



Date: August 6, 2026
TO: Planning and Zoning Commission
FROM: Tiffany Antol, AICP, Zoning Code Manager
Through: Michelle McNulty, AICP, Planning Director
Alexandra Pucciarelli, Current Planning Manager
RE: PZ-26-00136 Zoning Map Amendment Process

I. Request:

PZ-26-00136 – Zoning Map Amendment Process: Modify provisions in Zoning Code Chapter 10-20: Administration, Procedures, and Enforcement, Division 10-20.50: Common Procedures and Division 10-20.50: Amendments to the Zoning Code Text and the Zoning Map to require a pre-application meeting for a Zoning Map Amendment, remove submittal requirements based on the size of the development, and remove the two-pronged approach.

II. Purpose of the Work Session:

This Planning and Zoning Commission work session serves as the required “Citizen Review Session” under Section 10-20.50.040 (Procedures) of the Zoning Code and applicable state law. Staff will present an overview of the proposed amendments, residents may provide comments, and Commissioners may ask questions, seek clarification, and discuss the proposal, including offering alternative suggestions. No action will be taken at this session.

Following the work session, staff will revise the proposed amendments as needed. The final draft will be presented to the Commission at a public hearing for consideration and action. After the Commission makes a recommendation, the amendments will proceed to a City Council public hearing.

Anticipated timeline:

- September 9, 2026 – Planning and Zoning Commission Work Session
- September 23, 2026 – Potential Planning and Zoning Commission Public Hearing
- October 20, 2026 – Potential City Council Public Hearing
- November 3, 2026 – Potential City Council Adoption

III. Overview of Proposed Amendments:

A. PZ-26-00136 Zoning Map Amendment Process

When a property owner seeks to develop property with a different land use or intensity than currently permitted under the applicable zoning district, the owner may apply for a zoning

map amendment. The City provides two pathways (10.20.50.C):

Direct-to-Ordinance Rezoning: The applicant submits a site plan and supporting documentation for site plan review and approval. This pathway enables the applicant to entitle the project and proceed directly to construction plan and building permit review, consolidating rezoning and site plan reviews.

Conceptual Rezoning: The applicant submits a concept zoning plan to pursue a rezoning, then proceeds at a subsequent date with site plan or subdivision review prior to construction permits.

Regardless of the pathway selected, the same procedures and levels of review apply. Staff is recommending removing the two separate pathways. The Zoning Map Amendment process will remain similar to the existing conceptual rezoning pathway, but flexibility is built in to administratively change application requirements as is deemed necessary to streamline the review process.

To provide greater flexibility in the rezoning process, the requirements to condition a rezoning on a conceptual site plan have been removed. Conditioning a zoning map amendment on a conceptual site plan binds approval to a specific design, thereby limiting flexibility for future modifications. If the approved concept plan is not developed, it nonetheless remains a condition of the rezoning. Any subsequent project must either develop the approved plan or seek a rezoning based on a new proposed site plan. The high degree of specificity required at this preliminary stage represents a significant impediment to the rezoning process as such staff is recommending removing these provisions.

The proposed amendment (Attachment 1) includes the following modifications:

- Amend **Chapter 10-20: Administration, Procedures, and Enforcement, Division 10-20.30: Common Procedures, Section 10-20.30.040: Pre-Application Review by Director** to remove the language that states pre-application review is optional.
- Amend **Chapter 10-20: Administration, Procedures, and Enforcement, Division 10-20.50: Amendments to the Zoning Code Text and the Zoning Map** to do the following:
 - Require a pre-application review for Zoning map Amendments.
 - Clarify what applications require a public meeting with the Heritage Preservation Commission.
 - Amend the application requirements to remove submittal requirements for different scale zoning map amendments, clarify remaining application requirements.
 - Delete Application Procedures – A Two Pronged Approach section that details two types of zoning map amendments including Director to Ordinance with a Site Plan and Authorization to Rezone with a Concept Zoning Plan.
 - Remove language for modifying a concept zoning plan.
 - Remove procedure figures.

- Amend **Section 10-20.30.060: Neighborhood Meeting** to remove the requirement for a change of use in the PF zone to hold a neighborhood meeting and to clarify the timing of an applicant's neighborhood meeting.

IV. Findings:

At the September 23, 2026, Planning and Zoning Commission public hearing, the Commission will be requested to make a recommendation to the City Council on the proposed amendments based on the required findings specified in the Zoning Code. For your reference and discussion purposes, the required findings are specified below.

1. The proposed amendment is consistent with and conforms to the objectives and policies of the General Plan and any applicable specific plan;
2. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and
3. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

V. Community Involvement:

In accordance with Arizona Revised Statutes and the Zoning Code, this work session was advertised in the Arizona Daily Sun on August 22, 2026 - 19 days prior to the scheduled meeting and a notice was sent to the Registry of Interested Parties on August 21, 2026 – 20 days prior to the scheduled meeting.

VI. Conclusion:

The purpose of the work session is for staff to present the proposed Zoning Code amendments and to allow interested individuals, residents, and business owners to provide comments. The work session also provides the Commission an opportunity to ask questions, seek clarification, discuss the amendments, and offer feedback. No formal action or recommendation to the City Council will occur at this meeting. Additional opportunities for discussion, public comment, and Commission action will occur at a future public hearing.

Attachments:

1. PZ-26-00136 Zoning Map Amendment Process