

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 checked="" type="checkbox"/> Minor Modification |
| <input type="checkbox"/> Zone Change | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Variance | |

Project Information	Project Name	Bob Ludlum Minor Plat Amendment		
	Project Address	201 Windmere Court	Parcel No. (APN)	401-76-011
	Primary Contact	Tim Hammes	Primary Phone	928-282-5686
	Email	t.ham@live.com	Alt. Phone	928-567-2833
	Address	2100 Via Silverado	City/State/ZIP	Camp Verde/AZ/86322
Office Use Only	Application No		Date Received	
	Received by		Fee Paid	

Project Description	Modify the existing 25-foot drainage easement to 16-feet
---------------------	--

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	Bob Ludlum	Contact Name	Bob Ludlum
	Project Role	Property Owner	Primary Phone	
	Email	rel528@gmail.com	Alt. Phone	
	Address	201 Windmere Court	City/State/ZIP	Sedona/AZ/86336
Contact #2	Company	Hammes Surveying LLC	Contact Name	Tim Hammes
	Project Role	Surveyor	Primary Phone	928-282-5686
	Email	t.ham@live.com	Alt. Phone	928-567-2833
	Address	2100 Via Silverado	City/State/ZIP	Camp Verde/AZ/86322
Contact #3	Company		Contact Name	
	Project Role		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	

November 2025
City of Sedona Community Development
Attn: Cari Meyer, Planning Manager
102 Roadrunner Drive
Sedona, Arizona 86336

RE: Minor Amendment to Lot 11 of the Sky Line Estates of Sedona Final Plat– APN 401-76-011. 201 Windmere Ct. Sedona, AZ 86336, within Coconino County.

Letter of Intent:

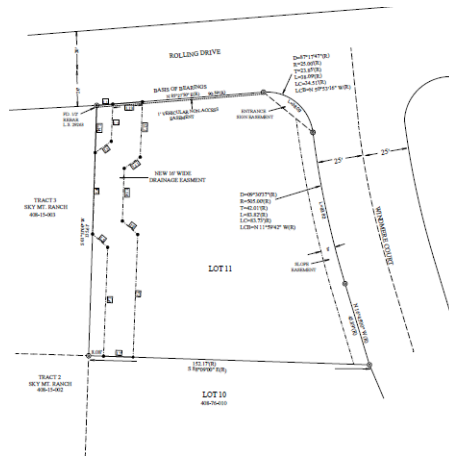
Following the approval from the City of Sedona for the installation of a swimming pool, the contractor discovered a **36-inch drainage pipe** buried underground. Additionally, a **25-foot drainage easement** was found to run across the entire length of the property. Neither the city nor the property owner was aware of this drainage infrastructure, which has hindered the pool construction.

To address this issue, the City has mandated that the first step involves relocating the pipe and surveying/documenting its new as-built location. This is necessary to verify the proposed change to the easement, which requires a minor plat amendment.

Now that the pipe relocation is complete and the as-built documentation has been submitted and approved by the City, we are ready to initiate the submission for the minor plat amendment. The area proposed for the amendment is highlighted in the attached image.

Explanation of Proposed Change:

We propose to amend the plat to reduce the width of the easement on the final plat to facilitate Mr. Ludlum's pool construction. The minor plat amendment is clearly marked in the attached image. Typically, a minor plat amendment requires sign-off from property owners within the subdivision. However, the **Sky Line Estates Subdivision** does not have a Homeowners Association (HOA) or CC&Rs, as confirmed during the property purchase and verified by residents. There is no board of directors or associated fees, making this a straightforward adjustment to a private property easement.



- Explanation of proposed change
 - Amend the plat to reduce the width of the easement on the final plat to allow for Mr. Ludlum's pool construction.

Typically, a minor plat amendment would require some sort of sign off from property owners within the subdivision. However, the **Sky Line Estates** Subdivision does not have a Home Owners Association (HOA) or CC&R's. This was confirmed when the owner purchased the property through the title work, and it was also verified by the resident's within the subdivision. In addition, there is no board of directors, and no fees paid. Therefore, this is a simple adjustment to a private property easement.

HAMMES SURVEYING LLC
2100 VIA SILVERADO
CAMP VERDE, ARIZONA 86322
(928)-567-2833 (928) 282-5686

New 16.00 foot Wide Drainage Easement

Description for a 16.00 foot wide drainage easement over, under and through Lot 11 of Sky Line Estates of Sedona being a subdivision a portion of Lot 12 and Lot 13 of Section 30, Township 17 North, Range 6 East, G. & S.R.M., Coconino County, Arizona, as recorded in Case 5, Map 61 of the Coconino County records, being more particularly described as follows;

To find the True Point of beginning, begin at the Northwest corner of said Lot 11 of Sky Line Estates of Sedona;

Thence North 85 degrees 27 minutes 49 seconds East (R), a distance of 8.73 feet along the North line of said Lot 11 to the PLACE OF BEGINNING;

Thence South 02 degrees 19 minutes 13 seconds West, a distance of 20.17 feet to a point;

Thence South 54 degrees 56 minutes 15 seconds West, a distance of 10.65 feet to a point on the West line of said Lot 11;

Thence South 01 degrees 51 minutes 00 seconds West (R), a distance of 44.10 feet along said West line of Lot 11;

Thence South 48 degrees 37 minutes 17 seconds East a distance of 10.91 feet to a point;

Thence South 02 degrees 10 minutes 25 seconds West, a distance of 58.98 feet to a point on the South line of said Lot 11;

Thence South 88 degrees 08 minutes 20 seconds East (R), a distance 16.00 feet along said South line to a point;

Thence North 02 degrees 10 minutes 25 seconds East, a distance of 66.47 feet to a point;

Thence North 48 degrees 37 minutes 17 seconds West, a distance of 11.07 feet to a point;

Thence North 02 degrees 00 minutes 07 seconds East, a distance of 28.51 feet to a point;

Thence North 54 degrees 56 minutes 15 seconds East, a distance of 10.58 feet to a point;

Thence North 02 degrees 19 minutes 13 seconds East, a distance of 30.00 feet to a point on the North line of said Lot 11;

Thence South 85 degrees 27 minutes 50 seconds West(R), a distance of 16.12 feet along said North line of Lot 11 to the place of beginning.



10/27/2025

Thank you for considering this minor amendment to the plat, which is essential for facilitating Mr. Ludlum's pool construction. We believe this adjustment will benefit the property while adhering to city regulations. Should you have any questions or require further information, please do not hesitate to reach out. I appreciate your attention to this matter and look forward to your favorable response.

Please contact me at (928) 282-5686 or email me at t.ham@live.com.

Sincerely, Tim Hammes

Hammes Surveying LLC

**FINAL PLAT AMENDMENT
LOT 11 SKY LINE ESTATES OF SEDONA**

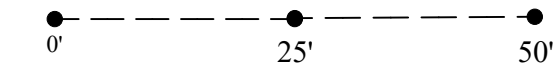
A REPLAT OF LOT 11 AS RECORDED IN CASE 5, MAP 61 OF THE COCONINO COUNTY RECORDS, A SUBDIVISION OF A PORTION OF LOT 12 & LOT 13, SECTION 30, TOWNSHIP 17 NORTH, RANGE 6 EAST, G. & S.R.M., COCONINO COUNTY, ARIZONA

REVISION OF A 25 FT. DRAINAGE EASEMENT ONLY

APN #401-76-011
ADDRESS: 201 WINDMERE COURT

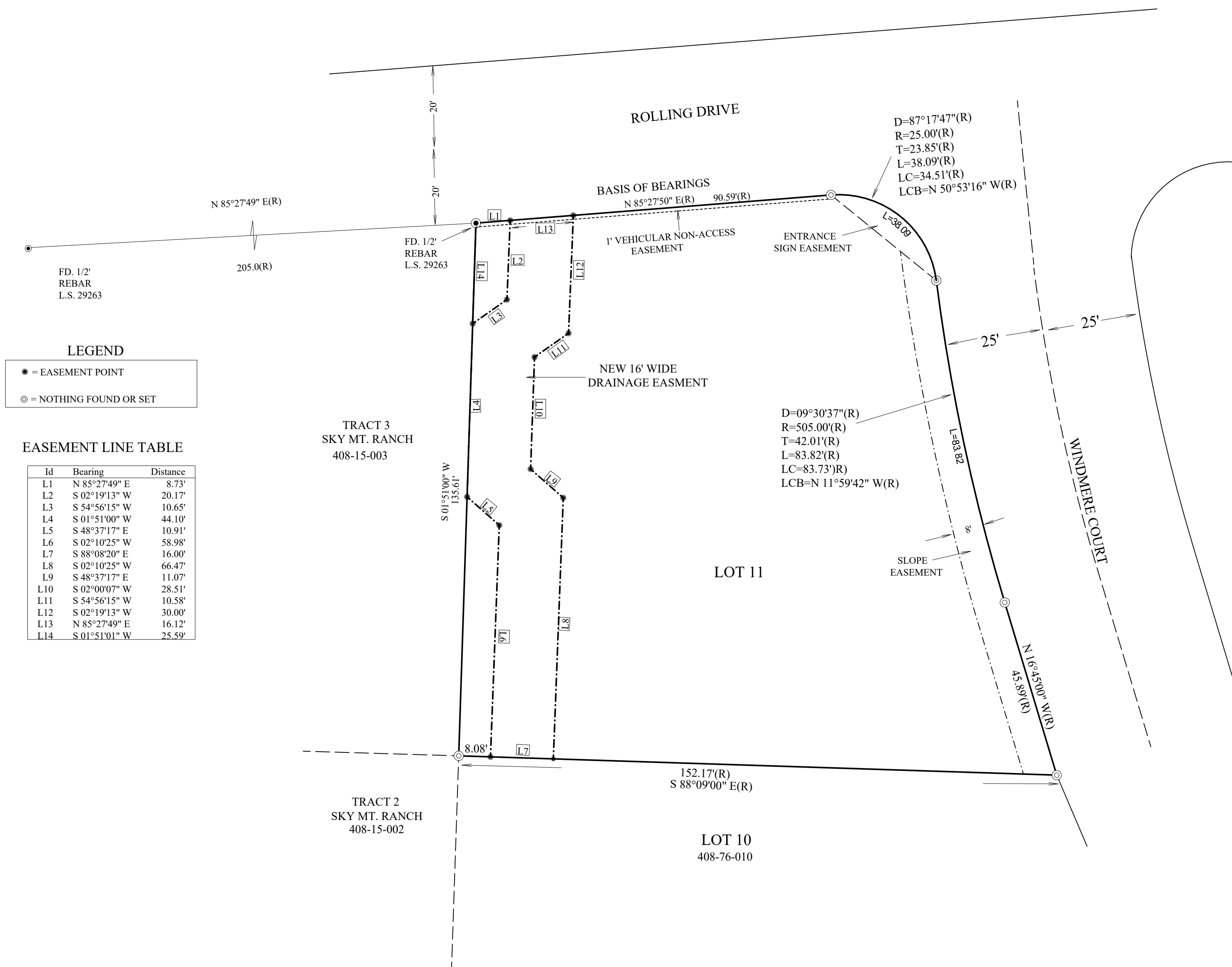
DATE: 10/27/2025
(R)- RECORD
(M)- MEASURED

SCALE 1"=20'



CERTIFICATE OF APPROVAL	
SKY LINE OF SEDONA HOME OWNERS ASSOCIATION:	DATE:
OWNER OF LOT 11	DATE:
CITY OF SEDONA DIRECTOR OF COMMUNITY DEVELOPMENT DIRECTOR	DATE:
FIRE DISTRICT FIRE MARSHAL	DATE:
CITY ENGINEER	DATE:
SEDONA CITY COUNCIL	DATE:
MAYOR OF SEDONA	DATE:
CITY CLERK	DATE:

THIS PLAT IS SUBJECT TO ALL CONDITIONS, RESERVATIONS, AND OTHER ITEMS OF PUBLIC RECORD ON THIS 27th DAY OF OCTOBER, 2025.

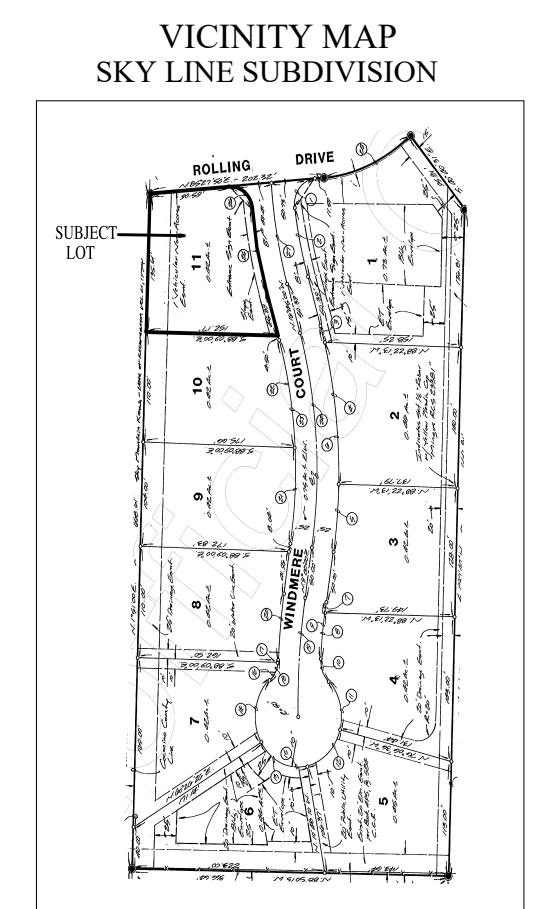
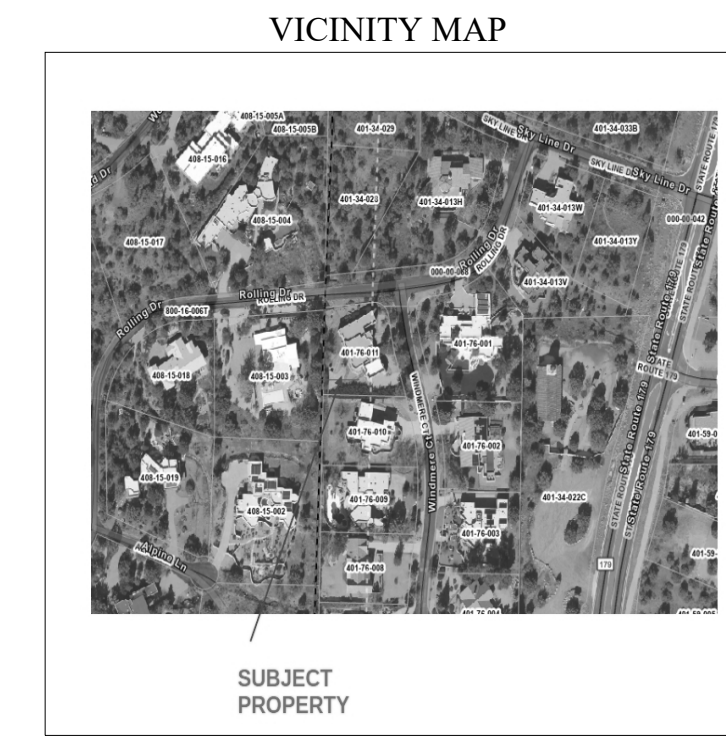


LEGEND

- = EASEMENT POINT
- = NOTHING FOUND OR SET

EASEMENT LINE TABLE

Id	Bearing	Distance
L1	N 85°27'49" E	8.73'
L2	S 02°19'13" W	20.17'
L3	S 54°56'15" W	10.65'
L4	S 01°51'00" W	44.10'
L5	S 48°37'17" E	10.91'
L6	S 02°10'25" W	58.98'
L7	S 88°08'20" E	16.00'
L8	S 02°10'25" W	66.47'
L9	S 48°37'17" E	11.07'
L10	S 02°00'07" W	28.51'
L11	S 54°56'15" W	10.58'
L12	S 02°19'13" W	30.00'
L13	N 85°27'49" E	16.12'
L14	S 01°51'01" W	25.59'

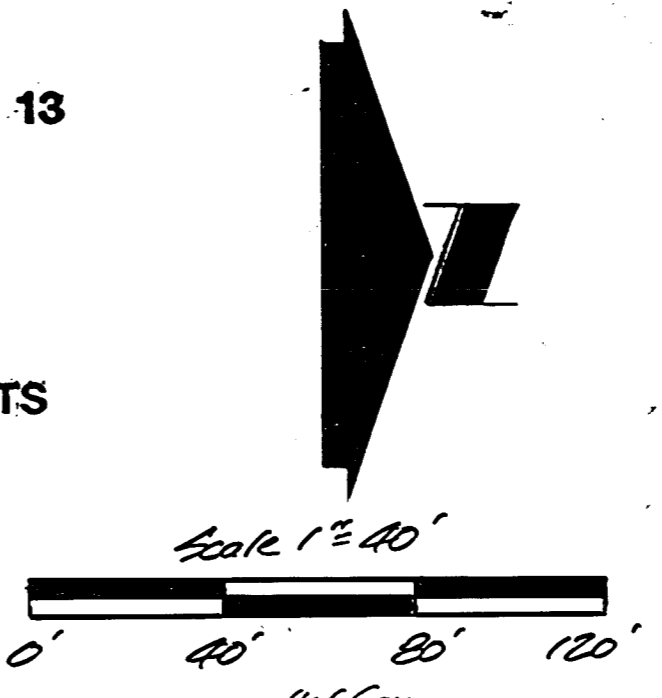


10/27/2025
HAMMES SURVEYING LLC
2100 VIA SILVERADO
CAMP VERDE, AZ. 86322
(928) 282-5686 (928) 567-2833

THIS MAP WAS PREPARED FROM FIELD DATA AND PROPERTY RECORDS DURING THE MONTH OF NOVEMBER, 2025, UNDER MY DIRECT SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.



A SUBDIVISION OF A PORTION OF LOT 12 & LOT 13
SECTION 30, T 17 N, R 6 E
G & S R B & M, CITY OF SEDONA,
COCONINO COUNTY, ARIZONA
TOTAL AREA = 5.773 ACRES
CONSISTING OF 11 SINGLE FAMILY RESIDENTIAL LOTS



DEDICATION
KNOW ALL MEN BY THESE PRESENTS: That Capital Title Agency, an Arizona Corporation, as Trustee, has subdivided under the name of SKY LINE ESTATES of Sedona that portion of Lots 12 & 13, Section 30, Township 17 North, Range 6 East of the Gila and Salt River Base and Meridian, Coconino County, Arizona, as shown platted hereon and hereby publishes this plat as and for the plat of said SKY LINE ESTATES of Sedona and hereby declares that said plat sets forth the location and gives the dimensions of the lots and street constituting same and each lot and street shall be known by the number and name given each respectively on said plat and hereby dedicates to the public Windmere Court as shown on said plat and included in the above described premises. Easements are hereby dedicated for the purpose as shown hereon.

IN WITNESS WHEREOF: Capital Title Agency, an Arizona Corporation, as Trustee, has hereunto caused its corporate seal to be affixed and the same to be attested by the signature of Nancy S. Simmons, its Trust Officer thereunto duly authorized so to do.
Capital Title Agency, as Trustee
By Nancy S. Simmons Attested Lawrence A. Coartha
Nancy S. Simmons *Lawrence A. Coartha*

ACKNOWLEDGMENT
STATE OF ARIZONA ss
COUNTY OF COCONINO
On this, the 11 day of June, 1991
before me, the undersigned officer Nancy S. Simmons personally appeared who acknowledged Himself/Herself to be the Trust Officer of Capital Title Agency, Inc. an Arizona Corporation, as Trustee, and acknowledged that He/She as such officer being duly authorized so to do executed the foregoing instrument for the purpose therein contained by signing the name of the Corporation as Trustee by Himself/Herself as such officer.

IN WITNESS WHEREOF: I hereby set my hand and official seal. My Commission Expires: _____
Patricia Schaefer
Notary Public *Patricia H. Schaefer*

The names and addresses of the beneficiaries of Trust Number 1025 are disclosed in instrument recorded in Docket 1383, Page 232, Records of Coconino County, Arizona.

CERTIFICATE OF APPROVALS:
RECORDED AT REQUEST OF Minnesota Title Agency
DATE April 1, 1993 2:10 p.m.
Case 5 Map 61
Records of Coconino County, Arizona
COUNTY RECORDERS

SEDONA POLICE DEPARTMENT
Bob Irish 4-1-93
Chief of Police Date

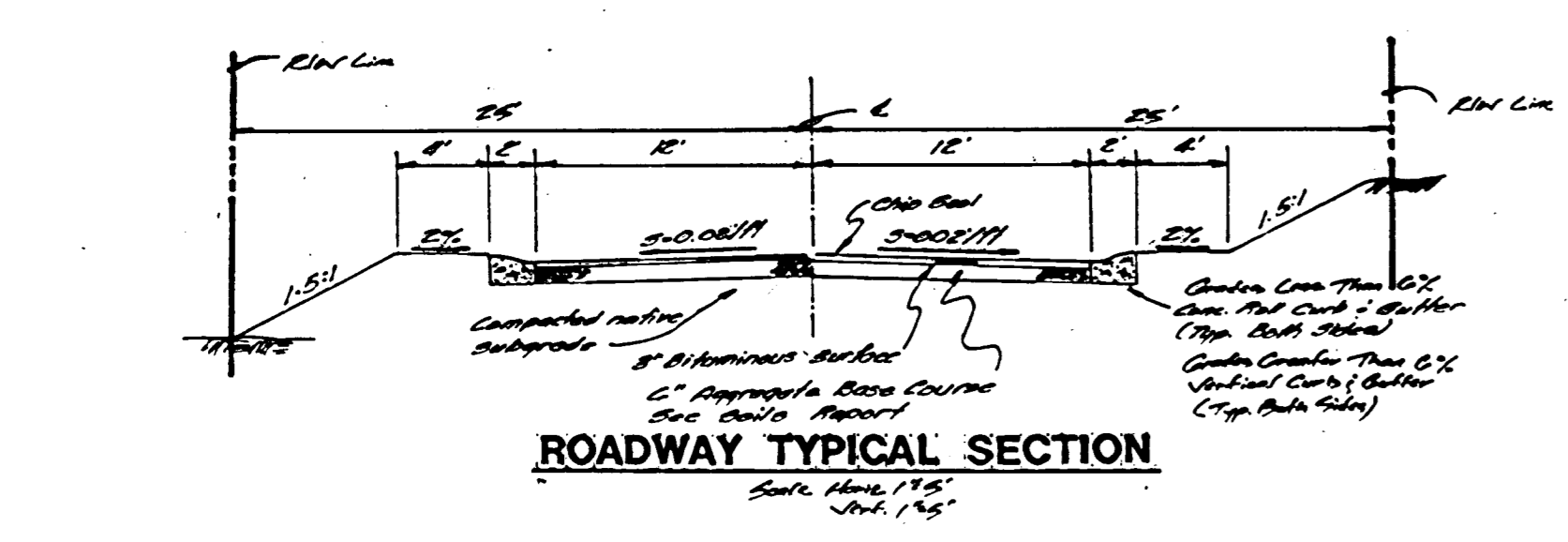
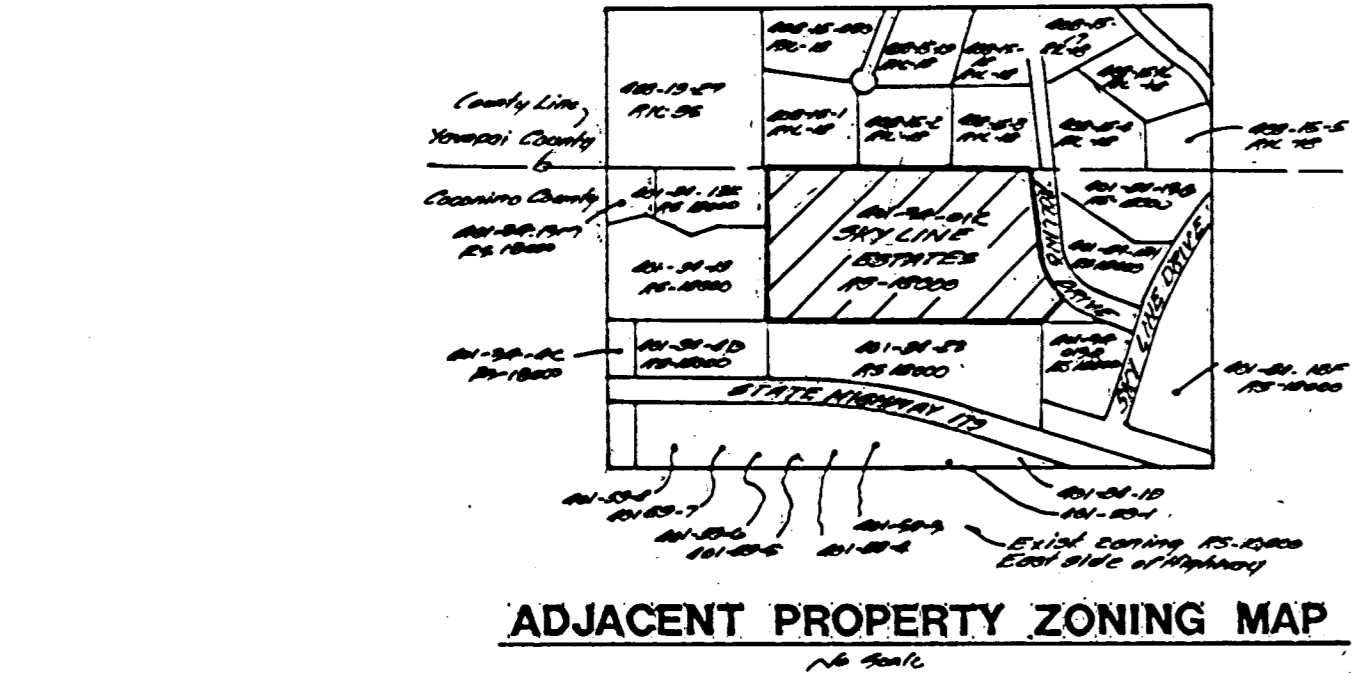
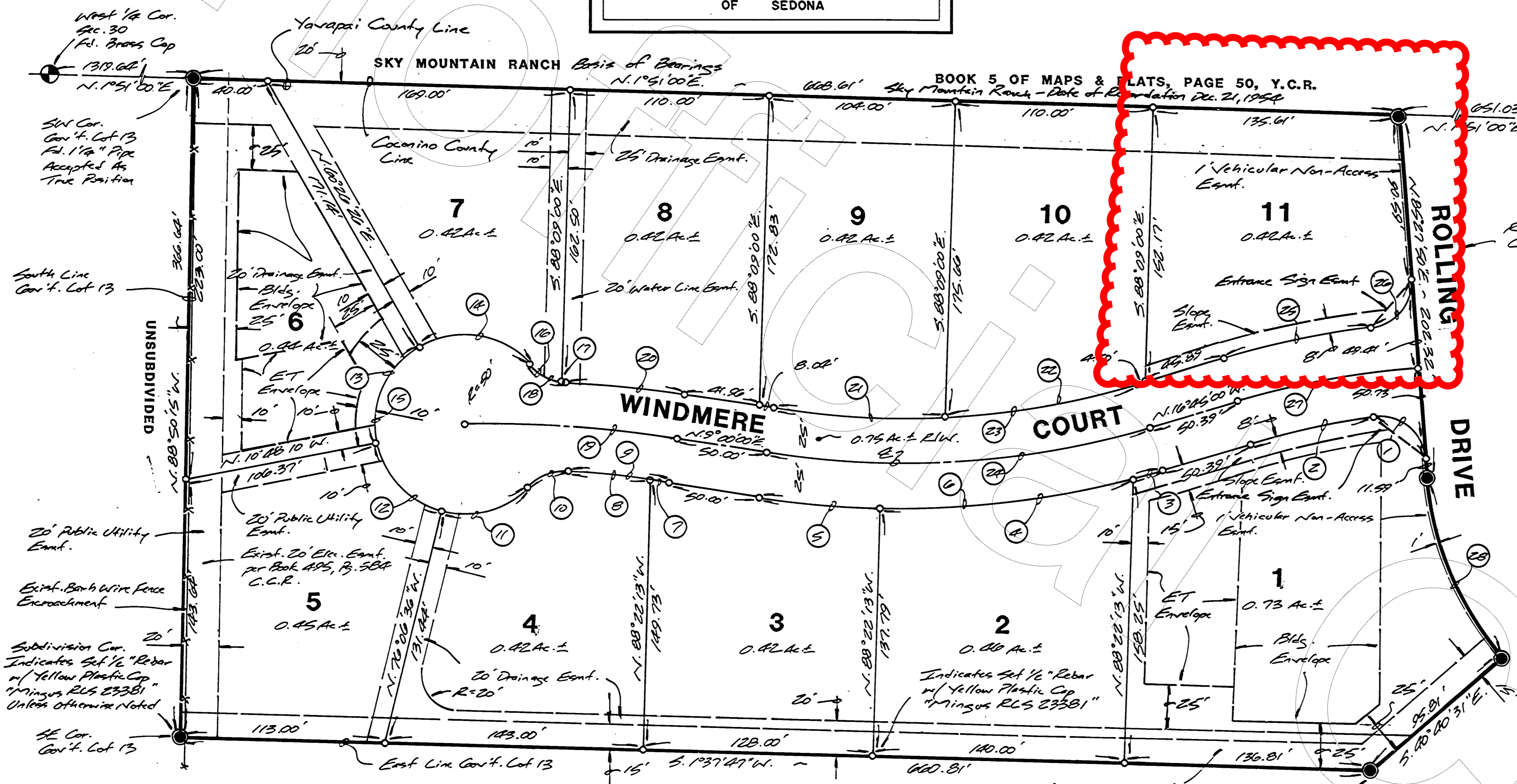
SEDONA FIRE DEPARTMENT
John E. Sharp 4-1-93
Fire Marshal Date

COCONINO COUNTY HEALTH DEPARTMENT
Daniel Smith 10-13-92
Sanitation Engineer Date

SEDONA CITY ENGINEERING DEPARTMENT
P. Soren 4-07-93
City Engineer Date

SEDONA DEPARTMENT OF COMMUNITY DEVELOPMENT
Tom Schaefer 3/31/93
Director Date

SEDONA CITY COUNCIL
Mark Ruff 12/2/92
Mayor of Sedona Date
Mari Brown 3/21/93
City Clerk Date



CURVE TABLE

NO.	DELTA	RADIUS	TANGENT	LENGTH	LONG CHORD
1	93-19-59	25.00'	26.50'	40.72'	36.37'
2	08-52-51	455.00'	35.33'	70.53'	70.46'
3	02-00-41	505.00'	8.87'	17.73'	17.73'
4	16-06-21	505.00'	71.45'	141.95'	141.49'
5	07-37-53	505.00'	33.69'	67.28'	67.23'
6	25-45-00	305.00'	115.43'	226.96'	225.05'
7	01-04-14	610.00'	5.70'	11.40'	11.40'
8	04-12-06	610.00'	22.38'	44.73'	44.72'
9	05-16-20	610.00'	28.09'	56.13'	56.11'
10	49-22-24	30.00'	13.79'	25.85'	25.06'
11	59-32-08	50.00'	28.68'	51.96'	49.65'
12	65-19-26	50.00'	32.84'	56.99'	53.91'
13	71-14-35	50.00'	35.83'	62.17'	58.24'
14	76-56-06	50.00'	39.73'	67.14'	62.21'
15	273-01-15	50.00'		238.26'	
16	39-09-04	30.00'	10.67'	20.50'	20.10'
17	04-57-12	30.00'	1.30'	2.59'	2.59'
18	44-06-16	30.00'	12.15'	23.09'	22.53'
19	18-45-33	25.00'	18.00'	117.24'	117.07'
20	05-43-44	660.00'	33.02'	65.99'	65.97'
21	12-06-58	455.00'	48.29'	96.22'	96.04'
22	13-38-02	455.00'	54.39'	108.27'	108.01'
23	25-45-00	455.00'	104.00'	204.49'	202.77'
24	25-45-00	480.00'	109.71'	215.72'	213.91'
25	09-30-37	505.00'	42.01'	83.82'	83.73'
26	07-17-47	25.00'	25.00'	38.89'	34.51'
27	12-12-50	480.00'	51.36'	102.32'	102.13'
28	36-09-37	173.90'	56.77'	109.75'	107.94'

SURVEYOR'S CERTIFICATE
I hereby certify that the survey and subdivision of the premises described and platted hereon were made under my direction and are true and correct to the best of my knowledge and belief.
Michael L. Pearson R.L.S. 23361

WATER CERTIFICATE
This subdivision is not within a designated Active Water Management Area. A statement concerning water adequacy has been received from the Arizona Department of Water Resources (pursuant to A.R.S. 45-108) stating the resources are adequate for this subdivision.



Revised 9-17-91 r7LP

SKYLINE ESTATES OF SEDONA

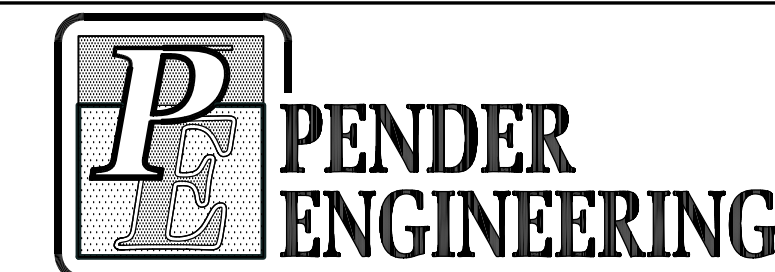
Mingus Associates
CONSULTING ENGINEERS & LAND SURVEYORS, INC.
1114 E. MINGUS AVENUE
P.O. BOX 1447
COTTONWOOD, ARIZONA 86326
(802) 634-3624 (802) 634-3625

FINAL PLAT

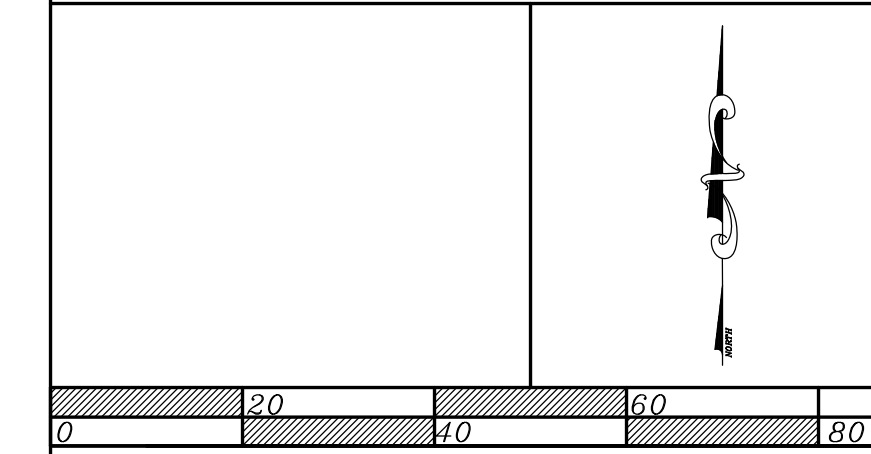
DATE 4/8/93

EXHIBIT

Of Lot 11 Skyline Estates of Sedona recorded in Case 5 Map 61 Coconino County Recorder's Office, Coconino County, situated in the Northwest 1/4 of Section 30 Township 17 North, Range 6 East, of the Gila and Salt River Meridian, Coconino County, Arizona



Tom L. Pender, P.E.
P.O. Box 1245
Cottonwood, AZ 86326
(928) 639-0776



SCALE - 1" = 20' HORIZ.

Notes
(1) This Record of Survey was prepared for the benefit of specific user and for a specific purpose pursuant to an agreement with the Client and as such, may be misleading as to purpose by others. Therefore, use by others is prohibited without the express written consent of certifier signed hereon and no liability will be accepted by the certifier signed hereon for its use by others. This document should only be reproduced in total to maintain the integrity of the intended purpose.
(2) This Record of Survey is subject to all conditions, restrictions, reservations, rights-of-way, abandonment's, easements and all pertinent documents of record.

LEGEND

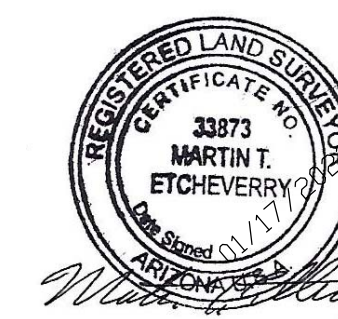
- - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED "LS 23381" MINGUS
- ⊙ - FOUND 3/8" REBAR W/TAG STAMPED "LS 29263"
- ⦿ - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED "LS 13015"
- ⊕ - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED "LS 26925"
- ⊗ - FOUND 3/8" REBAR W/NO CAP OR TAG
- ⊘ - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED "LS 32224"
- ⊙ - FOUND BLM BRASS CAP
- - SET 1/2" REBAR W/PLASTIC CAP STAMPED "LS 33873"
- - CALCULATED POSITION - NOTHING FOUND OR SET
- XX/YY- DIMENSIONS PER BOOK XXX OFFICIAL RECORDS, PAGE YYY, COCONINO COUNTY RECORDS
- XX-YY- DIMENSIONS PER DOCUMENT REFERENCE NO. XX-YY, COCONINO COUNTY RECORDS
- SLANTED - RECORD DIMENSIONS
- CCR - COCONINO COUNTY RECORDER'S OFFICE, COCONINO COUNTY
- YCR - YAVAPAI COUNTY RECORDER'S OFFICE, YAVAPAI COUNTY
- O.R. - OFFICIAL RECORDS
- LS - LAND SURVEYS
- M&P - MAPS & PLATS
- R1 - DIMENSIONS PER CASE 5 MAP 61, CCR

SURVEY NOTES

SLANTED DIMENSIONS INDICATE RECORD DIMENSIONS.

SURVEYOR'S CERTIFICATE

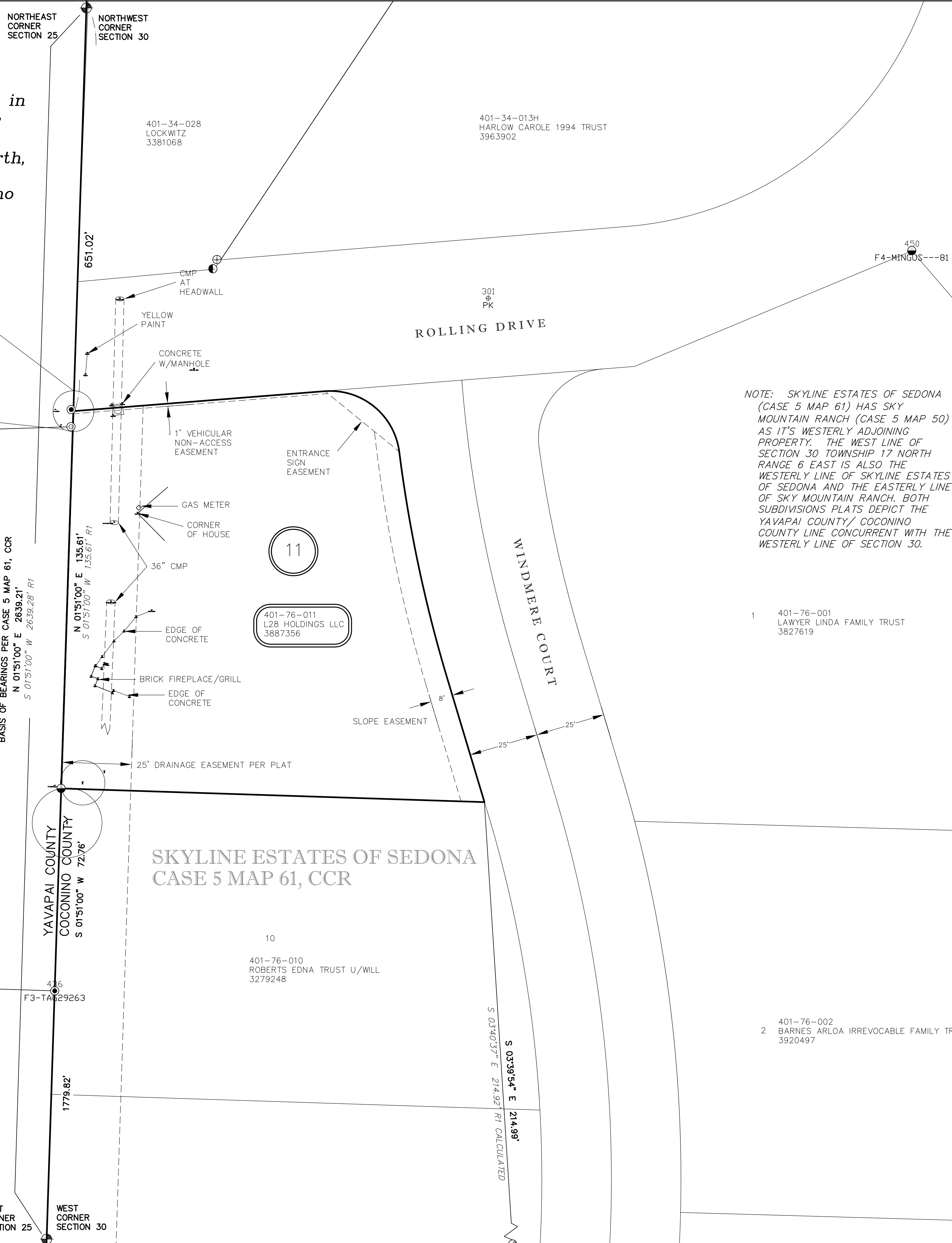
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION, DURING THE MONTH OF DECEMBER, 2022 AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



JOB NO. 22-0904-LUDLUM
DATE OF SURVEY: 12/28/2022
MARTIN T. ETCHEVERRY

	NAME	DATE
DESIGN	JMG	01-17-23
DRAWN	MTE	01-17-23
CHECKED	MTE	01-17-23
REVISED		

EXHIBIT



NOTE: SKYLINE ESTATES OF SEDONA (CASE 5 MAP 61) HAS SKY MOUNTAIN RANCH (CASE 5 MAP 50) AS IT'S WESTERLY ADJOINING PROPERTY. THE WEST LINE OF SECTION 30 TOWNSHIP 17 NORTH RANGE 6 EAST IS ALSO THE WESTERLY LINE OF SKYLINE ESTATES OF SEDONA AND THE EASTERLY LINE OF SKY MOUNTAIN RANCH. BOTH SUBDIVISIONS PLATS DEPICT THE YAVAPAI COUNTY/ COCONINO COUNTY LINE CONCURRENT WITH THE WESTERLY LINE OF SECTION 30.

SKY MOUNTAIN RANCH
BOOK 5 M&P PAGE 90, YCR

SKYLINE ESTATES OF SEDONA
CASE 5 MAP 61, CCR

DWS: FullPath: D:\LandProjects\2022\22-0904-Ludlum\DWG\Carlson\2022-0904-Ludlum-C.dwgPlot Date/Time: 01/17/23 10:45pm