

# Citizen Participation Report

Approximately 9.074 Acres located between Bethany  
Home Road and Glendale Avenue, between Cotton  
Lane and Loop 303

February 10, 2023

Prepared for:

LaPour 303, LLC  
5525 S Decatur Blvd Ste 101  
Las Vegas, NV 89118

Prepared by:

Berry Riddell LLC  
Wendy Riddell, Esq.  
Kaelee Palmer, Planner  
6750 E Camelback Road, Suite 100  
Scottsdale, Arizona 85251

## **PROPOSAL**

This Citizen Participation Report (“CPR”) is being provided in association with an annexation and rezone request of an approximate 9.07-gross-acre site located between Bethany Home Road and Glendale Avenue, between Cotton Lane and Loop 303 (the “Site”) from RU-43 (Maricopa County jurisdiction) to PAD (Planned Area Development) to allow for an industrial development.

The CPR provides a summary regarding our notification techniques and processes for reaching out to residents, nearby businesses, interested persons, etc, to get feedback on the proposal.

## **PUBLIC NOTIFICATION TECHNIQUES**

Methods for reaching out to interested parties *may* include the following:

- Mailings;
- Individual meetings with residents, business, and community stakeholders;
- Email and telephone correspondence;
- Sign postings; and,
- Any other means of notification as required by the City of Glendale Planning Department.

## **NOTIFICATIONS**

Letters were mailed out to the property owners within 300’ of the site, interested parties, and additional notifications as provided by Staff on January 24, 2023. The notifications included specific information about the proposed requests and development, a site plan and an aerial map. A draft letter is provided, see Exhibit A. The notification list and map depicting who is being notified are provided, see Exhibit B. Please note that the 300’ notification list and map was obtained from the Maricopa County Assessor’s website. The interested parties list was provided by City staff. Once the notification letters are mailed, an affidavit will be provided to Staff.

### **Concerns, Issues, Problems Expressed.**

We have not been contacted by any individuals.

### **How concerns will be addressed?**

Contact information was provided in the notification letters and on the sign posting if concerns arise. Individuals are able to reach out via phone or email, and our team will be available for one-on-one or group meetings as well.

### **Concerns applicant is unwilling to address.**

This is not applicable as there have been no concerns raised.

### **Implementation Schedule**

- a. Citizen Participation Plan submittal date – 9/29/22;
- b. Plan implementation date – January 17, 2023
- c. Mailers were sent- January 24, 2023
- e. Number of weeks allowed and cut-off date for responses – February 8, 2023

- f. Sign posting- Sign was posted on February 9, 2023
- g. Citizen Participation Final Report submittal date – February 10, 2023

**EXHIBIT A**  
**Notification Letter and Notification Map**

January 24, 2023

Wendy Riddell, Berry Riddell, LLC  
6750 E. Camelback Road, #100  
Scottsdale, AZ 85251  
505-328-6606  
[kmp@berryriddell.com](mailto:kmp@berryriddell.com)

Subject: notice of annexation and rezoning application

Dear Neighbor:

This letter is to inform you of application for an Annexation and Rezoning request with the City of Glendale. The property is approximately 9.07 net acres located north of the NWC of Bethany Home Road & Loop 303; between Bethany Home Road and Glendale Ave., between Cotton Lane and Loop 303 (the "Site").

This application proposes to annex and rezone the Site from RU-43 (Maricopa County) to Planned Area Development (PAD) in the City of Glendale for approximately 9.07 gross acres. The Site is currently undeveloped and vacant. This application proposes an industrial use, compatible with the proximity with Luke Air Force Base. The proposed PAD would allow deviations to site development standards including parking, setbacks, and maximum height.

I have included a site plan with this letter for your review. Please provide any comments to my email, requested by February 8, 2023. Please write, email, or call me at the contact information above. You may also contact Edward Vigil with the City of Glendale at (623) 930-3071 or [evigil@glendaleaz.com](mailto:evigil@glendaleaz.com).

Sincerely,



Wendy Riddell

*Encl: Site Plan  
Aerial*



PROGRESS PRINT  
NOT FOR CONSTRUCTION  
OR RECORDING

4600  
EAST INDIAN SCHOOL RD  
PHOENIX, ARIZONA 85018  
602-840-2929  
602-840-6646

LAPOUR 303

W BETHANY HOME RD. & N COTTON LN.  
PHOENIX, AZ 85355

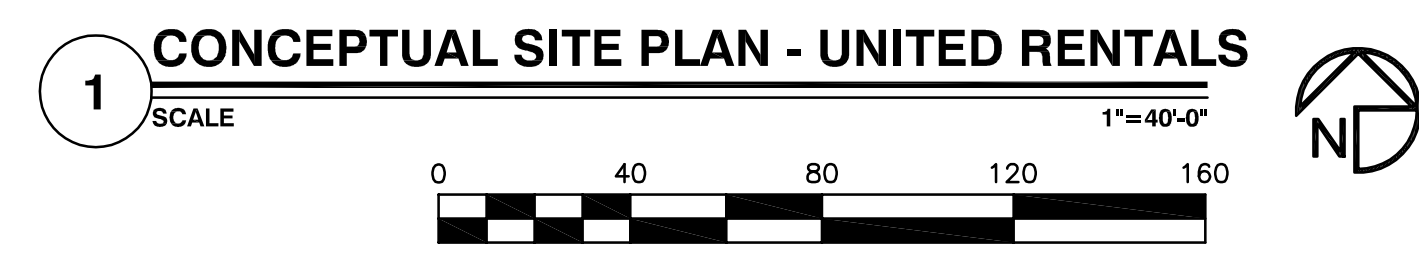
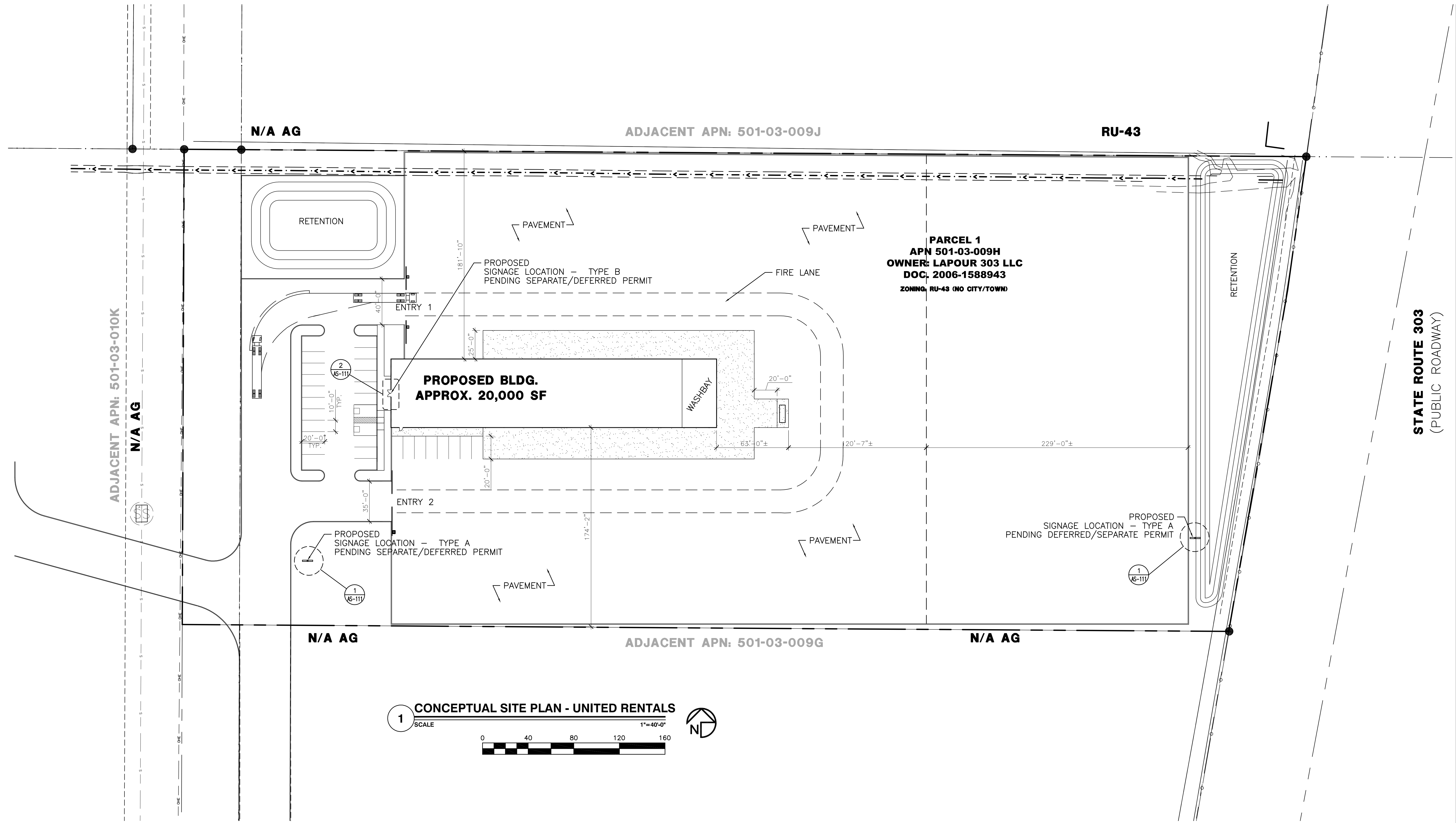
1ST ISSUED: -

Revisions  
NO. DATE DESCRIPTION

PROJECT NO: 21105  
DRAWN BY: ET & DTC  
CHK'D BY: DCALC  
COPYRIGHT 2020:1 DEUTSCH ARCHITECTURE GROUP

OVERALL SITE  
PLAN  
OPTION #2

AS-110



**GENERAL NOTES**

- DEVELOPMENT & USE OF THIS SITE WILL CONFIRM TO ALL APPLICABLE CODES ORDINANCES.
- TRASH AND RECYCLING BINS AREA SHALL BE SCREENED FROM PUBLIC VIEW WITH MIN. 6" MASONRY WALL.
- THIS PROJECT IS LOCATED IN THE CITY OF GLENDALE WATER SERVICES AREA AND HAS BEEN DESIGNATED AS HAVING ASSURED WATER SUPPLY.
- LANDSCAPING SHALL BE MAINTAINED BY A PERMANENT AND AUTOMATIC IRRIGATION SYSTEM TO MINIMIZE MAINTENANCE AND WATER CONSUMPTION.
- ALL NEW SIGNS SHALL BE REVIEWED UNDER SEPARATE PERMIT.

CONCEPTUAL AND SCHEMATIC DESIGNS, INCLUDING RENDERINGS, ARE CREATED FOR THE SOLE PURPOSE OF DEVELOPING A DESIGN CONCEPT. THEY ARE PART OF THE OVERALL DESIGN PROCESS THAT ULTIMATELY LEADS TO MORE DETAILED DRAWINGS, BUT THE INFORMATION DEPICTED IN THESE DESIGNS IS INCOMPLETE AND NOT INTENDED TO REPRESENT THE FULL SCOPE OF THE PROJECT DESIGN. THE USE OF THESE CONCEPTUAL AND SCHEMATIC DESIGNS/RENDERINGS FOR ANY PURPOSE OTHER THAN AS INTENDED BY THE ARCHITECT IS PROHIBITED.

**SITE NOTES**

- FIRE DEPARTMENT ACCESS AND WATER SUPPLY REQUIREMENTS SHALL BE IN PLACE PRIOR TO COMBUSTIBLE MATERIALS BEING BROUGHT ON SITE
- PURSUANT TO CHAPTER 32.5 OF THE GLENDALE CITY CODE, ALL NEW AND EXISTING UTILITIES WITHIN OR CONTIGUOUS TO THIS SITE SHALL BE PLACED UNDERGROUND.
- ALL UTILITY BOXES, VAULTS AND BACKFLOW PREVENTION DEVICES SHALL BE PAINTED TO MATCH THE BUILDING AND SCREENED FROM PUBLIC VIEW BY A MASONRY WALL OR A ROUND-TOPPED WIRE MESH ENCLOSURE, PAINTED TO MATCH THE ADJACENT WALL.
- SIGHT DISTANCE REQUIREMENTS OF COG DETAIL G-447 (LOCAL STREETS) OR G-448 (ARTERIAL AND COLLECTOR STREETS) ARE MET FOR ALL DRIVEWAYS AND STREETS.
- STREETLIGHTS INSTALLED BY THE DEVELOPER MAY BE REQUIRED FOR CONSTRUCTION PLAN APPROVAL.
- ON-SITE LIGHTING WILL BE PLACED SO AS TO DIRECT THE LIGHT AWAY FROM ADJACENT RESIDENTIAL USES AND MUST NOT EXCEED ONE-FOOT CANDLE AT THE PROPERTY LINE. THE HEIGHT OF THE PARKING LOT LIGHTS WITHIN 150' OF RESIDENTIAL USE TO BE 15'. HIGH PRESSURE SODIUM (HPS) LIGHTING REQUIRED ADJACENT TO RESIDENCE.
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- CONVENIENCE USES SHALL BE SUBJECT TO A SEPARATE CITIZEN PARTICIPATION AND CONDITIONAL USE PERMIT PROCESS.
- THE PROPERTY OWNER IS RESPONSIBLE FOR MAINTAINING LANDSCAPING IN ALL PUBLIC RIGHTS-OF-WAY ADJACENT TO THE PROJECT.

**SITE DATA**

PROJECT NAME: LAPOUR 303  
PROJECT ADDRESS: W. BETHANY HOME RD. AND N. COTTON LN. GLENDALE, AZ 85355  
GOVERNING MUNICIPALITY: CITY OF GLENDALE  
ZONING: RU-43 (NO CITY/TOWN)  
APN: 501-02-009H

APPLICABLE CODES:  
2018 INTERNATIONAL BUILDING CODES  
2018 INTERNATIONAL MECHANICAL CODE  
2018 INTERNATIONAL PLUMBING CODE  
2017 NATIONAL ELECTRICAL CODE  
2018 INTERNATIONAL FIRE CODE  
2018 INTERNATIONAL ENERGY CONSERVATION CODE  
2010 ADA GUIDELINES  
2015 ENGINEERING STANDARDS AND CITY OF GLENDALE AMENDMENTS & TECH. BULLETINS

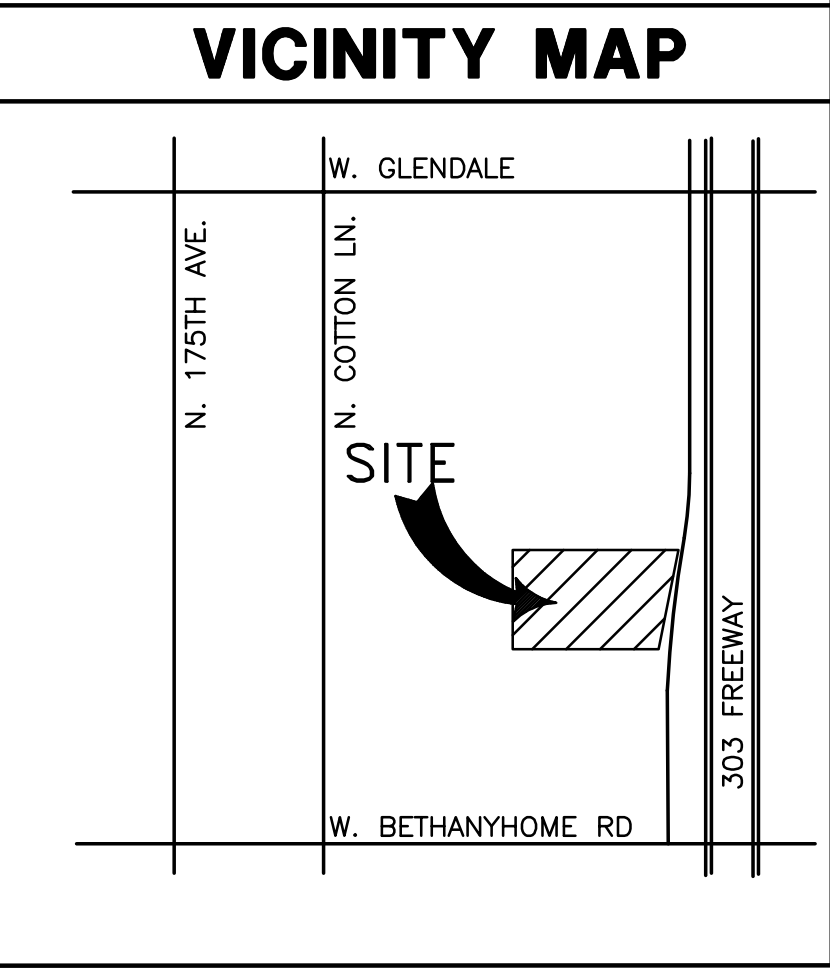
PROJECT DESCRIPTION:  
ANNEXATION AND REZONING OF LOT

SITE AREA:  
GROSS SITE: 395,233± (9.07 ACRES)  
NET SITE: - (--- ACRES)

BUILDING AREA:  
BUILDING A 16,925 SF.  
LOT COVERAGE: 4.28%

PARKING CALCULATIONS: PER CITY OF GLENDALE ZONING CODE  
PARKING CALCULATION ASSUMPTIONS

BUILDING A	S.F.	FACTOR	
B	-	1 SP/ 300 SF	-
S	-	1 SP/ 1,000 SF	-
			FOR FIRST 10,000 SF &
			1/5,000 SF FOR REMAINING
TOTAL SPACES REQUIRED		TOTAL REQ'D	-
		TOTAL PROV	191*
		*6 ADA SPACES INCLUDED	



# Aerial Map



**EXHIBIT B**  
**Affidavit of Mailing for Notification Letter**



# PLANNING DIVISION

## NEIGHBORHOOD NOTIFICATION LETTER

### AFFIDAVIT OF MAILING

Case No. (if available) ZON 22-25

Project Name: LaPour 303

I, Wendy Riddell 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 24<sup>th</sup> day of January 2023.



Notary Public

My Commission Expires:

9-14-2024



WENDY PETERSON  
Notary Public - State of Arizona  
MARICOPA COUNTY  
Commission # 589673  
Expires September 14, 2024

January 24, 2023

Wendy Riddell, Berry Riddell, LLC  
6750 E. Camelback Road, #100  
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Dear Neighbor:

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Sincerely,



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*Encl: Site Plan  
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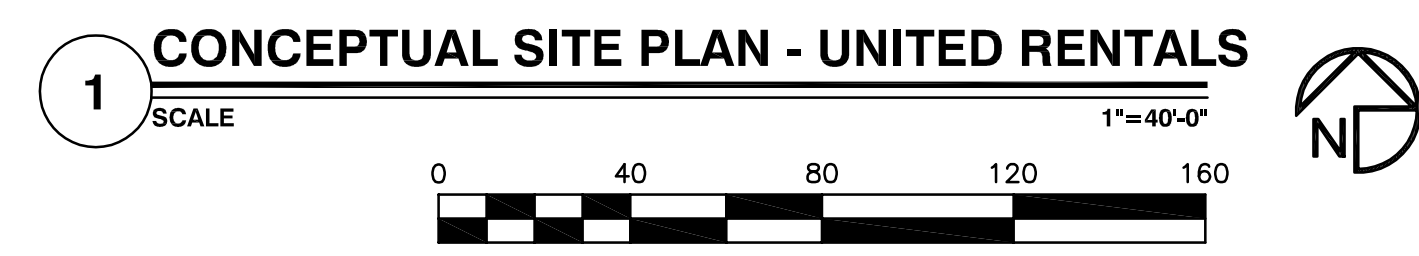
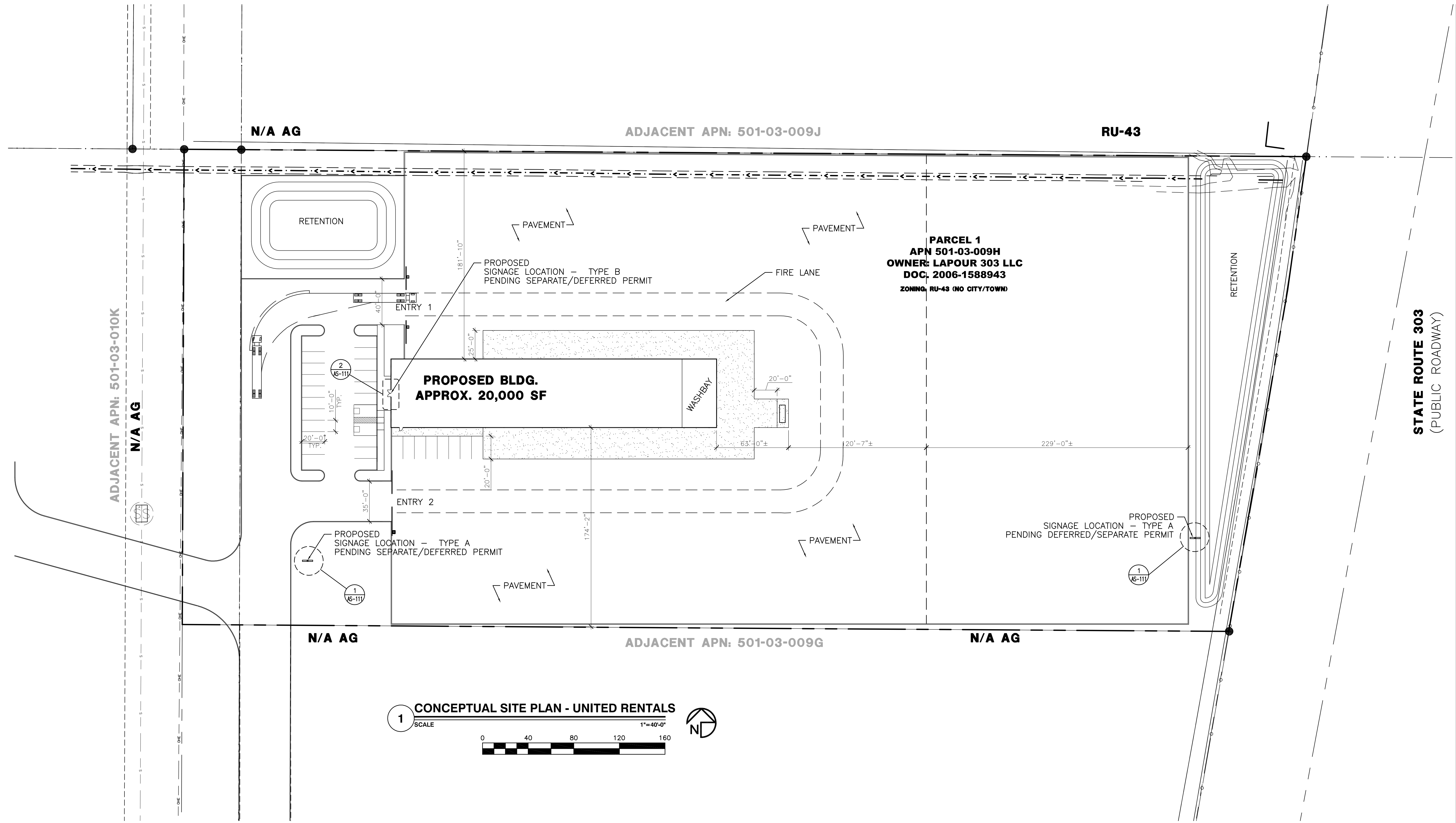
1ST ISSUED: -

Revisions	
NO.	DATE DESCRIPTION

PROJECT NO: 21105  
DRAWN BY: ET & DTC  
CHK'D BY: DCALC  
COPYRIGHT 2020:1 DEUTSCH ARCHITECTURE GROUP

**OVERALL SITE PLAN OPTION #2**

**AS-110**



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**APN:** 501-02-009H

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 2018 INTERNATIONAL MECHANICAL CODE  
 2018 INTERNATIONAL PLUMBING CODE  
 2017 NATIONAL ELECTRICAL CODE  
 2018 INTERNATIONAL FIRE CODE  
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 2010 ADA GUIDELINES  
 2015 ENGINEERING STANDARDS AND CITY OF GLENDALE AMENDMENTS & TECH. BULLETINS

**PROJECT DESCRIPTION:**  
ANNEXATION AND REZONING OF LOT

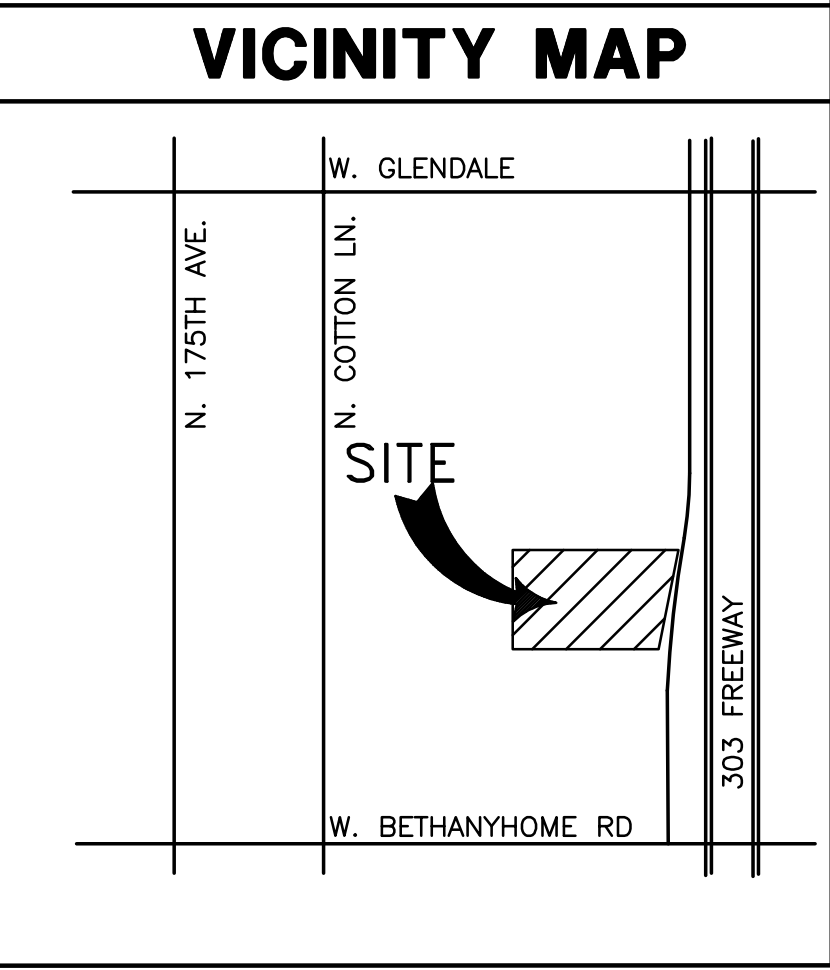
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NET SITE: - (--- ACRES)

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BUILDING A 16,925 SF.

**LOT COVERAGE:** 4.28%

**PARKING CALCULATIONS:** PER CITY OF GLENDALE ZONING CODE  
PARKING CALCULATION ASSUMPTIONS

BUILDING A	S.F.	FACTOR	
B	-	1 SP/ 300 SF	-
S	-	1 SP/ 1,000 SF	-
			FOR FIRST 10,000 SF &
			1/5,000 SF FOR REMAINING
TOTAL SPACES REQUIRED			TOTAL REQ'D
			TOTAL PROV 191*
			*6 ADA SPACES INCLUDED







Address or Intersection

Feature Information

(1 of 2) [Clear](#) [?](#)

**501-03-009H**

**Owner Information**  
Owner Name: LAPOUR 303 LLC  
Property Address:  
Mailing Address: 5525 S DECATUR BLVD STE 101 LAS VEGAS NV USA 89118  
Deed Number: 20061588943  
Sale Date:  
Sale Price: \$

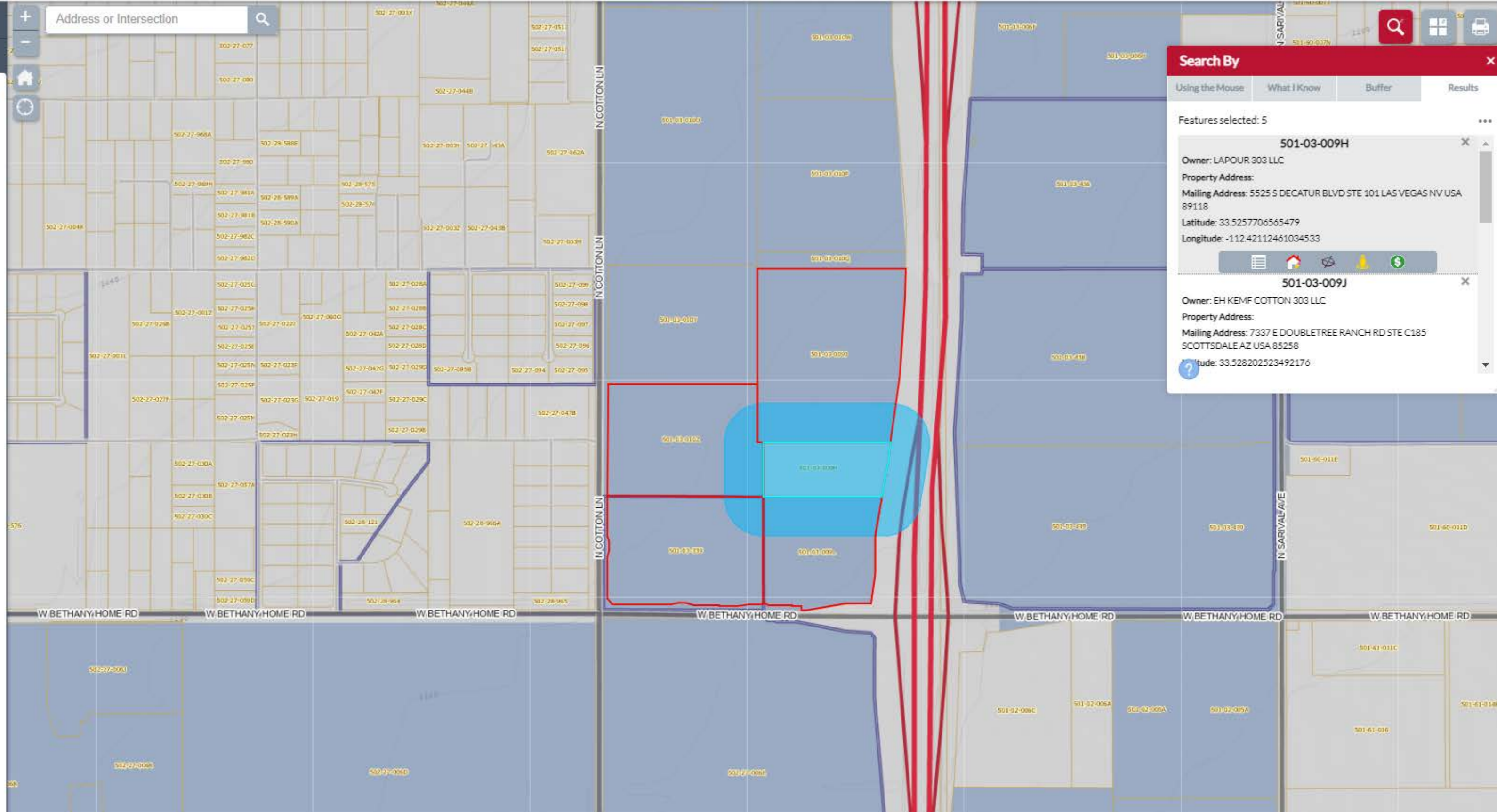
**Property Information**  
Lat/Long: 33.525771, -112.421125  
S/T/R: 12 2N 2W  
Jurisdiction: NO CITY/TOWN  
Zoning: RU-43  
PUC: 0014  
Lot Size (sq ft): 395,233.00  
MCR #:  
Subdivision:  
Lot #:   
Floor: 1  
Construction Year:  
Living Space (sq ft):

**Valuation Information**

Tax Year:	2023	2022
FCV:	\$1,753,700	\$313,400
LPV:	\$53,064	\$50,537
Legal Class:	2.R	2.R



Zoom to [Clear Selected](#) [...](#)



**Search By** [X](#)

Using the Mouse What I Know Buffer Results

Features selected: 5

**501-03-009H** [X](#)

Owner: LAPOUR 303 LLC  
Property Address:  
Mailing Address: 5525 S DECATUR BLVD STE 101 LAS VEGAS NV USA 89118  
Latitude: 33.5257706565479  
Longitude: -112.42112461034533

**501-03-009J** [X](#)

Owner: EH KEMF COTTON 303 LLC  
Property Address:  
Mailing Address: 7337 E DOUBLETREE RANCH RD STE C185 SCOTTSDALE AZ USA 85258  
Latitude: 33.528202523492176

[?](#)

**EXHIBIT C**  
**Affidavit of Sign Posting and Pictures of Signs**



# PLANNING DIVISION

## AFFIDAVIT OF POSTING

Case No. AN245 and ZON22-25

Project Name: \_\_\_\_\_

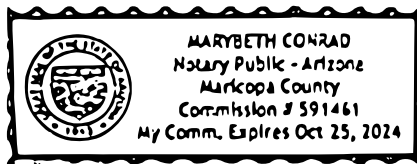
Planning Commission

Glendale City Council

I, Meghan Liggett, being first duly sworn upon oath, state that  
on 02/09/23 I posted 2 hearing  
notice(s) for hearing date 2/28/23; 3/23/23; 4/25/23.

Applicant/Representative Signature: Meghan Liggett

STATE OF ARIZONA  
SS.  
COUNTY OF MARICOPA



Subscribed and sworn to before me 02/09/23

Marybeth Conrad  
Notary Public

My Commission Expires:  
10-25-24

CITY OF GLENDALE  
PUBLIC NOTICE

# ANNEXATION & ZONING HEARING

CITY COUNCIL: **February 28, 2023 at 6:00 pm**

PLANNING COMMISSION: **March 23, 2023 at 6:00 pm**

CITY COUNCIL: **April 25, 2023 at 6:00 pm**

REQUEST: 1) Annexation into the City of Glendale and 2) rezone from RR-45 (Rural Residential) to PAD (Planned Area Development) to allow for industrial and commercial development.

LOCATION: COUNCIL CHAMBERS, 5850 WEST GLENDALE AVE., GLENDALE, AZ 85301

**CASE NUMBER: AN245 and ZON22-25**

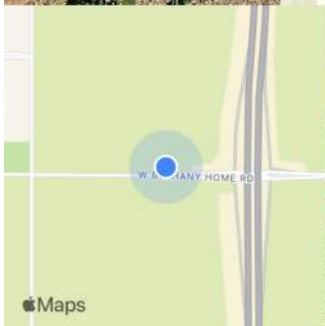
**APPLICANT/CONTACT: Wendy Riddell**

**PHONE NUMBER: (505) 328-6606**

POSTING DATE: 2/09/2023

CASE FILE AVAILABLE AT CITY OF GLENDALE (623) 930-2800

PENALTY FOR REMOVAL OR DEFACTING PRIOR TO DATE OF LAST HEARING



Feb 09, 2023 08:57AM  
W Bethany Home Rd  
Maricopa County

CITY OF GLENDALE  
PUBLIC NOTICE

# ANNEXATION & ZONING HEARING

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POSTING DATE: 2/09/2023

CASE FILE AVAILABLE AT CITY OF GLENDALE (623) 930-2800

PENALTY FOR REMOVAL OR DEFACING PRIOR TO DATE OF LAST HEARING



Feb 09, 2023 08:25AM  
SR-303 Loop S  
Maricopa County