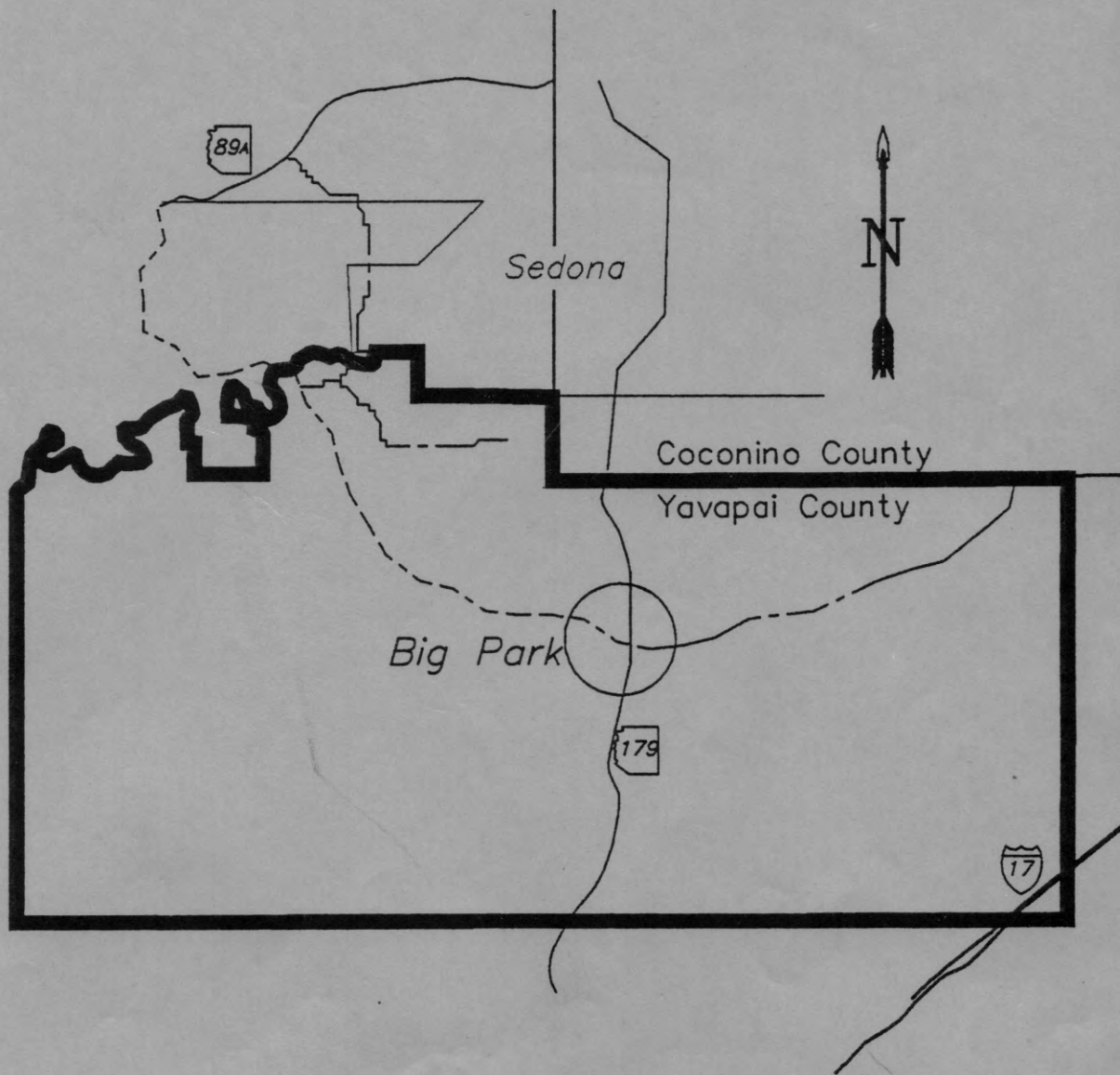


Big Park Community Plan



Adopted on June 15, 1998 by the
Yavapai County Board of Supervisors

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COMMUNITY RESOURCES

Big Park Regional Coordinating Council
Residents and Business People of the Area

* indicates chair of the committee.

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INTRODUCTION

The Big Park Community Plan (BPCP) is a guide for development of the area within Yavapai County along Arizona State Route 179 on the southern edge of the incorporated city of Sedona as shown on the accompanying map. The community is set in the unique red rock country at the foot of Bell Rock, Courthouse Rock and Cathedral Rock. The natural beauty and scenic vistas are a vital asset that benefits residents and visitors alike. This natural environment helps to define the quality of life enjoyed by its citizens and the protection of this natural environment is critical to continuing that lifestyle and the economic well being of this area.

The purpose of the BPCP is to provide a future view of the area based upon known issues, growth trends and projected development patterns. The intent of the community plan is to offer guidance in the decision making for future development of the area. The plan is not an ordinance or law, and is, therefore, not retroactive to existing land uses. Its policies and implementation options serve only as guidelines for future development.

Within the planning area there are approximately 34,465 acres composed as follows:

| | |
|---------------------|--------|
| National Forest | 30,470 |
| Red Rock State Park | 195 |
| Private | 3,800 |

The majority of the private land (approximately 80 percent) was homesteaded and has been in private use from 70 to more than 100 years. The remaining 20 percent was exchanged from National Forest lands to private ownership; predominately in the last 25 years.

The approximate acreage of private lands by planning districts is:

| | |
|--------------------------|-------|
| Big Park Core District | 2,300 |
| Little Park | 480 |
| Oak Creek | 410 |
| Lee Mountain/Pine Valley | 610 |

Varying amounts of National Forest lands are included within each of these four planning districts, surrounding the private land and generally being in an up slope position from it. With the exception of the SR 179 Corridor, the private land adjacent to National Forest is residential. The National Forest provides a scenic backdrop around the developed areas as well as a vast area of open space available for public recreation use. The majority of the scenic red rock formations are on National Forest lands.

The BPCP consists of a core area along SR 179 with commercial and high, medium and low density residences. In addition, there are three planning districts surrounding the core that are mainly single family residential. These are Little Park, Oak Creek and Lee Mountain/Pine Valley. At the present time, none of these have access to wastewater treatment facilities. The

area is entirely surrounded by the exceptionally beautiful and fragile Coconino National Forest land.

This revision builds on the concepts of the original small rural town atmosphere of the 1988 plan and retains much of its flavor and goals.

The resident population in 1988 was 2690¹ and today, in 1998, the population is 4291 with an estimated increase to 6317 by the year 2010. The character of this population has changed from mainly retired residents to a more family oriented community. At the present time, there are approximately 460 students residing in the BPCP Area who are enrolled in grades 1 through 12.

The character of commercial development is very different from 1988 to 1998. There has been a thirteen fold increase in motel/hotel/timeshare tourist accommodation units during this period.

The vision and priorities for this revision were established from an open community meeting held in November of 1996. The priorities fell into three basic categories: 1) concern about the kind of community desired, 2) the most significant community needs, and 3) the procedures necessary to accomplish the first two.

Kind of community:

- Retain a sense of community
- Retain the small town atmosphere
- Preserve the natural beauty
- Retain present overall rural density

Community needs:

- Maintain existing National Forest lands.
- Specify architectural codes that lead to an aesthetically compatible core area.
- Develop a community center, especially for young people with recreation facilities and fields.
- Provide sidewalks-paths along SR 179 as a safe route for non-motorized users.
- Provide public transportation (shuttle) to connect the Big Park area with the greater Sedona Area.
- Ensure an adequate water supply and appropriate wastewater facilities for present and anticipated future growth.
- Explore possibilities for additional route into the city of Sedona.
- Plan for development that is responsible to the community goals, especially in regard to environmental standards, open space and parks.

¹Population figures obtained from Arizona Department of Economic Security.

Administrative issues:

- Planning and Zoning Commission representative from BPCP Area.
- Developers build and pay for infrastructure during development.
- Citizen input for amendments to the community plan.

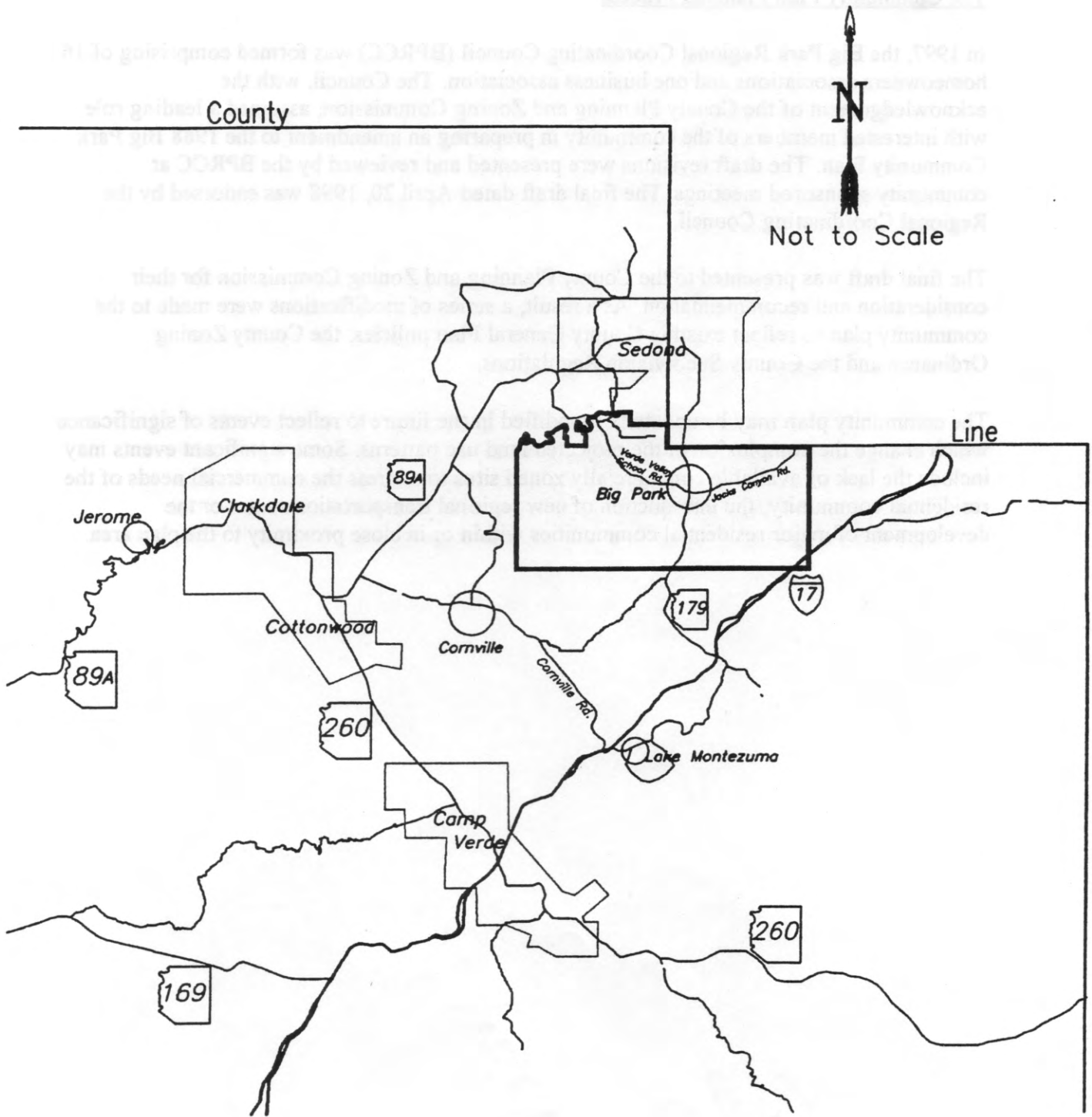
The Community Plan Planning Process

In 1997, the Big Park Regional Coordinating Council (BPRCC) was formed comprising of 16 homeowners associations and one business association. The Council, with the acknowledgement of the County Planning and Zoning Commission, assumed a leading role with interested members of the community in preparing an amendment to the 1988 Big Park Community Plan. The draft revisions were presented and reviewed by the BPRCC at community sponsored meetings. The final draft dated April 20, 1998 was endorsed by the Regional Coordinating Council.

The final draft was presented to the County Planning and Zoning Commission for their consideration and recommendation. As a result, a series of modifications were made to the community plan to reflect existing County General Plan policies, the County Zoning Ordinance and the County Subdivision Regulations.

The community plan may be updated or modified in the future to reflect events of significance which change the complexion of the projected land use patterns. Some significant events may include the lack of available commercially zoned sites to address the commercial needs of the residential community, the introduction of new regional transportation routes or the development of major residential communities within or in close proximity to the plan area.

Big Park Community Plan Vicinity Map



General Goals And Objectives

The over-riding goal and objective of this plan is to protect the quality of life of the existing residential areas as the community develops. Everything that follows is directed to that goal.

1. Establish guidelines to identify and recommend land uses in order to provide for orderly, desired growth, and to serve the interests of the local residents by maintaining the rural small town character such as low density and low profile uses.
 - a. Promote public participation in the development of the community plan.
 - b. Incorporate regional concerns into the community plan.
 - c. Actively discourage premature or incompatible land uses: i.e., those applications which are in not in conformance with the community plan.
 - d. Encourage the preservation of natural features and the preservation of open space.
 - e. Designate undeveloped land in a manner compatible with existing services, utilities and road right-of-way widths in the area. Densities should, therefore, decrease progressively from the Core District Area outward.
 - f. Encourage Yavapai County to develop an ordinance concerning the placement of structures on slopes and ridges.
 - g. Initiate the Nomination and Application Process set out in the County Zoning Ordinance for a Design Review Overlay Zone for those parcels in the community plan area which are proposed for commercial or Village Service uses.
 - h. Encourage Yavapai County to develop a Lodging Ordinance similar to that adopted by the city of Sedona to ensure that additional lodging units comply with the goals of the community plan.
2. Encourage that future development is compatible with the small town atmosphere enhanced by the extraordinary beauty of the surroundings by promoting the predominately single-family character of the community plan area.
 - a. The majority of the development in the BPCP Area is planned for and should remain single-family residential (detached housing) - from one to four dwelling units per acre in the Core District Area. Maintain the pattern of decreasing densities outward from the Core District Area. Encourage developments with a density of two or more units per acre to submit a plan for a complete water and sewer system.

- b. Planned Area Developments (PAD) should comply with overall densities as designated on the BPCP map. (Note: A PAD is an overlay zone to reflect use and densities on the Future Land Use Patterns Maps.)
 - c. There is no land in the community plan area used or designated for use as industrial. Because of the limited private land, a very sensitive environment and the desired rural small town atmosphere, industrial use would not be appropriate. Due to the low-density, single-family character of the community, no industrial acreage is envisioned. At present, industrial uses would jeopardize the community's unique and fragile social and environmental qualities.
3. Encourage the improvement of SR 179 and roads within the community plan area to alleviate hazardous conditions and accommodate local and tourist traffic as well as pedestrian and bicycle traffic.
4. Strongly encourage the availability and quality of water and wastewater systems, telephone and TV services, gas and electrical services, and fire and medical emergency facilities.
5. Develop additional guidelines to protect against light, water, air, odor, noise, commercial lighting and signage and other aesthetic visual pollution that detracts from the natural beauty of the area.
- a. Administer the BPCP design guidelines for zoning map changes or use permits until a design review overlay zone can be completed.
 - b. Recommend voluntary compliance with the BPCP design guidelines.
 - c. Recognize and consider these existing environmental concerns: possible inadequate septic systems, drainage and soil erosion.
6. Encourage the establishment of adequate parks and recreation facilities for local residents.

1. Land Use Guidelines

A. DEFINITIONS OF LAND USE CATEGORIES

1. Single-family Residential (detached):
 - a. Rural - 1 dwelling unit per 2 or more acres - for example, R1L-2A
 - b. Very low density - Up to 1 dwelling unit per acre - for example, R1L-35
 - c. Low density - Up to 2 dwelling units per acre - for example, R1L-18
 - d. Medium density - Up to 4 dwelling units per acre - for example, R1L-10
2. Multi-family Residential (Apartments, Condominiums, Townhouses, Duplexes):
 - a. High Density - 4 to 7 units per acre.
 - b. Very High Density - 7 to 16.5 units per acre
3. Public/Quasi Public:
 - a. Public Utilities (For an explanation see Section 3 of this plan.)
 - b. Recreational and Educational Services (For an explanation see Section 5 of this plan.)

4. Planned Area Development (PAD):

Planned Area Developments are intended to provide unified planning for various types and combinations of land uses. They create opportunities for building on the most buildable sites and designating open space, recreational areas and neighborhood parks to be reserved within the proposed developments. Planned areas can preserve natural terrain features by encouraging clustering or centralization of development on a site while permitting more ecologically sensitive buildable areas to remain as open space. The PAD zone, as defined in the County Zoning Ordinance, is designed to consist of an overlay zone to reflect land use and densities of the existing zone.

5. Village Services (VS):

Village services are where professional and administrative offices and related uses operate mainly in daylight hours that are low traffic generators and are designed and landscaped to be harmonious and compatible to surrounding uses. There is currently no zone classification for this land use designation.

6. Commercial:

- a. General Business
- b. Motel/Hotel/Timeshares/Resort (Short term lodgings) (Note: A project is defined as a timeshare when a purchaser receives the right in perpetuity, for life or for a term of years to the recurrent, exclusive use or occupancy of a lot,

parcel, unit or segment of property, annually or on some periodic basis, for a period of time that has been or will be allotted from the use or occupancy periods into which the project has been divided.)

7. Open space:
 - a. National Forest lands
 - b. Golf courses
 - c. Other (including park sites)

B. BIG PARK CORE PLANNING DISTRICT

1. EXISTING CONDITIONS

This area is characterized by urbanized development patterns and represents the main population center of the BPCP Area. Arizona State Route 179 is the main arterial north/south route with three major collectors (Bell Rock Boulevard, Jacks Canyon Road and Verde Valley School Road) forming two major intersections. SR 179 has been designated an Arizona Scenic Highway.

Within the Big Park Core District Area, 82 percent of the total land area is currently designated for single-family residential, detached (one to four units per acre), or open space (i.e., golf course) uses. It is recommended that the uses and densities within the Core Area be maintained as represented by this percentage. An inventory of land uses within the Core Area, as of July 1987, showed 28 single-family residential subdivisions with a total of 2,883 single-family lots; 1090 of which are built on. This represented a 62 percent vacancy rate for this area. In June of 1997, a similar inventory showed a 38 percent vacancy rate.*

Multi-family residential uses are most intensive in areas immediately adjacent to the Jacks Canyon/Verde Valley School Road intersection with SR 179. These residential uses also occur along the northern and western perimeters of the Village of Oak Creek Association (VOCA) golf course. There is a smaller amount of multi-family residential near the intersection of SR 179 and Bell Rock Blvd. These residential uses represent densities from 5.5 to 16 units per acre. The total of the multi-family units is approximately 630. In addition, a recently approved PAD (Las Piedras) on SR 179 south of the Jacks Canyon intersection will add 102 multi-family units.*

The multi-family residential uses also includes two federally regulated projects for persons with restricted incomes: Oak Creek Villas, a 24 unit family apartment and Pine Creek Villas, 24 single story attached housing units for senior citizens.

There are several developed PADs including Sedona Golf Resort, Canyon Mesa and one approved PAD (Las Piedras), not yet under construction.

* The stated figures in this section were generated by the Big Park Community Plan Revision Committee.

Residential Service zoned parcels total approximately 40 acres which includes the Kachina Pointe Center on Jacks Canyon Road and approximately seven acres of a designated PAD (Las Piedras) located on SR 179.* Properties currently zoned Residential Services have been designated as Village Services on the Future Land Use Patterns Maps.

The majority of commercially zoned parcels in the BPCP Area are located on SR 179.

In 1988, there were two motels and one bed and breakfast with a total of 66 units. In 1998, there are seven motels (341 units) and six bed and breakfasts with 33 units. In addition, there are under construction 118 timeshares with lockouts,² a three story hotel with 225 rental units and a new 42 room motel.

Overall, approximately 77 percent of existing commercially zoned land has been developed.*

Existing open space areas within the Core District Area consist primarily of three golf courses, two major wash corridors and some National Forest lands.

2. SINGLE-FAMILY RESIDENTIAL PROBLEMS AND RECOMMENDATIONS AS IDENTIFIED BY THE COMMUNITY

Problem Identification:

- ✓ Presently, in the Big Park Core District Area (as well as in the other planning district areas), land that is zoned one unit per two acres carries an RCU-2A zoning. This allows manufactured housing. In addition, with a use permit, this zoning would allow rental self storage locker facilities.

Community Recommendations:

- ✓ The Big Park Regional Coordinating Council (BPRCC) should work with property owners to rezone parcels zoned RCU-2A to R1L-2A, not only in the Core District Area, but for the entire BPCP Area. This would ensure that those parcels would be restricted to single-family, site-built dwellings.

* The stated figure in this section were generated by the Big Park Community Plan Revision Committee.

²Lockouts-each unit consists of two separate one bedroom units. This equates to 236 possible nightly rentals for these timeshares.

3. MULTI-FAMILY USES PROBLEMS AND RECOMMENDATIONS AS IDENTIFIED BY THE COMMUNITY

Problem Identification:

- ✓ Currently, the majority of multi-family developments are confined to the areas served by the Big Park Domestic Wastewater Improvement District (BPDWID) sewer system. There are however, multi-family areas in the Fairway Oaks and Oak Creek subdivisions that are on septic.

Community Recommendations:

- ✓ Consideration should be given by the BPDWID to hooking up all multi-family areas to the sewer as soon as lines and/or plant capacity are available.
- ✓ All properties, whenever possible, should hook-up to an existing sewer line unless extenuating circumstances can be identified to County Environmental Services.

4. PLANNED AREA DEVELOPMENTS (PAD) PROBLEMS AND RECOMMENDATIONS AS IDENTIFIED BY THE COMMUNITY

Problem Identification:

- ✓ Careful planning should be given to the number of proposed dwelling units allowed per net developable acre. If a portion of a parcel lies within steep terrain, a major wash, or other physical or aesthetic constraint, the developable portion should be used to determine the overall density. (If a portion of a property that is not developable as building sites is reserved to develop a park, or other public uses, consideration may be given to approval of greater densities. These densities, however, should not exceed the maximum density allowable for the entire parcel, as designated on the Future Land Use Patterns Map).
- ✓ At the present time, the density of development does not take into account the acreage that will be needed for roads within the development. This results in an increase in density over that allowed if the parcel were developed as a subdivision.

Community Recommendations:

- ✓ Encourage the County to modify the existing PAD standards so as to have the total acreage of the PAD site decreased by the acreage of the roads (ROW: rights-of-way) that will be built. This reduced acreage would be used to determine the density of development of the site.

5. COMMERCIAL USES PROBLEMS AND RECOMMENDATIONS AS IDENTIFIED BY THE COMMUNITY

Problem Identification:

- ✓ The bulk of the commercial properties developed/approved since 1988 are tourist oriented and include six motels, the Factory Outlet Stores, an IMAX theater, 118 timeshares with lockouts and a three story hotel.*

Community Recommendations:

- ✓ Commercial development in the Core District Area should be limited to the parcels presently zoned commercial. Infill of existing commercially zoned parcels should be encouraged.
- ✓ Given that the bulk of the commercial buildout since 1988 has been directed at visitor accommodations and comfort, any future commercial development should address the needs of the residential community.
- ✓ Consideration could be given to non-polluting, low profile business research and development ventures whose product is information generation.
- ✓ Preserve the integrity of the Arizona Scenic Road Status of the SR 179 Corridor. New development proposals involving parcels adjacent to SR 179 should be site-plan specific to ensure a minimum of 30 feet of open space and landscaping along the highway. The location of structures and their height should protect the natural scenic vistas and background beauty of the area.
- ✓ Any further commercial development should provide a landscaping buffer between commercial development and residentially zoned parcels. Where commercial uses abut multi-family uses, potential adverse traffic impacts should be addressed through site-plan specific use approval.
- ✓ Consider amending the County Zoning Ordinance to state that where commercial uses abut multi-family uses, potential adverse traffic impacts should be addressed through site-plan specific use approval.
- ✓ Additional timeshares in the Core District Area, as well as in the other planning district areas, should be discouraged.
- ✓ Encourage the County to establish a zone classification which would be compatible to the intent of the Village Services land use designation.

* The figures in this section were generated by the Big Park Community Plan Revision Committee.

C. LITTLE PARK DISTRICT

Land use background: - This area is characterized by single-family residential uses, including one subdivision - Highland Estates: one unit per acre, and the Verde Valley School (private). Zoning densities range from one dwelling per two acres (RCU-2A) to 3.6 units per acre (R1L-10,000 and R1L-12,000), but the area remains largely undeveloped. These private lands are completely surrounded by the Coconino National Forest.

Community Recommendations:

- ✓ It is recommended that future development of the area be very low and rural densities which are compatible with the way the area is presently developed.
- ✓ The BPRCC should work with the property owners to rezone areas where current zoning is not compatible with the adopted community plan or existing neighborhood character.

D. OAK CREEK DISTRICT

Land use background: - This area is mainly characterized by rural residential development located in and near an environmentally sensitive riparian habitat along Oak Creek. Red Rock Crossing Estates is the only subdivision in this district and has a zoning density of four units per acre. The remainder of the private lands is zoned one unit per two acres to one unit per acre. Much of the private land is encumbered by the Oak Creek Floodplain. A portion of the new Red Rock State Park is located along Oak Creek in this area, and most of the planning district lies within the Coconino National Forest.

Community Recommendations:

- ✓ Future development in the area be rural (one unit per two acres) densities because of the sensitive riparian habitat.
- ✓ The BPRCC should work with the property owners to rezone areas where current zoning is not compatible with the adopted plan or existing neighborhood character.

E. LEE MOUNTAIN/PINE VALLEY DISTRICT

Land use background: - This area consists of two single family subdivisions and rural residential uses including horse ranches with densities ranging from one unit per half acre (Pine Valley) to one unit per two acres. The majority of the land area is National Forest. Since the BPCP was adopted in 1988, 198 acres of National Forest lands have been added to the private land holdings in this area (Jacks Canyon Land Exchange).

Community Recommendations:

- ✓ Most of this area should remain rural (one unit per two acres) and very low densities (one unit per acre) with the area adjacent to the Core District and the parcels in the Pine Valley subdivision remaining low density: one to two units per acre. These densities are intended to help maintain the existing development patterns for the area, and preserve the integrity of the community plan.

F. FOREST DISTRICT

Land use background: - This area comprises approximately 88 percent of the entire BPCP Area. There are no inclusions of private lands in the Forest District. This area is managed by the Beaver Creek-Sedona Ranger District of the Coconino National Forest and is guided by the U.S. Forest Service Land and Resource Management Plan. A detailed amendment for the greater Sedona Area, which included nearly all of this planning district, has been in progress for several years and is scheduled for completion in 1998.

This area provides a very important area of background view sheds, open space, wildlife habitat, public recreation opportunities and other public uses. Continued public management and use is most compatible with the goals and objectives for the remainder of the planning district and is strongly favored by the residents.

The U.S. Forest Service is considering establishing a visitor center in or adjacent to the community plan area. There is a possibility that this visitor center will have shuttle connections to take visitors to scenic areas.

As the population of the BPCP Area increases, there may be a need to identify sites for medical and additional schools and recreational facilities as well as sites for wells and water storage tanks. It may become necessary to consider the purchase of or permitting of National Forest lands for these needs. In addition, land purchases or permitting of National Forest lands may be needed for necessary expansion of the Big Park Domestic Wastewater Improvement District (BPDWID) sewage treatment facility. As a note, the U.S. Forest Service has a public process for the reviewing and the evaluating of permitted uses in the National Forest.

Community Recommendations:

- ✓ The use of any National Forest lands that may be exchanged or permitted should be limited to public uses or needs. National Forest lands should be considered only when there is no other choice for the location of a public service or facility.
- ✓ A gateway information area for visitors should be located on SR 179 south of the intersection of the highway with Jacks Canyon Road. This area should be large enough to accommodate visitor parking and possible shuttle connections.
- ✓ Because the present zoning in the Forest District is a mix of zone classifications, the County should consider the rezoning of all National Forest lands within the community

plan area to R1L-2A. (Note: The public use of public lands for essential governmental purposes is exempt from zoning.)

Most of this area should remain rural (one unit per two acres) and very low density (one unit per acre) with the area adjacent to the Core District and the parcels in the Pine Valley subdivision remaining low density, one to two units per acre. These densities are intended to help maintain the existing development patterns for the area, and preserve the integrity of the community plan.

F. FOREST DISTRICT

Land use background - This area comprises approximately 55 percent of the entire BPCP Area. There are no inclusions of private lands in the Forest District. This area is managed by the Beaver Creek-Sedona Ranger District of the Coconino National Forest and is guided by the U.S. Forest Service Land and Resource Management Plan. A detailed amendment for the greater Sedona Area, which included nearly all of this planning district, has been in progress for several years and is scheduled for completion in 1997.

This area provides a very important area of background view and open space, wildlife habitat, public recreation opportunities, and other public uses. Continued public management and use is also compatible with the goals and objectives for the remainder of the planning district and is strongly favored by the residents.

The U.S. Forest Service is considering establishing a visitor center in or adjacent to the community plan area. There is a possibility that this visitor center will have shuttle connections to take visitors to scenic areas.

As the population of the BPCP Area increases, there may be a need to identify sites for medical and additional schools and recreational facilities as well as sites for wells and water storage tanks. It may become necessary to consider the purchase of or permitting of National Forest lands for these needs. In addition, land purchase or permitting of National Forest lands may be needed for necessary expansion of the Big Park Domestic Wastewater Improvement District (BPDWD) sewage treatment facility. As a note, the U.S. Forest Service has a public process for the reviewing and the expanding of permitted uses in the National Forest.

Community Recommendations

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Because the present zoning in the Forest District is a mix of zone classifications, the County should consider the rezoning of all National Forest lands within the community

BIG PARK COMMUNITY PLAN FUTURE LAND USE PATTERNS

Land Use Designations

Single Family Residential

Indicates Rural Area Boundaries

Very Low Density

Low Density

School

Red Rock State Park

Legend

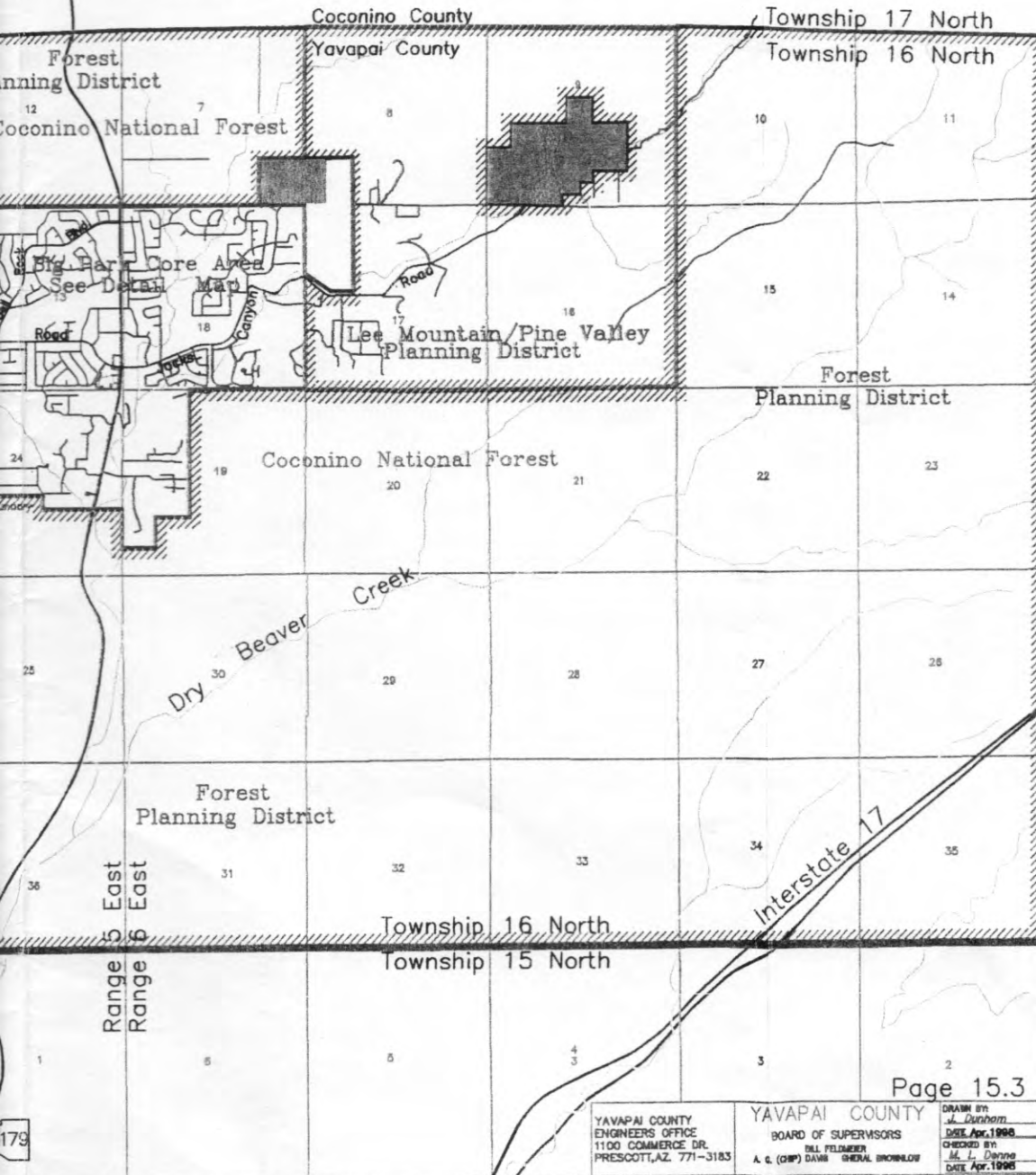
Major Streams

Primary Roads

Secondary Roads



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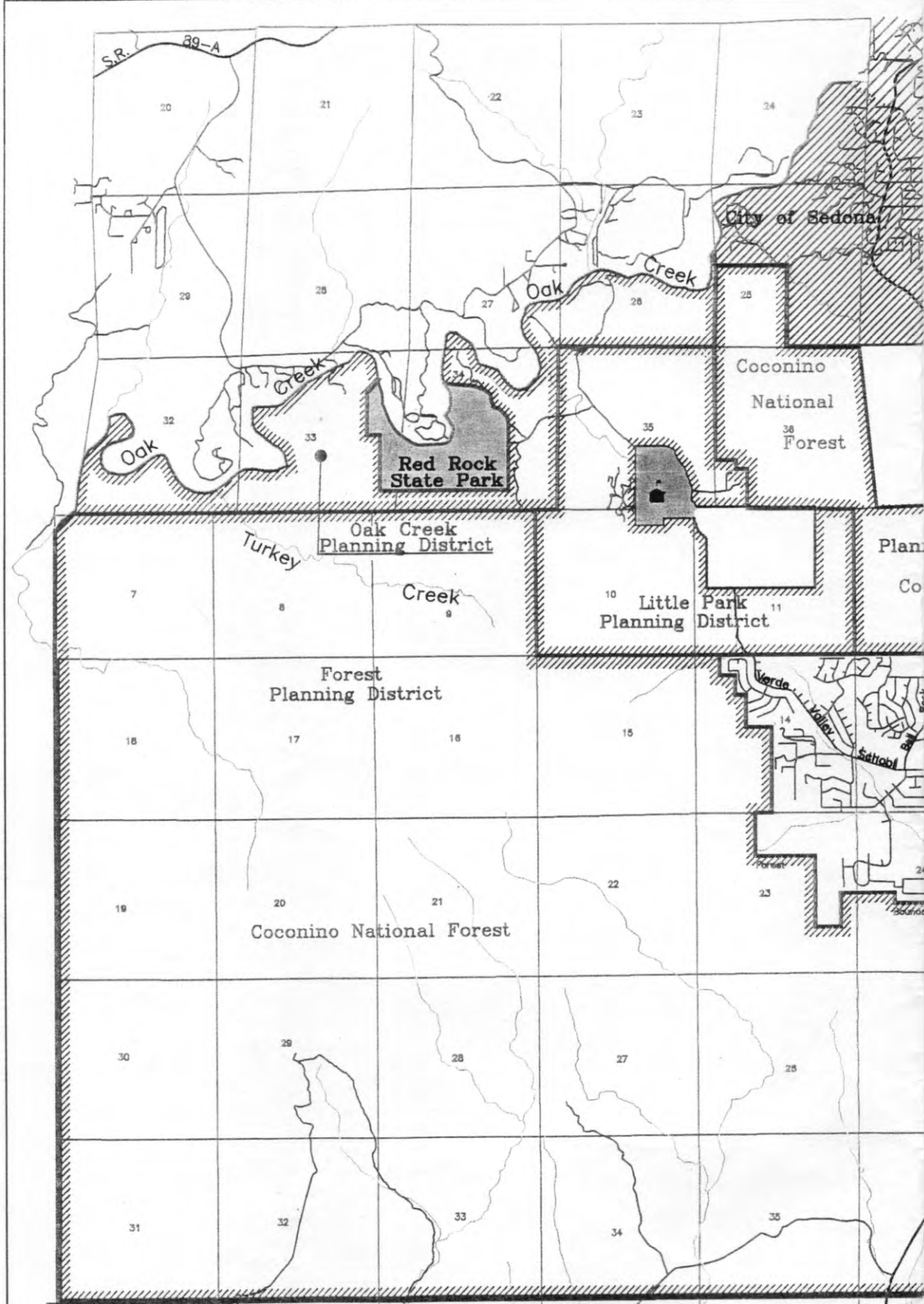


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M. L. Denne
DATE: Apr. 1998

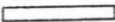


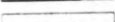
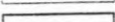




NOTE:
 This is not a zoning map. This map is to be used together with the community recommendations for guidance in the decision making process for future development in the community plan area.

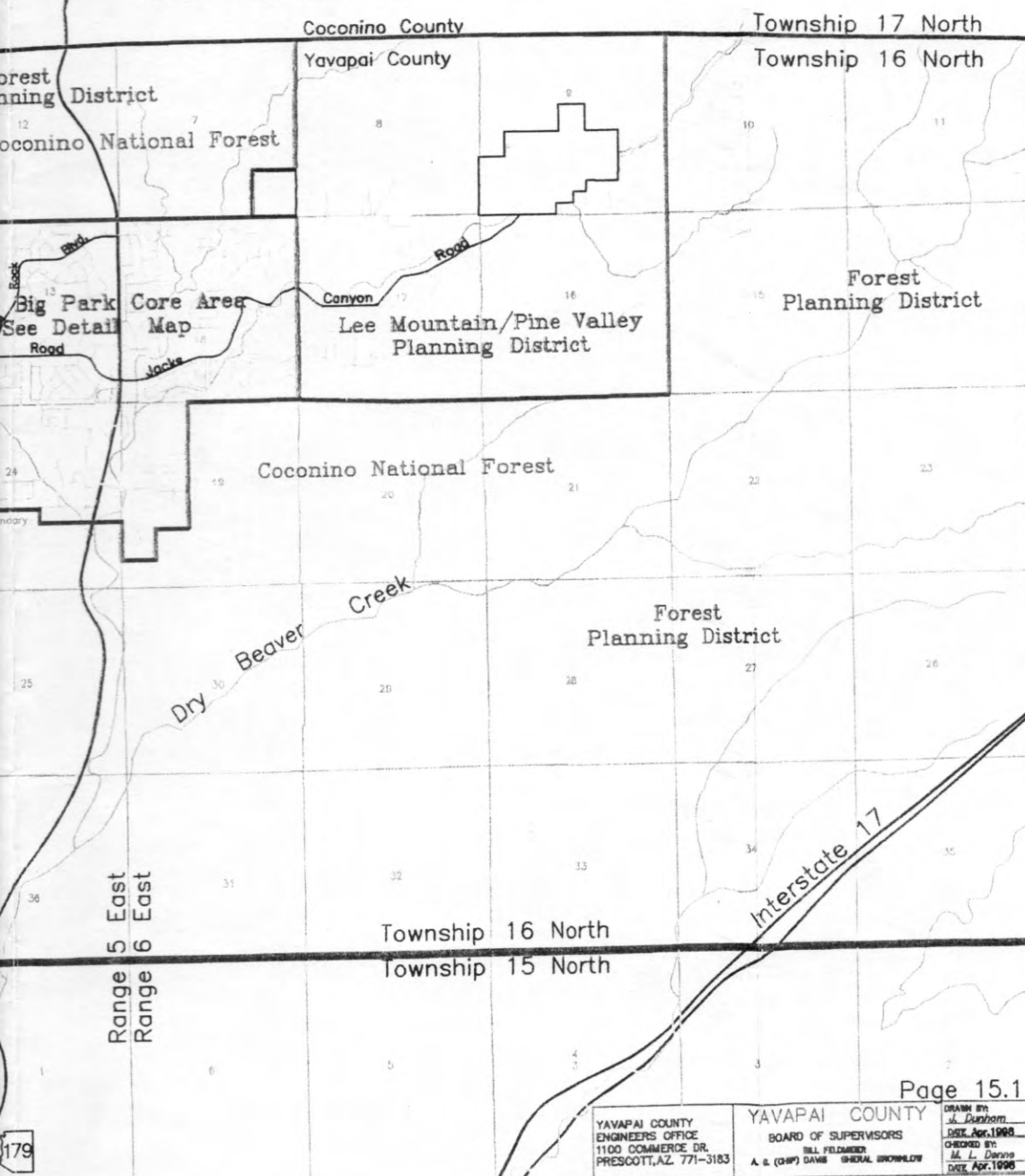
BIG PARK COMMUNITY PLAN EXISTING ZONING

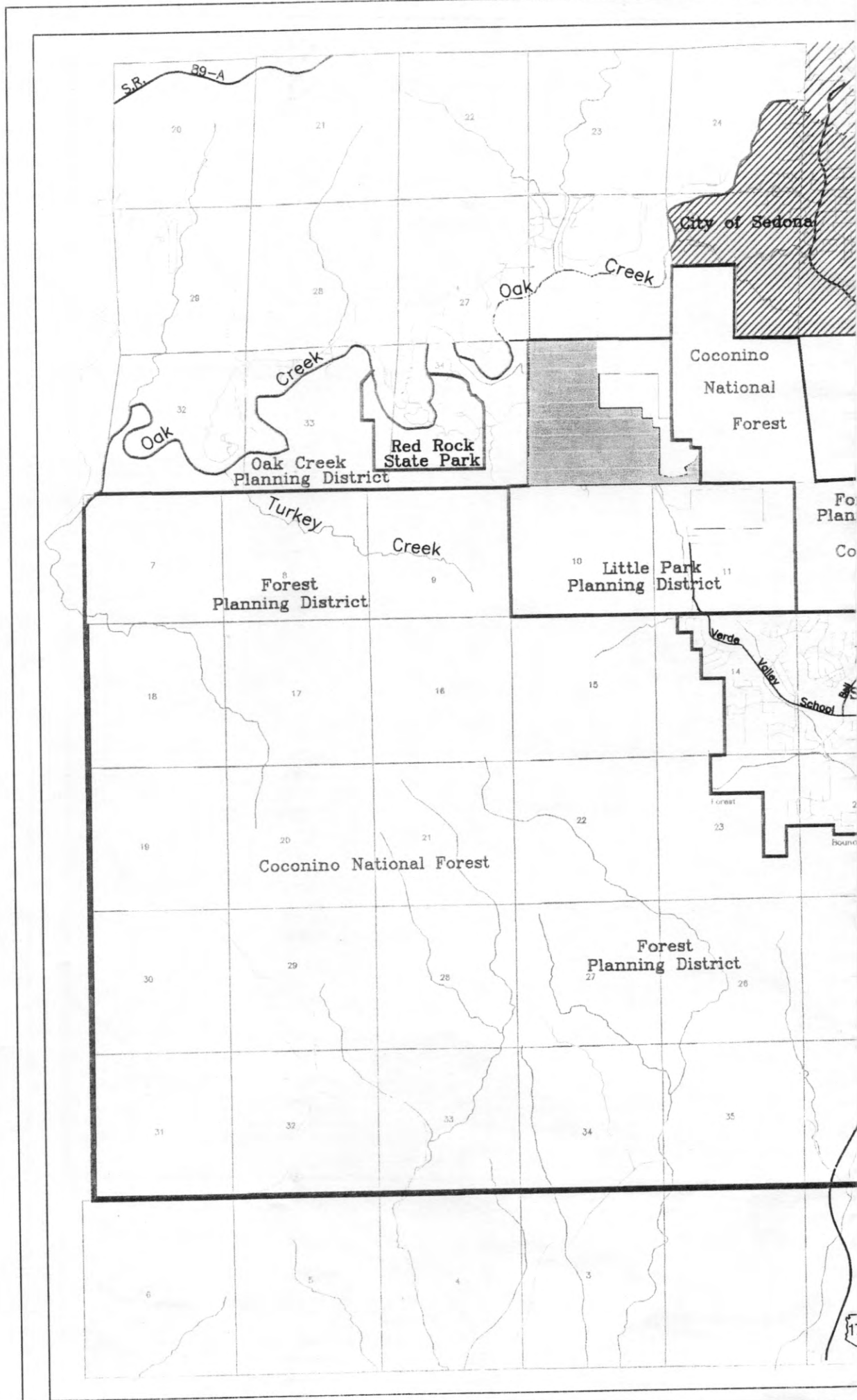


Not to Scale

-  R1L-12
-  R1L-35
-  R1L-70
-  R1L-2A
-  R1-10
-  R1-12
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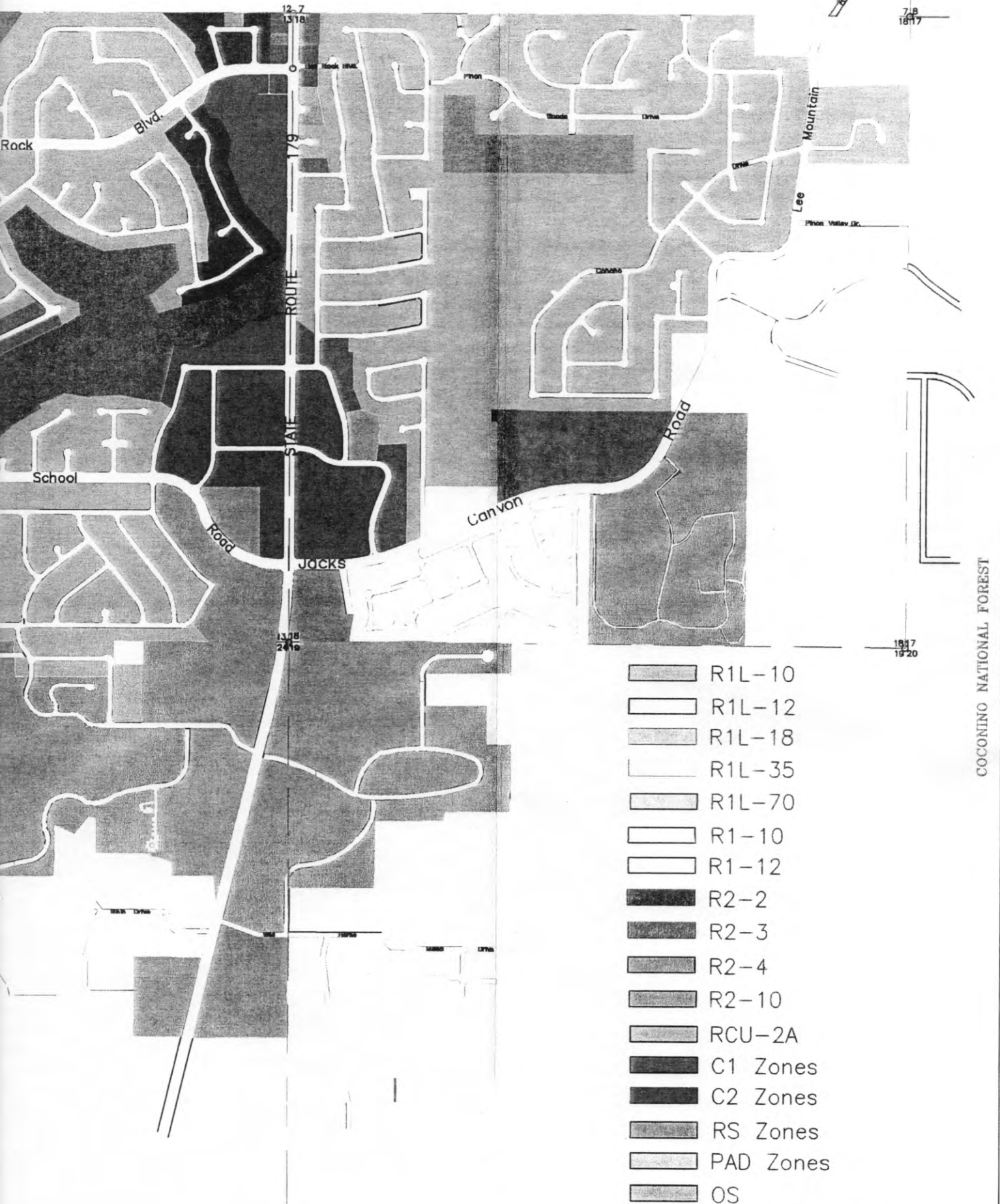
NOTE:
All areas within the Community Plan Boundaries shown in White are classified as RCU-2A.





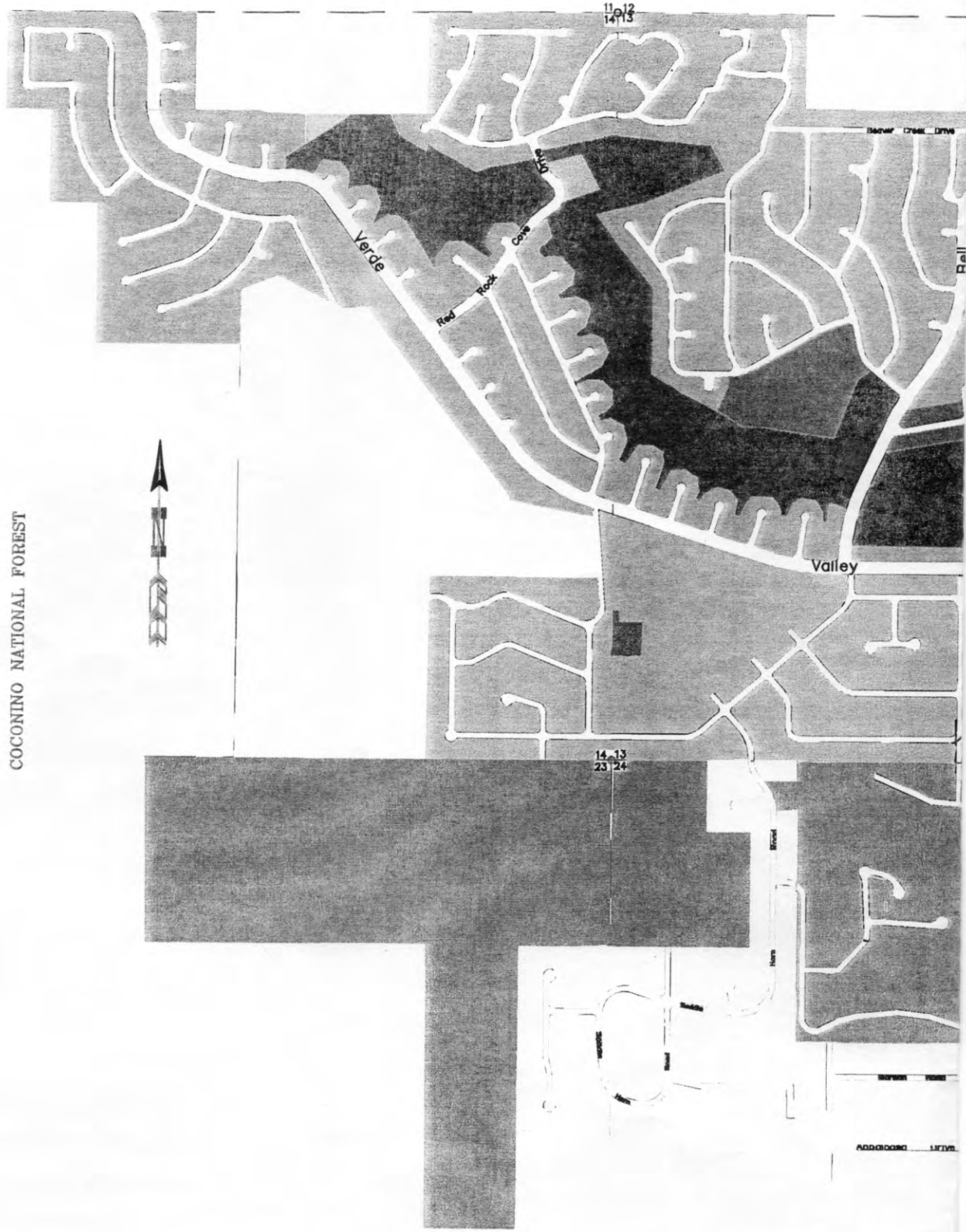
EXISTING ZONING

COCONINO NATIONAL FOREST



COCONINO NATIONAL FOREST

BIG PARK CORE AREA DETAIL MAP



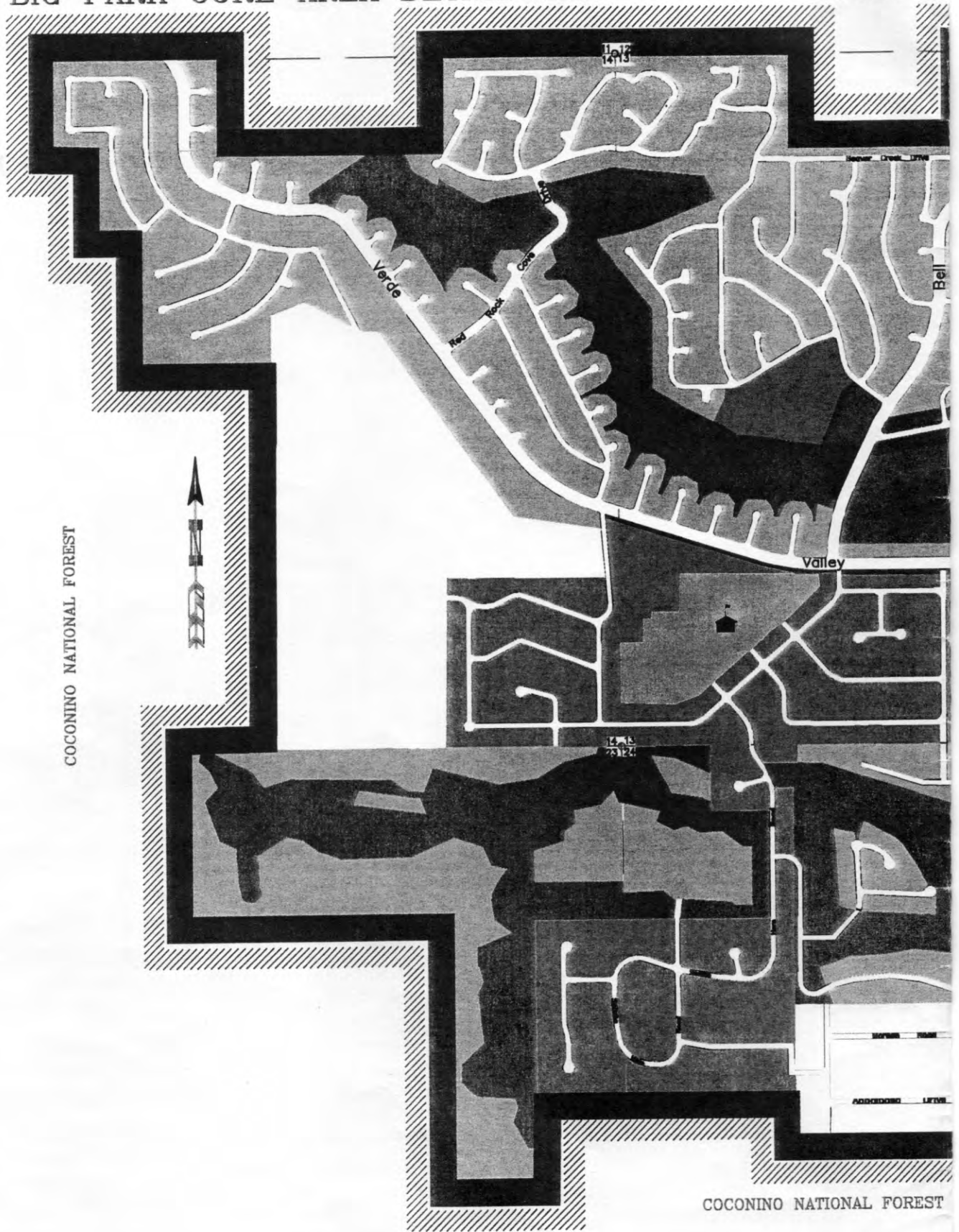
COCONINO NATIONAL FOREST

COCONINO NATIONAL FOREST

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BIG PARK CORE AREA DETAIL MAP

FUTURE I



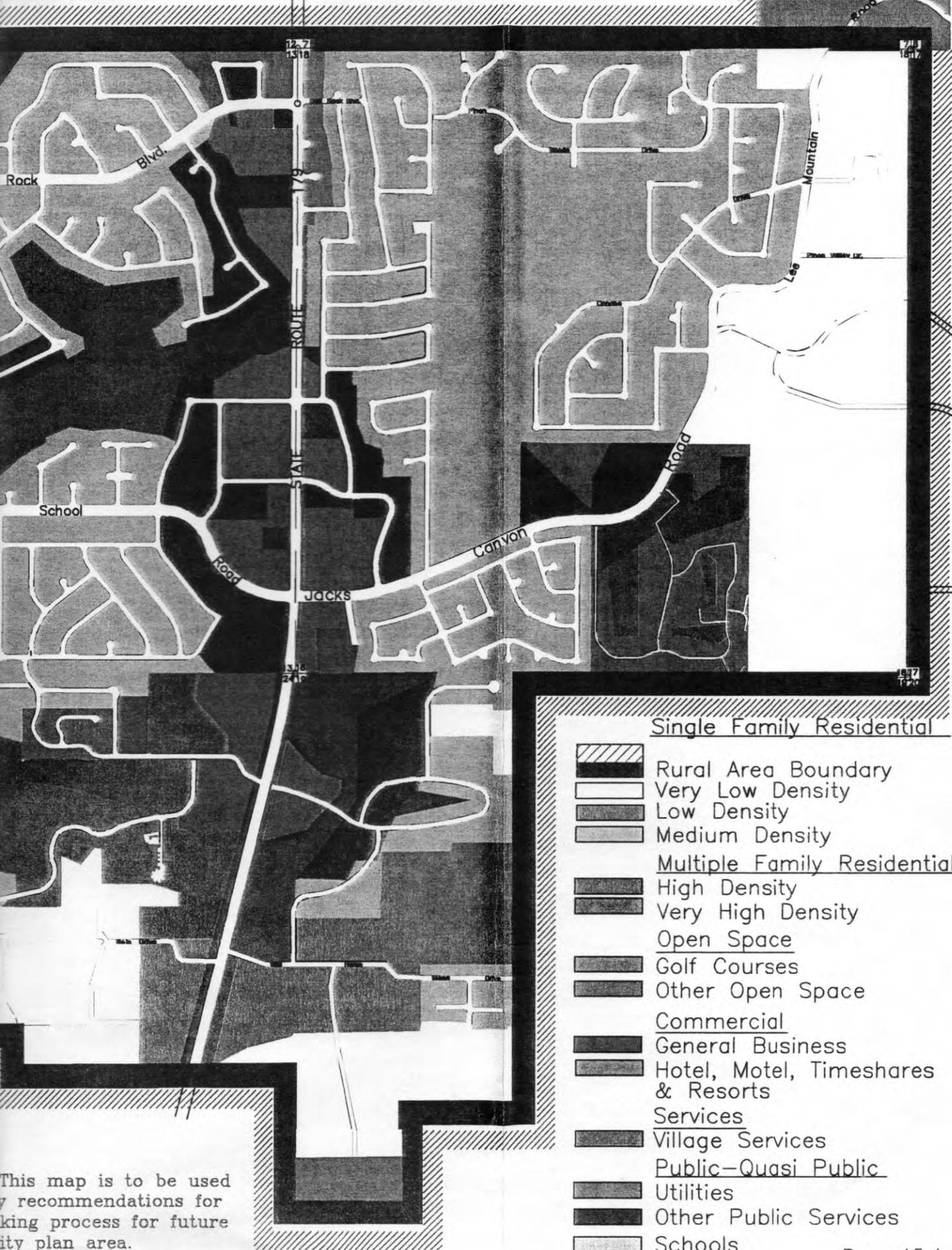
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NOTE:

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COCONINO NATIONAL FOREST

This map is to be used for recommendations for the planning process for future city plan area.

2. Transportation Guidelines

A. EXISTING CONDITIONS

The Big Park Community Plan (BPCP) Area is bisected by Arizona State Route 179, a major north/south arterial route linking Sedona and Interstate 17. West of the highway, Verde Valley School Road forms a major collector traversing approximately five miles before terminating at Oak Creek. Another major collector, Bell Rock Boulevard, links Verde Valley School Road to a separate intersection with SR 179. East of the highway, Jacks Canyon Road forms a four way intersection with Verde Valley School Road, creating another major collector traversing approximately 2.5 miles and terminating at the Pine Valley Subdivision. (See map depicting the major roads through the BPCP Area.) The Arizona Department of Transportation (ADOT) has indicated that SR 179 was designed for 5,000 vehicles per day. A traffic study taken on 3/17/97 shows that there is an average of 13,621 cars per day that use SR 179 in front of Bell Rock Plaza on Wednesday, Thursday and Friday. Accurate figures for tourist traffic are difficult to obtain since no delineation between through, destination and local traffic has been made. SR 179 provides the only access to and from the area. There are no alternate routes for local and emergency vehicular traffic.

Currently under review is a SR 179 design concept study to determine the recommended improvements to SR 179 from the Village of Oak Creek to the intersection with SR 89A in Sedona. ADOT has undertaken this project to increase the capacity and improve the traffic operations and safety of this route.*

The results of the study as conducted by BRW, Inc., indicate that based upon alternative evaluation, available accident information and current and forecast traffic volumes, proposed Alternative C would provide the best overall design. Alternative C, as it pertains to the BPCP Area is comprised of 1) a four lane roadway with a raised median with designated left turn lanes and outside shoulders ending just south of the Sedona Golf Resort entrance; 2) a four lane curbed roadway with a raised median with designated left turn lanes beginning just south of the Sedona Golf Resort entrance and ending just north of Bell Rock Boulevard at the forest boundary; and, 3) a four lane rural divided roadway with separate alignments from the south end to the north end of National Forest lands ending at the Yavapai County line. Construction of the final adopted improvements is tentatively scheduled for the year 2000.*

B. GOALS AND OBJECTIVES

1. Encourage safe access to and from SR 179 in the BPCP Area.
2. Enhance the appearance of SR 179 through the BPCP Area.

* Sources: 1) BRW, Inc., Executive Summary, SR 179: Village of Oak Creek - Sedona Initial Location/Design Concept Report, December 1996; 2) Marvin Small, BRW, Inc., Senior Highway Designer, June 2, 1998 and June 4, 1998.

NOTE: At this time, the Big Park Regional Coordinating Council has not yet approved Alternate C.

3. Provide safe pedestrian and alternative transportation (bicycles and golf carts) in order to minimize the conflict between vehicular and other traffic.

4. Reduce traffic congestion.

5. Encourage an adequate transportation system to accommodate present and future growth and provide facilities to promote the safe movement of existing and projected tourist traffic through the area.

6. All new and existing paths need to be connected where possible.

7. Encourage pedestrian routes between existing and approved U.S. Forest Service trail heads.

8. Promote efficient and safe traffic circulation within the BPCP Area.

C. PROBLEM IDENTIFICATION

1. There are presently potentially hazardous driving conditions on SR 179.

2. There is currently no provision for the separation of pedestrian, bicycle and vehicular traffic.

3. There is a lack of collector roads and connecting routes between subdivisions. Also barriers have been erected as temporary solutions for traffic problems.

4. There is no parking for tourist/shuttle buses. This is creating traffic congestion on SR 179 between Jacks Canyon Road and Bell Rock Blvd.

5. Presently, there is no source of private or public shuttle bus service to provide alternative transportation for elderly shut-ins, tourists, young people and non-drivers.

6. Development is increasing the use of roads and drainage beyond intended capacity.

7. Existing roads are deteriorating.

8. Traffic patterns and volumes are undetermined.

9. Roads are flooding due to inadequate drainage.

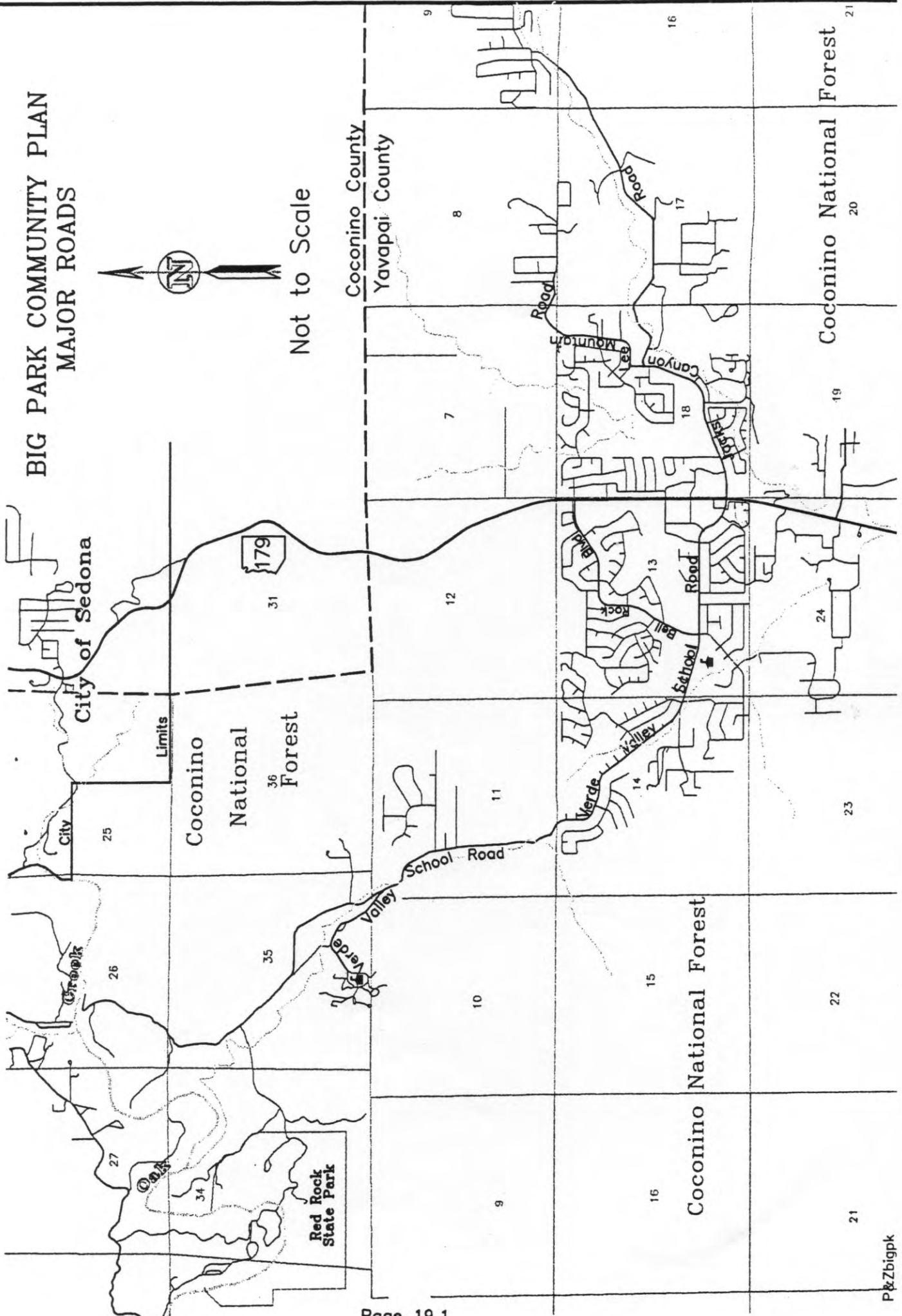
10. SR 179 contains steep grades on the eastside causing slow turning traffic and creating hazardous drop-offs.

D. COMMUNITY RECOMMENDATIONS

1. Consider the development of alternate routes into and out of the BPCP Area. All possible alternatives should be considered. In the final selection of the route(s), consideration should be given to minimize the impact on residential homes and minimize traffic on existing residential roads.
2. Develop an Access Management Plan for SR 179 that includes:
 - a. Limit the number of left hand turn lanes.
 - b. Consolidate existing curb cuts to encourage joint ingress and egress between adjoining properties.
 - c. Encourage traffic signals at appropriate locations.
 - d. Coordinate traffic signal timing.
3. Encourage landscaping adjacent to SR 179.
4. Encourage the location of a gateway prior to entering the BPCP Area with manned tourist information, map, parking for tourists, buses, shuttles and rest rooms along SR 179 at the southern boundary of the community plan area. (This could increase safety in the commercial area.)
5. Scenic pull-outs should not be located within commercial or residential areas.
6. Provide space for non-motorized traffic.
7. Pedestrian traffic should be provided with a separate pathway.
8. A pathway plan should be included in plans for new developments.
9. Pedestrian sidewalks are recommended adjacent and parallel to SR 179.
10. Pedestrian and alternative transportation pathways are recommended from the Red Rock State Park (along Oak Creek) parallel to Verde Valley School Road and residential subdivisions, and on Jacks Canyon Road to its terminus in Pine Valley.
11. Streets between existing and proposed subdivisions should be inter-connected where they promote efficient and safe traffic circulation and proposed subdivisions should provide adequate collector routes.
12. Provide alternate transportation collectors to alleviate traffic congestion on major roadways.
13. Encourage and support a public transportation system.

14. All new developments should contribute to the cost of their impact on roads and drainage.
15. Encourage the County to develop a pavement management plan. This plan should include routine maintenance, preventative maintenance and projected replacement schedules.
16. Recommend the development of public roads where needed to promote traffic circulation.
17. Whenever possible, all new developments should include provisions for primary and secondary access routes to SR 179.
18. Consider the review of existing design standards for a road's ability to adequately handle storm run-off.
19. Develop a plan for efficient and safe traffic circulation in the BPCP Area.

BIG PARK COMMUNITY PLAN MAJOR ROADS



Not to Scale

3. Utilities and Services Guidelines

A. EXISTING CONDITIONS

The following utilities and services presently serve the Big Park Community Plan (BPCP) Area:

1. Water: Big Park Water Company and Arizona Water Company provide water from wells in the regional aquifer, with private wells supplying water to the existing golf courses and some outlying areas. The water table is 400 feet or more below the land surface and runs from northeast of the area southwest to the lower Verde Valley.
2. Electricity: Arizona Public Service (APS) power lines run from near Red Rock High School to the Outlet Mall area where power is fed both under and above ground to serve Big Park residents and businesses. Most of the area is on underground lines which APS maintains and/or replaces as needed.
3. Telephone and Cellular: Residential, business, and data service is provided by U.S. West. There are two cellular service providers in the Sedona Area: U.S. West Cellular and Cellular One. However, due to the lack of microwave towers in the BPCP Area, cellular phone communication is dependent upon exact location and is generally poor.
4. Wastewater Treatment: In mid-1996, the Big Park Domestic Wastewater Improvement District (BPDWID) opened a new 500,000 gallon-per-day treatment plant which presently treats sewage for 30 to 40 percent of the area's commercial and residential properties. Those not on this system are served by either individual septic or aerobic systems or a few small package treatment facilities. In November 1997, this county improvement district was converted to a domestic district with a local board.
5. Gas: Natural gas is presently unavailable in the BPCP Area, although Citizens Utilities plans in the near future to extend lines south on SR 179 from the Sedona city limits. Propane service is popular, and several companies serve the area.
6. TV: Cable TV is provided by Sedona Cablevision, which is presently converting Big Park to fiber-optics and extending service to outlying areas.
7. Trash Pickup Service: The area is served by several trash pickup companies, some of which include recycling pickup.
8. Fire & Medical Emergency: The Sedona Fire District has full-time paramedics, emergency medical technicians and firefighters assigned to the local fire station. Plans call for a new, larger facility to be completed by December 31, 1998. The entire Sedona and BPCP Area is covered by 911 service for fire, medical and law enforcement emergencies.
9. Law Enforcement: The Yavapai County Sheriff's Office has jurisdiction over the

BPCP Area, all of which is located in Yavapai County. The area is patrolled by Sheriff's deputies and by deputized Volunteers in Protection, a local volunteer arm of the Sheriff's Office.

10. Hospitals: There is presently no hospital in the Sedona or BPCP Area. The Sedona Medical Center provides oncology, family practice, and alternative medicine services as well as 24 hour emergency service. Nearby hospitals are Marcus J. Lawrence in Cottonwood and Flagstaff Medical Center in Flagstaff.

11. U.S. Postal Service: The new Village Post Office on Cortez Road off Route 179 opened early in 1997. It is a branch of the Sedona Post Office and provides carrier route and post office box service, local and state next day express, and other services. The main branch in Sedona handles bulk mailings, out-of-state next day express, and philatelic stamp sets plus all the services offered in the Village of Oak Creek.

B. GOALS AND OBJECTIVES

1. Promote a continuing, plentiful supply of clean water.
2. Encourage an efficient and affordable wastewater treatment plant operation with adequate capacity to serve everyone in the improvement district who needs to be connected.
3. Support good coverage and response time from law enforcement personnel and the Sedona Fire District.
4. Encourage the cooperation between governmental and utility entities (Arizona Department of Transportation (ADOT), Arizona Department of Environmental Quality (ADEQ), Yavapai County, U.S. Forest Service, Big Park Regional Coordinating Council, Village of Oak Creek Association, Big Park Domestic Wastewater Improvement District (BPDWID), U.S. West, Arizona Public Service, Big Park Water Company, Arizona Water Company, Sedona Cablevision, Sedona Fire District, Cellular One, U.S. Postal Service, etc.) to effect coordinated projects to lessen disruption to the community and to improve service levels.
5. Promote an improved community understanding of utility and service costs and/or rate increases via public hearings.
6. Encourage the inclusion of Big Park residential and business representatives in the planning and decision-making about changes/improvements to utilities and services in their community.

C. PROBLEM IDENTIFICATION

1. Water resources appear to be adequate for the present and future, but detailed studies have not been conducted. Obvious problems are:
 - a. Lack of information on water conservation measures.
 - b. The three golf courses in the BPCP Area use a total of about 500,000 gallons per day in the cooler months and 2.5 million gallons per day in the warmer months which is being pumped from the aquifer.
 - c. Water storage tanks and line pressures may become inadequate during peak periods to support normal and emergency needs of a growing residential, tourist, and commercial population.
2. The south side of a portion of Verde Valley School Road has power poles and lines which clutter the view for motorists and residents alike. Arizona Public Service will not under ground these lines at their cost.
3. Cellular service is poor to non-existent in the BPCP Area and can be improved, when the population is large enough, by the installation of a microwave tower. The location of this type of structure could negatively impact the area's scenic quality.
4. Wastewater Treatment plant concerns should include the following:
 - a. Upon expansion of the wastewater treatment plant, disposal of treated effluent may exceed the amount the U.S. Forest Service will permit to be discharged into the wash on National Forest lands adjacent to the plant.
 - b. Plant capacity may not be adequate to accommodate, in a timely way, the flow from neighborhoods needing or as mandated by ADEQ to connect to the sewer, and willing to form special assessment districts to finance the cost of engineering and sewer line construction.
 - c. The amount of treated effluent available for reuse purposes will not be adequate to fill the warm month watering needs of all three golf courses even if the plant were expanded to 1.5 million gallons.
5. Excavation of residential streets in excellent condition for the purpose of laying natural gas or other utility lines can be undesirable from both a resident and public works standpoint.
6. Area residents have no choice of basic TV services at a nominal rate.

7. While all residents have trash pickup service, not all trash pickup services include a pickup of recyclable items nor is there a complete recyclable drop-off station in the BPCP Area.
8. Fire & Medical Emergency (no problems)
9. An increase in transients in the area may increase crime and accident statistics. Yavapai County law enforcement depends heavily on unpaid volunteer deputies for routine patrolling of both commercial and residential areas in Big Park.
10. Hospitals (no problems)
11. To facilitate delivery, the U.S. Postal Service allows large unsightly groups of unlocked resident mailboxes in highly visible locations along well-traveled streets.

D. COMMUNITY RECOMMENDATIONS

1. Water supply and quality studies should be done periodically under the auspices of the two water companies and the appropriate state agency. Studies should include recommendations, to be made public, for new well locations.
 - a. Encourage the use of water conserving devices for all plumbing fixtures on new construction, and the remodeling and retrofitting of existing plumbing devices. Brochures from the water companies showing gallons used for routine activities and landscaping and plant tips would help.
 - b. Treated effluent should be utilized to the greatest extent possible to water the three Big Park Area golf courses. Course management should also give consideration to the use of drought resistant grasses on fairways.
 - c. It is recommended that the Sedona Fire District and the two water companies monitor water well and storage tank capacity and hydrant pressures regularly at both peak and normal usage periods to ensure that fire suppression needs can be met.
2. The under grounding of above ground utility lines that impact scenic sight lines or are an eyesore in an otherwise under grounded area could be a County requirement to be paid for by the utility companies themselves and implemented during County road work. The County could also adopt a policy requiring all new development to under ground utility lines.
3. Wireless communications facilities for clear cellular transmission in the BPCP Area should be carefully located to minimize the visual impact on our red rock and mesa vistas.
4. The BPDWID, like the water companies, may benefit from a brochure for its sewer users as well as for all residents on septic and aerobic systems stating all good usage guidelines.

- a. When symptoms of saturated ground due to failing septic or aerobic systems first appear, residents in the affected neighborhood need to take immediate positive action to form a special assessment district for the construction of sewer lines. The BPDWID should be notified immediately of the neighborhood's need for sewer capacity in the event that plant expansion will be required to accommodate their capacity request.
 - b. It is estimated that approximately 1.5 million gallons of treated effluent per day would be available to the three Big Park golf courses at build-out if all district residents and businesses are connected to the sewer. Since neither the present nor ultimate amounts of treated effluent available for re-use would be enough to water more than one golf course in warm months, no additional golf courses should be considered unless it can be demonstrated that the method used to water the golf courses will be exclusively from treated effluent.
5. Whenever possible, utility lines projected to be needed within the next five years should be laid when streets are being reconstructed by the County Public Works Department or ADOT. The number of committed subscribers for utilities that may be optional (natural gas, sewer, cable TV) should be considered before a utility provider is given approval to cut into a recently surfaced or well maintained roadway.
 6. Negotiations between the County and cable TV providers should include basic rate pricing negotiations for the County's residents. This would guarantee affordable monthly rates for residents who cannot receive clear reception of major network channels from Phoenix any other way.
 7. At present, residents frequent the City of Sedona recycling center. The Big Park Regional Coordinating Council (BPRCC) should initiate discussions with the two or three solid waste services in the area to determine what recycling service they could offer, what the cost would be, and when such service could be implemented.
 8. Fire & Medical Emergency (no solutions needed)
 9. Yavapai County law enforcement personnel and physical resources need to be increased commensurate with the BPCP Area's increases in residential and tourist populations. While the patrolling by the Volunteers in Protection is a visible and effective crime deterrent, additional County Sheriff's patrol and investigation time should be funded for the BPCP Area.
 10. Hospitals (no solutions needed)
 11. Upon request by all the residents affected, the U.S. Postal Service should consider replacing unsightly, unlocked groupings of mailboxes on main Big Park streets with cluster boxes.

4. Environmental Issues - Guidelines

A. EXISTING CONDITIONS

The 1988 proposed Design Review Overlay plan was never approved by area residents. The plan included both residential and commercial guidelines.

The Big Park Planning Community (BPCP) Area includes many acres of National Forest lands and relatively few acres of private land. This situation, together with the mountainous terrain, has been a major factor in the way the area has grown. The existence of three major watersheds in the area has also affected development, which in turn, has affected those watersheds. Interspersing the area are dry creeks, washes and gullies that channel the water from often torrential rainstorms, of which a certain portion ultimately reaches and helps replenish the regional aquifer underlying the BPCP Area. However, channeled water often floods streets, homes and vacant lands.

Arizona Department of Health Services rates Northern Arizona air quality among the Nation's best. The underlying aquifer similarly is relatively pollution free, with 840 million gallons per year passing through it. Oak Creek, however, occasionally exhibits unacceptable pollution levels in isolated stretches throughout its length.

B. GOALS AND OBJECTIVES

1. Maintain the small town atmosphere.
2. Conserve natural resources.
3. Develop design guidelines for commercial use with a committee including Big Park Area business owners and residents.
4. Promote street/roadscape that is compatible with the small town atmosphere. (See BPCP Design Guidelines.)
5. Until the BPCP Design Review Overlay Zone is approved, commercial builders should be encouraged to consider the BPCP design guidelines.
6. Minimize the conflict between future development and the natural environment to ensure harmonious coexistence.
7. Maintain the high quality of water in Oak Creek and the underground aquifer.
8. Ensure the protection of groundwater.
9. Improve the management of stormwater run-off from new development sites through natural or constructed drainageways.

10. Protect air quality.
11. Promote the intent of the County Dark Sky Ordinance.

C. PROBLEM IDENTIFICATION

1. Soils and drainage are two major conditions that constrain development in the BPCP Area.
 - a. Soils - The relatively thin soils in the planning community plan area present problems of varying degrees in terms of permeability, cohesive strength, and compressibility. Even the best soils and rocks within the plan area have a high potential for erosion. The level valley land most suitable for development generally contains the soils most susceptible to sheet and gully erosion.
 - b. Drainage - Stormwater drainage has gone unchecked. Stormwater management is generally inadequate. Existing drainage ditches beside the roads are not adequate to handle washes and gullies.
2. Some septic tanks are reaching or exceeding life expectancy. This could be polluting the aquifer.
3. Inappropriate lighting designs are undermining the intent of the County Dark Sky Ordinance.
4. Tall parking lot lights are generating increased reflected and peripheral light contamination.
5. County commercial sign guidelines permit heights, size, color and brightness which do not conform to a small town environment.
6. Some existing buildings, architectural designs and landscaping do not harmonize with the small town atmosphere.
7. Many of the residential and commercial projects have been developed with a lack of coordinated guidelines.
8. Presently, development standards are inadequate or conflict with the goals of the community plan.

D. COMMUNITY RECOMMENDATIONS

1. Establish a committee of BPCP Area residents and business owners to develop a Commercial Design Review Overlay.
2. Encourage the Big Park Regional Coordinating Council (BPRCC) to review CC & R's for new development and assist existing developments in initiating CC & R's.
3. Encourage the use of treated effluent from the wastewater treatment facility for landscaping or other use where practical or feasible.
4. Encourage use of aerobic systems with effluent used for residential landscaping.
5. Encourage capping and sealing of all wells not currently in use.
6. Modify the current County Flood Control District policy that restricts drainage review to drainage basins of 80 acres or more. Change the policy to provide for drainage review for any parcel regardless of size.
7. Develop a comprehensive master drainage plan for the BPCP Area. (Note: Lands that are contained within a Federal Emergency Management Agency (FEMA) Zone A: 100 year floodplain may require more restrictive development criteria. FEMA identifies the 100 year floodplain for federal insurance purposes. See the FEMA maps for the Oak Creek, Jacks Canyon Wash and Dry Beaver Creek.)
8. Prior to construction of commercial and residential projects, a site plan should be required which would include stormwater and erosion control measures.
9. Neighborhood associations and County Flood Control should coordinate planning to resolve existing run-off problems.
10. Encourage landscaping plans on developing parcels to include native plants.
11. Encourage use of low-flow fixtures in residential and commercial construction.
12. Encourage use of gas fireplaces and wood pellet stoves. Strongly encourage use of catalytic converters on all wood stoves.
13. Encourage adequate screening of roof mounted equipment (i.e. air conditioners, etc.) on commercial and residential buildings to be considered in the development review process.
14. Expand Appendix E, Section 120, Outdoor Light Control, of the County Zoning Ordinance through the public hearing process, to include the extinguishment of future outdoor lighting after hours of business operation, except for low level or motion-sensing security lighting.

15. Encourage building designs for large projects to consider avoiding large scale blocks of structure, thereby reducing the visual impact.
16. Consideration should be given for multi-storied buildings to be tiered or at least balconied.
17. Promote, as a model, the Village of Oak Creek Homeowners Association (VOCA) color guidelines for painting structures.

E. BPCP DESIGN GUIDELINES

The natural beauty and scenic vistas in the Big Park Community Plan (BPCP) Area are a unique asset that benefits residents and visitors alike. The natural environment helps to define the quality of life for its citizens; maintenance of natural environment is critical to the continuing economic well-being of this area. The community style has been inspired by the surrounding geology, views and vegetation. It has strong horizontal patterns and stone bases rooted to sculptural forms using native materials and incorporating natural patterns, colors and textures.

The most dominant architectural style in the area is Southwestern and owes a debt to the Spanish mission influence of Santa Fe, NM, with a California influence of extended sloping roofs. The extremely modern, contemporary - Bauhaus influence of the Chapel of the Red Rocks has had a minor influence in Sedona, but has had almost no influence on the softer look of the BPCP Area. The use of native building elements hints at the influence of cliff dwellings. Natural colors of umber, sienna, and terra cotta in medium to dark tones (less than 60 LRV) are encouraged, and indeed, mandated by many homeowners associations in the community plan area.

The purpose of these guidelines is to establish standards to guide the use of land; to sensitively fit the built environment into the natural environment with minimal disturbance to this area's natural ecosystem, and to promote the public health, safety and welfare by providing appropriate and reasonable guidance for the development of these lands, while also protecting the rights of property owners. Since it is believed that the natural environment deserves authenticity and integrity in the built environment, these standards and suggestions are also intended to ensure the harmonious integration of man-made improvements with the natural environment.

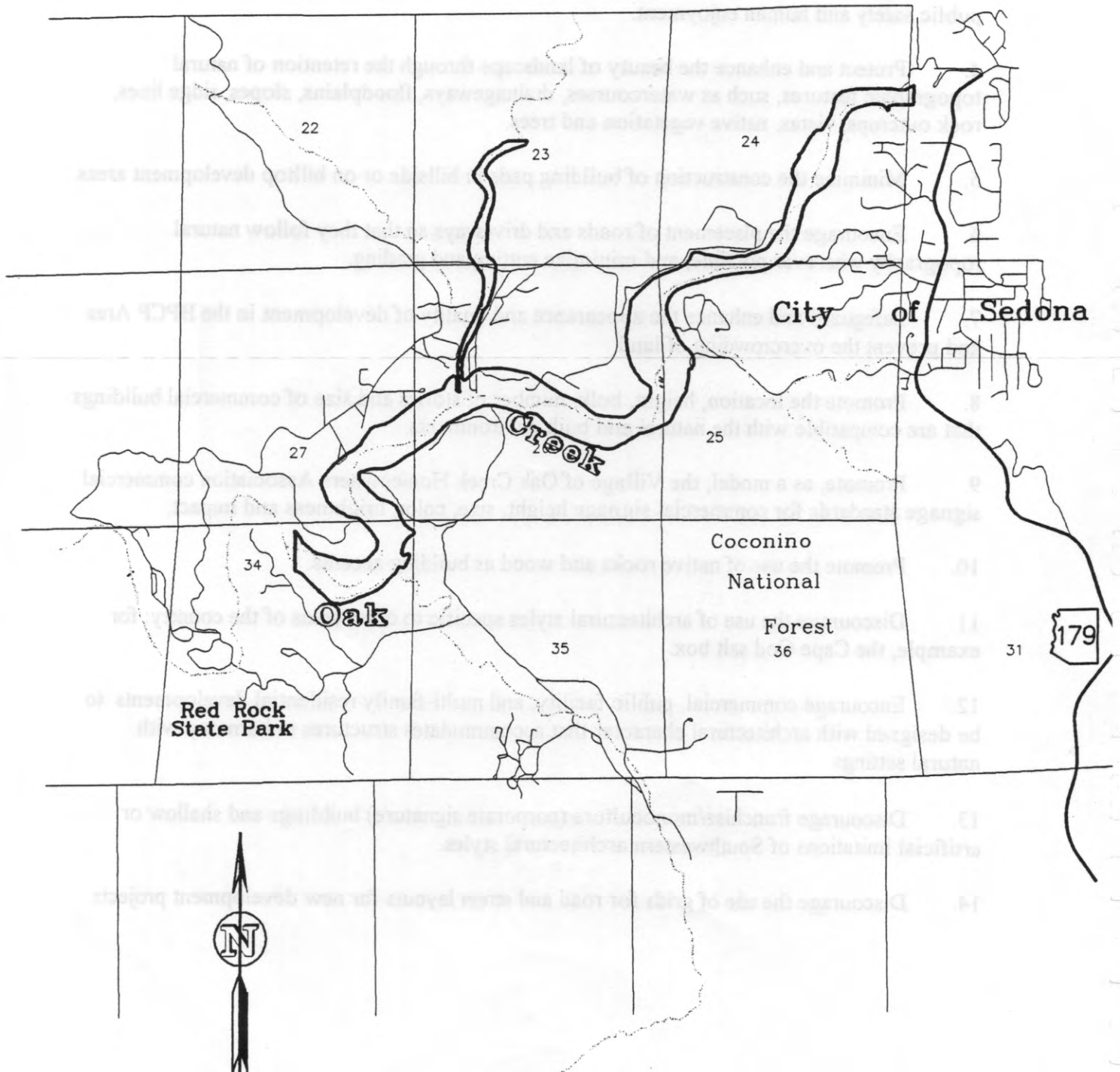
1. Builders should be encouraged to conform with these provisions for design guidelines.
2. All new subdivision approvals should include CC & R's that reflect these design guidelines.

The BPRCC should take an advisory role in the development review process of proposed projects located in the BPCP Area with the following:

1. Encourage creative land planning and construction that will be more compatible with developed area, the topography and natural vegetation in the BPCP Area.
2. Promote the use of good design, landscape architecture and civil engineering to preserve and enhance the existing and future appearance and resources of developed areas, natural vegetation and scenic vistas.
3. Encourage the planning, design and development of building sites to minimize adverse visual impacts on view corridors and take advantage of natural terrain, as well as provide for public safety and human enjoyment.
4. Protect and enhance the beauty of landscape through the retention of natural topographic features, such as watercourses, drainageways, floodplains, slopes, ridge lines, rock outcrops, vistas, native vegetation and trees.
5. Minimize the construction of building pads in hillside or on hilltop development areas.
6. Encourage the placement of roads and driveways so that they follow natural topography wherever possible, and minimize cutting and grading.
7. Safeguard and enhance the appearance and quality of development in the BPCP Area and prevent the overcrowding of land.
8. Promote the location, height, bulk, number of stories and size of commercial buildings that are compatible with the natural and built environments.
9. Promote, as a model, the Village of Oak Creek Homeowners Association commercial signage standards for commercial signage height, size, color, brightness and impact.
10. Promote the use of native rocks and wood as building accents.
11. Discourage the use of architectural styles specific to other areas of the country: for example, the Cape Cod salt box.
12. Encourage commercial, public facility, and multi-family residential developments to be designed with architectural character that accommodates structures in harmony with natural settings.
13. Discourage franchise/monoculture (corporate signature) buildings and shallow or artificial imitations of Southwestern architectural styles.
14. Discourage the use of grids for road and street layouts for new development projects.

Oak Creek F E M A 100 Year Floodplain Map

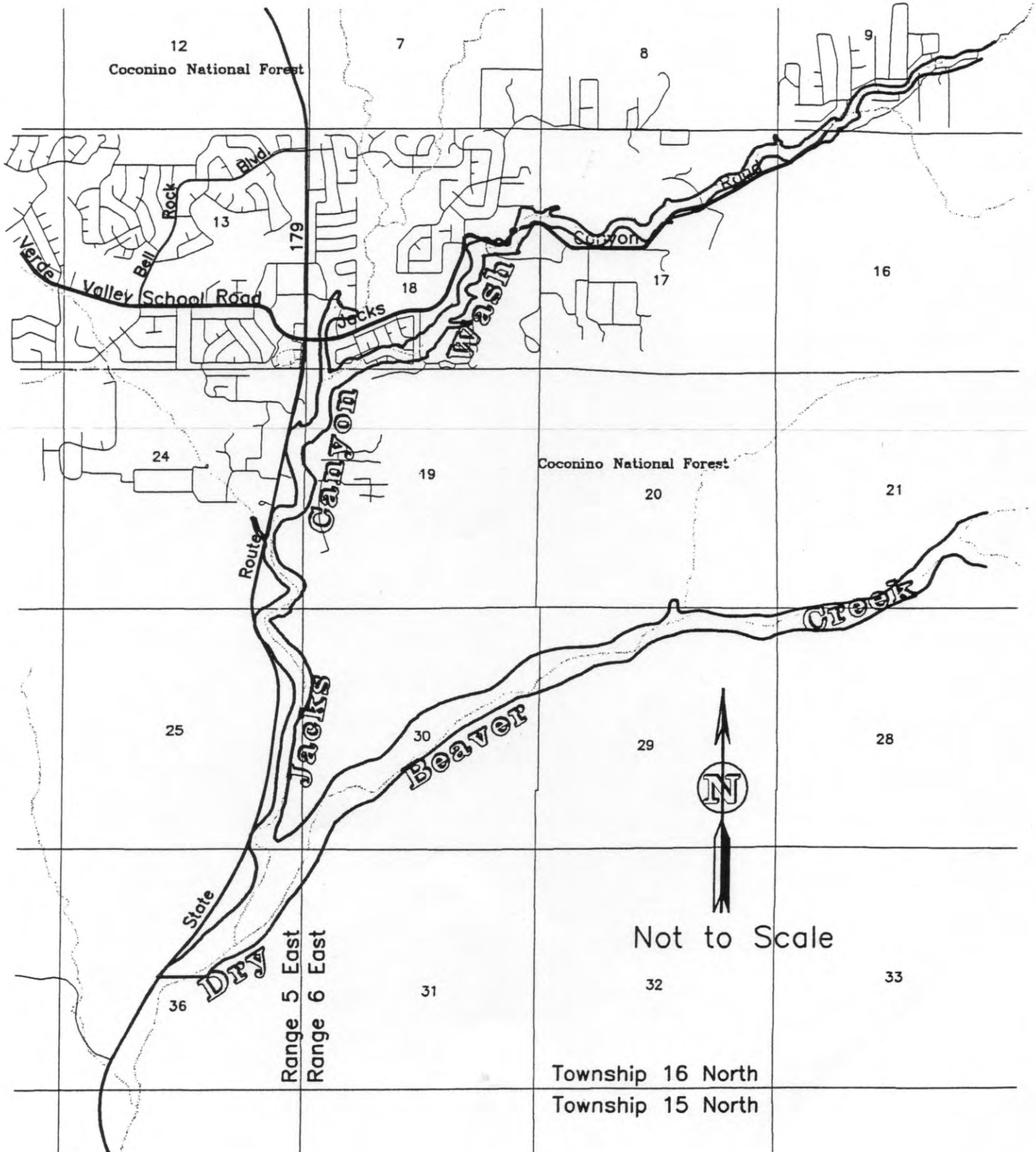
NOTE: Only FEMA designated special flood hazard areas, for insurance purposes only, are illustrated on this map. It does not necessarily show all areas subject to flooding in the community.



Not to Scale

Jacks Canyon Wash, Dry Beaver Creek F E M A 100 Year Floodplain Map

NOTE: Only FEMA designated special flood hazard areas, for insurance purposes only, are illustrated on this map. It does not necessarily show all areas subject to flooding in the community.



5. Parks, Recreation and Schools

A. EXISTING CONDITIONS

1. Within the Big Park Community Plan Area (BPCP) there is one public elementary school (Big Park School) and one private school (Verde Valley School). No alternative public schools exist in the area. But two, which serve BPCP Area children, do exist in nearby Sedona. High school students are bussed to Red Rock High School in West Sedona. As of February 1998, there were approximately 460 Big Park elementary and high school students enrolled in the schools serving the area.
2. Existing recreational opportunities consist of golf courses, tennis, community centers, swimming pools and health club amenities associated with and controlled by private development associations. Public recreation includes the use of the National Forest for hiking, biking, equestrian trails and camping. Adjacent to Oak Creek is Red Rock State Park, a portion of which is located in the plan area. It offers nature trails and guided programs and talks and picnic facilities. Several United States Forest Service trails can be accessed along Jacks Canyon Road.
3. A joint Pathways foot and bike trail 28 miles long is being built to link the BPCP Area with Sedona.
4. On Village of Oak Creek Homeowners Association (VOCA) property, the Kiwanis Club built and maintains a public play area with equipment, picnic tables, lawns and basketball court. Also, VOCA sponsors a junior golf program. The Kiwanis Club has initiated a Builder's Club for youth character building to serve 6th, 7th, and 8th graders.
5. Big Park School is building an additional paved playground and is enlarging its two ball fields to allow the Little League organization to use them. Local volunteers have constructed a bike trail around the school with challenging jumps and ramps appropriate for BMX style trick and competition riding.

B. GOALS AND OBJECTIVES

1. Identify locations and plan for funding and maintenance for parks and recreation facilities in the community plan area.
2. Reserve open space for possible park sites, through future development proposals.
3. Future development should provide appropriate and adequate recreational opportunities for its residents, and seek to provide open natural or landscaped areas as a means of maintaining or adding to the beauty of the area.
4. Encourage the construction or purchase/lease of a supervised children's recreational facility. Community volunteers would direct arts projects, computer skills classes, etc.

5. Encourage the development of a community recreation center to provide adult, senior and youth oriented programs. This facility would be available to the entire community. The soon to be vacant old Fire Station # 3 could be used for such a facility, if available.
6. Encourage Yavapai County and/or volunteer organizations to develop and maintain a public picnic and play area south of Big Park school. (Currently located in a floodplain.)
7. Support the construction of a U.S. Forest Service visitor center with orientation maps of hiking, biking and equestrian trails and authorized parking areas.
8. Encourage the community, state and national agencies to seek to protect areas of cultural and historic value or interest.
9. Encourage large scale development projects to materially contribute to the welfare of the community. It is desirable that they provide some open space, recreation features and parks as part of their planning approval process. If direct involvement is not practical, bonds should be considered as a means of funding future parks.

C. PROBLEM IDENTIFICATION

1. Based upon a Verde Valley Task Force on Youth report in 1995, there is a critical need for facilities offering recreation and counseling services to the youth in this region. The area coordinator for the Volunteers in Protection Program (VIP) has stated that children and youth in the area are often being asked to leave makeshift playgrounds in commercial parking lots and privately owned vacant lots. He feels there is a clear need for more supervised recreational facilities for children and youth. This view is supported by the Probation Supervisor, Yavapai County Juvenile Court System, school officials with the Sedona/Red Rock School District and the local elementary school Parent, Teacher, Student Association. (See Appendix C.)
2. Although there is an abundance of private recreational facilities, there is a lack of public recreational facilities available for all residents of the Big Park community.
3. Public use of private land for parking and access into National Forest lands is often disruptive to the tranquility of residential areas.

D. COMMUNITY RECOMMENDATIONS

1. A facility for children/youth should be developed in the BPCP Area. This has received the unanimous support of the Big Park Regional Coordinating Council (BPRCC). The implementation of this recommendation will require a co-operative effort with local volunteers, service agencies and school and county officials.
2. Continue to support the type of co-operative effort between community individuals, service groups and government agencies which has resulted in the Bell Rock Pathways section

of the Greater Sedona Pathways Plan and the recently completed public parking areas at the SR 179 entrances to the pathways project.

3. The Big Park community should seek active involvement where feasible in the planning for the proposed U.S. Forest Service visitor center.
4. The BPRCC should promote access to U.S. Forest Service trail heads for non-motorized traffic in co-operation with U.S. Forest Service trail systems plan.
5. The BPRCC should promote, wherever feasible, separate easements into U.S. Forest Service trail heads so that residential roads do not become parking and access points for U.S. Forest Service trails.
6. Promote preservation of major wash corridors in their natural state. They may continue to provide non-motorized access into the U.S. Forest Service trails.
7. Encourage through community action, the maintenance, preservation and public accessibility of existing hiking, biking, and equestrian trails and maintain adequate signage to trail heads and clearly defined trail markings in co-operation with the U.S. Forest Service when appropriate.
8. Where existing constraints create difficult situations for planning new development around existing trail systems, new development projects, wherever feasible, should be encouraged to reroute these trails in a manner compatible with the natural terrain and which maintains original entry and exit points.
9. The BPRCC should encourage future large development projects to build parks and recreational facilities for the community.
10. Encourage Yavapai County to work with the community to build and maintain parks in the BPCP Area. Consider site criteria to include: buffer area between residential and commercial zones, proper supervision and maintenance, safe accessibility, convenience, visual attractiveness, affordability, and services, if appropriate.

bpcp/bpcpfinal.bos

APPENDIX

- A. Public Meetings held for Revision of BPCC
 - B. Letters from Reviewing Agencies
 - C. Public Comments
 - D. City of Sedona Land Use Development Code/ Lodging District
-

APPENDIX A:

Public Meetings held for Revision of BPCP

PUBLIC MEETINGS FOR REVISION OF BIG PARK PLAN

In November of 1996 a visioning meeting attended by 85 Big Park residents was held. Petitions were circulated requesting Yavapai County Planning and Zoning Commissioners and Board of Supervisors approval to start the process to revise the 1988 Big Park Community Plan.

1. January 16, 1997: Big Park Regional Coordinating Council (BPRCC) public meeting. The council president reported that work would start to revise the present community plan and he is seeking volunteers to do this.
2. February 27, 1997: BPRCC public meeting. The temporary chair of Plan Revision Committee reported there are 17 persons who have volunteered to work on the committee to revise the plan. The County is prepared to move ahead with the revision. Planning and Zoning Commissioner Howard Hawk volunteered to meet with community members to help in proceeding with the revision process.
3. March 17, 1997: Community Plan Revision Committee public meeting. Commissioner Hawk in attendance. Five sub-committees were formed to work on the plan revision: 1. Land Use 2. Transportation 3. Utilities 4. Environmental Issues and 5. Parks, Recreation and Schools. (Minutes of this meeting were posted in several locations in the community stating any resident welcome to be a member of any committee).
4. March 27, 1997: BPRCC public meeting. Minutes of March 17 community plan committee were distributed. Next meeting of Community Plan Revision Committee will be April 14 and is open to the public.
5. April 14, 1998: Public meeting of Plan Revision Committee. Thirty persons were present at this meeting. Initial drafts of some plan sections were distributed to those present. It was announced the next general meeting will be May 12. This is a public meeting.
6. April 24, 1997: BPRCC public meeting-Considerable discussion about plan revision progress. A time table for completion of the task of six months is suggested. The five subcommittees have been meeting with broad community representation. These committees will meet together as needed to share their suggested changes. When the final draft is completed this draft will be given to each member organization of the Council for comments from the community.
7. May 12, 1997: Public meeting Plan Revision Committee. Draft revisions of the five sections of the plan will be available in the VOCA office or from the various chairpersons of the five sub-committees. Comments on these drafts should be given to the committee chairpersons - Next meeting will be June 9.

8. May 23, 1997: BPRCC public meeting. Draft reports from the five sub-committees have been prepared and sent to Yavapai County Director of Planning and Building, Mike Rozycki. The Revision Committee members feel it is time to have staff help with the revision process. Supervisor Davis has received minutes of meetings. The final draft will be presented to Council member groups and the general public at a public meeting in July.

9. June 9, 1997: Public meeting of Draft Revision Committees. Director Mike Rozycki present. Each committee reported progress to date and new drafts were passed out. Mike suggested a meeting with the Commissioners at their regular Verde meeting in August.

10. June 26, 1997: BPRCC public meeting. Draft Revision Committee reported that a final draft will be ready for distribution at BPRCC July 24 meeting.

11. July 24, 1997: BPRCC public meeting. Two copies of Draft Revision of the Community Plan were distributed to Council member organizations for them to take back to their respective organizations for review and comments. Written comments were requested so they can be distributed back to the sub committee to which they are directed.

12. August 2, 1997: Public meeting of Planning and Zoning Commission (P&Z). A request was made by the Commissioners at this meeting that the draft revision include the text of the 1988 Plan with strike outs and additions so marked. This was done and given to staff to give to the Commissioners for their September meeting.

13. August 24, 1997: BPRCC public meeting. Very well attended meeting. Everyone in audience who wished to ask questions or make comments was given time to speak. Fourteen of the council member organizations sent in a written report to the Revision Committee.

14. September 3, 1997: P&Z public meeting. Staff will send copies of the revision to other agencies for their input.

15. October 1, 1997: P&Z meeting. Many of the agencies that had been asked for comments did not yet respond including Yavapai County Roads Dept. and Public Works. Director Rozycki reported he plans a work session with the Community Plan Revision Committee on October 16 or 17 to review all comments from P&Z Commissioners and agencies received as of that date.

Note. At this point, the Commissioners and county staff became involved with the Dewey Humboldt Community Plan. Work resumed on the Big Park Plan in January at a meeting with staff and committee members. Commissioners comments and other agency comments were given to the Plan Revision Committee members at this time.

Revision Committee members continued to meet to study these comments and comments received from the community concerning the

plan. Each sub committee met with Director Mike Rozycki and Yavapai County Planner Michelle Denne to receive their input for each individual plan section.

16. March 26, 1998: BPRCC public meeting. Draft which will go to the Commissioners was distributed to all council member organizations and others of the public present at the meeting . The draft will be available at the Sedona library and the VOCA office.

17. April 23, 1997: BPRCC public meeting. Report made that all member organizations have been polled and all support the Final Draft Revision which will be presented to the Commissioners on May 6.

18. May 6, 1998: P&Z meeting. Commissioners requested a postponement until their June meeting to give them time to go over the document.

19. June 3, 1998: P&Z meeting. Commissioners recommend approval of the revision of the Community Plan.

APPENDIX B:

Letters from Reviewing Agencies



Yavapai County Attorney

CHARLES R. HASTINGS
YAVAPAI COUNTY ATTORNEY

255 East Gurley
Prescott, Arizona 86301
Criminal: (520) 771-3344
Civil: (520) 771-3338
Fax: (520) 771-3110

MEMORANDUM

TO: Michael Rozycki, Planning and Building Director
FROM: M. Randolph Schurr, Deputy County Attorney *MR*
DATE: October 8, 1997
RE: Proposed Revisions To The Big Park Community Plan

As I have indicated in the past, I do not intend to review the proposed changes in detail until the revisions are close to their final form. As a general note, I offer some comments. The primary objective of a community plan as I see it to direct future development in a fashion that is consistent with both community and County needs. In doing so, the plan should realistically take into consideration the available tools available to the County to shape growth.

The tools which actually implement community goals are the planning and zoning ordinance and subdivision regulations. The plan should be formulated around existing zoning districts. While a plan may suggest the consideration of new districts, the proposed districts should be reasonable. Government cannot enact arbitrary standards. Regulations must be clear and understandable and not subject to the unbridled discretion of government officials.

Multiple provisions of the revisions would require new zones or other amendments to the planning and zoning ordinance, many of which appear to be unrealistic. Further, the revisions require the denial of building permits when they would be allowed under current county ordinance. Such language is inappropriate in a plan.

Consideration should be given to how the plan can be implemented, so that it is not merely a wish book.



United States
Department of
Agriculture

Forest
Service

Beaver Creek/ Sedona
Ranger Districts

P.O. Box 300
Sedona, AZ 86339-0300
BC Fax: (520) 567-7639
SED Fax: (520) 282-4119

File Code: 2700/1920

Date: May 12, 1998

Michelle Denne
Yavapai County Planning and Building Department
255 E. Gurley
Prescott, AZ 86301

Dear Michelle:

Thank you again for the opportunity to comment on the proposed revisions to the Big Park Community Plan. I am responding based on what my staff heard at the Planning and Zoning Commission Meeting on Wednesday, May 6, 1998, our review of the April 20, 1998 draft document provided by Joan McClelland, and your conversation with Judy Adams last week.

- 1) We are still concerned about wording in the plan that makes recommendations to the Forest Service where Yavapai County has no jurisdiction. It would seem appropriate to clarify what the County's role is in these recommendations. Are these items that the County will formally ask the Forest Service to address based on impacts or affects to private land under Yavapai County responsibility? Again as stated in our previous letter, it would seem appropriate to clarify that County zoning would only affect National Forest lands should those lands become private property at some time in the future. Also the recommendation about a gateway information area may be appropriate for more than just the forest district. Would the County approve these services on private property within the Big Park area south of the Jack's Canyon Road. Maybe this recommendation should be in the objectives of the area instead of in the Forest District section. Again as stated in our previous letter, it would seem better to recommend characteristics of a gateway location instead of limiting the location to National Forest.
- 2) Also, we would like to see the county plan reflect that new and necessary transportation corridors be planned and developed on private land where possible and National Forest used only where there is no other choice and there is a strong need for a new corridor. This again would make the plan consistent with the policies of the Forest Service and how we would respond to a request for use of National Forest.
- 3) The same is true for needed water facilities. We would prefer to see water storage needs addressed within private lands before use of National Forest is requested. We are aware of the future need for a storage tank within the Big Park area and would prefer to see that need met on private lands.



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4) We also question the wording within the utilities section about the Forest Service initiating a wetlands project in conjunction with the Big Park Improvement District needs. Although wetlands can be a desirable way to deal with effluent disposal, this is not a project that the Forest Service would initiate. We could consider partnership possibilities in a project like this.

5) We still have concerns about the wording regarding trail access in the Big Park area. We are aware that Yavapai County is working on coordinated trails planning and our staff is working with you for the Sedona area. However, there does need to be planned access from neighborhood areas, either by neighborhood links, not intended for parking and to identify areas where parking areas are necessary to meet the needs of the community. The Forest Service is trying to provide adequate access and parking for trail access outside of the neighborhoods for visitor use, however local access locations should be planned to connect through private lands to National Forest access and trails. We encourage that wording be added that a coordinated trails plan should be developed for the Big Park area that identifies private and public land locations for trail access and trailhead needs. This process would then identify where private easements would be needed during future development processes and where the County may want to pursue other easements through existing private land areas to meet the local needs.

Most of these comments are further clarification of comments that we made in October. We did notice that many of our comments were addressed and appreciate your continued effort to make this document effective for all of those involved. Please contact Judy Adams if you have any questions regarding this letter and our comments.

Sincerely,

Judy B. Adams

for KEN ANDERSON
District Ranger



United States
Department of
Agriculture

Forest
Service

Beaver Creek/ Sedona
Ranger Districts

P.O. Box 300
Sedona, AZ 86339-0300
BC Fax: (520) 567-7639
SED Fax: (520) 282-4119

File Code: 2700

Date: October 17, 1997

Michelle Denne
Yavapai County Planning and Building Department
255 E. Gurley
Prescott, AZ 86301

Dear Michelle:

Thank you for the opportunity to comment on the proposed revisions to the Big Park Community Plan. I hope the following comments are helpful for the completion of the process. My staff has reviewed the document and have suggested the following for consideration:

- 1) First of all the document seems to reflect well the concerns of the community. Our only concern is that there seems to be items recommended in this document that are not within the jurisdiction and control of Yavapai County and could therefore place more expectation on the county in enforcing these items than is possible. One example is that relating to utility companies and public meetings. Utility companies are not required to get permits from the county, except utility corridors could be better reflected on new subdivision plats. The Forest Service usually requires some public involvement when utilities cross the National Forest but again that is not county jurisdiction. The goals of undergrounding utilities is a good goal and should be encouraged in the development of new subdivisions as well as requiring those utility corridors to be identified in advance during the subdivision or zoning process. However, other utility company work would not be subject to county control and therefore wording in the plan should only reflect where the county can control activities. The same would apply to post offices and other items out of the county control.
- 2) This same concept applies to the wording within the Forest District section. The County has no jurisdiction over federal lands and therefore the wording on page 13 should better reflect the jurisdictional role. Perhaps instead of stating no land should be exchanged, it should state something about any National Forest lands that would be exchanged would be zoned for appropriate public uses or needs. This would address the concerns about new development resulting from land exchanges. It would seem that the wording may be too restrictive as written and may better suit the community to leave it more open. This would allow for other uses that may benefit the community but are not community uses, for example it may be debatable whether acquiring additional National Forest lands for wastewater is public use, but it could serve a community need. There may also be a private and commercial enterprise that may need National Forest land to support development of a shuttle system that may benefit the community. This may be the need of the community but would not fit with the restriction as currently stated.



3) Also under the Forest District is should still reflect that the Coconino National Forest has a land management plan that guides management of National Forest lands, and again the county does not have jurisdiction. In addition, being very specific about the location of the gateway center is premature. It would seem better to recommend characteristics of a gateway location, such as distance from residential developments, proximity to roads and access points, objective of this center in relation to meeting the community needs under this plan. Guidelines for a location are better than excluding many areas before assessing the needs and objectives. The same is true for scenic pullouts and parking areas within the planning area. Scenic pullouts identified in ADOT's 179 plans should be acceptable as well as our Bell Rock Pathways parking areas that are under construction.

4) We would encourage native species use everywhere to conserve water and keep potential noxious weeds from occurring. However, again we wonder what control Yavapai County would have over this issue.

5) In the transportation section, it seems like locations of connector and specific needs should be addressed. It would be nice to see specific areas identified where connections are necessary and a direction on whether routes should be developed within the private land area instead of new routes on the National Forest. That would also provide direction on whether the county should be pursuing private property for those access routes if necessary for future roadways. It would also make the plan more consistent with National Forest policy which says proposed uses should not be on National Forest if there is an alternative.

6) We are concerned about the wastewater situation and the need to ensure adequate disposal is available for buildout of this community and all the recommended areas for hook up. There is already effluent discharge onto the National Forest in the Jack's Canyon drainage from the Big Park system and we would not encourage that increased discharge be the solution for wastewater disposal. In fact, it was not our preference that there be discharge at this location. Focus should be placed on indicating where additional lands may be necessary for the system at buildout and then using that guidance to dedicate appropriate land uses around that area or pursue acquisition of private lands to accommodate the future needs.

7) We strongly support the need for drainage studies in the plan area and methods to more strongly mitigate drainage and flooding issues. The Forest Service has gotten several requests from private landowners to allow changes to natural drainage locations on National Forest to resolve flooding problems within the private lands. The Forest Service is unlikely to allow changes in natural drainages to mitigate flooding issues that resulted from private development, since then the Forest Service could take on a liability. We strongly encourage wording that would maintain natural drainages within development areas and to adjust potential lot locations so that natural drainage from the National Forest does not create flooding problems for private owners. This same rule should apply to grading of lots where private lands are cut down for level building spaces and then result in drainage problems from National Forest next door.

8) There is also a big concern about the wording for trails and National Forest access. We do not encourage access to the National Forest everywhere. The Forest Service has identified a trail system in the proposed amendment to the Coconino National Forest Plan for the Sedona area. This trail system does not reflect neighborhood links in the Big Park area. There are a few trailhead locations off Jack's Canyon Road but otherwise designated trails are limited in the area. This plan should encourage the development of a trails plan to connect private lands to the National Forest trails

system at strategic locations. A plan coordinated with the Forest Service would then provide an indication of where public access through new or existing private land must be dedicated. A plan would allow for locations that are suitable for trail access, not drainages, and would prevent the impacts to vegetation and soils of casual, unmanaged access to the National Forest. This action is similar to what the City of Sedona has done and what the Forest Service intends to encourage to prevent excessive wander paths from private back yards. Our plan encourages neighborhood stewardship and single strategic access to the National Forest.

Thank you again for the opportunity to comment. Please contact Judy Adams if you have any questions regarding this letter and our comments.

Sincerely,

Judy B. Adams
for KEN ANDERSON
District Ranger





**YAVAPAI COUNTY SHERIFF'S OFFICE
OFFICE MEMORANDUM**



TO: Michelle Denne, Planning & Building Department
FROM: G.C. "Buck" Buchanan, Sheriff
FOR: Consideration
REF: Big Park Community Plan Revision
DATE: October 03, 1997

We have reviewed the Big Park Community Plan Revision, and have identified some areas which, if implemented, will impact the Sheriff's Office.

The projected increase in development and population in the very near future will result in the Big Park Community becoming a community which, although unincorporated, will be equal in size and population to many of the cities and towns in Yavapai County.

This will result in a dramatic increase in calls and demands for service from the Sheriff's Office. The development of what amounts to a small city within the area serviced by the Sheriff's Office will greatly tax our resources, and reduce our ability to provide adequate service and crime prevention to the residents, unless we have a corresponding increase in our manpower and physical resources.

Consequently, it is our recommendation that as this plan is being implemented, recommendations be made to the Board of Supervisors to provide sufficient funding to the Sheriff's Office to provide increased staffing, vehicles and equipment for the Sheriff's Office to maintain adequate levels of personnel and physical resources to provide service to the increased population in the area.

Thank you.





OFFICE OF
ENVIRONMENTAL SERVICES DIVISION

500 SOUTH MARINA STREET
MAILING ADDRESS: 500 SOUTH MARINA ST.
PRESCOTT, ARIZONA 86303
PRESCOTT: (520) 771-3188, 771-3151
COTTONWOOD: (520) 639-8144, 639-8136

REC-111

ENVIRONMENTAL SERVICES DIVISION
PRESCOTT, AZ

To: Michelle Denne, Senior Planner
Planning & Building Department

From: Alex W. Price, Field Supervisor
Environmental Services

Alex W. Price, RS

Date: 15 September 1997

Re: Big Park Community Plan

The following areas, under Environmental Issues - Guidelines, are of a concern to this department:

- 1) Page 29; line 31 - What documentation is being referenced in support of the statement that septic tanks are deteriorating and possibly polluting the aquifers. To my knowledge, no studies or comments like that have been made by this department or ADEQ.
- 2) Page 30; line 19 - Clarification as to **which** County officials are operating without **what** adequate design guidelines ?
- 3) Page 30; line 37 - The use of effluent from the wastewater treatment plant for irrigation must be approved by ADEQ and have a NPDES permit on file with them.
- 4) Page 30; line 40 - The use of effluent from aerobic systems for irrigation is prohibited unless in conjunction with a surface disposal type system within a bermed area that meets all ADEQ requirements.
- 5) Page 31; line 16 - The use of alternative methods of on-site wastewater disposal is only approvable once all other conventional system methods have been proven to be inadequate.



APPENDIX C:

Public Comments

BIG PARK REGIONAL COORDINATING COUNCIL

P.O. Box 20248
Sedona, Arizona 86341



April 24, 1998

Ms. Michelle Denne
Yavapai County Planning and Zoning Commission
500 S. Marina
Prescott, AZ 86301

Dear Ms. Denne,

At their meeting of April 23, 1998, the members of the Big Park Regional Coordinating Council were unanimous in endorsing the revised Big Park Community Plan, 1998, and strongly recommended that the Planning and Zoning Commission approve it at their May 6 meeting with a recommendation to the Supervisors that it be adopted.

Sincerely,

Bob Carlile
Secretary,
Big Park Regional Coordinating Council

cc: Mr. Chip Davis



Superior Court

YAVAPAI COUNTY JUVENILE COURT CENTER



960 DIVISION STREET, PRESCOTT, ARIZONA 86301 PHONE: (520) 771-3156

ROBERT M. BRUTINEL
Presiding Juvenile Court Judge

GORDON J. GLAU
Director of Juvenile Court Services

RICHARD ANDERSON
Associate Presiding Juvenile Court Judge

February 13, 1998

Dear Mr. Hall:

This letter is written in reference to, and behalf of Mr. James Moore's, Chairman of the Big Park Community Organization, request for support of developing a Boys and Girls Club in the Village of Oak Creek area.

I currently supervise nine juvenile probation officers in the Verde Valley area. Prior to my current responsibilities, I was a "field probation officer" for 9 1/2 years in the area. In that period of time I had many opportunities to observe the lack of community involvement with juveniles through out the eastern portion of Yavapai County. ANY development of supported activities, like the Boys and Girls Club, I think, would greatly enrich the surrounding communities as a whole, and possibly impact the number of juveniles coming into the judicial system.

TREMENDOUS idea to begin a Boys and Girls Club in the Village of Oak Creek area !

If I can be of further assistance, please do contact me.

Sincerely,

A handwritten signature in cursive script that reads "David Portrey".

David Portrey
Probation Supervisor,
Yavapai County Juvenile Probation

cc: Mr. James Moore, 5 Ponderosa Road, Sedona, AZ 86351

VERDE VALLEY ANNEX

75 South Paula Street, Cottonwood, Arizona 86326 • Phone: (520) 639-8172

Mailing Address: P.O. Box 188, Cottonwood, AZ 86326



Feb. 13, 1998

Mr. Don Hall

It is my understanding that you will assist the Village of Oak Creek in establishing a Boy's Life Club similar to Yousis Sedona.

I certainly endorse the need for a club. It would go a long way in helping the young people in our area who basically have no recreational facilities.

Many times the VIP people on 'potato' have to ask groups or a few to move on from private property.

I thank you for your interest and offer to help.

Joseph A. Tully
Area Coordinator
Village of Oak Creek
Volunteers In Protection

BIG PARK COMMUNITY SCHOOL

25 W. Saddlehorn Court

Sedona, AZ 86351

520-204-6500

(FAX) 520-284-9796



Principal: Russ Snider

Feb. 12th, 1998

Dear Don,

The students in the Village of Oak Creek would benefit greatly from a Boys and Girls Club in their community. The option of the site located on school property is certainly a possibility. In order to confirm that officially, we would need school board approval, which is standard procedure. I would support that request and can see a direct benefit for the students in our neighborhood. I predict that many students would take advantage of the location.

Our enrollment has increased from 225 to 400 students in the past 3 years. It is obvious that the need for this type of a program is necessary. Please keep me up to date with your progress in this matter.

Sincerely,

Russ Snider
Russ Snider

c.c. Dr. Nancy Alexander



Nancy Alexander, Ph.D.
Superintendent of Schools

221 Brewer Rd., Suite 100 • Sedona, Arizona 86336

Telephone: (520) 201-6300 • Fax: (520) 282-0232

February 11, 1998

Mr. Don Halls
Northern Arizona Boys and Girls Club
2890 Southwest Drive
Sedona, AZ 86336

Dear Don:

I appreciate the opportunity to write the Northern Arizona Boys and Girls Club a letter of support. The progress the Sedona Boys and Girls Club has made over the past few years has been remarkable. The club certainly has assisted the Sedona-Oak Creek Joint Unified School District tremendously in supporting our youth.

The school district covers approximately 120 square miles. While the Sedona Boys and Girls Club meets the needs of many of our students, there is still a large population of students that cannot participate in the programs offered because the travel is too extensive.

The youth that live in the Big Park area have continued to increase in their numbers. The Big Park Community School opened in the Fall of 1994 with an enrollment of 220 students. This fall we enrolled 400 students. Although we do not project that the enrollment will continue to escalate at such a rapid pace, we do anticipate continued growth over the next ten years.

The school district provides typical co-curricular activities in the area of sports, but does not provide any after school enrichment or supervision programs. A Boys and Girls Club in the Big Park area would serve a very prevalent need for our students. The district is committed to work with the Boys and Girls Club in order to make a community a better place for all of its members, especially our youth. Please contact me if you have any questions.

Sincerely,

Nancy Alexander, Ph.D.
Superintendent

Red Rock Vista

Big Park Community Plan Review Committee
70 Eastern Vista South
Sedona, AZ 86351-7434
September 16, 1997

Joan McClelland, Chairman
Big Park Community Plan Review Committee
50 Fairway Oaks Drive
Sedona, Arizona 86351

Subject:: Review of Big Park Community Plan

Ref.: Draft of Revised Big Park Community Plan, July 24, 1997

All members of the Red Rock Vista Association reviewed the revised Big Park Community Plan and give our total support to the presented planning and building concepts for our community. However, for easy reading, we strongly suggest that the final "draft" be edited in its entirety to show a consistent writing format and style. This should be accomplished by a Yavapai County specialist working with your committee.

Suggested additions follow:

- Page 1, Community needs: add, "Safe sidewalks, pathways as an integral part of all new major roadways and subdivisions."
- Page 10, Problem Identification: add, "There is a lack of safe neighborhood pathway linkages to schools, parks, jobs, shopping and recreation facilities."
- Page 19, Problem Identification: add, "In recent years flooding has become a major problem in our community."
- Page 24, Problem Identification: add, "There is an absence of safe pedestrian and bicycle pathways for area youth."
- Map, add the new subdivision plats, schools, fire stations, and existing and planned pathways, etc.

Congratulations on a job well done,

Bob Aberg, Red Rock Vista, BPCC Representative (and BPCC P&R Co-Chair)
Yavapai County copies: Michelle Lynn Denne, Mike Rozycki, and Chip Davis

Sedona Village Business Association

May 13, 1998

Michelle Denne, Senior Planner
Planning and Building Department
Yavapai County
500 S. Marina
Prescott, Arizona 86303

RE: Revised Big Park Community Plan

Dear Michelle:

The following comments reflect the position of the Sedona Village Business Association in regard to the "Commercial Uses-Problems and Recommendations as Identified by the Community" portion of the proposed 1998 Big Park Community Plan (draft dated March 25, 1998).

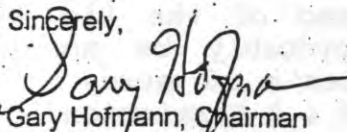
In paragraph five (page 9), under the "Problem", it states that the bulk of commercial properties developed over the past ten years have been "tourist oriented". Our association feels that this assumption ignores a number of commercial developments, such as offices, restaurants, and service businesses, all of which are used by local residents. Certainly the Factory Outlet Stores are frequented by local residents as well as visitors to our area.

We believe that two (2) of the "Community Recommendations" are inappropriate, and do not reflect the desires of our association in terms of future commercial development. The plan states "Commercial Development in the Big Park area should be limited to the parcels presently zoned commercial". We believe the Community Plan should be a useful planning tool, and like all planning tools, needs to be revisited periodically as the needs of the community change. How do we know whether the properties presently zoned commercial are sufficient to serve the commercial needs of our community in five, ten, or fifteen years from now? The present procedures for public hearings and governmental review of proposed rezoning requests allow for the protection of the community interest without prohibiting the possibility of rezoning properties when in fact a rezoning may be in the community's best interest. Why even have such language in this document? We do support the statement that "Infill of existing commercially zoned parcels should be encouraged."

The second recommendation is clearly aimed at controlling which particular uses are allowed in future commercial development. The notion that "any future commercial development should address the needs of the residential community" creates a real problem. Does a new fast food restaurant fail to get approved because it serves tourists as well as locals? Do hotels benefit the "residential community" when a local resident needs to house visiting relatives to the area? How can you accurately define which uses benefit the local "residential community"? If the community wants to limit future hotel, motel, and timeshare development, then maybe the Community Plan should recommend the creation of a new zoning designation for lodging uses, and only permit new lodging facilities to be built within that zoning category. The community benefits from new jobs and tax revenues created by commercial development. We believe it would be inappropriate and possibly illegal to selectively prohibit certain permitted uses in a particular zoning category.....in other words, in a commercial zone its okay to build a new supermarket, but not a new hotel, even though both uses are permitted within the zoning category.

Thank you for giving our association the opportunity to comment on these important issues. We are in full agreement with the idea of bringing our Community Plan up to date, but want to see the plan remain realistic in its role as a useful planning tool for the future.

Sincerely,


Gary Hofmann, Chairman

cc: Big Park Regional Coordinating Council

PO Box 20873, Sedona, AZ 86341
520-284-5000



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TONY S. CULLUM*

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*ADMITTED TO PRACTICE
IN STATE OF COLORADO

April 27, 1998

James Buchanan, Chairman
Yavapai County Planning & Building
255 E. Gurley Street
Prescott, AZ 86301

Re: George Fischer Property
Big Park Community Area



Dear Chairman Buchanan:

As you might be aware, I represent George Fischer, a land owner in the Big Park Community area. Mr. Fischer owns about 10 acres of land on the southeast side of the Wild Horse Mesa Drive/Highway 179 intersection.

As the final draft of the revised Big Park Community Plan is complete and is about to go before the Planning and Zoning Commission on May 6th 1998, we feel this is the appropriate time to inform you of our concerns with regard to land use on Mr. Fischer's property.

Mr. Fischer's 10 acres of land is currently designated as being low density single family, with some additional land use being designated as open space. We strongly believe this is not the best designation for land of this nature and that a land use designation of Planning Area Development (PAD) would be much more appropriate for this property for reasons on which I will expand further in the body of this letter.

If you turn to Page 6 of the new revised Community Plan, you will notice a recent amendment under the Land Use Guidelines section; a PAD land use designation has been added to the list of land use designations in the Community Plan. This being true, it is probably very safe to assume that there will be PAD land uses designated on the new Community Plan Land Use Designation Map, which is not available to the public at this time.

However, in speaking with Joan McClelland of the Big Park Community Advisory Committee, there will probably be no changes in the land uses designated to Mr. Fischer's 10 acres. Therefore, we are respectfully requesting that the P & Z Commission amend Mr. Fischer's low density/single family/open space land uses to a more appropriate PAD.

The realities of having this current low density/ single family land use on this property is that Mr. Fischer is encouraged

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May 5, 1998

VIA FAX TRANSMISSION

James Buchanan, Chairman
Darrell Volkman, Vice-Chairman
Carol Blaich, Secretary
Richard Collison
Howard Hawk
Dave Jenner
Diane Lovett
Al Wood
Jacquie Weedon
YAVAPAI COUNTY PLANNING & BUILDING
Fax No.: 520/771-3432

Re: Robert Goltermann Property
Big Park Community Area

Ladies and Gentlemen:

Yesterday, I was contacted by yet another property owner (Robert Goltermann) in the Big Park Community area, who expressed some concerns with the revision of the Big Park Community Plan which is being presented before this Commission May 6, 1998. Mr. Goltermann owns three parcels of land totaling approximately 100 acres located on Verde Valley School Road, directly across the street from the School. Enclosed is a map with this property outlined (in bold) for your review.

On the 1988 land use map, much of this property's land use was designated under the Public Quasi land use designation. It appears as if the land use at this time was designated in such a way that a school might be put on this land. However, years later, the school was established but was not put on Mr. Goltermann's property. Therefore, we do have some concerns with regard to the land use that is being proposed on this final draft of the community plan land use map.

On the new land use map, this property is designated rural-low density single family residential. We do not agree that this reflects the best land use for property of this nature. We feel that a PAD land use designation would be much more appropriate for Mr. Goltermann's property.

Furthermore, a PAD designation is one of the most restrictive designations available and requires more public



April 27, 1998
Page Two

to develop his property into a five parcel metes and bounds split. As you probably are aware, the Big Park Community area is primarily comprised of families portraying characteristics of an upper-class type nature. Most families of such background will not want to put their dream home on land that borders a high traffic highway such as Highway 179. Therefore, it is very easy to understand why a PAD land use designation would be much more appropriate.

Furthermore, a PAD designation is one of the most restrictive designations available and requires more public hearings, community/county input and must be stricter in compliance with specific regulations than any other land designation types. Under a PAD, the community could approve such positive things as:

1. Beautiful landscaping along the perimeters of Highway 179.
2. Designated open space where most appropriate.
3. Hiking trails to neighboring National Forest land.
4. Approved densities to allow for more open space.
5. An extravagant entrance to the beautiful Big Park Community.

Based on the foregoing, it is respectfully requested that the Planning and Zoning Commission approve the revised Community Plan with the specific modification that George Fischer's property be listed under the new PAD land use category.

I look forward to seeing you at the P & Z Commission meeting on May 6, 1998.

Sincerely,



Tony S. Cullum

TSC:ge:tw

cc: George Fischer

Yavapai P & Z Commission
May 5, 1998
Page Two

hearings, community/county input and must be stricter in compliance with specific regulations than any other land use designation types. Under a PAD, the community could approve such positive things as:

1. Beautiful landscaping along Verde Valley School Road.
2. Designated open space where most appropriate
3. Hiking trails to neighboring Coconino National Forest land
4. Approved densities to allow for more open space

Therefore, it is respectfully requested that the Planning and Zoning Commission approve the revised Community Plan with the specific modification that Robert Goltermann's property be listed under the PAD land use category.

Thank you very much and we will see you at the Planning and Zoning Commission hearing tomorrow.

Sincerely,

Tony S. Cullum

TSC:ge:tw

cc: Robert Goltermann
Michelle Denne, Yavapai County

DRAFT BIG PARK COMMUNITY PLAN FUTURE LAND USE PATTERNS

Land Use Designations

Single Family Residential

Indicates Rural Area Boundaries

Very Low Density

School

Red Rock State Park

Legend

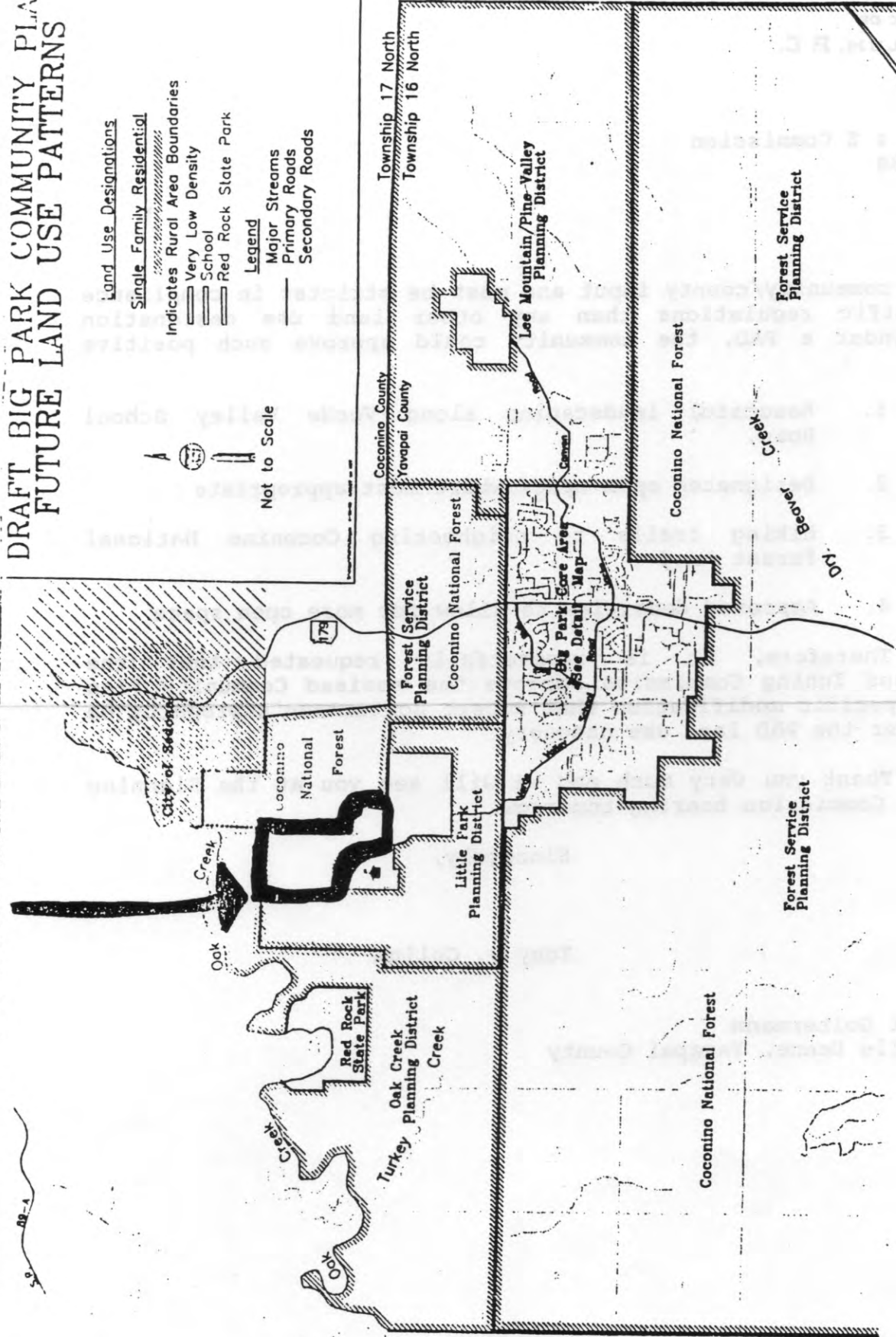
Major Streams

Primary Roads

Secondary Roads



Not to Scale



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IN STATE OF COLORADO

June 12, 1998

VIA FAX TRANSMISSION

Bev Staddon, Clerk
YAVAPAI COUNTY BOARD OF SUPERVISORS
Chip Davis, Supervisor
Bill Feldmeier, Supervisor
Gheral Brownlow, Supervisor
1015 Fair Street, Room 310
Prescott, AZ 86301
Fax No.: 520/771-3257

Re: Revision of the Big Park Community Plan

Board of Supervisors:

As you may know, I represent a number of land owners in the Big Park Community Area and, for quite a long time now, we have made numerous attempts to be involved in the revision process of the Big Park Community Plan. Prior to this Plan going before the Planning and Zoning Commission for approval, we have, on many occasions, tried to meet personally with the heads of the Revision Committee, Joan McClelland and Dick Byrns, who repeatedly refused to meet with us and listen to our concerns. We were told by Ms. McClelland that if we had any concerns with the Community Plan, we should address them at a public meeting.

Accordingly, we attended a public meeting (held by the Revisions Committee) with hopes of getting a few points across. However, at that meeting, we were told by Ms. McClelland and the Revision Committee that if we had anything to say, we should speak at the P & Z Commission hearing (the same day the Community Plan was to go before the Commission for approval) as that was the only true public meeting where we would be allowed to speak. One can only imagine how much true public input was considered in the revised Community Plan.

Therefore, we attended both the May 6 Commission hearing and the June 3 Commission hearing, with hopes that the P & Z Commissioners would understand that there were a few key planning elements missing in the amended Community Plan. Specifically, the lack of flexibility in addressing multi-family and commercial growth needs within the community. The thrust of our argument was basically that the Plan points out a shift in population/demographics in the Big Park Community Area; the land use designations noted in the Community Plan do not accommodate

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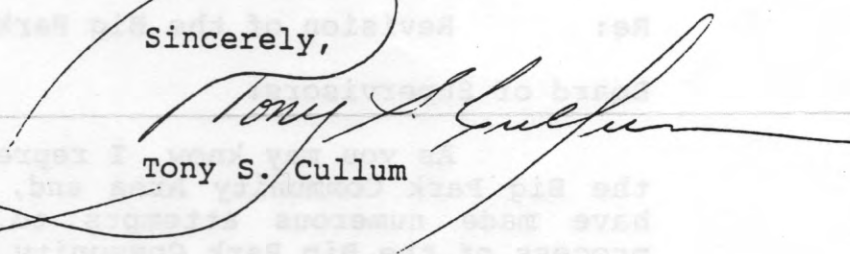
Yavapai County Board of Supervisors
June 12, 1998
Page Two

for this growth. Regardless of the validity of our arguments, the P & Z Commission approved the Community Plan as formulated by the Big Park Community Revision Committee.

Furthermore, it is respectfully requested that the Yavapai County Board of Supervisors take into consideration our concerns, which are outlined in more depth in the attached letter that we presented to the P & Z Commissioners at the hearing held on June 3, 1998.

If you have any questions or if I can provide more information, please do not hesitate to contact me.

Sincerely,



Tony S. Cullum

TSC:ge:tw
Enclosure

cc: Jasvant and Chandrika Patel
George Fischer
Robert Goltermann
Michelle Denne, Senior Planner (via Fax: 520/771-3432)
Michael Rozycki, Director (via Fax: 771-3432)

APPENDIX D

City of Sedona Land Use Development Code
Lodging District

*629 L LODGING DISTRICT

629.01 Purpose.

This district is intended to provide for the reasonable accommodation of hotel, motel, timeshare, or similar lodging uses within the community in a manner that:

- is consistent with the Sedona Community Plan or Specific Plan for the area.
- preserves the small town community character of Sedona.
- is compatible in size, scale, intensity and character of use with infrastructure improvements and other land uses in the vicinity of its location.
- integrates, through its design, development, operation and maintenance, a character of use consistent with area conditions, other developments and infrastructure improvements.
- equitably addresses the impacts of its development and operation on present and future community infrastructure needs, as well as the impact of its development on present and future community service needs.
- ensures the provision of appropriate vehicular parking and maneuvering accommodations.
- promote economical and efficient land use with creative design and sensitivity to the natural environment and the unique character of Sedona.
- eliminates or reduces to conformity as quickly as possible all legal nonconforming lodging uses, and particularly those in which individual third party purchasers will share a financial and ownership interest.

629.02 Use Regulations

A. Permitted Uses and Structures

1. Hotel, motels, timeshare, or similar lodging uses designated on a development plan as approved by the Council.
2. Accessory commercial uses designed to serve and provide for the convenience of guests; and recreational facilities designed primarily for and limited to use by guests of the facility.

3. Public utility and public service substations, pumping plants and similar installations not exceeding six hundred fifty (650) square feet, but not including public utility offices, water tanks, or repair or storage facilities.

4. Accessory uses and structures incidental to permitted uses.

B. Uses Subject to Conditional Use Permit

1. Public utility and public service substations, water tanks, pumping plants and similar installations six hundred fifty (650) square feet or greater, but not including public utility offices, repair or storage facilities.

2. Accessory uses and structures located on the same site as a conditional use.

3. Automobile rentals.

C. Uses Subject to Temporary Use Permit. Any use prescribed in Section 407.

629.03 Approvals Required

A. Prior to the establishment of new hotel, motels, timeshare, or similar lodging uses, construction of physical improvements and the issuance of building permits, Council approval of rezoning to the L (Lodging) District shall be obtained as specified in Section 400. Where required, Development Review approval shall be obtained as outlined in Section 401, conditional use permits shall be obtained as outlined in Section 402 and temporary use permits shall be obtained as outlined in Section 407.

B. Existing projects, properties or units, including without limitations, those presently owned and operated as condominiums, town homes, planned developments, bed and breakfasts, country inns, and temporary use facilities, shall not be converted to hotel, motel, timeshare or similar lodging projects without first obtaining a rezoning approval.

C. All L (Lodging) District rezoning applications are subject to the provisions of Section 400, and are considered as conditional rezoning applications as specified in Section 400. The submittal requirements for the establishment of new hotel, motel, timeshare or similar lodging projects (not including conversions) are as follows:

1. Fill out rezoning application including:
 - a. Name, address and telephone number of record owner(s) of property and of the applicant if not the record owner
 2. Letter of Intent or report providing details of the rationale for development and explaining the development proposal. At a minimum, the following topics shall be addressed:
 - a. General description of the development proposal
 - b. Access
 - c. Parking
 - d. Grading and drainage
 - e. Wastewater disposal
 - f. Architectural design of the project
 - g. Vegetation and landscaping
 - h. Signage
 - i. Exterior lighting
 - j. Utility connections
 - k. Special benefits to the City as a result of zone change
 - l. Water balance study relating to proposed project landscaping
 - m. Anything else to fully describe the nature and rationale for the proposed development
 3. Proof of ownership of the property or if applicant is not the owner, letter of authorization to file by the owner
 4. Site/Landscape plan
 5. Typical floor plans
 6. Title Report or A.L.T.A. survey showing all easements on the subject property
 7. Preliminary grading plans
 8. Preliminary drainage plans and report
 9. Slope analysis indicating by area the following slope categories:
 - a. 0% < 10%
 - b. 10% < 20%
 - c. 30% < 40%
 - d. 40% and greater
 10. In areas with a slope greater than 30% where construction will occur, a soil and geology report identifying areas of unstable slopes
 11. Report on effluent disposal methods
 12. A circulation plan map delineating the location, classification, names and widths of all major public or private streets and rights-of-way, all public parking areas, pedestrian ways, trails and bikeways within 600 feet of the property boundary
 13. A context map and associated text delineating zoning, land uses and land use relationships within 600 feet of the property boundaries
 14. A development phasing map and proposed timing schedule delineating the configuration, size in acres and general sequence of development and dedication
 15. Traffic impact study
 16. List of property owners within three hundred (300') feet of the subject property, and keyed to a map. The list shall be the most current ownership information supplied through the County Assessor's Office
 17. Property owners within three hundred (300') feet shall be provided on mailing labels. (two sets)
 18. Certification Letter from Applicant stating that the ownership list within three hundred (300') feet is accurate. The Certification Letter shall be notarized
 19. Legal description of subject property
 20. Filing fee
 21. Any other information required by the Director, to permit completed analysis and appraisal of the project
- D. Timeshare projects shall provide all of the submittal requirements set forth in Section 629.03C and the following:
1. The proposed duration of timeshare intervals
 2. Identification of the timeshare interval as a timeshare estate or timeshare use
 3. Any restrictions on the use, occupancy, alteration, or alienation of timeshare intervals
 4. The recorded declaration of dedication of the project or other project governing instruments

or contracts incorporating all covenants of the grantor or lessor and creating the timeshare interests and the provisions of the plan to include organization of an association of timeshare interest owners. The declaration or other documents shall include the general provisions listed in A.R.S. § 32-2197.04 as applicable to the particular timeshare project. The declaration or other documents to be submitted shall include, without limitation, any of the following documents prepared for the timeshare project: Timeshare Declaration, Covenants, Conditions and Restrictions, Declaration of Trust, Cooperative Articles of Incorporation, Bylaws and Proprietary Lease, Vacation Club Master Agreement and Membership Agreement, Vacation License Contract, Articles of Incorporation of Owners Association, Rules and Regulations, and Management or Agency Agreement for the maintenance and operation of the timeshare project and/or timeshare units.

E. The submittal requirements for hotel, motel, timeshare or similar lodging conversions, include all of the submittal requirements for new facilities as noted in section 629.03C with the exception of items 7 - 10, and also include the following:

1. For hotel, motel, timeshare or similar lodging conversions, a list of all owners of the property being converted, if the property has previously been divided into separately owned units, dwelling units or lots, a list of all owners of such units, dwelling units or lots.
2. For the conversion of any units in any condominium or town home project or dwelling units in any planned development project, the written statement from not less than 75% of the owners of all existing units or dwelling units in the project indicating their unconditional approval of the hotel/motel conversion signed by such owners not more than 90 days prior to the date of the application for consideration of the project.

F. A subdivision plat submitted for purposes of creating or describing the units of a timeshare shall not be approved unless and until the property which is the subject of the plat is zoned L (Lodging) District and the proposed timeshare conforms in every respect to the L (Lodging) District zoning regulations in effect at the time of the submittal.

629.04 Property Development Standards. The following property development standards shall apply to a Hotel/motel development. These requirements are minimums unless otherwise noted:

- A. Site Area: The minimum size of an L (Lodging) District shall be one-half acre.
- B. Lot Coverage. Maximum lot coverage shall not exceed twenty five (25%) percent.
- C. Floor Area Ratio shall not exceed .50.
- D. Yards.
 1. There shall be a front yard of not less than fifteen (15') feet in depth.
 2. Interior side yards are not required except wherever the site abuts a lot in any residential district, in which case a twenty (20') foot setback shall be maintained.
 3. Exterior side yards shall be not less than ten (10') feet.
 4. Rear yards are not required except wherever the site abuts a lot in any residential district in which case a twenty (20') foot setback shall be maintained.
- E. Access. All lots shall have frontage on and vehicular access from a dedicated street unless other frontage and/or permanent vehicle access has been approved by the Director. Each hotel/motel project building site shall have a minimum easement or right-of-way width for ingress-egress of thirty (30) feet.
- F. Distance between buildings. There shall not be less than ten (10) feet between an accessory building and a main building or between two (2) buildings.
- G. Accessory Structures. Accessory structures and architectural features shall comply with the requirements of Article 9.
- H. Height and Screening Regulations. All buildings, structures, walls and fences shall comply with the provisions of Article 9.
- I. Color and Materials. The exterior color and materials of all buildings, structures, walls and fences shall comply with the provisions of Article 9.

- J. Utilities. Utilities shall be provided in compliance with the provisions of Article 9.
- K. Trees. Trees shall be preserved and planted to comply with the provisions of Article 9.
- L. Outdoor Lighting. Outdoor lighting shall comply with the provisions of Article 9.
- M. Landscaping. The landscaping provisions of Article 9 shall apply.
- N. Off-street Parking. Off-street parking shall comply with the provisions of Article 9.
- O. Signs. Signs shall comply with the provisions of Article 11.
- P. Design Standards. The provisions of Article 10 shall apply as administered through the Development Review process of Section 401.

629.05 Adoption of Development Plan. The development plan and supporting statements and documents submitted with the application for a hotel, motel, timeshare or similar lodging project shall be approved and adopted by the Council and included in the ordinance establishing the L (Lodging) District. All development within the L (Lodging) District shall comply with the plans as approved and adopted by the Council.

A. Action by the Planning and Zoning Commission. Upon completing its public hearing on the L (Lodging) District application, the Commission shall transmit its recommendation to the Council.

- 1. The recommendation of the Commission shall include the reasons for approval or disapproval of the application and if recommended for approval shall give specific evidence and facts showing that the plan meets with the following:
 - a. That the development at the location proposed is generally consistent with the goals, objectives, densities and policies of the Sedona Community Plan or specific plan for the area and is consistent with the purpose statements set forth in section 629.01.
 - b. That the development at the location proposed and the development standards to be followed or maintained will not be detrimental to the public health, safety or

welfare or materially injurious to properties or improvements in the vicinity.

B. Action of the City Council. Following the conclusion of its public hearing, the Council may approve the hotel, motel, timeshare or similar lodging project, stipulating those conditions it deems necessary to carry out the purpose of this Code. If the L (Lodging) District is approved, it shall be incorporated as part of the Zoning Map. The Council shall include the reasons for approval or disapproval of the application and shall give specific evidence and facts showing that the application meets with the following:

- 1. That the development at the location proposed is generally consistent with the goals, objectives, densities and policies of the Sedona Community Plan or specific plan for the area and is consistent with the purpose statements set forth in section 629 .01.
- 2. That the development at the location proposed and the development standards to be followed or maintained will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

C. The action of the Commission and Council may include reasonable additional conditions and/or modifications to promote the purpose of this District and this code.

629.06 Amendments to the Development Plan. Any amendments to the approved plans shall be accomplished in the same manner as the original rezoning application procedure as prescribed in Section 400, with the exception of minor amendments as specified below. The following procedure shall be followed for any amendment to an L (Lodging) District, including amendments to a development phasing schedule.

A. Major Amendments

- 1. An applicant or his successors in interest may file a request for a major amendment with the Director.
- 2. The change will be deemed major if it involves any one (1) of the following:
 - a. An increase in the approved totals of units for the L (Lodging) District.

- b. A significant change in the zoning district boundaries as determined by the Director, from those approved for the L (Lodging) District.
 - c. Any change which could have significant impact on areas adjoining the L (Lodging) District as determined by the Director.
 - d. Any change which could have a significant traffic impact on roadways adjacent or external to the L (Lodging) District as determined by the Director.
3. The Director will bring the major amendment before the Commission and the Council and will submit background material and recommendations.

B. Minor Amendments.

1. A L (Lodging) District applicant or his successors in interest may file a request for a minor amendment with the Director.
2. The request will be routed for comment to any affected City departments or other agencies.
3. Upon receipt of comments, the Director will determine whether the requested change is minor or major.
4. If the requested change is determined to be minor, an amended plan shall be submitted for public record.

*[Section 629 amended by Ordinance No. 97-18:
Effective January 8, 1998]*