

City of Glendale
Development Services Department
Planning Division

Failed
 Conditionally Approved
 Approved

VAR25-08 Citizen Participation Final Report

Sydney Tirella
BY _____
DATE 2/9/2026

Received
2-9-2026

CITIZEN PARTICIPATION FINAL REPORT

Bench Properties Care Home 6426 W Del Mar Ln, Glendale, AZ 85306 **Disability Accommodation Application**

VAR25-08 | City of Glendale | February 2026

Applicant Name: Shaine T. Alleman, Tiffany & Bosco



2525 E. Camelback Road
Seventh Floor
Phoenix, AZ 85016
602.452.2712
sta@tblaw.com

INTRODUCTION

On behalf of Bench Properties, Inc., Tiffany & Bosco, P.A. submits this Citizen Participation Final Report in association with the Disability Accommodation Application #VAR25-08 for APN 231-07-818, located at 6426 W. Del Mar Lane, Glendale, Arizona 85306 (the "Property").

The Application is requesting a Disability Accommodation under UDC §35.3.102.7 to permit operation of a Residential Care Home at the Property despite the spacing restriction. The request is made to ensure compliance with the intent and requirements of the Federal Fair Housing Act (42 U.S.C. § 3600 et seq.) and the Arizona Fair Housing Act (A.R.S. § 41-1491 et seq.), which mandate that reasonable accommodations be granted when necessary to afford persons with disabilities an equal opportunity to use and enjoy housing.

It should be noted that the Property has previously successfully operated as a residential care home. During the time of its previous operations, there were no Property violations and/or issues with the City or surrounding neighborhood. In fact, it has been expressed to us that the neighbors are supportive of this use at the Property. As such, we believe that the neighbors have had experience with this type of use and are aware of any potential issues that could arise.

The Applicant understands the importance of reaching out to the City and key stakeholders to discuss the project and ensure that positive relationships are created with citizens, property owners, business owners, homeowners associations, and other interested parties. Therefore, the Applicant will hold a neighborhood meeting to discuss the project and conform to the required notification procedures of the City of Glendale.

PROJECT DESCRIPTION

The City of Glendale's Unified Development Code (UDC), effective January 12, 2024, establishes a separation requirement of 1,200 feet between all Residential Care Homes and similar Group Homes, regardless of occupancy type. In this case, the Property does not meet that separation standard due to its proximity to two (2) existing licensed care facilities—ABACA Health II, LLC (located approximately 835 feet away) and G & G Comfortable Care Home (located approximately 910 feet away). As a result, the owner is requesting a Disability Accommodation under UDC §35.3.102.7 to permit operation of a Residential Care Home at the property despite the spacing restriction. The request is made to ensure compliance with the intent and requirements of the Federal Fair Housing Act (42 U.S.C. § 3600 et seq.) and the Arizona Fair Housing Act (A.R.S. § 41-1491 et seq.), which mandate that reasonable accommodations be granted when necessary to afford persons with disabilities an equal opportunity to use and enjoy housing.

Overall, this request represents expanding access to affordable and equitable housing for individuals with disabilities. The proposed accommodation aligns with the intent of both federal and state fair housing laws by ensuring equal opportunity for all persons to use and enjoy a dwelling of their choice.

INFORMAL OUTREACH NOTIFICATION LETTER, JUNE 27, 2025

To gauge potential concerns with the surrounding neighbors of the Property for the proposed Application, the Applicant mailed an informal outreach notification letter on June 27, 2025 to eleven (11) of the immediately surrounding neighbors. As a result of the letter, the Applicant received an email on July 13, 2025 from Andrew Nabors, who has been a neighbor for 15 years, and he expressed support for the proposed Application and had no issues whatsoever.

A copy of the outreach notification letter, the outreach mailing list, and support email received by Mr. Nabors is provided in APPENDIX A.

FIRST FORMAL NOTIFICATION LETTER (NEIGHBORHOOD MEETING LETTER), DECEMBER 4, 2025 & NEIGHBORHOOD MEETING SUMMARY

On December 4, 2025, the First Formal Notification (also Neighborhood Meeting Notification) letter was sent to those parties on the mailing list, as provided by City staff. This letter notified the recipients of a planned virtual neighborhood meeting that was scheduled for Monday, December 22, 2025 starting at 6:00 p.m. A total of twenty-two (22) notification letters were returned as undeliverable. These have been documented in our records, showing the affected property owners and the reasons for the returns. A copy of the mailing list of 292 individuals notified, provided by City staff is provided in APPENDIX B. The December 4, 2025 First Neighborhood Notification Letter is provided in APPENDIX C. The Record of Twenty-two (22) Undelivered Notification Letters is provided in APPENDIX D and the Affidavit of Mailing Neighborhood Notification Letter notarized December 4, 2025 is provided in APPENDIX E.

A copy of the Neighborhood Meeting Summary is provided in APPENDIX F. A summary of the neighborhood meeting is also found below.

On December 22, 2025, a virtual neighborhood meeting was scheduled for 6:00 p.m. via GoToMeeting platform. The purpose of the meeting was to engage with local residents to further discuss the above referenced Disability Accommodation Application, as outlined in a notification letter sent to the required property owner and interested parties on December 4, 2025. No neighbors attended the meeting.

PROPERTY SIGN POSTING (NEIGHBORHOOD MEETING PUBLIC NOTICE), DECEMBER 8, 2025

The Property was posted with one (1) neighborhood notification sign on December 8, 2025 (required at least 10 business days prior to the December 22, 2025 Neighborhood Meeting) providing the purpose, time, date, and place of the neighborhood meeting pursuant to Section 35.6.204B of the City of Glendale Unified Development Code. The Sign Posting

Affidavit notarized December 8, 2025 is provided in APPENDIX G. The Sign Posting Removal Affidavit notarized January 26, 2026 is provided in APPENDIX H.

ONGOING COMMUNICATIONS

After the First Formal Notification letter was mailed on December 4, 2025, three (3) phone calls were received by the Applicant. The following is a summary of the individuals and the subject of their inquiry:

- [REDACTED] – On December 10, 2025, [REDACTED] inquired about the nature of the Disability Accommodation Application. He expressed support for the request and indicated he would respond to a follow-up email from Shaine confirming his position (which he never sent).
- [REDACTED] – On December 11, 2025, [REDACTED] inquired about the Application. The conversation was generally favorable. Shaine clarified that the property is currently unoccupied and distinguished the proposed use from a nearby facility that has experienced prior incidents. [REDACTED] stated she may attend the virtual neighborhood meeting and does not currently intend to oppose the application.
- [REDACTED] – [REDACTED] contacted City staff (Amy Schwenner, Planner) on December 19, 2025. Ms. Schwenner subsequently sent a follow-up email documenting their phone discussion. [REDACTED] stated she resides nearby within the same subdivision but did not provide an address or indicate whether she plans to attend the neighborhood meeting. The email included the meeting access information and addressed [REDACTED] concerns by confirming that halfway houses are not permitted within the subdivision and outlining applicable home-based business requirements under City code. The email further clarified that group homes are not classified as home-based businesses for zoning purposes, despite the requirement to obtain a business license.

Any other communications from the public or other interested parties will be promptly forwarded to the City of Glendale Planning staff.

CONCLUSION

The Applicant is satisfied that the Disability Accommodation Application does not create issues for the surrounding community, as no negative feedback was received from nearby property owners or stakeholders. No external structural modifications or site alterations are proposed that would affect the residential character of the neighborhood. The home will continue to operate in a manner that is visually and functionally consistent with surrounding single-family residences. All proposed changes are limited to interior improvements necessary to meet current accessibility and safety standards for residents with disabilities.

We will continue to monitor any additional communications that may come in from now until the Board of Adjustment hearing for the Application and will be willing to meet with any residents and stakeholders to discuss questions and/or concerns.

ATTACHED EXHIBITS

- **APPENDIX A** – Outreach Notification Letter, Mailing List, and Support Email
- **APPENDIX B** – Mailing List of 292 individuals notified, provided by City staff
- **APPENDIX C** – December 4, 2025 First Neighborhood Notification Letter with Exhibits
- **APPENDIX D** – Record of Twenty-two (22) Undelivered Notification Letters
- **APPENDIX E** – Affidavit of Mailing Neighborhood Notification Letter notarized December 4, 2025
- **APPENDIX F** – December 23, 2025 Neighborhood Meeting Summary
- **APPENDIX G** – Affidavit of Sign Posting notarized December 8, 2025
- **APPENDIX H** – Affidavit of Sign Posting Removal notarized January 26, 2026

APPENDIX A

Outreach Notification Letter, Mailing List, and Support Email



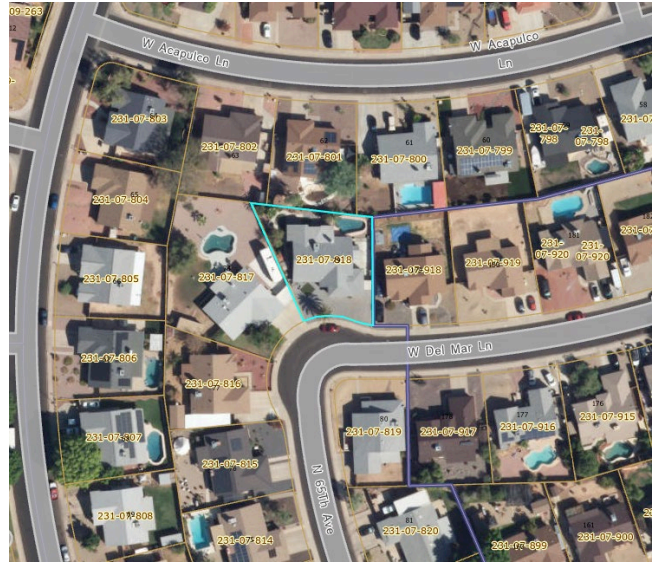


June 27, 2025

**RE: Disability Accommodation, City of Glendale Application Request
6426 W Del Mar Lane, Glendale, AZ 85306**

Dear Neighbor,

We are working with the owner of 6426 W. Del Mar Lane (see aerial map) on a request to the City of Glendale for a Disability Accommodation Application regarding an elderly care home that used to operate at this location for many years. This use was permitted at this property, but recent updates to the City's Code increased the separation distance requirement of other care homes from 400' to 1,200'. Now, the City requires the review and approval of this Application for the property owner to operate a 10-bed assisted living care facility.



As you may be aware, elderly care homes such as these provide a valuable resource in the community by allowing the public to have quality services for caring for their loved ones. These small, local elderly care facilities allow for families to be near their loved ones in a safe, neighborly environment. Additionally, these care homes do not have any negative impacts on the neighborhoods since they are low impact and produce low traffic that is similar to existing residential homes.

This Application would require the property owner to submit full details of the facility, including the layout of the home and outlining various operational aspects. Since the property has already operated with a care home in the past, not much will change except to provide some modern internal features to the home. After the City reviews the Application, it is then heard by the City Board of Adjustment, which is a five (5) person board that reviews and approves the Application.

We are reaching out to you to inform you of our intent to file the Application and would be happy to address any questions or concerns that you may have. Also, if you see the value in our proposal and would be willing to provide a support letter for the Application, we would love to discuss this with you and earn your support.

As we move forward with the Application, we will continue to keep you informed of the Application details and progress as it is reviewed. You will also be notified in the future of any hearing dates that are scheduled. Please contact me at sta@tblaw.com or (602) 452-2712 to discuss any questions that you might have. We are looking forward to working with you and being a valuable part of your neighborhood.

Sincerely,

Shaine T. Alleman

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Wednesday, November 26, 2025 at 12:15:36 PM Mountain Standard Time

Subject: Disability accommodation application
Date: Sunday, July 13, 2025 at 3:25:29 PM Mountain Standard Time
From: [REDACTED]
To: Shaine T. Alleman
Attachments: C2_signature_viemedcolorlogo_3faf7c9a-6c3f-4688-ae3f-afdb1012b5f3.png,
C2_signature_058_line_9bae9502-1e3a-48a3-ba5e-34ed9cd44185.png

Hi,

I got the letter for the assisted living home at 6426 W Del Mar Lane.

I can write a support letter for them. Can you provide the names of who is involved. I can't remember their last name and know it is Romanian. But I have been a neighbor for 15 years now and have nothing but positive interactions with the family.

Thank you,



[REDACTED]

[REDACTED]

viemed.com

The information contained in this message may be confidential and legally protected under applicable law. The message is intended solely for the addressee(s). If you are not the intended recipient, you are hereby notified that any use, forwarding, dissemination, or reproduction of this message is strictly prohibited and may be unlawful. If you are not the intended recipient, please contact the sender by return e-mail and destroy all copies of the original message.

APPENDIX B

Mailing List of 292 individuals notified, provided by City staff



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APPENDIX C

December 4, 2025 First Neighborhood Notification Letter with Exhibits





December 4, 2025

RE: Bench Properties Assisted Living Residential Care Home – 6426 W. Del Mar Lane, Glendale, AZ 85306; Disability Accommodation Application VAR25-08

Dear Neighbor,

We submitted a Disability Accommodation Application with the City of Glendale (the “City”). The property is located at 6426 W. Del Mar Lane, Glendale, Arizona 85306 (the “Property”) in the Sahuaro District. The attached Aerial Context Map shows the Property’s location and surrounding area.

The Application is requesting a Disability Accommodation under UDC §35.3.102.7 to permit operation of a 6-10 bed Assisted Living Residential Care Home at the Property despite the 1,200-foot spacing restriction. The request is made to ensure compliance with the intent and requirements of the Federal Fair Housing Act (42 U.S.C. § 3600 et seq.) and the Arizona Fair Housing Act (A.R.S. § 41-1491 et seq.), which mandate that reasonable accommodations be granted when necessary to afford persons with disabilities (in this case, elderly individuals) an equal opportunity to use and enjoy housing.

You may be aware that the Property previously successfully operated as an elderly assisted living care home. During the time of its previous operations, we are not aware of any Property violations and/or issues with the City or surrounding neighborhood. In fact, it has been expressed to us that neighbors are supportive of this use at the Property.

You are invited to a virtual neighborhood meeting to learn more about this project, which will be conducted during the date and time listed below.

Monday, December 22nd, 2025, 6:00 p.m.

Virtual Meeting (Go To Meeting)

<https://meet.goto.com/sta6/neighborhoodmeeting>

You can also dial in using your phone.

Access Code: 564-210-029

United States: +1 (872) 240-3311

NOTE: We recommend that you download the GoTo Meeting application (<https://meet.goto.com/install>) at least 1 hour prior to the meeting and make sure you can connect to the meeting. If you have any issues with connecting to the virtual meeting, please call (602) 452-2712.

Your input is welcome regarding the proposed Application. If you are unable to attend the Meeting, comments must be received by January 5, 2026 to be included for consideration. If you have any questions regarding this Application, please call or email me your questions at sta@tblaw.com. You may also contact Amy Schwenner with the City of Glendale at aschwenner@glendaleaz.com.

Sincerely,

Shaine T. Alleman

		City of Glendale Development Services Department Planning Division
<input type="checkbox"/> Failed <input type="checkbox"/> Conditionally Approved <input checked="" type="checkbox"/> Approved		
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
aschwenner BY	12/3/2025 DATE	

A postcard detailing the date and time this project is scheduled to be heard by the Board of Adjustment will be mailed to those property owners highlighted in green on the enclosed Neighborhood Notification Map. If you are not included in this area and would like to be added to the mailing list, please scan the QR code and fill in the requested info.



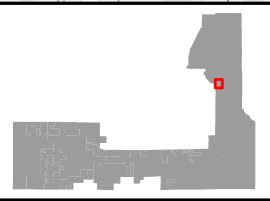
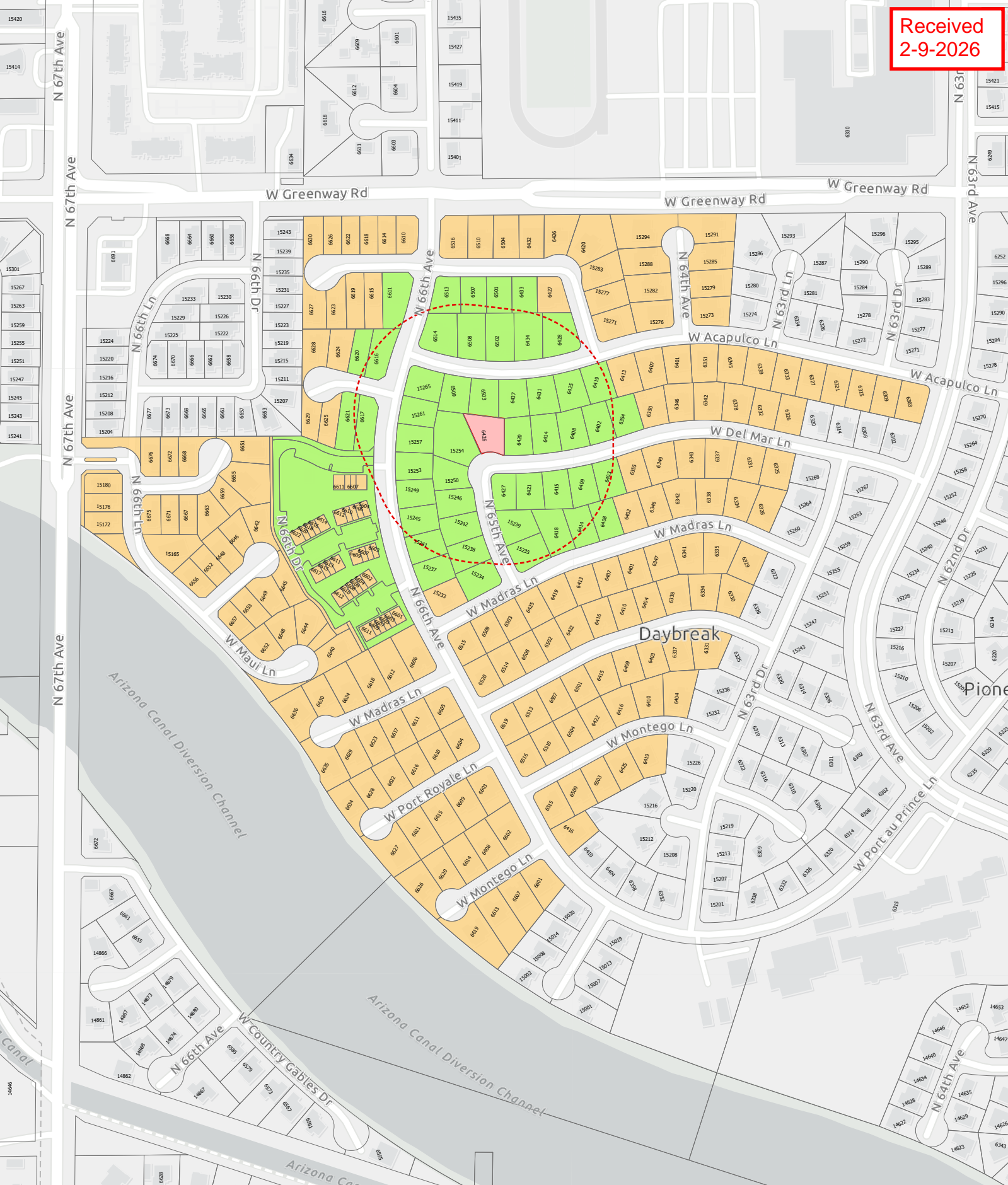
Received
2-9-2026







- APN: 231-07-818
- Acres: 0.54 (approx.)

Exhibit B - Aerial Context Map
Bench Properties; Assisted Living – 6426 W. Del Mar Ln, Glendale

Received
2-9-2026



Project Number: **VAR25-08**
Buffer: 300 ft

-  Buffer
-  Project Location
-  Standard Area
-  Expanded Area

APPENDIX D

Record of Twenty-two (22) Undelivered Notification Letters



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APPENDIX E

Affidavit of Mailing Neighborhood Notification Letter notarized December 4,
2025





Planning Division

NEIGHBORHOOD NOTIFICATION LETTER


AFFIDAVIT OF MAILING

Case No. (if available) VAR25-08

Project Name: BENCH PROPERTIES

I, Shaine T. Alleman certify that I am the authorized applicant /

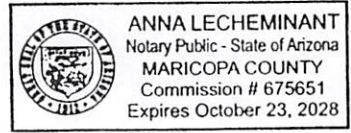
representative to the City of Glendale for the above application and do hereby affirm that notice, as required for the case noted above, has been completed in accordance with the Citizen Participation Process in the City of Glendale's Zoning Ordinance, and a copy of the letter and mailing labels has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

Applicant/Representative Signature: 

STATE OF ARIZONA

SS.

COUNTY OF MARICOPA



The foregoing instrument was acknowledged before me this 4th day of December, 2025.


Notary Public

My Commission Expires:

October 23, 2028

APPENDIX F

December 23, 2025 Neighborhood Meeting Summary





December 23, 2025

VIA ELECTRONIC MAIL ONLY

City of Glendale, Development Services Department
Attn: Amy Schwenner
5754 West Glen Drive
Glendale, AZ 85301
aschwenner@glendaleaz.com
(623) 930-2805

**RE: Neighborhood Meeting Summary for Disability Accommodation Application;
VAR25-08 Bench Properties, Inc. – 6426 W. Del Mar Ln, Glendale**

Dear Amy,

On December 22, 2025, a virtual neighborhood meeting was scheduled for 6:00 p.m. via GoToMeeting platform. The purpose of the meeting was to engage with local residents to further discuss the above referenced Disability Accommodation Application, as outlined in a notification letter sent to the required property owner and interested parties on December 4, 2025. No neighbors attended the meeting.

Sincerely,

TIFFANY & BOSCO, P.A.

Shaine T. Alleman
Shareholder

APPENDIX G

Affidavit of Sign Posting notarized December 8, 2025





PLANNING DIVISION

AFFIDAVIT OF POSTING

Case No. VAR24-08/BENCH PROPERTIES

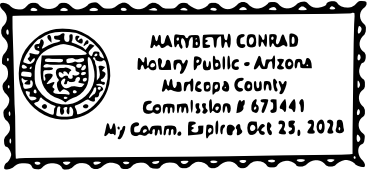
Project Name: _____

X Neighborhood Meeting

I, Meghan Liggett, being first duly sworn upon oath, state that on the 8th day of December, 2025, I posted 1 hearing notice(s) for hearing date December 22, 2025.

Applicant/Representative Signature: *Meghan Liggett*

STATE OF ARIZONA
SS.
COUNTY OF MARICOPA



Subscribed and sworn to before me on December 8, 2025

Marybeth Conrad
Notary Public

My Commission Expires:
10-25-28

PUBLIC NOTICE NEIGHBORHOOD MEETING

PROJECT # / PROJECT NAME: VAR25-08 / BENCH PROPERTIES

PROJECT REQUEST: DISABILITY ACCOMMODATION FOR A GROUP HOME
WITHIN 1200 FEET OF AN EXISTING GROUP HOME

NEIGHBORHOOD MEETING DATE/TIME: DECEMBER 22, 2025 / 6:00 PM

MEETING DETAILS: VIRTUAL PARTICIPATION VIA GOTO MEETING:

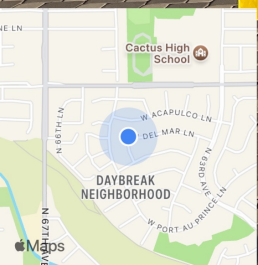
<https://meet.goto.com/sta6/neighborhoodmeeting>

APPLICANT CONTACT: SHAINÉ T. ALLEMAN, TIFFANY & BOSCO, P.A.
PHONE: (602) 452-2712

CITY CONTACT: AMY SCHWENNER, PHONE: (623) 930-2805

COMMENT PERIOD CUT OFF: JANUARY 5, 2026

Scan for Project Info



December 8, 2025 at 8:06 AM
+33.623118,-112.198663
6426 W Del Mar Ln
Glendale AZ 85306

APPENDIX H

Affidavit of Sign Posting Removal notarized January 26, 2026





PLANNING DIVISION

AFFIDAVIT OF SIGN REMOVAL


Case No. VAR24-08/BENCH PROPERTIES

Project Name: _____

___ Planning Commission

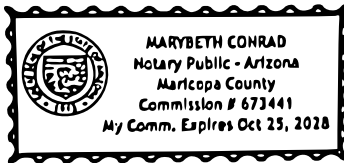
___ Glendale City Council

I, Meghan Liggett, being first duly sworn upon oath, state that on the 27 day of January, 2026, all public notice signs were removed from the site for the case noted above.

Applicant/Representative Signature: 

STATE OF ARIZONA
COUNTY OF MARICOPA

SS.



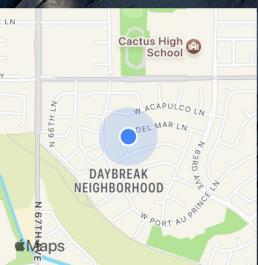
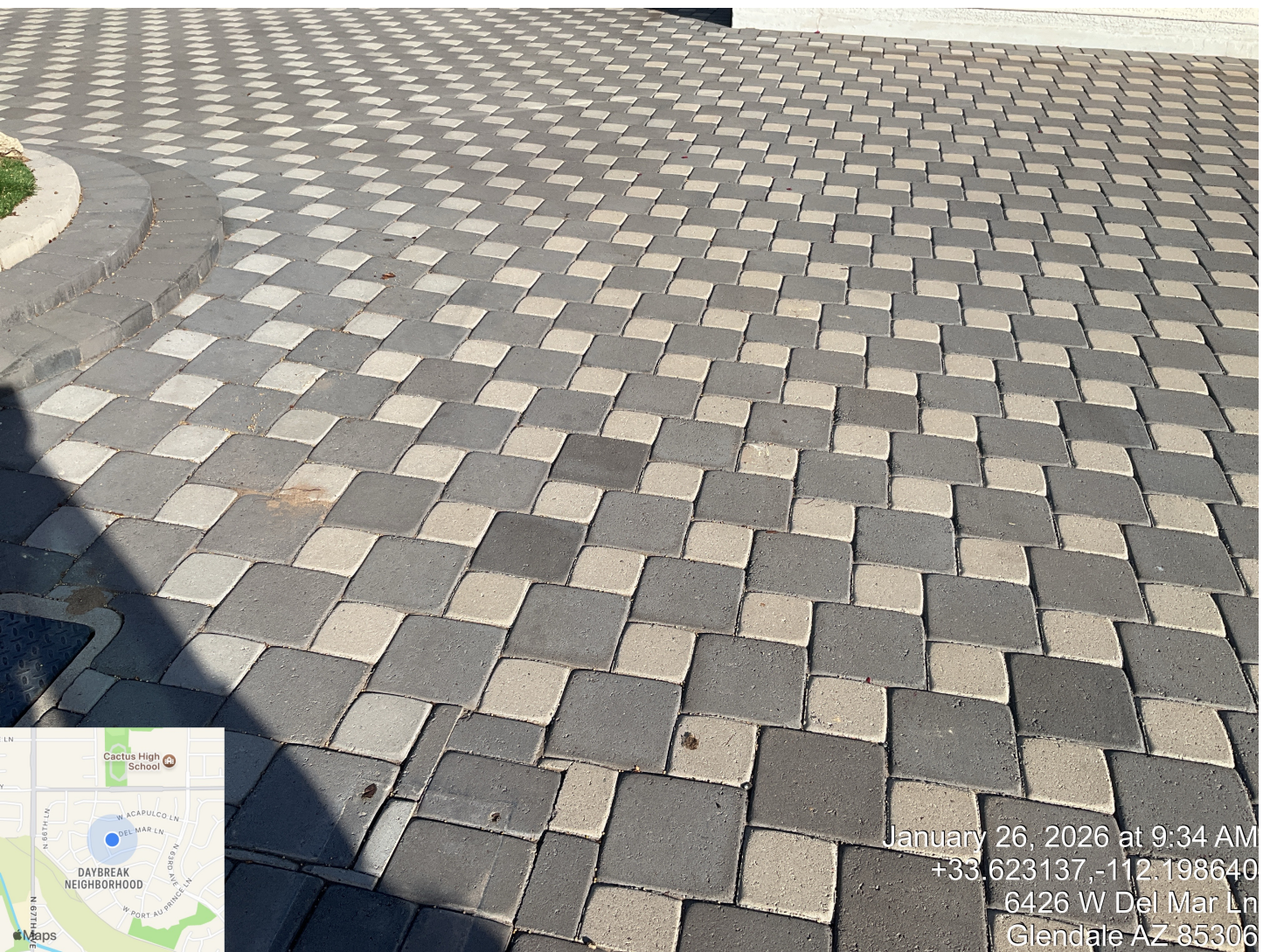
Subscribed and sworn to before me this 26th day of January, 2026.


Notary Public

My Commission Expires:

10-25-28

Received
2-9-2026



January 26, 2026 at 9:34 AM
+33.623137,-112.198640
6426 W Del Mar Ln
Glendale AZ 85306