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**STAFF ANALYSIS**

**TXT20-02**

<b>To:</b>	Mayor and City Council
<b>Through:</b>	Nathan Steele, Economic and Community Development, Director
<b>From:</b>	Rodolfo Lopez, Economic and Community Development, Deputy Director
<b>Meeting Date:</b>	July 21, 2020

**REQUEST**

**Text Amendment TXT20-02**, a major text amendment to the City of Maricopa Subdivision and Zoning Code. The proposed text amendment is a complete readoption of City Code Title 17 by repealing and adopting a new Subdivision Code. This text amendment also includes repealing and adopting new sections of the Title 18 Zoning Code, Chapter 18.60 Planned Area Development District and Chapter 18.180 Planned Area Development Procedure. **DISCUSSION AND ACTION.**

**COUNCIL PRIORITIES CONSIDERED**

- Quality of Life
- Economic Sustainability
- Managing the Future
- Public Safety

**APPLICANT INFORMATION**

Project Planner: Rodolfo Lopez, Deputy Director  
City of Maricopa  
39700 W. Civic Center Plaza  
Maricopa, AZ 85138

**PROJECT INFORMATION**

The City's Subdivision Code's major update began in 2017, as the code itself was previously first adopted in 2006. A minor update of the code was completed in 2015. However, it was determined that a significant update to the code was necessary due to outdated standard practices in the development community. The city proceeded by hiring outside help through a consulting firm and obtain consulting services with The Planning Center.

The project kicked off in fall 2017, where the city created a steering committee to help guide the project and garner feedback and direction on changes to the code. Steering Committee members included staff, developers, citizens, realtors, and other stakeholders of the city. The committee completed its task by spring 2018.

By the summer of 2018, the proposed text amendment changes were vetted through a broad stakeholder group that included developers, builders, utilities, design professionals, associations, and large stakeholder landowners. By the end of 2018, multiple comments were received, and in

2019 staff began to finalize each chapter for adoption. Since the Subdivision Code includes changes to engineering standards and various sections were being removed from the Subdivision Code, a separate project was initiated to adopt the City's Design Standards Manual (DSM). The DSM is a document that is not policy-driven. Instead, it is a design construction guide/document for various engineering components, such as road, grading, and other engineering design standards. Drafting and vetting the DSM was a 12-month process and is now ready for Council adoption, scheduled for July 21, running concurrently with the Subdivision Code Update.

**GENERAL PLAN CONFORMANCE**

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The text amendments to the Zoning Code is in conformance with the following goals and objectives outlined in the General Plan (Planning Maricopa).

**B. Land Use Element**

Objective B1.4.5: Update and consistently enforce the community’s development codes, including zoning, subdivision, and related regulations.

**F. Economic Development Element**

Objective F1.2.9: Streamline and simplify governmental permitting processes to assist businesses in locating or expanding within the community

**PUBLIC OUTREACH**

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As required per the City’s Zoning Code Sec. 509.03, notification via a public hearing process is required. However, additional outreach methods were conducted to solicit input and acceptance of the proposed amendments. Staff contacted over fifty stakeholders (developers, architects, engineers, interested citizens, etc.), three separate 30 day public review periods of the draft text amendments, legal public notices in the local circulator (Maricopa Monitor and Casa Grande Dispatch), and an open public forum meeting held at City Hall. The major milestones of the public outreach events are listed below.

P&Z Commission Initiates	September 2017
Steering Committee	Nov 2017 – May 2018
1 <sup>st</sup> Public Review Article 14-2 – 14-3 (30 Day)	April 2018
1 <sup>st</sup> Public Review Article 14-5 – 14-7 (30 Day)	August 2018
Public Forum Meeting	September 2018
2 <sup>st</sup> Public Review Article 14-2 – 14-3 (30 Day)	November 2018
2 <sup>nd</sup> Public Review Article 14-5 – 14-7 (30 Day)	May 2020
P&Z Commission (Reading)	May 2020

Staff received several comments from residents, architects, engineerings, and developers during the public review periods. The comments were reviewed and vetted through Planning, Engineering, and Public Service staff and the consultant in which several of the comments were accepted and revised while other comments were not Refer to Exhibit C for list comments and responses from staff.

## **P&Z COMMISSION FINDINGS**

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As required by Sec. 509.104 of the City’s Zoning Code, the Planning & Zoning Commission made the following findings in their recommendation to City Council:

1. The amendment is consistent with the General Plan;
2. The amendment will promote the growth of the City in an orderly manner and protect the public health, safety, peace, comfort and general welfare.

## **STAFF RECOMMENDATION**

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On July 13, 2020, the Planning and Zoning Commission recmmeded approval of **Text Amendment case # 20-02**, subject to the conditions of approval stated in this staff report, and as amended by the Planning and Zoning Commission.

1. The Subdivision and Zoning Code formatting heading and sub-heading structure shall be modified to reflect the correct heading, sub-heading, and formatting structure of the current city code.
2. Anywhere in the Subdivision Code where there is the notion of a will serve letter, the following text shall be inserted **“The City may require additional documentation establishing the sufficiency of access and adequacy of service”.**
3. Anywhere in the subdivision code where there is a notion of responsibility by an HOA or management association the following shall text be inserted **“...as designated by the applicant during the final plat approval...”**
4. City staff shall be given the responsible of any syntax or scrivener/clerical errors found within the document.
5. A definition for ‘homeowner associations/property owners associations’ shall be added to the defintions section of the code.

Exhibit A – Clean Copy of Subdivision Code

Exhibit B – Clean Copy of Zoning Code, Article 207 and 510

Exhibit C – Stakeholder Comments with Staff Responses

Exhibit D – P&Z Commissioner Comments with Staff Responses

-- End of staff report --