CITY OF PEORIA, ARIZONA
CITY MANAGER REPORT

RCM #: 2b

Date Prepared: March 26, 2010 **Council Meeting Date: April 20, 2010**

TO: Carl Swenson, City Manager

FROM: Susan J. Daluddung, AICP, Deputy City Manager

THROUGH: Glen Van Nimwegen, AICP, Community Development Director

THROUGH: Chris Jacques, AICP, Planning Manager

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SUBJECT: Enhanced Notification for Zoning and Conditional Use Permits

SUMMARY:

The Planning and Community Development Department will outline the highlights of a draft Zoning Code amendment in regards to public noticing for discretionary cases (CUP's, Rezones). While provisions are in place to provide a basic level of public notification and involvement, a few recent development cases have highlighted the need to increase opportunities for the public to participate in the review and approval processes for future development cases. This report provides a brief overview of the proposed changes.

INCREASED NOTICING/PUBLIC INVOLVEMENT

Provide greater notice of pending Zoning and Conditional Use Permit cases and promote greater public interaction early in the process.

Postcards: *Notice of Application (NOA) & Notice of Hearing (NOH)*

	Current Noticing	Proposed Noticing
Property Owners		
CUP Post Card Radius	300 ft	600 ft
Rezoning Post Card Radius		
Up to 40 acres	300 ft	600 ft
40-320 acres	600 ft	1320 ft (approx. ¼ mile)
>320 acres	900 ft	1320 ft (approx. ¼ mile)
Registered Neighborhood Associations		
CUP Post Card Radius	1 mile (NOH only)	1 mile (NOA / NOH)
Rezoning Post Card Radius	N/A	1 mile (NOA / NOH)
Registered Home Owners Associations		
CUP Post Card Radius	N/A	1 mile (NOA / NOH)
Rezoning Post Card Radius	N/A	1 mile (NOA / NOH)

Civic Engagement

- A Neighborhood Meeting will continue to be required for Rezoning cases. The applicant is responsible for organizing the neighborhood meeting. The minimum noticing radius is the same as required for NOA and NOH.
- ***NEW:*** If staff receives written opposition to a CUP case within twenty one (21) days of receipt of the case application, a Neighborhood Meeting will be required in order to identify and mitigate impacts and resolve potential conflicts early with affected property owners.

Public Hearing Signs

- The City has administrative guidelines that prescribe required content, minimum sign size, font size and background colors. Currently, the City requires 4'x8' for Rezones/GPA, 4'x4' (CUP w/Site Plan) and 18"x24" for CUP's without Site Plan (such as outdoor dining). The City is revisiting the standards as part of this effort to ensure reasonable visibility.

Public Hearing Newspaper Ads

- The Planning Division will continue to place newspaper ads in the official newspaper of record announcing Conditional Use Permit and Rezoning hearings before the Planning and Zoning Commission and the City Council.

Potential Additional Notification Methods (under development):

- Interactive (searchable) GIS Map on the City's website with links to case information. This could include:
  - Case background information
  - Proposed plans (e.g site, landscape, and elevation plans)
  - Staff reports
- Social networking media (twitter, facebook, etc.)

FISCAL NOTE: Not Applicable

ATTACHMENT: None