

Citizen Participation Plan Final Report

Accessory Use Conditions: Accessory Dwelling Unit

Site Sign-Billboards

Citywide

ZTA25-01

June 16, 2025

Received City of Glendale
June 16, 2025

Brief Description

The request is for a Zoning Text Amendment (ZTA 25-01) to the City of Glendale's Unified Development Code (UDC) to amend:

- Section 35.3.204 to clarify regulations for Accessory Dwelling Units (ADUs), including definitions, size limitations, access requirements, and rental provisions; and
- Section 35.4.310 to clarify digital billboard allowances within certain Planned Area Developments (PADs) and codify requirements for the removal of existing billboards when installing new static billboards.

Notification

The Zoning Text Amendment will impact property owners citywide.

Sixty (60) notification letters were sent May 28, 2025, to interested parties. Based on the notification letters mailed, staff received two (2) inquiries seeking clarification of the following:

- (1) The proposed amendment to the Billboard Section of the UDC would not eliminate the existing provision prohibiting billboards along the scenic corridor.

Staff confirmed the said regulations will remain as written within the existing regulations.

- (2) Confirmation that the proposed amendment to the ADU regulations seeks to modify the regulations for short-term and long-term rental as the state mandates.

Staff confirmed that one of the main objectives of ZTA25-01 (text amendment) is to ensure compliance with Arizona State Statute, House Bill 2720, by amending the City of Glendale, Unified Development Code (UDC), Section 35.2.204, to clarify regulations for Accessory Dwelling Units.

Project Timeline

Date of Neighborhood Letter: May 28, 2025

Comment Period: June 10, 2025

Submittal of Final Report: June 14, 2025

Summary Conclusion

The Citizen Participation Plan with notification letters have met the requirements and intent of the UDC, Section 31-26 for the Citizen Participation Plan. Notification letters to interested parties were sent on May 28, 2025. The letter provided the intention of the zoning text amendment, the proposed changes to the zoning text, comment period cut off, and staff contact for comments or questions. Interested parties were afforded fourteen (14) calendar days to comment on the proposal. During the comment period, two (2) interested parties had general questions regarding billboards within the scenic corridor (Loop 101) and accessory dwelling units. Staff reached out and answered these questions with no follow-up concerns or questions. To date no other questions or concerns have been provided.

Interested Parties Notification List

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May 28, 2025

RE: Notice of Proposed Zoning Text Amendments – ZTA25-01

Dear Interested Party,

This letter is to inform you that the City of Glendale is processing a proposed Zoning Text Amendment (ZTA25-01) to revise the City's Unified Development Code (UDC). This letter provides an overview of the proposed significant amendments, but it is not all inclusive. The proposed amendment includes modifications to the following sections:

DRAFT LANGUAGE TO BE REMOVED IS STRIKEN THROUGH IN RED AND DRAFT LANGUAGE FOR ADOPTION IS IN RED AND UNDERLINED.

Section 35.3.204 – Accessory Use Conditions for Accessory Dwelling Units (ADUs):

The proposed revision is necessary to align the City's zoning regulations with House Bill 2720 of the Arizona Revised Statutes. The overall amendment will provide clarity to the existing section and correct formatting. More specifically, the amendment will provide clarity in the distinction between short-term and long-term rental use of ADUs.

Proposed Draft Text:

If presented for ~~short-term~~ rent (i.e. less than thirty (30) consecutive days), the property owner, which shall include title holders and contract purchasers, must occupy either the main dwelling or the accessory dwelling unit as their principal residence. The main dwelling or accessory dwelling unit that is not occupied by the property owner may then be rented for individual periods of ~~more than or~~ less than thirty consecutive days (i.e. ~~Long-term or~~ short-term rental).

~~If the main dwelling or accessory dwelling unit is not owner-occupied, the accessory dwelling unit may not be leased, subleased, or rented separate and apart from the main dwelling for either long-term or short-term periods.~~

If presented for long-term rent (i.e. thirty (30) consecutive days or more), the accessory dwelling unit may be leased, subleased, or rented separate and apart from the main dwelling for a period of thirty (30) consecutive days or more (i.e. long-term rental). The accessory dwelling unit may be leased, subleased, or rented as a long-term rental even if the main dwelling is not owner-occupied, and the main dwelling unit may be leased,

subleased, or rented as a long-term rental even if the accessory dwelling unit is not owner-occupied.

The residency requirement does not apply to property owners who demonstrate they had a legal right to build an accessory dwelling unit on their lot or parcel on or before September 14, 2024, unless the three-year statute of limitations in A.R.S. § 12-1134(g) has expired. ~~Long-term rental for accessory dwelling units shall mean rental use in which the tenant holds a lease of ninety consecutive days or longer or on a month-by-month basis.~~

Section 35.4.310 – Site Signs, Subsection B Billboards, Digital (Electronic):

The proposed amendment is intended to permit at least one digital billboard for parcels with an approved Planned Area Development (PAD) zoning in place prior to December 31, 2024.

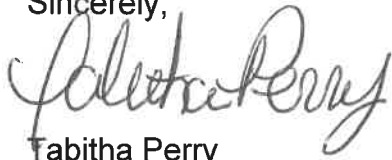
Proposed text, Subsection B. Billboards, Digital (Electronic) –

- a. Placing a Digital Billboard Sign requires the approved Planned Area Development (PAD) to be located in Township 2 North, Range 1 East, Gila and Salt River Base and Meridian, Township 2 North, Range 2 West, Gila and Salt River Base and Meridian, or Township 3 North, Range 2 West, Gila and Salt River Base and Meridian, and to have a minimum of:
 - i. one thousand (1,000) feet of lineal frontage adjacent to Loop 101 (Agua Fria Freeway) or ~~to have a minimum of~~ one thousand (1,000) feet of lineal frontage adjacent to Loop 303 (Estrella Freeway); or
 - ii. regardless of lineal frontage, any PAD adjacent to the Loop 303 that was approved prior to December 31, 2023, is allowed a minimum of one Digital Billboard Sign per the approved PAD. The placement of any additional billboards beyond this minimum shall be in compliance with all other applicable regulations and standards of this code;
 - iii. Planned Area Developments approved within the boundaries of an existing approved PAD shall not be granted additional billboards, beyond the maximum number allowed by this ordinance within the original approved PAD.

If you have any questions, comments, or concerns, you are encouraged to contact me directly by email at tperry@glendaleaz.com or by phone at 623-930-2596. All comments must be received by **June 10, 2025**.

Thank you for your interest and participation in the planning process.

Sincerely,



Tabitha Perry
Deputy Director
City of Glendale – Development Services Department - Planning

- cc: Mayor's Office
City Council Office
City Manager's Office
Randy Huggins, Jr., Development Services Director
Tawanda Walker-Hall, Administrative Support Supervisor