



# CITIZEN PARTICIPATION FINAL REPORT

COMPLETION OF THE FOLLOWING IS NECESSARY FOR FINAL REPORT APPROVAL.

SUMMARY / FINAL REPORT			
Total individuals notified:	41	Total Participants:	
CONCERNS, ISSUES, PROBLEMS EXPRESSED			
None			
HOW CONCERNS WILL BE ADDRESSED?			
N/A			
CONCERNS APPLICANT IS UNWILLING TO ADDRESS			
N/A			
HOW THE PROPOSAL HAS BEEN REVISED TO ADDRESS CONCERNS			
N/A			
APPLICANT SIGNATURE AND DATE			
Cristina S. Legada		07/06/2022	

Glendale, Az  
June 20 2022

PROCESSING MULTISERVICES LLC  
5100 N 99TH AVE  
GLENDALE, AZ. 85305  
602-460-4295  
[cristinalozada@live.com](mailto:cristinalozada@live.com)

Subject:

Dear Neighbor:

This letter is to inform you that I am applying for a VARIANCE (VAR20-03 PML Custom Home) application with the City of Glendale. The property is located at 5014 W CAVALIER DR, GLENDALE, AZ. 85301 in the GENEVIEVE PLACE SUBDIVISION.

This Project is to build a FAMILY RESIDENCE which has a size of 1949.5 SF, with 1 car carport, and this lot is R-3 zone, for residential use. The petition of the variance is to reduce the north setback to 20'0", south setback to 15'0", west setback 5'0", east setback 10'0", where R-3 requires a 20'0" minimum perimeter setback.

I have included a site plan and site Photograph with this letter for your review. Please provide any comments to me, by two weeks from the date of this letter. Comments and questions will be accepted. If you cannot attend, write, send and email or call me at the contact information above. You can also contact Christina Lavelle, 623-930-2553 or email [clavelle@glendaleaz.com](mailto:clavelle@glendaleaz.com) project planner.

Sincerely,

Processing Multiservices LLC

Encl: Site Plan  
Floor Plan  
Exhibit (Photograph)



# CITIZEN PARTICIPATION PLAN

COMPLETION OF THE FOLLOWING IS NECESSARY FOR APPROVAL OF YOUR PLAN

<b>DEVELOPMENT PROPOSAL</b>	VAR22-07, PML Custom Home Residential Variance
<b>HEARING REQUEST</b>	Variance to reduce the required 20 foot perimeter setback in the R-3 zoning district to 20 feet on the north, 15 feet on the south, 10 feet on the east and 5 feet on the west.
<b>ADDRESS</b>	5014 W. Cavalier Drive
<b>SR#</b>	
<b>DATE</b>	July 6, 2022
<b>APPLICANT</b>	Santos Ugalde / Cristina Lozada

**BRIEF DESCRIPTION OF PROPOSED PROJECT**

Family residence which has a size of 1,949.5 SF with 1 carport, this lot is for residential use (R-3 zone) The petition of the variance is to reduce the North setback to 20'00", south setback to 15'00", west setback to 5'00"; east setback to 10'00". Where R-3 requires a 20'00" minimum perimeter setback.

**DESCRIBE PUBLIC NOTICES, MEETINGS, RELATED OTHER PUBLICITY**

We have sent notification letters to all the interested parties from citywide.

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

Per the responses we received, we did not come across any possible complaint or concern.

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

None

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

All the letters have the company contact information and any question or concern, they can contact us via cellphone, email, or we can schedule an appointment

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

We will send notification letters before we make any change to the property

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

Sending evidence via email when we send all the letters to the interested parties.

**IMPLEMENTATION SCHEDULE / DATES OF COMPLETION**

Date CPP submitted to Planner	07/06/2022
Neighborhood Meeting date (if any)	
Distribution date of initial notices	06/24/2022
Number of weeks allowed for responses	2 weeks
Cut-off date for responses	07/08/2022
Planned Submittal date of CPP Final Report	



# PLANNING DIVISION

## NEIGHBORHOOD NOTIFICATION LETTER

### AFFIDAVIT OF MAILING

Case No. (if available) \_\_\_\_\_

Project Name: PML Custom home VAR22-07

I, Cristina D. Lozada 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: Cristina D. Lozada

STATE OF ARIZONA

SS.

COUNTY OF MARICOPA

The foregoing instrument was acknowledged before me this 30 day of June, 2022.

[Signature]  
Notary Public

My Commission Expires:

1-21-2024



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