

CITIZEN PARTICIPATION FINAL REPORT

SEPTEMBER 11, 2024

ZTA24-02

RECEIVED

SEP 11 2024

PLANNING DIVISION
CITY OF GLENDALE



CITIZEN PARTICIPATION FINAL REPORT

COMPLETION OF THE FOLLOWING IS NECESSARY FOR FINAL REPORT APPROVAL

SUMMARY / FINAL REPORT

Total individuals notified: 60

Total Participants: 0

CONCERNS, ISSUES, PROBLEMS EXPRESSED

Notification letters were sent out to 60 individuals registered as interested parties with the Planning Division regarding all cases requiring a public hearing. Interested parties were provided approximately 10 days to review the context of the proposed text amendment and provide city staff with any concerns or questions regarding the proposal.

HOW CONCERNS WILL BE ADDRESSED?

If any concerns were received, staff intent was to understand the concern, further explain the purpose of the text amendment with examples and make any potential modifications to the draft text amendment, if necessary.

CONCERNS APPLICANT IS UNWILLING TO ADDRESS

There were no perceived concerns or concerns made aware to staff that staff was unwilling to research and appropriately address with the concerned citizen(s) or other person(s).

HOW THE PROPOSAL HAS BEEN REVISED TO ADDRESS CONCERNS

Because there were no concerns raised, there were no concerns to address that would modify the text amendment proposal.

APPLICANT SIGNATURE AND DATE

REQUIRED ATTACHMENTS:

- NOTIFICATION AREA MAP
- NOTIFICATION LETTER AND SITE PLAN
- ANY OTHER NOTICES, MEETING INVITATIONS, SIGN-IN SHEETS (NONE).
- LIST OF PROPERTY OWNERS WITHIN NOTIFICATION AREA.
- "INTERESTED PARTIES" LIST PROVIDED BY PLANNING
- "ADDITIONAL NOTIFICATIONS" LIST PROVIDED BY PLANNING.

**REQUIRED ATTACHMENTS AS PART OF THE CITIZEN PARTICIPATION FINAL
REPORT PROCESS:**

NOTIFICATION AREA MAP:

As required by the UDC the Citizen Participation Process was completed. Since the request was for a zoning text amendment there were no notification map depicting a notification area to notify specific property owners of this request.

NOTIFICATION LETTER AND SITE PLAN:

We sent 60 letters to interested parties; people who requested to be notified of all public hearing items. As the request affects regulations within the UDC, this is a city-wide endeavor, so a specific site plan is not applicable to the request.

ANY OTHER NOTICES, MEETING INVITATIONS, SIGN-IN SHEETS:

The requirement was to send out notification letters, only, thus, documentation relative to hosting a meeting is not applicable.

**LIST OF PROPERTY OWNERS WITHIN NOTIFICATION AREA, “INTERESTED
PARTIES” LIST PROVIDED BY PLANNING, “ADDITIONAL NOTIFICATIONS” LIST
PROVIDED BY PLANNING:**

The notification area was provided by staff and has been appropriately included based on Planning’s application process.

**Citizen Participation Final Report
Notification Letter**



August 26, 2024

RE: ZTA24-02 UDC (UNIFIED DEVELOPMENT CODE) TEXT AMENDMENT-AMENDING SECTION 35.7.02(B), ENFORCEMENT AND PENALTIES

Dear Interested Parties,

This letter is to inform you about a proposed ZTA (Zoning Text Amendment) initiated by the Planning Commission at the August 22, 2024, Workshop. ZTA24-02 is a request to amend the UDC (Unified Development Code), Section 35.7.002(B), Enforcement and Penalties. This amendment aims to align enforcement regulations with enforcement actions to ensure consistency with city codes.

Proposed Text Amendment:

The draft amendment to Section 35.7.02(B) Enforcement and Penalties of the UDC reads as follows:

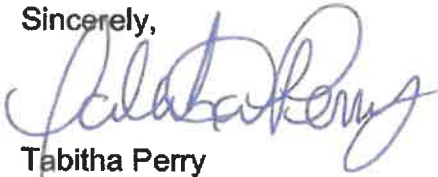
*"Any person, firm, or corporation violating any provision of this UDC, or any amendment thereof, shall be guilty of a **civil violation and/or** a Class 1 misdemeanor, punishable by a fine or imprisonment, or both. Each day that a violation continues or is permitted shall constitute a separate offense. The owner, lessee, tenant, or any person in possession of property used in violation of this UDC shall be responsible for any violation, regardless of whether the owner or any related party directly committed or neglected to prevent the prohibited act."*

We encourage you to review this proposed amendment. If you have any questions or concerns, please contact me Tabitha Perry, Deputy Director, via email at tperry@glendaleaz.com or by phone at (623) 930-2596. I ask that you submit any comments by close of business, **Monday, September 9, 2024.**

Additionally, you will have the opportunity to provide feedback at upcoming public hearings before the Planning Commission and City Council. Notices for these public hearings will be sent out separately once they are scheduled.

Thank you for your attention and participation in this important matter.

Sincerely,



Tabitha Perry
Deputy Director, Development Services, Planning Division

TP/twh

Attachment: UDC Section 35.7.02(B) Enforcement and Penalties

Citizen Participation Final Report

Notification List

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Notification List

List Intentionally Omitted as Requested by
Planning

