  
Letter of Intent  
December 11, 2013 (13 pages)

**INTRODUCTION**

Sky Ranch Operations LLC is proposing an expansion to the hotel’s existing lodging use. They currently lease land on top of Airport Mesa from the Sedona Oak Creek Airport Authority. Their existing Commercial/Lodging zoning occupies approximately 7.3 acres. The proposed 4.6 acre lease expansion is adjacent and directly to the west of the existing property. This land was recently designated Commercial/Lodging on the Land Use Map. This request asks to change approximately 4.6 acres from Community Facility zone to a Lodging zone designation.

**PROJECT DESCRIPTION**

Sky Ranch Lodge proposes to build 40 new lodging units along with a meeting facility building, all required parking, a new resort pool and associated terraces and walkways. The existing facility has 94 lodging units.

The new lodging units will be accommodated in twenty small, single story cottages. These small cottages average about 980 square feet and will each contain two lodging units. The only significant change from the previous Map Change proposal is that the 20 unit two-story lodge has been replaced by 10 of these duplex single-story cottages. This was seen as a positive change during the city’s Conceptual Review.

The Meeting Facility will include 4454 square feet of open meeting room space along with 3000 square feet of support space, to include: entry, circulation ways, restrooms, a prep area for catered-in food, storage rooms and a cabana bar which will be shared by the resort pool.

The buildings are grouped to help define positive outdoor spaces including; a resort pool and spa, the “juniper forest” and a “sunset vista”. The lodging units are designed as small cottages to allow for maximum vegetation preservation, by locating irregularly amongst the juniper trees on the north portion of the site.

## PROJECT STATISTICS

Lease Size                            509,250 sf

Parking                                97 new + 115 existing = 212 spaces total

Hardscape/Pool                    12,285 sf new (incl. HC prkg, terraces, conc. walks)

The following chart summarizes the Lot Coverage and Floor Area Ratio calculations required in the Zoning Ordinance. This project is well below the Zoning Regulation limits. The Lot Coverage and Floor Area Ratio calculations show the cumulative effect of adding each phase to the existing development:

	BUILDING SQ. FT.	COVERED PATIO SQ. FT.	LOT COVERAGE	FLOOR AREA RATIO
EXISTING BUILDING	35,552		7%	9%
PHASE I	12,550	3,225	10%	12%
PHASE II	5,096	1,000	12%	14%
PHASE III	10,330	2800	14%	16%

## PROJECT PHASING

Should Sky Ranch receive approval to proceed with this proposal, it is their intent to move ahead with the proposed additions in three phases. The first phase will be 10 units in 5 cottages along the rim, the meeting facility, swimming pool, a minimum of 57 parking spaces and associated landscaping. This phase will be followed closely by a second phase which will be 10 units in the remaining 5 cottages along the rim (two are connected), a minimum of 10 parking spaces and associated landscaping. The final 20 units and the remaining parking and landscape will be a third phase, at somewhere between 3-10 years in the future. The waste water treatment plant and the maintenance yard will occur in Phase I.

## SEDONA AREA SENSITIVE DESIGN PRINCIPLES

The existing character of Sky Ranch Lodge will be the informing direction for the new architecture. New units will be small scale and primarily grouped in twos to create duplex cottages. The Meeting Facility will compliment this theme with an architectural style, called “parkitecture”, based on the lodges or visitor centers of our National Parks. Stained wood siding and natural stone will be the primary exterior building materials. Roofs will be of dimensional composite shingles or rusted metal. All new buildings will be one story. They are all within the City’s DRO guidelines.

There are over 300 piñon and juniper trees larger than 4” dbh existing. The small cottage strategy, with smaller building footprints, helps to save approximately three quarters of these piñon and juniper trees. This allows for 91% of the zoning ordinance tree requirements, for the structures, to be met by tree preservation. The required parking peninsulas are configured to allow for 71% of their tree requirement to be met by tree preservation. The landscaping concept adds native and non native plantings to create additional gardens, privacy screening and construction mitigation. All plantings will be from the Sedona Approved Plant List. These landscaped areas will utilize reclaimed effluent for irrigation, minimizing water consumption. A complete landscape plan, as well as, a more detailed cottage / meeting room design are included with this submittal. Also attached is a survey showing specific trees that require removal or relocation.

The concept for the parking (except for handicapped spaces) is to create a permeable surface using a compacted gravel “road bed” with a crushed granite surface. This minimizes the “heat island” of asphalt and helps storm water percolate into the ground. The handicapped parking will be concrete to insure compliance with slope requirements.

Service, mechanical equipment, dumpsters and maintenance requirements have been efficiently located behind fenced “yards” in the center of the development. These fences will be of stained wood with stucco or stone piers at corners and gates and at intervals to give a substantial, permanent quality. Vines and landscape will further insure that these fences become an integral part of the quality visual environment. The wastewater treatment equipment will be located behind a similar fence for safety and visual screening. Smaller screen fences enclose the small compressors for the cottages. All of these features can be see on the site plan.

Signage and lighting are “low key”. Parking will be illuminated by low (36” high) bollard style lights. Walkways will have even shorter bollard style path lights. Entries and patios will have subtle wall sconce lighting. The Meeting Facility has much view glass, but also has black out curtains to mitigate any light “spillage”. The Meeting Room’s entry and covered patio and require more than subtle wall sconces for safe lighting, but they will not have visible light sources and have been selected to meet City requirements. On-site signage will follow the “parkitecture” theme, and serve to identify the pool area, the Meeting Facility, the Juniper Forest, etc. No new signage at the roadway is planned.

## COMMUNITY FIT

The Sedona Community Plan addresses **criteria for locating Lodging** uses (*shown in italics below*). The Land Use Element of the plan states on Page 5-29:

*Key considerations in determining lodging uses in the community include:*

- *Avoiding homogenous or “hotel strip” development along the highway corridor. Commercial diversity and mixed uses are also important to the health and character of the community.*

This proposal will not contribute to any “strip” development along the highway corridor. The location on Airport Mesa is not very visible from the highway corridor.

- *Limiting the replacement of commercial uses, that meet residential needs, with visitor-based lodging uses.*

This proposal will not displace any resident based commercial uses.

- *Providing locations that have the greatest diversity of commercial uses to encourage pedestrian, rather than vehicular trips.*

While not in an 89-A activity node, the Lodge will have walkable access to and from the Airport and the Mesa Grill, which will allow for some vehicular trips to be eliminated. The incorporation of meeting space into the Sky Ranch Lodge facilities will create a more cohesive use pattern for the hotel, reducing vehicle traffic and increasing time spent at the hotel by guests.

- *Providing locations with the best traffic control at the highway.*

The Sky Ranch Lodge traffic will access 89A at the signalized intersection at Airport Road.

The **Sedona Community Plan goals and objectives** are supported by and/or support this proposal. A sampling follows, with Community Plan statements in italics:

#### *Land Use*

*1.3 Discourage unregulated access to National Forest lands from residential areas and encourage access from designated trailheads and neighborhood links as recommended in the City Trails and Urban Pathways Plan. (Page 5-12)*

The guests of Sky Ranch Lodge will have direct USFS trail head access from the adjacent scenic overlook (Sky Ranch will be participating with the Airport Authority in the remodeling of the overlook). This will minimize the need to drive to other trail heads and minimize “social trail” making (which tends to occur when authorized trail heads are not readily evident).

*4.11 Encourage and support social and interest events other than official meetings to bring people together with in community. (page 5-15)*

This proposal will add 4000 square feet of indoor meeting and event space in an inspirational setting.

*5.1 Ensure that a significant amount of quality open space will be a strong determining factor of Sedona’s ongoing character. (page 5-15)*

The location for this proposal places lodging units in a location that will not increase the apparent density of development of Sedona.

#### *Environmental Quality*

*3.5 In order to provide alternatives to air tours as a source of revenue for the airport, the City should work with the Airport Administration in identifying, evaluating and determining under what conditions non-aeronautical uses at the airport can be supported, including compatibility with the existing and future traffic circulation system. (Page 3-31)*

Sky Ranch Lodge provides a substantial revenue source to the Airport and would increase this revenue stream as a result of this proposal. Partnership opportunities with

the Mesa Grill will not only reduce traffic impact on 89A, but also increase the revenue generative contribution of Sky Ranch Lodge to the Airport Administration.

*3.7 Mitigate the visual impacts of facilities, structures, utilities and mechanical installations through appropriate screening and locational criteria. (Page 3-32)*

Aside from the overall mesa location (addressed in 5.1 below), the location of small single story cottages, screened by existing juniper trees and the location of the two story lodge well back from the edge address this goal.

### *Economic Development*

*2.0 Provide an appealing visitor experience sensitive to visitor and community needs and conducive to extended stays. (Page 3-45)*

The low-key, cottage-like ambiance of Sky Ranch has proven to be an “appealing visitor experience” with a Sedona feel (versus the larger corporate character of many hotels). The proposed Meeting Facility will compliment this character and provide the infrastructure to meet the needs of many community activities, as well as, encourage longer stay visitors attending seminars, retreats, etc. The meetings will attract a market different than current visitor profiles, and hence, not “rob” from the existing visitor base.

### *Circulation*

*5.1 Provide alternative modes of travel (i.e., bicycle, pedestrian and equestrian pathways) through the development of a circulation system that integrates compatibly with the sensitive and picturesque topography of Sedona.*

Sky Ranch will be participating with the Airport Authority in the remodeling of the overlook which will include a pathway connecting the popular airport saddle to the scenic overlook. Currently people drive between the two or walk out in the roadway.

*9.2 Provide appropriate land use options to minimize highway travel. (Page 7-13)*

Placing lodging within walking distance of services is an important strategy embraced by this project. One such “service” is air travel; and as the Community Plan states, “Lodging at the Airport serves arriving and departing air travelers (among others)...”. This project will add onsite amenities, including the meeting facility, which are expected to be used by hotel guests without the need for roadway travel.

## TRAFFIC

During the Map Change request, Shepherd Wesnitzer Inc. prepared a trip generation analysis and while traffic impact was discussed at length during the hearings, it was concluded to be minimal. Therefore, the Zone Change Conceptual Review submittal was not required to submit additional analysis. However, the Conceptual Review process, again, discussed traffic at length and resulted in a request for a complete Traffic Impact Analysis (TIA). Sky Ranch Lodge hired Shepherd Wesnitzer Inc. to complete a TIA for the added development impact, which is attached to this submittal.

The Executive Summary of the TIA concludes: "The intersection of Airport Road / Highway 89A will continue to operate at an acceptable Level of Service (LOS) with the additional traffic generated by the expansion. Airport Road will also continue to operate at an acceptable LOS."

The TIA, using ADOT required standards, determined the maximum capacity of Airport Road and determined that: "After the proposed expansion of the Sky Ranch Lodge, Airport Road will be running at 29% of capacity just south of the 89A signal." It should be noted that this volume is taken at the peak hour.

The TIA also addresses safety, parking and pedestrian movement. It concludes that the intersection and Airport Road do not require modifications, with the exception that the Airport Saddle Vortex area "does appear to be too small for its popularity..." This issue has been viewed by City Staff, at prior hearings, as something best handled between the USFS and City, without involvement of Sky Ranch Lodge. The TIA does note the construction of the new trail that parallels Airport Road and connects the Saddle with the Overlook, as helping to address parking and pedestrian needs.

The recent settling of portions of the north edge of Airport Road, is under review by the City and the Airport Authority. While the TIA confirms that the Sky Ranch expansion will not cause a meaningful impact to the capacity or safety of Airport Road, Sky Ranch will be contributing a substantial Development Impact Fee, which the Community Plan states is for new development paying its share of infrastructure maintenance costs.

## WASTEWATER

For the Conceptual Review submittal Sky Ranch Lodge hired SWI to create a Wastewater Concept Study that explored the type of system that would be needed to service both the existing Lodge and the new addition. The total design flow for both new and existing uses combined requires that a new system be designed for the entire project, replacing the existing standard septic/leach system currently in use at Sky Ranch Lodge. The new system will utilize a textile filter for advanced treatment with a capacity of 17,500 gallons per day, and drip irrigation disposal of 26,800 sq. ft. (in project landscape areas, or on native soils). This system can be expanded in steps to match the proposed construction phases. Per the conclusion in the Wastewater Concept Report, "This will provide a highly treated effluent that can be disposed of on site. It will meet the regulatory requirements applicable to the project, and will reduce the pollutant load on the environment below current levels."

SWI has now completed a more detailed analysis and has developed the specific requirements for the treatment plant components and confirmed that drip irrigation in landscape areas, as well as, sub-surface turf irrigation will be approvable for effluent disposal. This strategy will conserve area ground water.

## COMMUNITY BENEFITS

Page 8 of the city's Zone Change Application Form states that "community benefits are provided to mitigate the impact of the zone change." Although the process, to date, has not determined negative impacts of this proposal, community benefits are proposed. Page 8 also requires referencing "specific sections of the Community Plan" when discussing community benefits. The following (*italicized*) Community Benefits are identified in The Sedona Community Plan on page 5-32. Below, we discuss how this project addresses each of these community benefits. Some additional community benefits are identified (in bold). Also discussed are both the Public Art Requirement of chapter 18 of the Land Development Code and the city's Development Impact Fee.

**BENEFIT: Securing City of Sedona design review control.**

It should also be noted that approving this portion of Airport land for non-aviation uses, allows the control of the City of Sedona from a Design Review standpoint. The City is insuring that the proposed development will meet its design guidelines, whereas an alternate aviation use would not have to meet such requirements.

**BENEFIT:** *Tax revenue contributions that clearly more than offset the net impacts.*

Lodging use and retail use are the only uses that generate tax revenue for the City. This proposal is projected to generate \$126,690.00 per year in new tax revenue (new units only). Calculations are shown in the following table:

40 units x 365 nights x 75% occupancy = \$1,861,500 ~  
\$1,861,500 x 6% bed and sales tax = \$111,690.00 per year.

There will be additional sales tax generated by the Meeting Room activities and space rentals. Sky Ranch is projecting \$150,000/year x 3% sales tax = \$4,500.00 per year. There will also be additional sales tax generated by others catering food for Meeting Room events. Sky Ranch is projecting \$350,000/year x 3% sales tax = \$10,500.00 per year (by others).

The total estimated tax contribution to the city, from this proposal, is \$126,690.00 per year (this is in addition to existing taxes paid on existing rooms). *Not calculated, but a clear benefit of this proposal, is the added tax revenue from increased occupancy of the existing rooms due to marketing meetings and conferences.*

**BENEFIT:** *Consolidation of parcels as part of a single development plan.*

This project is not directly applicable to this goal; however, the recent Airport Authority master planning effort incorporated this Sky Ranch Lodge expansion proposal. As a result, the evaluation of mutual benefits and relationships between this proposal and other Airport Mesa uses has concluded that this proposal is desirable.

**BENEFIT:** *Pedestrian/Bicycle pathways and linkages.*

Sky Ranch Lodge worked with the USFS, and paid \$16,300 for the construction of the new trail connecting the Airport Vista parking lot with the popular vortex destination at

Airport Saddle. This new connection will allow pedestrians to walk on a safe path, as opposed to walking the Airport Road pavement. This also creates a direct access for Sky Ranch visitors to the USFS official trail system, which will keep guests from having to drive to another trailhead for close by hiking experiences. A map of the trail is included with this submittal.

**BENEFIT:** *Contribution to the quality of the Visitor Experience.*

Sky Ranch Lodge is committed to helping the Sedona Airport Authority make improvements to the Airport Vista Overlook experience. Sidewalks connecting the Overlook and the Lodging to the Airport Mesa Grill will be part of this improvement (A schematic site plan is included with this submittal). Sky Ranch Lodge has earmarked \$50,000 for these infrastructure improvements; approximately \$12,600 of which will be designated for a public art project at this actively used setting (city formula).

**BENEFIT:** *Preservation of natural vegetation and open space and view corridors.*

The site planning for this proposal has paid special attention to creating small, single story cottages. This strategy will minimize existing vegetation loss, as the smaller buildings can be sited amongst the existing juniper trees. It will also result in positive visual impacts, with heights similar to the current structures. It should be noted that, although the structures can be discerned from town, no real view corridors are blocked from any locations in town. The new structures will have darker colors per the City's design standards, which will render them even harder to see. As part of this proposal, even the existing units will be re-painted, with darker colors to match.

**BENEFIT:** *Provide an appealing visitor experience sensitive to visitor and community needs and conducive to extended stays.*

The low-key, cottage-like ambiance of Sky Ranch has proven to be an "appealing visitor experience" with a Sedona feel (versus the larger corporate character of many hotels). The proposed Meeting Facility will compliment this character and provide the infrastructure to meet the needs of many community activities, as well as, encourage longer stay visitors attending seminars, retreats, etc. The combination of mid-priced rooms, new meeting facility, and spectacular outdoor ambience will increase Sedona's potential market share for attracting government and NGO conferencing.

**BENEFIT: Support of government entities and the public good.**

As referenced in the City Council Work Session of June 26, 2013, the Sedona Airport Authority maintains its' 501.c-3 status because the Airport Authority relieves a government entity (Yavapai County) of the responsibility and cost of providing a service deemed necessary for the public good. The current and future rent monies paid by Sky Ranch Lodge to the Sedona Airport Authority contribute substantially to the funding the operations of the Sedona Airport. Increased non-aviation revenue streams mean that the Airport Authority will need to rely less on air traffic sources of income. The city's Development Impact Fee on this project will provide the city with approximately \$126,780. Of this, \$118,095 is designated, by city formula, for transportation infrastructure (timely relative to the required maintenance on Airport Road).

*BENEFIT: Inclusion of Shuttle Transit stops/facilities.*

Although not a public transportation system, Sky Ranch Lodge will provide a shuttle van for its customers, which will consolidate visitor trips from the mesa into town and back. This service will be in place at the time of the Certificate of Occupancy.

*BENEFIT: Underground overhead utility lines.*

This proposal will be under grounding all utilities.

*BENEFIT: Affordable housing.*

Sky Ranch Lodge will provide 3 employee housing units. One affordable unit for employees exists on site. In addition, 4 of the existing motel units will be remodeled into two affordable employee housing units. Per previous hearing discussions this conversion will not reduce the number of hotel rooms. Having employee housing on site is helpful both to Sky Ranch (in that it maintains 24 hour employee presence), and to the community in that it eliminates traffic associated with employee commuting.

**BENEFIT: Improving existing signage at Airport Road & 89A.**

Per the suggestion and request of the Planning and Zoning Commission at the Conceptual Review, Sky Ranch would be happy to upgrade and renovate this sign based on the City Sign Ordinance and approvals.

**BENEFIT: Imbuing City meetings with a “sense of place”.**

We believe that a facility overlooking town can engender community meetings with a sense of cohesiveness that will facilitate consensus and positive direction for local initiatives. To insure community use, Sky Ranch Lodge will provide free use of the Meeting Facility for both City and Community Non-Profit uses per the following table:

**Years 1-4**

- 6 days or nights in the meeting facility at no charge to be booked up to 6 months in advance.
- 6 days or nights in the meeting facility at no charge to be booked up to 30 days in advance
- Additional use to be billed at 50% of the published rental rates.

**Beyond 4 years**

- 3 days or nights in the meeting facility at no charge to be booked up to 6 months in advance.
- 6 days or nights in the meeting facility at no charge to be booked up to 30 days in advance
- Additional use to be billed at 50% of the published rental rates.

**BENEFIT: Providing jobs to locals.**

This project will provide seven to ten new, full time employment positions, including administrative and sales positions. In addition, the construction of the project will provide jobs for local carpenters, electricians, plumbers, roofers, etc. for a period of more than one year required to complete the construction of this project. Sky Ranch is working with local architects, has hired a local General Contractor and intends to construct this project with local subcontractors.

Sky Ranch Lodge believes it has created a proposal with value to the community, met the intention of the Community Plan, met all of the criteria in Section 401.06 of the Land Development Code, will not create any negative impact on the city, yet is offering substantial benefits to the City of Sedona.

Respectfully submitted for Sky Ranch Lodge,



Mike Bower & Max Licher Design Group Architects

encl:

Traffic Impact Analysis by SWi

Waste Water Report by SWi

Grading and Drainage Site Plan

Architectural Site Plan

Required Building Elevations and Floor Plans

Exterior Color & Materials Sample Board

Exterior Lighting Cut Sheets

Landscape Site Plan & Prototype Landscape Detail Plan

USFS GIS Map of New Trail

Public Participation Plan

GIS Labels

note:

Application Form, GIS Data, Letters of Serviceability, Legal Description and Letters of Authorization have been previously submitted on July 29, 2013.

Enclosed by reference are previously submitted clarification drawings requested by staff (eg. Existing Parking Layout, Line of Sight Analysis).

Sky Ranch Lodge Addition

# Public Participation Plan

December 11, 2013 (2 pages)

For the additions to the Sky Ranch Lodge on Airport Mesa, requiring a zone change, we plan to have one public open house in mid January. It will be hosted in the conference room of the Airport Terminal Building, and will be held from 3:30 until 5:30 p.m. We will give overview presentations, and be available to answer questions and take comments throughout.

This meeting will be announced by a direct mailing at least three weeks in advance to all property owners of the meets and bounds properties fronting on Airport Road, all subdivision lots fronting on Airport Road, along with notification to the homeowner associations in Saddle Rock and Copper Vista Subdivisions. This meeting will also have representation from Shepherd Wesnitzer Engineering, to help answer any questions relating to the proposal. All comments will be recorded, and summarized in a report to be filed with the city by January 23, 2014 in order to provide staff and Commissions adequate time for review prior to their hearings.

The following sample letter (below) will serve as the open house announcement. In this letter, we will also make all parties aware that if they are unable to attend, we can provide more information to them directly, and can accept comments at our office or P.O. Box.

*(sample of proposed letter)*

Dear Property Owner and Neighbor,

We are writing to invite you to an open house presentation on January 15, 2014 from 3:30 to 5:30 p.m. This open house will be held at the conference room of the Airport Terminal Building on Airport Mesa. The presentation

will explain Graham family's development concept for the proposed additions to their Sky Ranch Lodge. The additions are proposed to be on Airport property to the west of the current Lodge property. We have submitted a request to the City for a zone change for this parcel, from the current designation called, Community Facility, to a designation called Lodging. At this open house we will explain the development proposal that requires this change, answer any questions that you may have as a neighbor, and record any comments that you have as part of our public participation process with the City. If you are unable to attend this meeting, we will also accept written comments mailed to us at Design Group Architects, Box 1751, Sedona, Az. 86339. These must be received before January 22, 2014 to make it into our Community Participation Report that will be forwarded to the City of Sedona.

The proposed development consists of 40 new hotel rooms, a meeting facility and a new swimming pool. New buildings will be sensitively located to maintain the same low scale as the existing buildings. Copies of the proposed Site Plan and our complete Letter of Intent are available for review at the City Planning Department, should you want to look at any of this prior to our scheduled meeting.

We are pleased to present this proposal, and look forward to meeting with you and working together to gain your support for this project.

(end sample letter)



## Sedona-Oak Creek Airport Authority

235 Air Terminal Drive • Sedona, Arizona 86336

Tel: 928-282-4487 • Fax: 928-204-1292

December 9, 2013

TO: Whom It May Concern

FROM: Rod Propst A.A.E., General Manager

SUBJECT: Agreement Between the Sky Ranch Lodge and the Sedona-Oak Creek Airport Authority Regarding the Commitment to Fund Community Benefit Infrastructure

As part of the expansion of the Sky Ranch Lodge, the management of the Sky Ranch Lodge has agreed to fund \$50,000 worth of community benefit improvements at the Sedona Airport including sidewalks connecting the "overlook" to Airport Mesa Grill restaurant and the Terminal Building, as well as, a public art project at the "overlook".

As the General Manager of the Sedona-Oak Creek Airport Authority I believe these improvements will enhance the experience that visitors to the "overlook" and guests of the Sky Ranch Lodge will experience while visiting the Sedona Airport.

Sincerely,

A handwritten signature in black ink that reads 'Rod Propst'. The signature is written in a cursive, slightly slanted style.

Rod Propst, A.A.E.  
General Manager

## Cari Meyer - Fwd: Sedona View Trail Info. for Sky Ranch Lodge

---

**From:** Design Group <designgroup@esedona.net>  
**To:** Cari Meyer <Cmeyer@SedonaAz.gov>  
**Date:** 10/29/2013 9:40 AM  
**Subject:** Fwd: Sedona View Trail Info. for Sky Ranch Lodge  
**Attachments:** Sedona View Trail.jpeg; CREC Crew Work Schedule.docx

---

Hi Cari,

I'm forwarding this map from the USFS showing the connecting trail that Sky Ranch has funded between the vortex and the overlook. We will be including this with our zoning application in another month or so, but thought you might want to see it in the meantime.

Max Licher  
Design Group Architects

Begin forwarded message:

**From:** "Adrian, Francisca C -FS" <[fcadrian@fs.fed.us](mailto:fcadrian@fs.fed.us)>  
**Subject:** Sedona View Trail Info.  
**Date:** October 25, 2013 1:46:20 PM MST  
**To:** "[designgroup@esedona.net](mailto:designgroup@esedona.net)" <[designgroup@esedona.net](mailto:designgroup@esedona.net)>

Dear Max,

Here are the documents that you requested. I anticipate completing this trail by the end of November or the beginning of December 2013. The name of the trail is going to be the Sedona View Trail (.6 miles long). Funds have been collected from the Sky Ranch Lodge in the amount of 16,300 to fund the project. A kiosk will be installed at upper end while the information on the kiosk at the lower end will be updated. If you have any questions, feel free to give me a call.

Thank you,

**F. Adrian**  
**Wilderness Trails/Rivers Coordinator**  
**Red Rock Ranger District**  
[fcadrian@fs.fed.us](mailto:fcadrian@fs.fed.us)  
928-203-7531 (Desk)  
928-606-2427 (Cell)



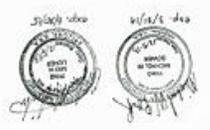


# Sky Ranch Lodge

Zone Change Request ~ Development Review

1105 Airport Road - Airport Mesa - Phoenix, Arizona

December 11, 2013



Legend:	
<span style="color: purple;">■</span>	a. 20 Units Perrin Cottages
<span style="color: pink;">■</span>	b. 20 Units Juniper Forest Cottages
<span style="color: blue;">■</span>	c. 20 Units Manning Facility
<span style="color: green;">■</span>	d. 20 Units Rustic Food & Beverage
<span style="color: grey;">■</span>	e. 20 Units Wooding Lane (existing (unimproved))
<span style="color: yellow;">■</span>	f. 20 Units Covered Patio
<span style="color: lightblue;">■</span>	g. Food Equipment Structure
<span style="color: lightgreen;">■</span>	h. Service Yard
<span style="color: lightgrey;">■</span>	i. Shared Laundry/Entry
<span style="color: lightyellow;">■</span>	j. Covered Covered Terrace
<span style="color: lightpurple;">■</span>	k. Maintenance Yard
<span style="color: lightblue;">■</span>	l. Modular Home
<span style="color: lightgreen;">■</span>	m. Storage Treatment Plant
<span style="color: lightgrey;">■</span>	n. Wheel Villa
<span style="color: lightyellow;">■</span>	o. Juniper Forest
<span style="color: lightblue;">■</span>	p. New Parking
<span style="color: lightgreen;">■</span>	q. Existing Parking
<span style="color: lightpurple;">■</span>	r. Existing Reception
<span style="color: lightblue;">■</span>	s. Existing Building Guest Entry
<span style="color: lightgreen;">■</span>	t. Secondary Fire Access

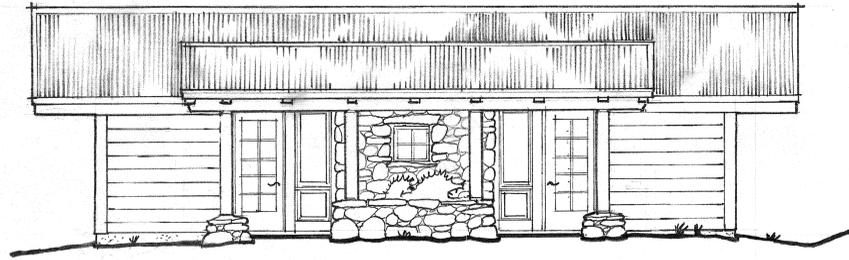
Lot Coverage and Floor Area Ratio Chart				
PHASE B	0.330	2000	14%	1.9%
PHASE B	0.434	1225	12%	1.9%
PHASE I	0.198	2000	10%	1.2%
BUILDING	13,532		7%	3%
EXISTING	1.57 / UNIT	96*		
NEW	1.57 / UNIT	42*		
EMPHASE	2.57 / UNIT	6		

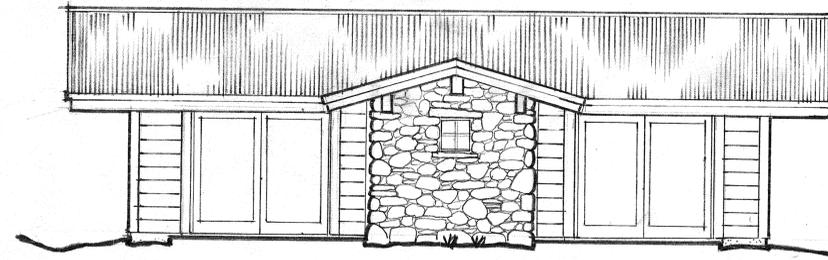
Parking Calculation:	
PERIOD SIZE	509,250 sq
PARKING REQUIRED	195 spaces*
PARKING PROVIDED	97 new + 115 existing = 212 spaces total
HANDICAPPED/FOOT	12,285 sq new (includes 812 parking)
WALKS	800 sq new
OPEN SPACE/LANDSCAPE	81%



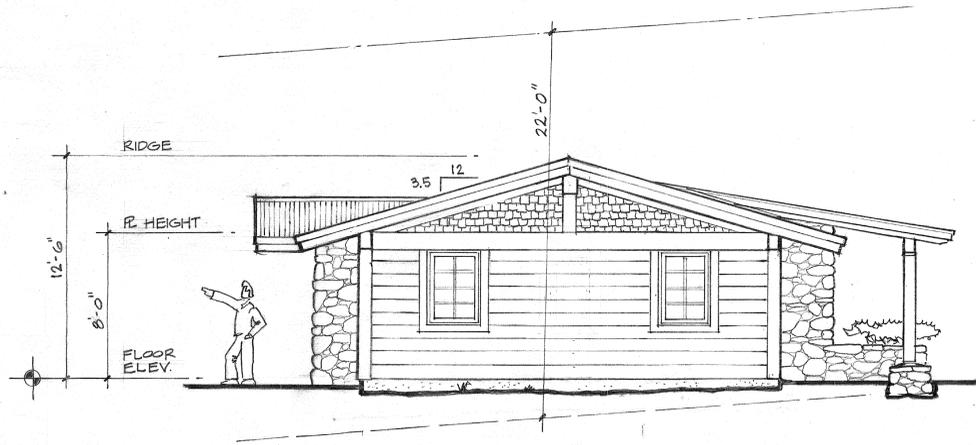
1/11/14



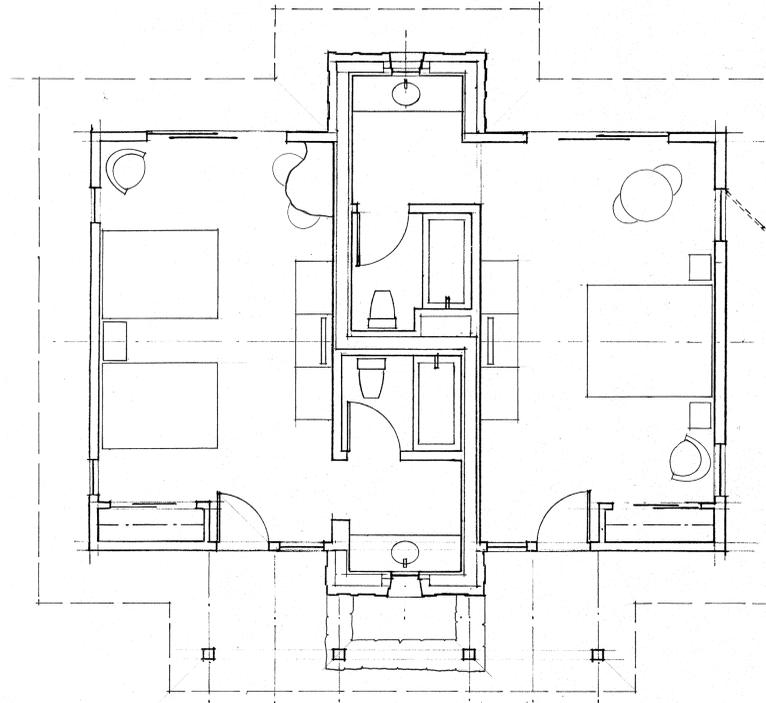
**Front Elevation**  
SCALE: 1/4" = 1'-0"



**Back Elevation**  
SCALE: 1/4" = 1'-0"



**Side Elevation**  
SCALE: 1/4" = 1'-0"



**Floor Plan**  
SCALE: 1/4" = 1'-0"



# Sky Ranch Lodge

Zone Change Request ~ Development Review

1105 Airport Road ~ Airport Mesa ~ Sedona, Arizona

December 11, 2013

## Duplex Cottage

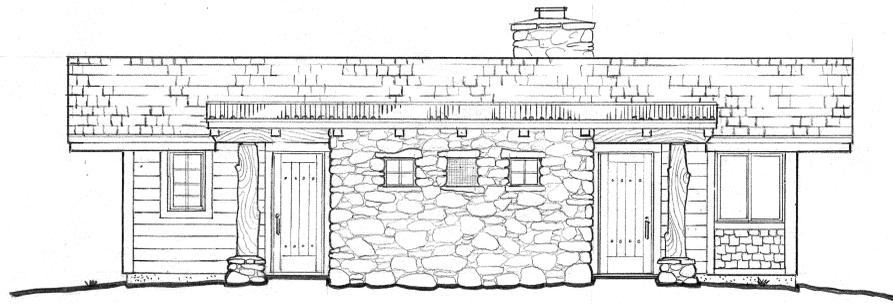


**Design Group**  
architects

Architecture • Planning  
Bower • Licher, Inc.

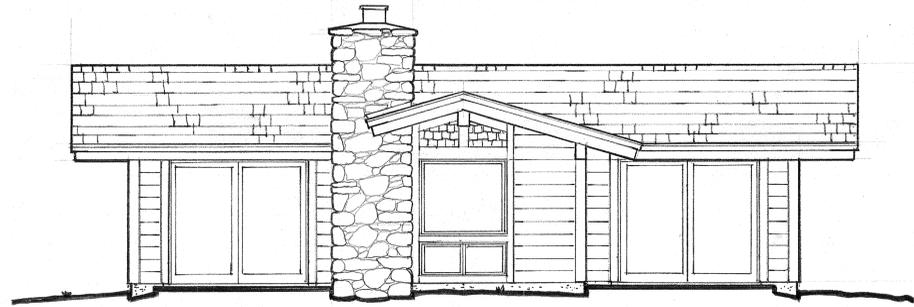
376 Jordan Road  
Sedona, Arizona 86336

928-282-4702



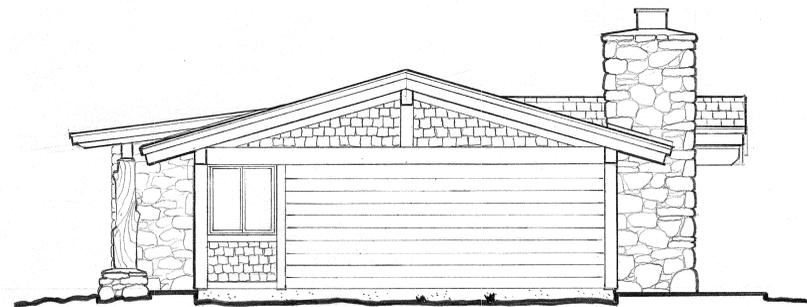
**Front Elevation**

SCALE: 1/4" = 1'-0"



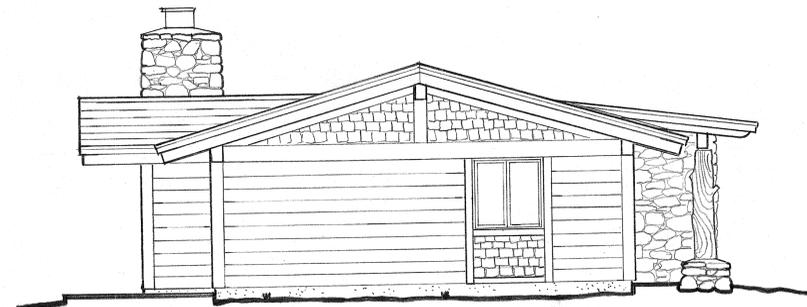
**Back Elevation**

SCALE: 1/4" = 1'-0"



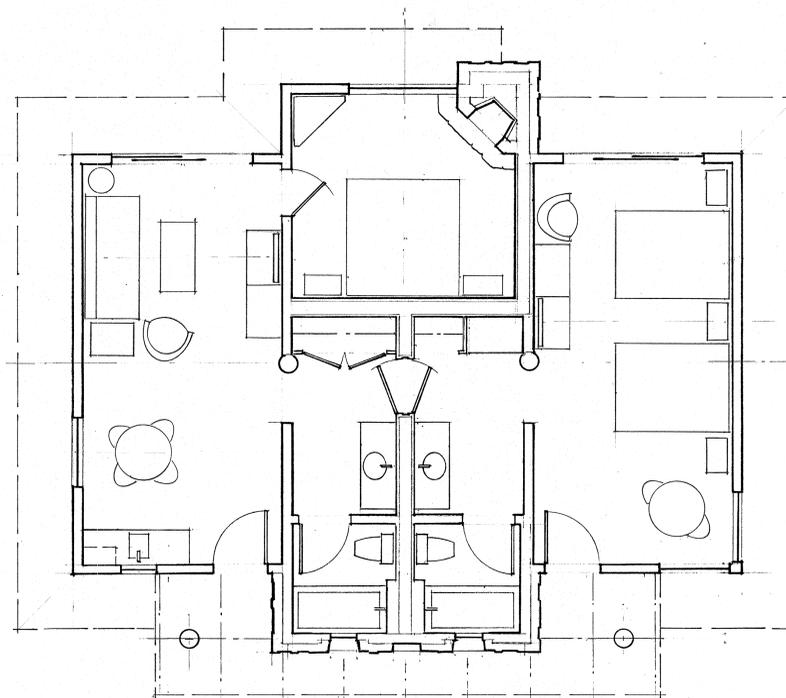
**Right Side Elevation**

SCALE: 1/4" = 1'-0"



**Left Side Elevation**

SCALE: 1/4" = 1'-0"



**Floor Plan**

SCALE: 1/4" = 1'-0"



# Sky Ranch Lodge

Zone Change Request ~ Development Review

1105 Airport Road ~ Airport Mesa ~ Sedona, Arizona

December 11, 2013

## Suite Cottage

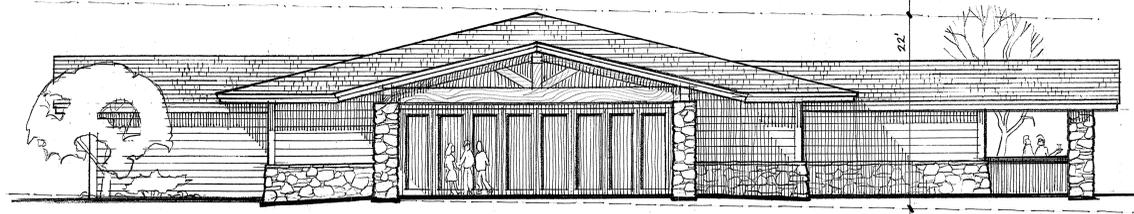


**Design Group architects**

Architecture • Planning  
Bower • Licher, Inc.

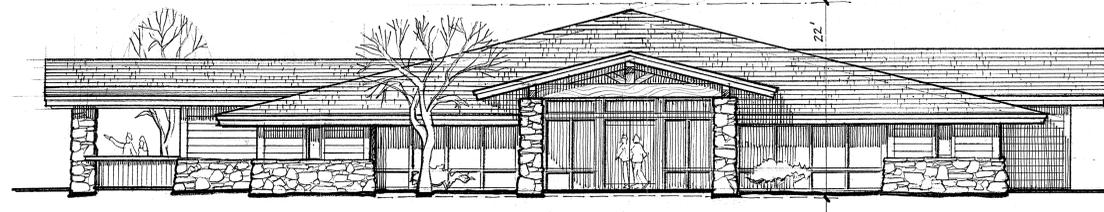
376 Jordan Road  
Sedona, Arizona 86336

928-282-4702



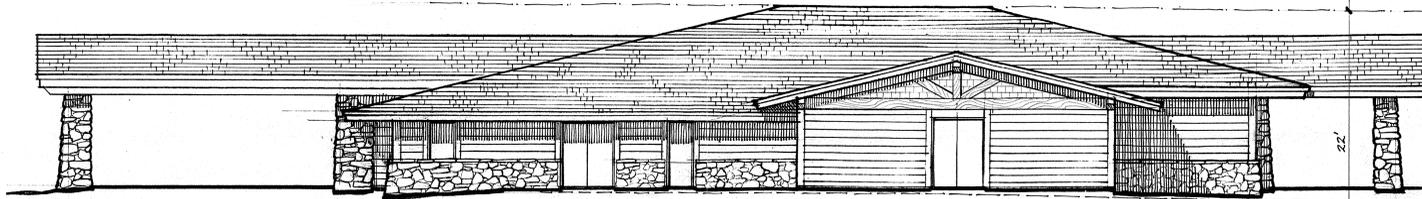
**North Elevation**

SCALE: 1/8" = 1'-0"



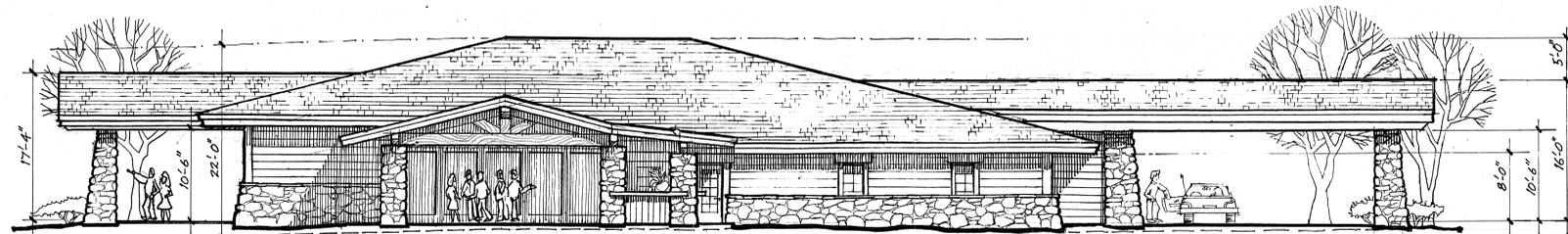
**South Elevation**

SCALE: 1/8" = 1'-0"



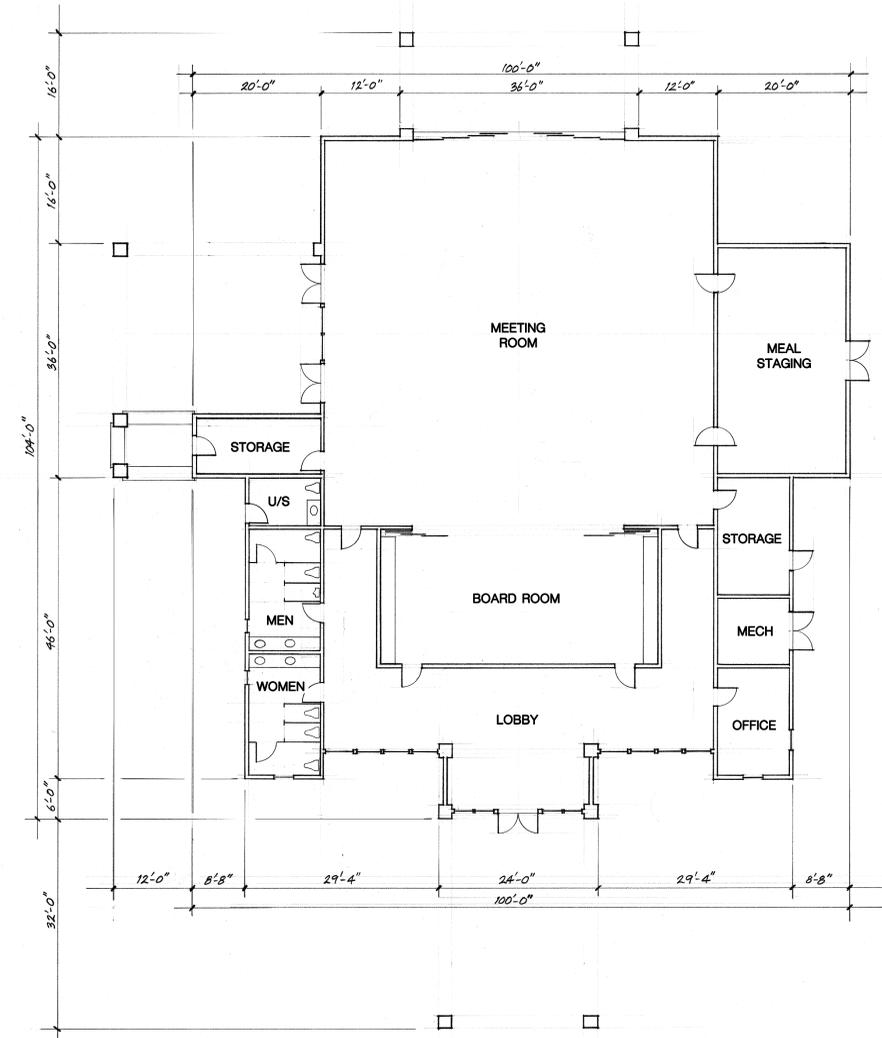
**East Elevation**

SCALE: 1/8" = 1'-0"



**West Elevation**

SCALE: 1/8" = 1'-0"



**Floor Plan**

SCALE: 3/32" = 1'-0"



# Sky Ranch Lodge

Zone Change Request ~ Development Review

1105 Airport Road ~ Airport Mesa ~ Sedona, Arizona

December 11, 2013

## Meeting Facility



**Design Group architects**

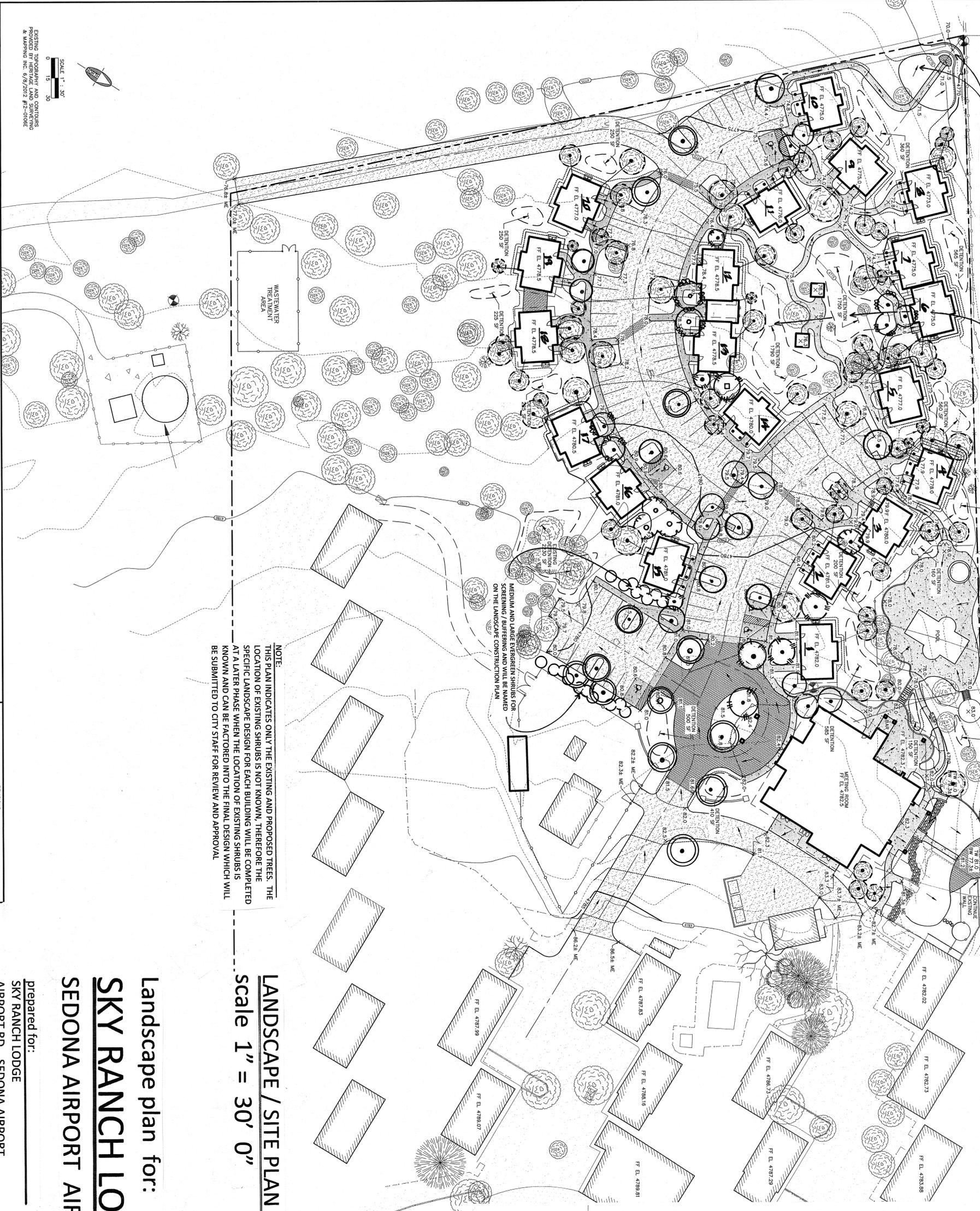
Architecture • Planning  
Bower • Licher, Inc.

376 Jordan Road  
Sedona, Arizona 86336

928-282-4702

WEDDING AND SUNSET VIEWING AREA

PASSIVE OPEN RECREATION AREA DEVELOPED WITH SHADE RAMMAGED, MEANDERING LAWN AREAS WITH LITTLE TO NO MAINTENANCE REQUIREMENTS. ALSO SERVES AS STORMWATER DETENTION AREA



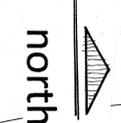
**NOTE:**  
THIS PLAN INDICATES ONLY THE EXISTING AND PROPOSED TREES. THE LOCATION OF EXISTING SHRUBS IS NOT KNOWN. THEREFORE THE SPECIFIC LANDSCAPE DESIGN FOR EACH BUILDING WILL BE COMPLETED AT A LATER PHASE WHEN THE LOCATION OF EXISTING SHRUBS IS KNOWN AND CAN BE FACTORED INTO THE FINAL DESIGN WHICH WILL BE SUBMITTED TO CITY STAFF FOR REVIEW AND APPROVAL.

**BUILDING FOOTPRINT REQUIREMENTS**  
code requires 1 - 24" box tree (2" dbh) per 500 s.f. of building area with credit for existing trees within 30' of building perimeter

UNIT	building	site	trees	exist.	net	plan
	MTNG	BLDG.	trnd.	Trees	formt.	proposes
			36" dbh	30" dbh	6" dbh	
1	1,100 s.f.	2.2	1.9	2	0	1
2	950	2.2	1.9	4	0	1
3	1,100	2.2	1.9	6	0	1
4	950	2.2	1.9	5	0	5
5	1,100	2.2	1.9	3	0	5
6	1,100	2.2	1.9	3	0	5
7	950	1.9	1.9	2	0	0
8	950	2.2	1.9	3	0	0
9	1,100	2.2	1.9	2	0	0
10	950	1.9	1.9	3	0	0
11	950	1.9	2.2	2	0	1
12	1,100	2.2	2.2	1	0	1
13	375	8	2.2	2	0	1
14	1,100	2.2	1.9	2	0	1
15	950	1.9	1.9	1	1	2
16	1,100	2.2	2.2	3	1	2
17	1,100	2.2	2.2	5	1	2
18	1,100	2.2	.9	1	0	0
19	450	450	.9	1	0	0
20	1,100	1,100	2.2	4	0	0

- LANDSCAPE CODE COMPLIANCE SUMMARY**
- STREET FRONTAGE** - does not apply (no street frontage)
- PARKING REQUIREMENTS**
- code requires 12 trees
  - existing trees 7
  - net reqmnt. 5 trees
- PARKING PROPOSES**
- code requires 36 shrubs
  - existing shrubs 0
  - net reqmnt. 36, OR MORE SHRUBS
- PARKING SPACES (95)** - does not apply (parking not adjacent property lines)

**LANDSCAPE / SITE PLAN**  
scale 1" = 30' 0"



Landscaped plan for:  
**SKY RANCH LODGE EXPANSION**  
SEDONA AIRPORT AIRPORT RD. SEDONA, AZ.

prepared for:  
SKY RANCH LODGE  
AIRPORT RD. SEDONA AIRPORT  
SEDONA, ARIZONA 86336  
rick hamilton, general manager 282-6400

prepared by:  
RICHARD HUBBELL, landscape architect  
P. O. BOX 1151  
SEDONA, ARIZONA 86339  
282-9477 300-6552

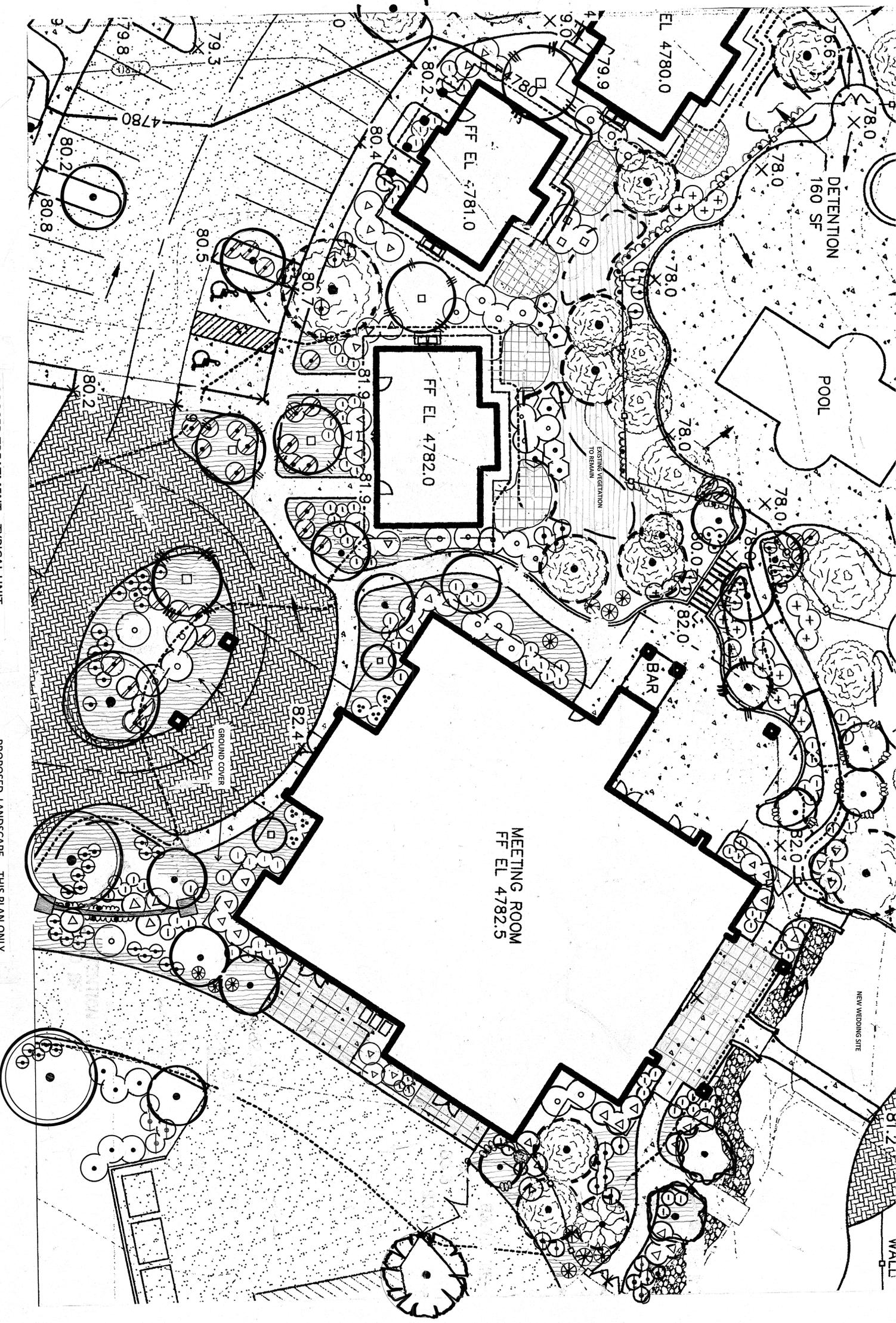
SCALE 1" = 30'  
0 15 30

EXISTING TOPOGRAPHY AND CONTOURS PROVIDED BY HERITAGE LAND SURVEYING & MAPPING INC. 6/9/2012 #12-01008E

CALL THE ARCHITECT BEFORE YOU BID  
1-800-STAKE-IT

**PRELIMINARY**  
NOT FOR CONSTRUCTION,  
BIDDING OR RECORDING

NO.	DESCRIPTION	REVISIONS	DATE	BY



**PROPOSED TREATMENT - TYPICAL UNIT**  
scale 1" = 10'

THIS DRAWING SHOWS THE TYPICAL TREATMENT PROPOSED FOR THE MEETING BUILDING AND RENTAL UNITS. SPECIFIC FINAL DESIGN FOR EACH BUILDING WILL BE SHOWN ON THE FINAL LANDSCAPE PLAN and/or DURING CONSTRUCTION WHEN REQUIRED INFORMATION ON THE LOCATION AND TYPE OF EXISTING SHRUBS IS KNOWN AND CAN BE UTILIZED IN THE FINAL DESIGN PROCESS. THE FINAL DESIGN WILL MEET ALL CITY CODE REQUIREMENTS AND WILL BE REVIEWED FOR APPROVAL BY CITY STAFF PRIOR TO INSTALLATION

**PROPOSED LANDSCAPE - THIS PLAN ONLY**

- 2 arizona ash
- 1 arizona cypress
- 3 arizona sycamore
- 5 BLACK PINE
- 4 GRAPE MYRTLE
- 12 PHOTINIA
- 1 pinon pine
- 2 texas mountain laurel
- 23 apache plume
- 104 BARBERRY
- 24 CLUSTERBERRY
- 9 manzanita
- 18 india hawthorn
- 9 mountain mahogany
- 6 OREGON GRAPE HOLLY
- 7 PHOTINIA
- 53 SALVIA
- 3 SILVERBERRY
- 51 TEXAS RANGER
- 11 yucca and/or beargrass

THE MINIMUM WATER REQUIREMENTS FOR NON-NATIVE AND NATIVE PLANTS IS EQUAL. THERE IS NO ADVANTAGE TO WATER SAVINGS BY THE USE OF NATIVE PLANTS VS. NON-NATIVE PLANTS

symbol	botanical name	common name	size	quan.
	existing			
	existing			
	existing	used for credit in code requirements		

**coniferous trees:**

	cupressus arizonica	arizona cypress	24" BOX
	pinus edulis	pinon pine	
	pinus NIGRA	BLACK PINE	

**broadleaf evergreen trees:**

	PHOTINIA FRASERII	PHOTINIA TREE
	quercus emorii	emory oak
	sophora secundiflora	texas mountain laurel

**deciduous / shade trees:**

	fraxinus velutina	arizona ash
	ELEDITSA TRIACANTHOS	HONEY LOCUST
	platanus wrightii	arizona sycamore
	populus fremontii	arizona cottonwood

**accent / flowering trees:**

	acer glabrum	rocky mountain maple
	cerds occidentalis	western redbud
	LAGERSTROEMIA INDICA	GRAPE MYRTLE
	PRUNUS	FLOWERING PLUM
	PRUNUS CALLERYANA	FLOWERING PEAK

**large broadleaf evergreen shrubs:**

	COTONEASTER LACTEUS	CLUSTERBERRY	5 GAL
	ELEMAGNUS ANGUSTIFOLIA	SILVERBERRY	
	PHOTINIA FRASERII	PHOTINIA	

**medium broadleaf shrubs:**

	arctostaphylos pungens	pointleaf manzanita
	cerocarpus montagan	mountain mahogany
	COTONEASTER GLAUCA	GREY COTONEASTER
	cowania mexicana	diffuse
	garrya wrightii	wright's silkstasse
	LEUCOPHYLLUM FRUTESCENS	TEXAS RANGER
	MAHONIA AQUIFOLIUM	GRAPE HOLLY
	MANDINIA DOMESTICA	MANDINIA
	RHAMNOLDEPS INDICA	INDIA HAWTHORN
	ROSEMARINUS	ROSEMARY

**small evergreen and deciduous shrubs:**

	BACCHARIS PILULARIS	COYOTE BRUSH
	BERBERIS THUNBERGIANA	DWARF BARBERRY
	ceanothus greggi	wild lilac
	ericaemrica lartrefolia	turpentine bush
	fallugia paradoxa	apache plume

**flowering shrubs:**

	BUDDLEIA DAVIDII	BUTTERFLY BUSH
	LAGERSTROEMIA INDICA	GRAPE MYRTLE
	PEROVSKIA	RUSSIAN SAGE
	SALVIA GREGGI	SALVIA

**accent / special effects shrubs:**

	desert spoon	
	hesperaloe parvifolia	red yucca
	nolina microcarpa	beargrass
	yucca	yucca

**ground cover / understory shrubs:**

	BACCHARIS PILULARIS	COYOTE BRUSH
	berberis repens	creeping barberry
	LAVANDULA	LAVENDER
	TEUCORIUM	GERMANDER
	ROSMARINUS PROSTRATA	DWARF ROSEMARY
	VINCA	COMMON MYRTLE

**VINES:**

	CAMPISIS	TRUMPET VINE
	JASMINUM	JASMINE
	HONENISUCKLE	HONENISUCKLE
	ROSA	BANKS CLIMBING ROSE

**NOTE:**

PLANT SYMBOLS SHOWN ARE AT THE SCALE OF 1" = 30"

NOT ALL PLANTS SHOWN ON THIS LEGEND ARE PROPOSED FOR USE ON THIS PRELIMINARY PLAN BUT MAY BE USED IN THE SUBSEQUENT FINAL DESIGN AND PLAN DEVELOPMENT PHASES WHICH WILL BE REVIEWED / APPROVED BY THE CITY

