

Citizen Participation Final Report

**Project Name: Variance (Corrective Action
Plan)**

**Project Location: 4519 W. Myrtle Avenue
Glendale AZ 85301**

Zoning: R1-6

Case Number: SR19-0054 / VAR19-07

APPROVED

OCT 14 2019

**City of Glendale
Planning Department**

4519 W. Myrtle ave Glendale AZ 85301

- Citizen participation final report
- Checklist for citizen participation final report
 - Project narrative
 - Dates, notices, location, and individuals
 - Complaints
 - Resolve of complaints
 - Complaint statement
- Appendix for the citizen participation plan
 - Checklist for citizen participation plan
 - Notified individuals 300' list
 - Interested party list
 - Additional notification list
 - Approval notice
 - Notification letter
 - Site plan
 - Neighborhood notification area
 - Demolition measurements of parcel
 - Original floor plan of 1978
- Parcel notification 300' (2 pages different views)

Submit on.
Oct. 4, 2019



CITIZEN PARTICIPATION FINAL REPORT CHECKLIST

Revised 1/26/2018

COMPLETION OF THE FOLLOWING IS NECESSARY FOR FINAL REPORT APPROVAL

1. Attach a cover page titled "Citizen Participation Final Report," which lists information such as the project name, location, and case number(s), if assigned at this time.
2. Provide brief description of the proposed project.
3. Provide a brief overview of the elements of their Citizen Participation Plan.
4. List dates that notification letters and meeting notices were mailed, newsletters, and other publications were posted and/or advertised.
5. Attach an outlined map of the specific areas where residents and property owners who were notified are located.
6. List the names of homeowners associations and registered neighborhood groups, and their representatives, and individuals on the district's "Interested Parties" list who were notified, and individuals on the Additional Notification List who were notified.
7. If applicable, identify dates and locations of all meetings where citizens were invited to discuss the proposal.
8. Provide the total number of individuals noticed and the number of people that actually participated in the process.
9. List concerns, issues, and problems expressed by the participants.
10. State how each concern, issue, and problem has been addressed and how applicant intends to continue to address them.
11. State concerns, issues, and problems the applicant is unable/unwilling to address and why.
12. Specifically identify how the proposal has been revised to address public concerns.
13. Attach copies of letters, affidavits, meeting invitations, newsletters, publications, sign-in sheets, petitions received in support or against the proposed project, and any other materials pertaining to the notification process.
14. Attach a **complete** mailing list used which includes all individuals located in the notice area, homeowners associations, registered neighborhood groups/ associations, individuals on the district's "Interested Parties" list and individuals on the Additional Notification list. The report should specify that the mailing list is attached as an **appendix**.

The mailing list is needed to provide notification postcards for any public hearings. The City of Glendale Planning Division will create and distribute the postcards; however, the applicant will be responsible for notification costs. The City will invoice the applicant for these charges. Upon

receipt of the invoice, the applicant will be required to submit a check made payable to the City of Glendale. Failure to submit payment may result in postponement of the application.

Project Narrative

The project of an additional 8'1" encroachment in the 20' feet rear setback line for a rear patio. The rear patio is currently 14'1" by 41'6" after demolition the patio will be 8'1" by 41'6" and is 9' height to the south of the property. Also, the rear patio is about 4' feet off the rear property line. The new rear set back line will be 11'. 9" to the back-rear patio. This is a residential zoning (R1-6) and no reason to change the zoning. In 1978 a partial patio was built under permit measuring 18' by 10'. The lot size is 7,668 SQ FT livable space is 1,972 SQ FT the rear patio 598 SQ FT. All adjacent properties are residential homes and an apartment complex. The rear patio is a necessity for the family of two young kids, which love to be outside and playing in the pool. Located behind the house is a three-story apartment complex, so there is no privacy for this family when outside. The rear patio provides a safe environment for the children while outside. The rear patio also provides shelter from the sun and the view of the upstairs tenants at the apartment complex. There will be no future additions or changes to the property regarding the back patio. The back patio is not in any way of disturbing the surrounding residents. The sole purpose of this additional 8'1" encroachment in the 20' feet rear setback line, is to give privacy to the family.

Notification letter went out Tuesday Aug. 27,2019 by mail.
No meeting notices were mailed at the time nor on going.
No other notifications were sent out nor emailed or posted.
No dates or locations of meetings were done for this case.

62 individuals were notified

1 individual complaint On August 30,2019 at 3:53pm

1 return individual mail On September 2,2019

The complaint on august 30,2019

As stated by phone,

“removing weight bearing walls”

“selling cars without a permit”

We did a look through of the house and nothing was removed as walls with needing a permit. The property owner has done cosmetic work to the house.

When I asked the gentleman if he had a problem with the back patio, he didn't say anything just proceeded to complain about other stuff that had nothing to do with the back patio.

For that being said I told him if he has any other problems, he needs to contact the city of Glendale for that type of situation.

With these comments being made that doesn't change or conflict with the project.

On August 30,2019 at 3:53 pm

A concerned resident of Myrtle community called with a complaint about the 4519 W. Myrtle residence (by phone).

Since this complaint had nothing to do with the patio there is nothing more to follow up with on our end.

There were no other issues brought up by any other residents or brought to our attention.

There are no changes to the property variance.

10-03-2019

On August 30,2019 at 3:53pm

A concern resident of the myrtle community called with complaints about the 4519 W. Myrtle residence.

He stated that the property owner was constructing without a building permit, that the owner was removing weight bearing walls. When I asked if the complaint had proof of this like pictures or videos? He proceeded to tell me that he didn't and that I just had to believe him. This complainee expressed his angry to me about the city of Glendale for not approving his permit that he had been waiting for two years. This complainee was very rude over the phone he would not leave any information about himself nor an address, telephone number. He just told me that I would be hearing from his lawyer. Still to this day; 10-03-2019 I have not received no emails, calls, or letters by this person or a representative.

He had no complaints about the actual back patio.

If you would like more information on this you can always call me or email

602-394-8356 cell

602-354-5306 office

Leeannchavez12@gmail.com

Kendra Chavez

A handwritten signature in cursive script that reads "Kendra Chavez". The signature is written in black ink and is positioned below the printed name.

Appendix for the citizen participation plan

On May 29,2019 the citizen participation plan was submitted.

On July 19,2019 the notification letter was approved by Thomas Ritz.

On August 27,2019 notification letters were sent out.

On August 30,2019 received one complaint by a resident.

On September 2,2019 received one return to sender letter.



Submitted on
May. 29, 2019

CITIZEN PARTICIPATION PLAN CHECKLIST

Revised 02/28/2014

COMPLETION OF THE FOLLOWING IS NECESSARY FOR APPROVAL OF YOUR PLAN

1. Attach a cover page titled "Citizen Participation Plan," which lists information such as the project name, location, and case number(s), if assigned at this time.
2. Provide a brief description of the proposed project.
3. State which public notification technique will be used for this project. Include a copy of your approved notification letter in the Plan.
4. Notification:
 - a. Include the notification area map that was provided to you by Planning. List the property owners within the notification area who will be notified.
 - b. List any Homeowners Associations and Registered Neighborhoods, and their representatives, who will be included in the Plan.
 - c. List individuals on the "Interested Parties" list currently maintained and provided by Planning.
 - d. List the names and addresses of individuals/companies on the Additional Notification list. This information was provided to you by Planning.
5. Identify to the best of your ability who will be directly and indirectly affected by your proposal. Also identify any individuals who expressed interest in your project because they believe they will be affected.
6. State whether or not you have thought about the project from the perspective of individuals affected or otherwise interested and some of the concerns or issues these individuals may have.
7. State how those individuals affected or otherwise interested will be provided an opportunity to discuss the proposal with the applicant if issues or questions should continue, or suddenly arise after distribution of the applicant's notification letter (e.g., another neighborhood meeting, personal visits, etc.).
8. State how individuals will be informed of any changes or amendments to the proposed development after applicant's initial contact (notification has been mailed).
9. State how you plan to inform Planning on the status of their Citizen Participation efforts (e.g., letters, phone calls, etc.).
10. Prepare a schedule with dates for completion of their Citizen Participation Plan. This should include:
 - a. The date the Citizen Participation Plan will be submitted to the project planner,
 - b. The estimated plan implementation date,
 - c. The amount of time allowed for citizen input after implementation, and
 - d. A submittal date for the Citizen Participation Final Report.

Upon approval of your Plan, please see the Citizen Participation Final Report Checklist.



Kendra Chavez <leeannchavez12@gmail.com>

Notification letter for VAR19-08 Cancio Residence

2 messages

Ritz, Thomas <TRitz@glendaleaz.com>
To: Kendra Chavez <leeannchavez12@gmail.com>

Fri, Jul 19, 2019 at 8:13 AM

Good Morning Kendra:

I have reviewed the revised neighborhood notification letter, the one dated May 21, 2019. It is ready to be sent out, with the following changes:

Put the date you send the letter out on the letter, instead of May 21, 2019. Remove the (R-4) and insert (R1-6). Sheet SP is the only attachment you need to mail out.

The letters go to the surrounding property owners, the interested parties, and the additional notification list.

If you have questions or need additional information, please let me know.

Thomas Ritz, AICP

Senior Planner

City of Glendale

623-930-2588

tritz@glendaleaz.com

Kendra Chavez <leeannchavez12@gmail.com>
To: "Ritz, Thomas" <TRitz@glendaleaz.com>

Fri, Jul 19, 2019 at 8:36 AM

Thank you!

Kendra Chavez



2720 E. Thomas Rd Phoenix, AZ 85016
Suite #C 250 F

602-281-5589 Cell 602-354-5306 Office

David & Kendra Chavez

David@neahd.com or Kendra@neahd.com

May 21, 2019

The Cancio Family
4519 W. Myrtle Ave
Glendale, AZ 85301

Subject: Variance

Dear Neighbor:

This letter is to inform you that I am applying for a variance (corrective action plan) application with the City of Glendale. The property is located at 4519 W. Myrtle Ave in the Cactus District.

The project of an additional 8'1" encroachment in the 20' feet rear setback line for a rear patio. The rear patio is currently 14'1" by 41'6" after demolition the patio will be 8'1" by 41'6" and is 9' height to the south of the property. Also the rear patio is about 4' feet off the rear property line. The new rear set back line will be 11'9" to the back rear patio. This is a residential zoning (R-4) and no reason to change the zoning. In 1978 a partial patio was built under permit measuring 18' by 10'. The lot size is 7,668 SQ FT livable space is 1,972 SQ FT the rear patio 598 SQ FT. All adjacent properties are residential homes and an apartment complex. The rear patio is a necessity for the family of two young kids, which love to be outside and playing in the pool. Located behind the house is a three story apartment complex, so there is no privacy for this family when outside. The rear patio provides a safe environment for the children while outside. The rear patio also provides shelter from the sun and the view of the upstairs tenants at the apartment complex. There will be no future additions or changes to the property regarding the back patio. The back patio is not in any way of disturbing the surrounding residents. The sole purpose of this additional 8'1" encroachment in the 20' feet rear setback line is to give privacy to the family.

Comments and questions will be accepted at this time. Please write, email, or call me at the contact information above. You may also contact Thomas Ritz with the City of Glendale at (623) 930-2588 or TRiz@GLENDALE.COM I have included a site plan with this letter for your review.

Sincerely,

A handwritten signature in black ink that reads "Kendra Chavez". The signature is fluid and cursive, with a large, stylized initial 'K'.

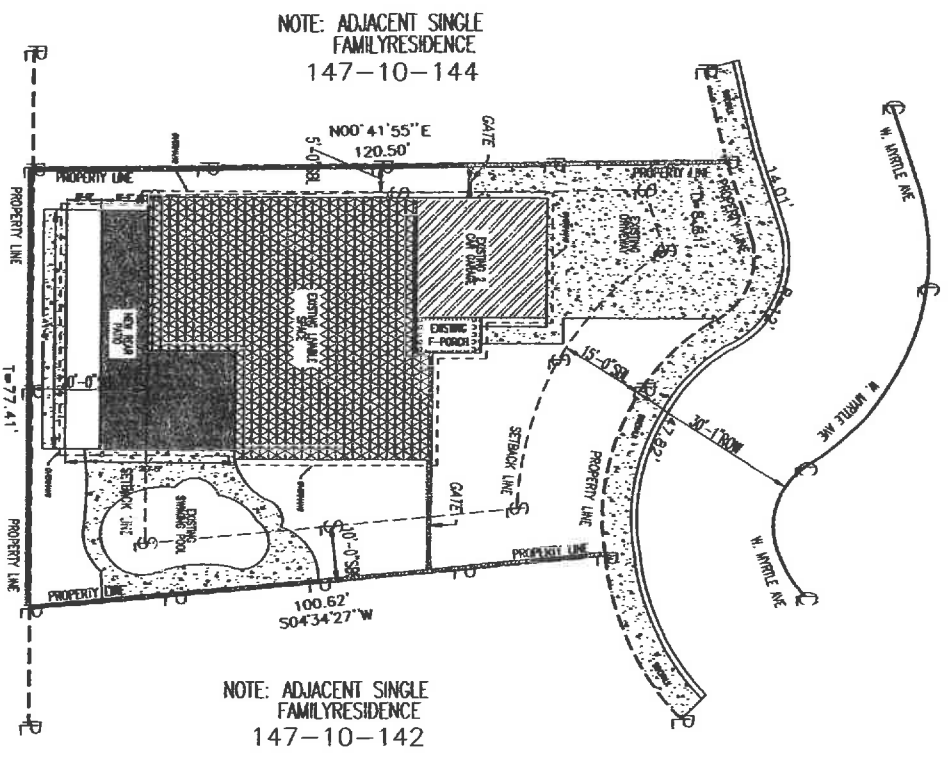
Kendra Chavez

Attachments:

-Site Plan

CANCIO RESIDENCE

4519 W MYRTLE AVE GLENDALE AZ 85301



NOTE: ADJACENT SINGLE FAMILY RESIDENCE
147-10-144

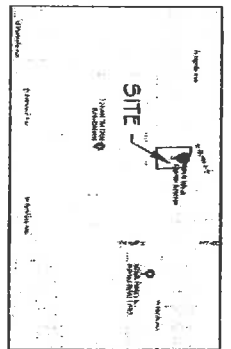
NOTE: ADJACENT SINGLE FAMILY RESIDENCE
147-10-142

LEGEND:

- P- PROPERTY LINE
- S- SET BACK LINE
- C- CENTRAL LINE
- PUE PUBLIC UTILITY EASEMENT

- [Pattern] EXISTING LIVABLE
- [Pattern] EXISTING GARAGE
- [Pattern] EXISTING FRONT PORCH
- [Pattern] NEW REAR PATIO
- [Pattern] EXISTING CHU WALL

VICINITY MAP:



OWNER:

CANCIO BENITO MANUEL/ANIBAL/GENIA

PROJECT INFORMATION:

PROJECT ADDRESS: 4519 W MYRTLE AVE
GLENDALE AZ 85301

ZONING: R-4
APN: 147-0048
SECTION T.M.: 4 EN SE
LOT: 73
CONNECTION: GLENDALE AZ

EXISTING AREAS: BY MARICOPA ASSESSOR

LIVABLE 1977 SQ.FT.
E CAR GARAGE 450 SQ.FT.
FRONT PORCH 73 SQ.FT.

PROJECT AREAS:

ADDING A NEW REAR PATIO 698 SQ.FT.

TOTAL AREAS:

1977 SQ.FT.
TOTAL LIVABLE SQ.FT. 1091 SQ.FT.
TOTAL SQ.FT. 8093 SQ.FT.
UNDER ROOF W OVERHANG 5274 SQ.FT.
LOT AREA 7688 SQ.FT.
MAX LOT COVERAGE 48%

CITY OF GLEN BUILDING CODES:

- 2012 INTERNATIONAL BUILDING CODES (IBC)
- 2012 INTERNATIONAL RESIDENTIAL CODE (IRC)
- 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC)
- 2012 INTERNATIONAL PLUMBING CODE (IPC)
- 2011 NATIONAL ELECTRICAL CODE (NFPA-70)
- CITY OF GLENDALE CODES AND AMENDMENTS

SITE PLAN



CONSTRUCTION DOCUMENTS FOR: CANCIO RESIDENCE 4519 W. MYRTLE AVE. GLENDALE AZ 85301	CITY STAMP	<table border="1"> <thead> <tr> <th>No.</th> <th>Revisions</th> <th>Date</th> <th>By</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Revisions	Date	By																	
			No.	Revisions	Date	By																	
CONTRACT # DRAWN BY: DATE: SCALE:	PROJECT # DATE: May/09/18 SCALE:																						

NEIGHBORHOOD NOTIFICATION AREA

NAME OF REQUEST:

4519 WEST MYRTLE AVENUE VARIANCE

LOCATION:

4519 West Myrtle Avenue

REQUEST:

The applicant is requesting review by the Board of Adjustment to approve a Variance to reduce the required rear yard setback to 4 feet where 15 feet is required in the R1-6 zoning district to keep an addition to an existing home which was built without permits.

ZONING DISTRICT: R1-6

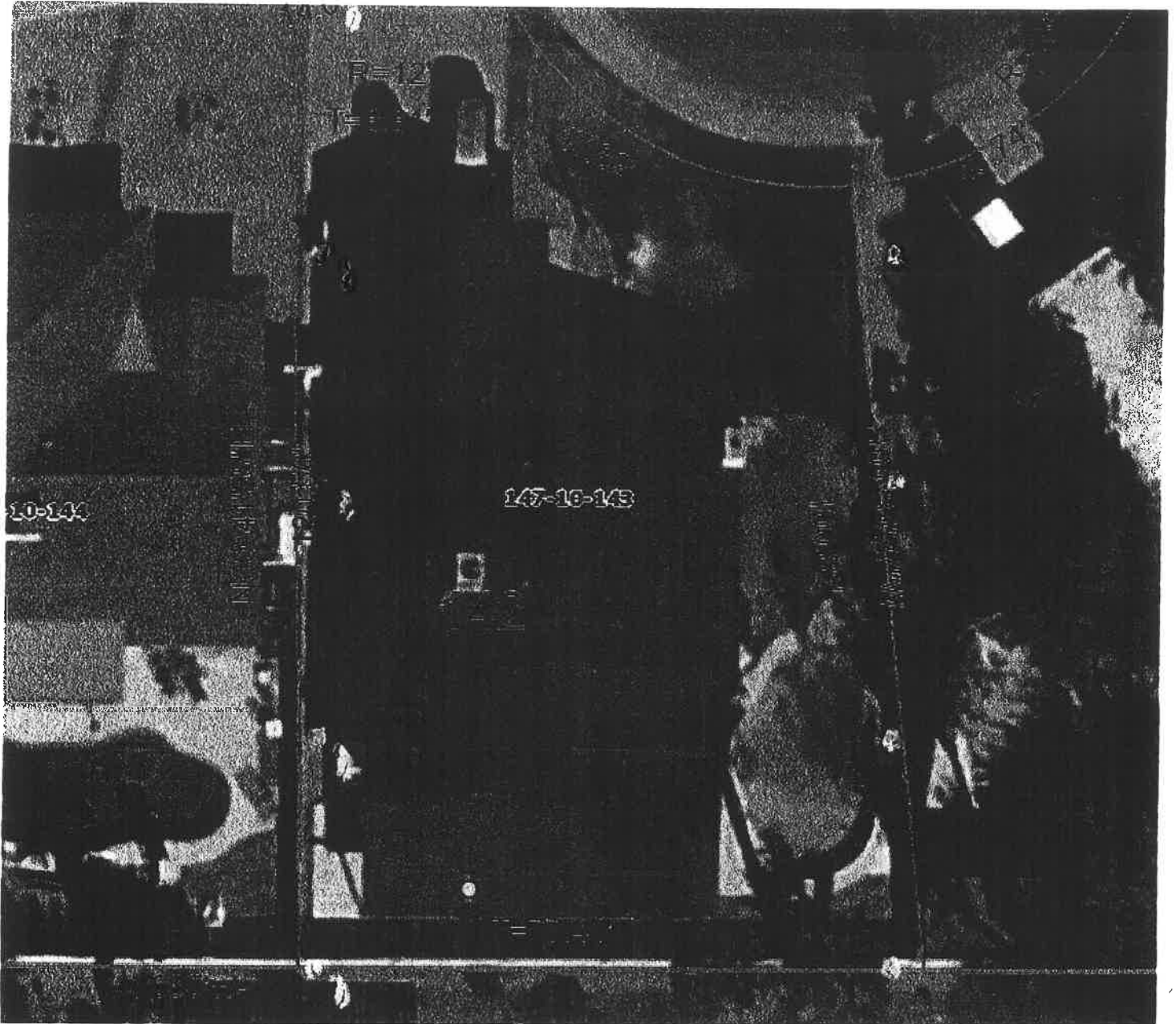
COUNCIL DISTRICT: Cactus

FORMAL APPLICATION SUBMITTED: N



LOCATION OF SITE

NOTIFICATION AREA



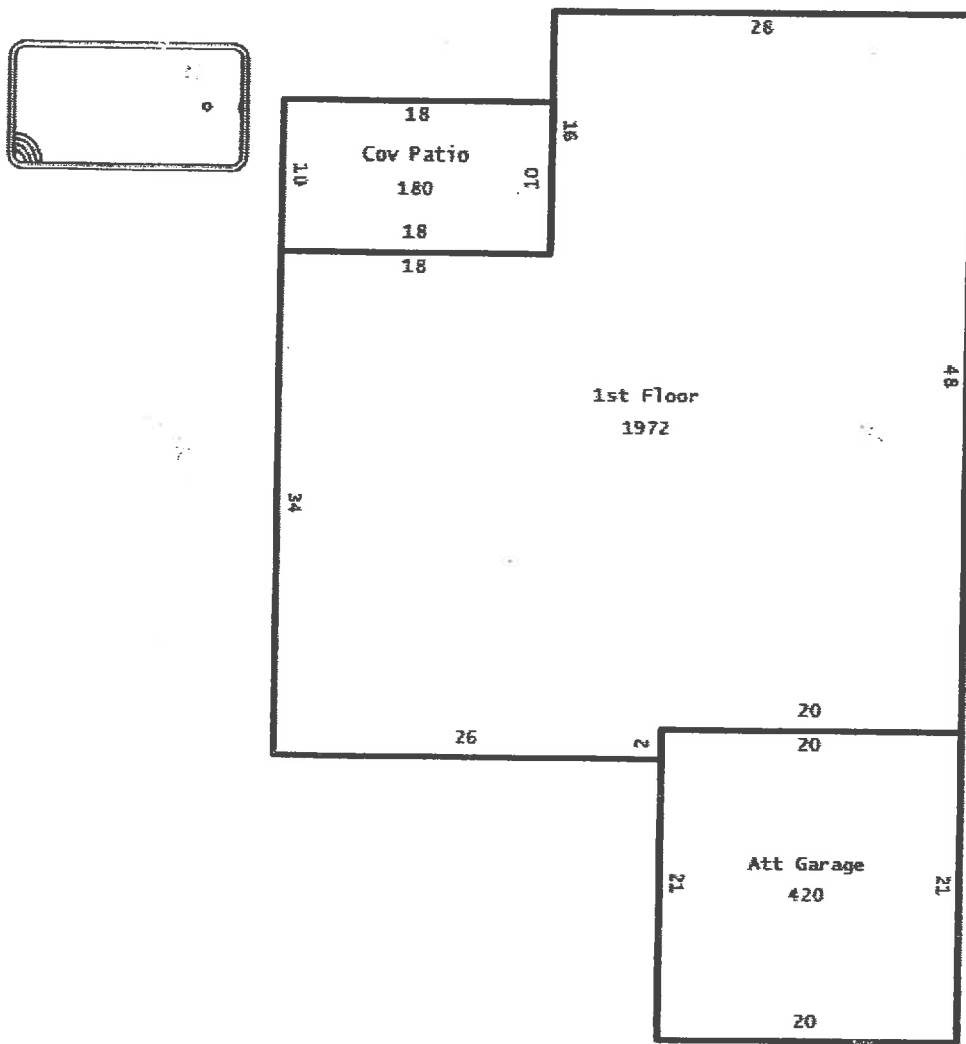
10-144

147-16-143

**RED LINE MEASUREMENTS ARE PREVIOUS PATIO
FROM 1978. 18' BY 10"**

**PURPLE LINES ARE EXSITING AFTER DEMOLITION
8'.1" BY 41'.6"**

ORANGE LINE 6'-0" IS THE DEMOLITION





Assessor Paul D. Petersen Maricopa County Assessor's Office



4519 W MYRTLE AVE

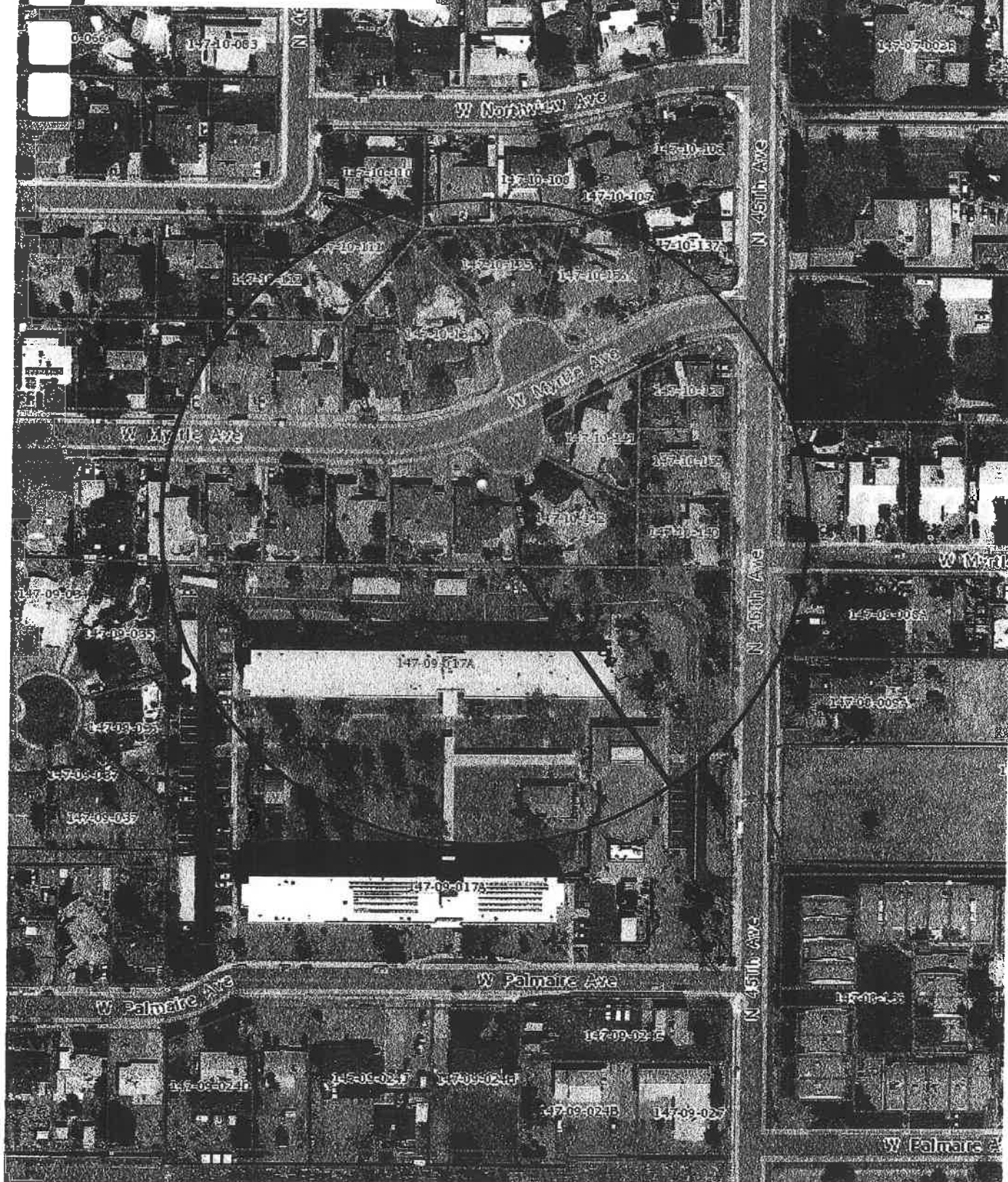


Help

Version

3.4

Show search results for 4519 W MYRT...



200ft

-112.156772 33.542532 Degrees



Map

