

10450 N. 74<sup>th</sup> Street, Suite 200  
Scottsdale, Arizona 85258  
T 480 991 3985  
F 480 991 3986

# **CITIZEN PARTICIPATION REPORT**

**FOR**

## **CROW AZ 303**

### **SEC Glendale & Alsup Avenues Glendale, Arizona**

**PREPARED BY:**

HUNTER ENGINEERING, INC.  
10450 N. 74<sup>th</sup> STREET, SUITE 200  
SCOTTSDALE, AZ 85258  
(480) 991-3985

Prepared: October 18th, 2021  
Submitted: November 2<sup>nd</sup>, 2021

H.E. PROJECT NO. CROW001  
SR 21-0079  
ZON21-26  
AN-234

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## **Citizen Participation Report – CROW AZ 303**

### **Brief Description of the Proposed Project**

The purpose of this Citizen Participation Report is to summarize how the citizens, property owners, neighborhood associations, agencies, schools, and businesses in the vicinity of the site of a Planned Area Development (PAD) application have had opportunities to comment and participate in the planning process. The site is located at the SEC of Glendale and Alsup Avenues; and is under application for approximately 146-acres of county land that is seeking annexation and an Industrial PAD in Glendale with specific deviations from several City development standards. The project is seeking a PAD to modify development standards such as building heights, floor to area ratios, parking minimums and signage. The project is planned in several phases, with the initial phase to include several large to mid-sized warehouse buildings. The second phase would include full build out of the site with a total of seven warehouse buildings within 1-mile of the Loop 303 freeway corridor.

### **Notification Technique for this project**

The notification technique that was recommended by the City of Glendale was used for this project, which was an online neighborhood meeting. City staff reviewed and approved the notification letter before it was mailed to recipients. A copy of this notification letter has been included at the end of this report.

### **Notification Process**

The notification process was defined by guidelines provided by the City of Glendale and includes all individuals within a 300' buffer of the project property line. A notification map has been included with this report to show graphically where the 300' buffer occurs, and the properties associated with that notification boundary.

This report also included homeowner associations, registered neighborhoods, and their representatives, within the notification limits required by the City. Their names have been included in a list of those who were notified about the project. Individuals on the "Interested Parties" list currently maintained by the City of Glendale were also included in the notification for this project.

### **Affected or Potentially Affected Parties**

The proposed project site is adjacent to Luke Air Force Base to the east and surrounded by farmland to the south and east. Directly across the street is currently farmland that is being developed into warehouse. There are 10 residential properties adjacent to the middle of the project. These residential properties are not within a municipal boundary and is considered unincorporated Maricopa County. There are no other potentially affected or potentially affected individuals.

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### **Perspective of Potentially Affected Parties**

Consideration was given to the potential for issues such as blocked views, the appearance of structures, vehicle circulation, proper screening, appropriate landscape buffers, the safety of the surrounding resident and improvements in surrounding roadways. The result for this project will include more jobs for the area and improvements to the roadway system, including freshly paved roadways with curb, gutter, sidewalks, and lighting. This will make the neighborhood safer than it is today. This report has considered the perspective of the ten potentially affected neighbors and the project design has included standard mitigations as a part of this project.

### **Opportunities and Methods to Discuss the Proposal**

To encourage effective citizen participation in conjunction with the application, several opportunities were provided to understand and address the real or perceived impacts the request could pose to members of the surrounding community. These opportunities are described below.

**Notification Letter:** All persons listed on the contact list were sent a letter, by first class mail, that provided notice of the neighborhood meeting, described the project, and included a concept plan diagram for the proposed PAD Area.

**Contact List:** A contact was developed for citizens in the area by the City, that lists all property owners within 300 feet of the project boundaries. There are no Homeowner Associations or Registered Neighborhood Groups in the notification area. Those individuals on the "Interested Parties" list maintained by the Planning Division were also included in the contact list. The notification letter was submitted to the project planner for review before distribution as per the schedule below.

**Neighborhood Meeting:** A traditional neighborhood meeting was replaced with an online meeting. City staff determined that an online meeting provided an opportunity for the public to discuss this proposal as an acceptable method. Based upon this recommendation, a virtual neighborhood meeting, utilizing video conferencing, was held.

The notification letter, mentioned above, included the date and time of the neighborhood meeting. The online meeting process meets the requirements of the City of Glendale Zoning Ordinance Sec. 3.304 for Citizen Participation Report "neighborhood meetings". Instructions for joining the meeting were included in the attached sample notification letter.

**Public Hearing Notification Postcard:** All persons listed on the contact list received a note card, by first class mail, that provided notice of the two scheduled public hearings and briefly described the project.

**Publication:** A notice was published on October 18<sup>th</sup>, 2021, in the Glendale Star (a local newspaper of general circulation) to inform the residents living within the City and those within the circulation of the publication.

**Physical Posting:** Physical Posting of the property will occur on November 15<sup>th</sup>, 2021, a minimum of 15 days before the scheduled hearing date for the Planning Commission on December 2<sup>nd</sup>, 2021 and the City Council meeting date on December 14<sup>th</sup>, 2021. Affidavits of posting along with photos will be provided as evidence of compliance with City requirements. All signs will be removed on December 24<sup>th</sup>, 2021, 14 days after the City Council public hearing and vote.

**Note:** There have been no comments, questions and concerns received as of the date of this participation report. Any comments will be copied to the project planner with the City of Glendale and have been included in this final participation report.

### **Changes and Amendments to the Proposed Development**

If a major change or amendment occurs to the proposed development after the initial mailing, another notification letter will be mailed, as soon as possible, before the hearing date. There have been no changes to the proposed develop as of the date of this CPR.

### **Status Updates to City Planning Staff**

City of Glendale planning staff has been involved in developing the notification list and has approved the notification letter. This CPR will be submitted to the planning staff before the public hearings. Planning staff was invited to the online public meeting and will receive any communications with citizens or other interested parties. The final Citizens participation Report, this document has been created summarizing the results of the efforts outline within this Citizen Participation Report.

### **Results of the Neighborhood Meeting**

The neighborhood meeting on Wednesday, October 6<sup>th</sup>, 2021, from 6p-7p. Cody and the client were the only two that joined the meeting, it was online as per direction from planning staff. The presentation was made and held the meeting was held open until Cody told us we had satisfied the requirements for the neighborhood meeting.

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### **Schedule**

- Citizens Participation Report Submitted to City – July 21<sup>st</sup>, 2021
- Plan Implementation Date – August 15<sup>th</sup>, 2021
- Neighborhood Meeting Letter sent to Planner – July 21<sup>st</sup>, 2021
- Revised Neighborhood Meeting approved by Planner – Sept. 22<sup>nd</sup>, 2021
- Neighborhood Meeting Mailing – Sept. 22<sup>nd</sup>, 2021
- On-line Neighborhood Meeting – October 6<sup>th</sup>, 2021
- Hearing Notification Post card sent out – October 9<sup>th</sup>, 2021
- Final Participation Report – November 2<sup>nd</sup>, 2021
- Site to Posted for Rezoning (PAD) & Annexation – November 15<sup>th</sup>, 2021
- Notice Appears in Newspaper – October 18<sup>th</sup>, 2021
- City Council Workshop for Annexation – October 26<sup>th</sup>, 2021
- Planning Commission Public Hearing PAD – December 2<sup>nd</sup>, 2021
- City Council Hearing for Rezone & Annexation – December 14<sup>th</sup>, 2021
- Remove Site Posting Sign Removal – December 24<sup>th</sup>, 2021

### **Contact**

Michael Buschbacher II, AICP - Principal Planner  
Hunter Engineering Inc.  
10450 N 74<sup>th</sup> Street Suite 200  
Scottsdale, AZ 85258  
[mbuschbacher@hunterengineeringpc.com](mailto:mbuschbacher@hunterengineeringpc.com)  
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**September 22<sup>nd</sup>, 2021**

Re: CROW AZ 303 PAD – ZON21-26 and AN-234

Dear Neighbor,

We are applying for an annexation and rezone to modify RU-43 to PAD for approximately 146-acres located at the SEC of Glendale and Alsup Avenues in Glendale, Arizona. This request is for development of a light industrial site with multiple warehouse buildings and ancillary commercial. The assessor parcel numbers for the project properties are as follows, 501-60-008, 501-60-010E, 501-60-006B, 501-60-006C & 501-60-006D. The request is to modify City of Glendale development standards to accommodate new warehouse technology and attract jobs to the area. This letter is being sent to all property owners within 300-feet of the property at the request of the City of Glendale as a part of the planning process. A copy of the proposed site is enclosed for your review.

A virtual neighborhood meeting has been planned in place of an in-person public gathering. The required neighborhood meeting information is located below. You can either download the GoToMeeting Application or use the website version. Please enter the link below into your internet browser.

**Meeting Information:**

**CROW AZ 303 - Virtual Neighborhood Meeting  
(October 6<sup>th</sup>, 2021) 6:00 PM (ARIZONA TIME)**

**Please join my meeting from your computer, tablet or smartphone.**

<https://bit.ly/3IP0jxx>

**You can also dial in using your phone.**

**United States: 1-929-376-1703**

**Access Code: 638 018 804#**

You are invited to attend and provide any input you may have regarding this proposal. Our requests are subject to hearing review by the Glendale Planning Commission and Glendale City Council. This meeting is being held to take comments and provide answers in advance of those hearings. You will be notified of the hearings once they are scheduled with a follow up mailing.

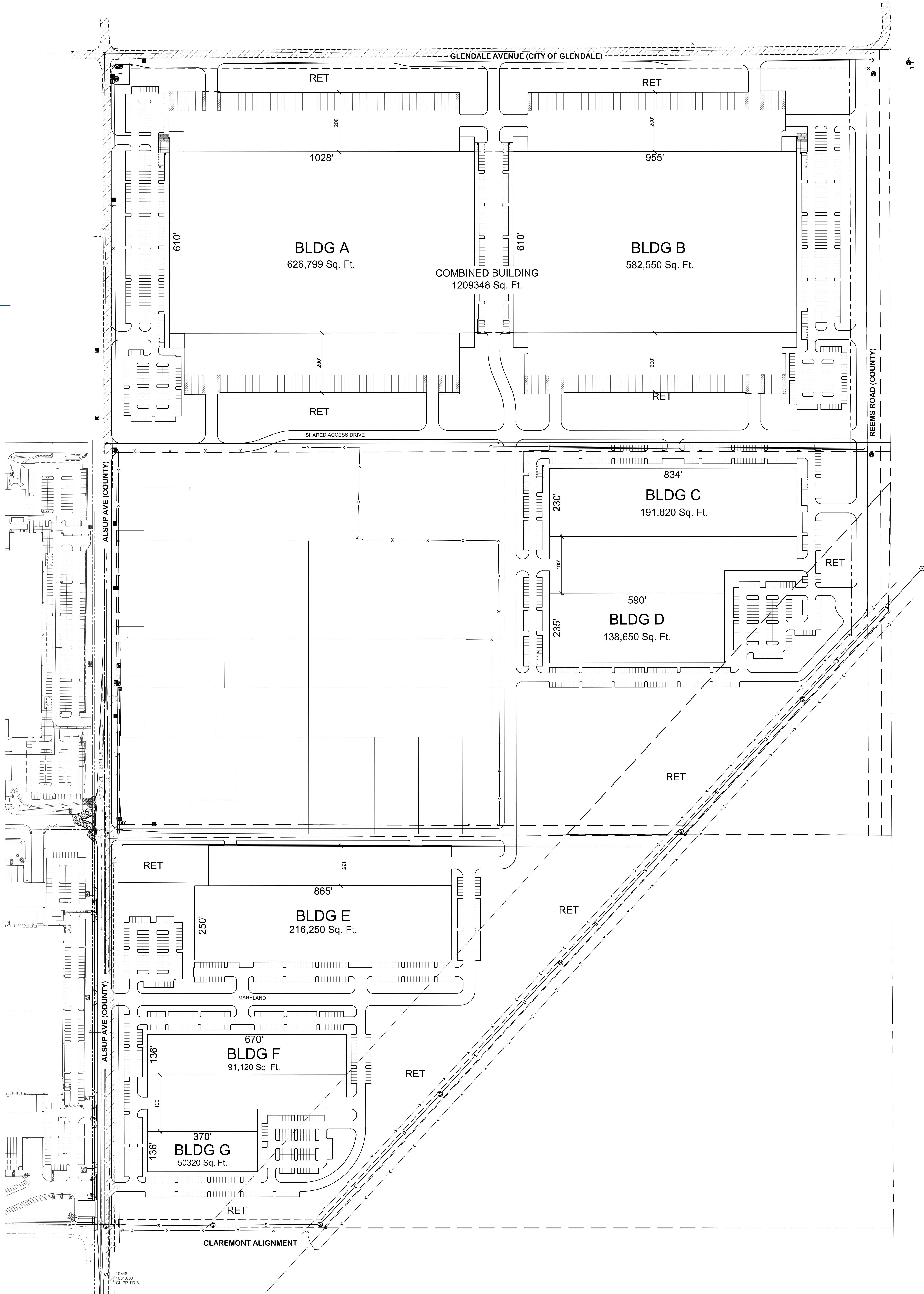
Please email me at [mbuschbacher@hunterengineeringpc.com](mailto:mbuschbacher@hunterengineeringpc.com) or call 480-991-3985 with any questions. Cody White, a planner with the City can be reached at 623-930-2805 should you have any questions regarding the Citizen Participation process. If you have sold this property in the interim, please forward this correspondence to the new owner.

Sincerely,



**Michael S Buschbacher II, AICP**

Principal Planner - Hunter Engineering





# Planning

## NEIGHBORHOOD NOTIFICATION LETTER

### AFFIDAVIT OF MAILING

Case No. (if available) ZONZ1 - 26

Project Name: CROW AZ 303 PAD

I, MICHAEL S. BILSCHBACHER II certify that I am the authorized applicant / representative to the City of Glendale for the above application, and do hereby affirm that notice as required for the case noted above has been completed in accordance with the Citizen Participation Process in the City of Glendale's Zoning Ordinance, and a copy of the letter and mailing labels has also been submitted.

Applicant/Representative Signature:

STATE OF ARIZONA

SS.

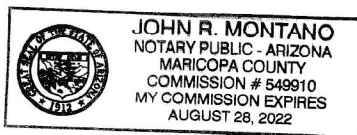
COUNTY OF MARICOPA

The foregoing instrument was acknowledged before me this 29<sup>th</sup> day of SEPTEMBER, 2021.

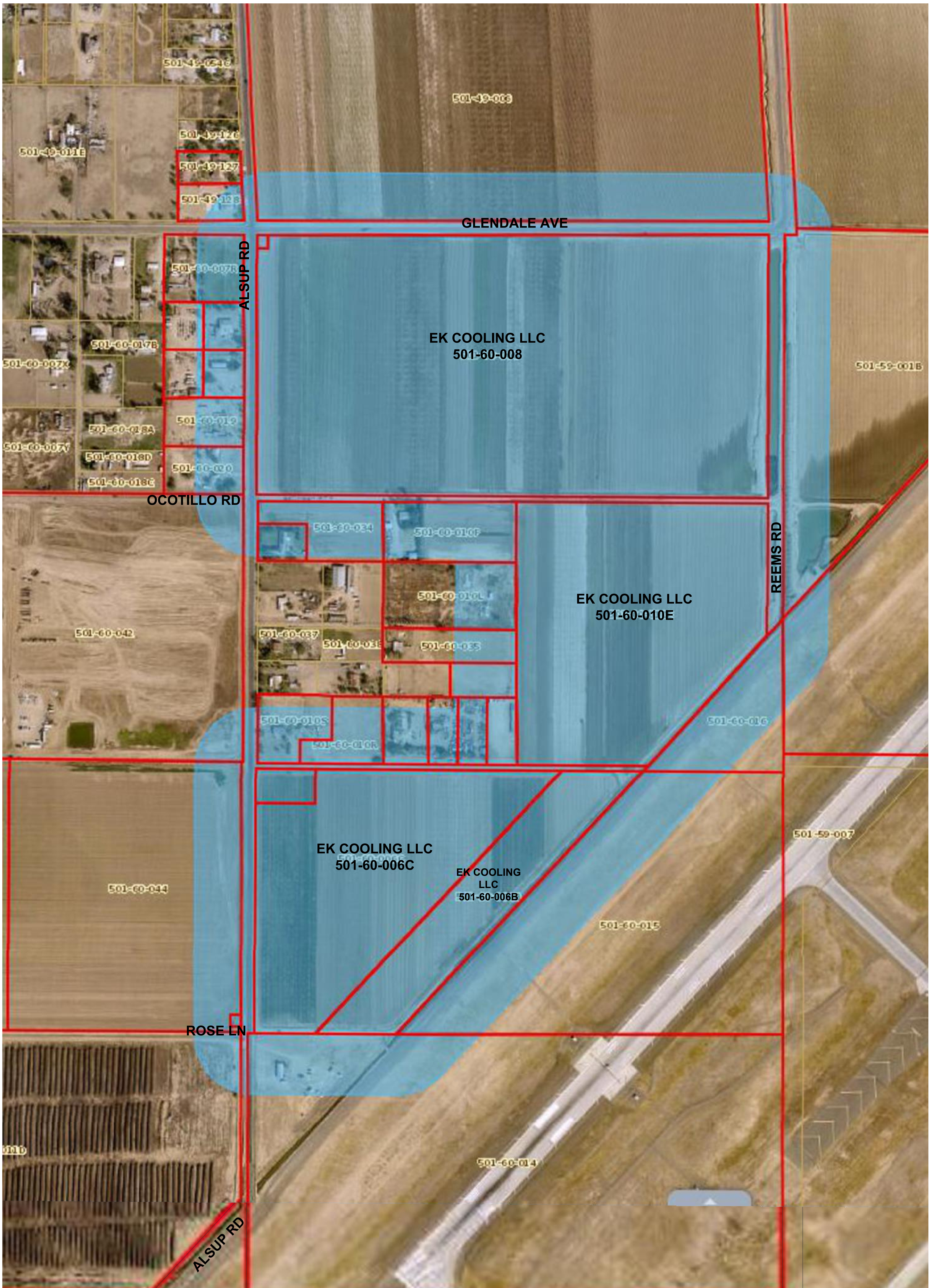
  
Notary Public

My Commission Expires:

August 28, 2022



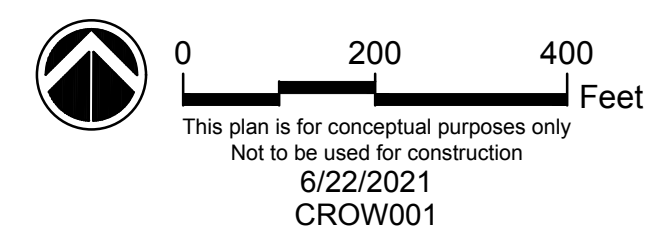
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**CROW AZ 303 PAD**  
**EXHIBIT 1 - AERIAL AND VICINITY MAP**

SR21-0079





# CITIZEN PARTICIPATION PLAN

<b>DEVELOPMENT PROPOSAL</b>	CROW AZ 303
<b>HEARING REQUEST</b>	Rezone (PAD) & Annexation
<b>ADDRESS</b>	SEC Glendale & Alsup Avenues Glendale, Arizona
<b>SR#</b>	SR 21-0079
<b>DATE</b>	September 30 <sup>th</sup> , 2021
<b>APPLICANT</b>	Michael S. Buschbacher II, AICP Hunter Engineering, Inc.

## BRIEF DESCRIPTION OF PROPOSED PROJECT

The site is located at the SEC of Glendale and Alsup Avenues; and is under application for approximately 146-acres of county land that is seeking annexation and an Industrial PAD in Glendale with specific deviations from several City development standards. The project is seeking a PAD to modify development standards such as building heights, floor to area ratios, parking minimums and signage. The project is planned in several phases, with the initial phase to include several large to mid-sized warehouse buildings. The second phase would include full build out of the site with a total of seven warehouse buildings within 1-mile of the Loop 303 freeway corridor.

## DESCRIBE PUBLIC NOTICES, MEETINGS, RELATED OTHER PUBLICITY

**Notification Letter:** All persons listed on the contact list will be sent a letter, by first class mail, that provides notice of the neighborhood meeting, describes the project, and includes a concept plan diagram for the proposed PAD Area.

**Contact List:** A contact was developed for citizens in the area by the City, that lists all property owners within 300 feet of the project boundaries. There are no Homeowner Associations or Registered Neighborhood Groups in the notification area. Those individuals on the “Interested Parties” list maintained by the Planning

Division have also been included in the contact list. The notification letter was submitted to the project planner and approved for distribution by the date listed in the schedule below.

**Neighborhood Meeting:** A traditional neighborhood meeting will be replaced with an online meeting. City staff determined that an online meeting would provide an opportunity for the public to discuss this proposal as an acceptable alternative to a traditional “Public Gathering”. Based upon this recommendation, a virtual neighborhood meeting, utilizing video conferencing, will be held.

**IDENTIFY WHO MAY WILL BE DIRECTLY AND INDIRECTLY AFFECTED BY YOUR PROPOSAL AND ANYONE WHO EXPRESSED INTEREST OR BELIEVE THEY WILL BE AFFECTED.**

The proposal is across the street from approximately 10, large lot residential properties on the east side of Alsup Ave. These properties are not in a municipal boundary and are a part of the unincorporated Maricopa County. These properties are surrounded by the project and would potentially be affected by the project. These properties seem to most support the surround farmland, but some appear to be primarily residential. Access to these properties will remain along Alsup, Maryland and Ocotillo, all which are planned to remain within the County.

**IDENTIFY ANY CONCERNS THE ABOVE INDIVIDUALS MAY HAVE**

Consideration was given to the potential for issues such as blocked views, the appearance of structures, vehicle circulation, proper screening, appropriate landscape buffers, the safety of the surrounding residents and improvements in surrounding roadways.

**HOW WILL THEY BE PROVIDED AN OPPORTUNITY TO DISCUSS THE PROPOSAL WITH THE APPLICANT IF ISSUES OR QUESTIONS CONTINUE OR SUDENLY ARISE AFTER DISTRIBUTION OF THE NOTIFICATION LETTER.**

If a major change or amendment occurs to the proposed development after the initial mailing, another notification letter will be mailed, as soon as possible, before the hearing date. There have been no changes to the proposed develop as of the date of this CPP.

**HOW WILL THESE INDIVIDUALS BE INFORMED OF ANY CHANGES AFTER THE INITIAL CONTACT?**

Another notification letter will be mailed, as soon as possible, before the hearing date.

**HOW WILL YOU KEEP GLENDALE PLANNING STAFF UPDATED ON THE STATUS OF YOUR CITIZEN PARTICIPATION EFFORTS?**

City of Glendale planning staff has been involved in developing the notification list and has approved the notification letter. This CPP will be submitted to the planning staff before the public hearings. Planning staff will be invited to the online public meeting and will receive any communications with citizens or other interested parties. A final Citizens participation Report will be created summarizing the results of the efforts outline within this Citizen Participation Plan.

**IMPLEMENTATION SCHEDULE / DATES OF COMPLETION**

Date CPP submitted to Planner	July 21 <sup>st</sup> , 2021
Neighborhood Meeting date (if any)	October 6 <sup>th</sup> , 2021
Distribution date of initial notices	September 22 <sup>nd</sup> , 2021
Number of weeks allowed for responses	Two Weeks
Cut-off date for responses	October 16 <sup>th</sup> , 2021
Planned Submittal date of CPP Final Report	October 18 <sup>th</sup> , 2021