Planning & Development Services Department (PDSD)

Planned Area Development (PAD)

2/5/2020

What is a PAD?

- A PAD is a zoning option that property owners and developers may choose to allow greater flexibility in uses and development from than standard zones.
- PADs help preserve quality of life by including conditions to minimize adverse impacts on surrounding areas.
- Examples of projects that have utilized the PAD option include hospital campuses, major retail and office centers, and mixed-use developments.

What is the difference between a PAD and a Rezoning?

- A PAD is a type of rezoning that allows flexible regulations tailored to a specific site.
- A PAD undergoes a more thorough review process, including a pre-application PAD review with PDSD staff prior to a rezoning submittal.
- A PAD may have land use regulations that are different from the zoning regulations in the Unified Development Code (UDC) or other zoning districts.

How long does the process take and is there a fee?

- Time: The complete PAD review process will take approximately 8-12 months to complete. Included within the timeline:
  - The pre-application meeting review process takes 3-5 months, the neighborhood meeting takes 1-2 months (dependent on applicant), and the rezoning application and Mayor & Council review takes 4-5 months.
- Fee: PDSD staff calculates fee. Half of the total fee is due at the time of the pre-application meeting review. Fee amount includes a base fee with an additional acreage fee and a miscellaneous fee. The fee covers the staff review fee, technology/archive fee, legal ad, and public notice. The remainder of the total fee is due at the rezoning submittal.

How do I get started?

- Email PDSD Entitlements staff at rezoning@tucsonaz.gov or call the PDSD main line with any questions or to submit a pre-application meeting request.
- The rezoning pre-application, notification labels, and rezoning application can be found on the PDSD website:
  - www.tucsonaz.gov/pdsd/rezoning-special-exceptions-original-city-zoning

How do I find out about the PAD applications currently under review?

- Sign up for NoticeTucson at www.tucsonaz.gov/noticetucson to receive email notifications about applications for land use projects in the City or your neighborhood.
- Information about current applications can be found on the PDSD, Zoning Examiner, or Mayor & Council websites.

Location: Public Works Building, 201 North Stone Ave. - Online: www.tucsonaz.gov/pdsd
Hours of Service: Monday - Friday, 8 a.m. - 2 p.m. - Contact Us: PDSDInquiries@tucsonaz.gov or (520) 791-5550

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Pre-Application Meeting and Review

- Applicant submits draft PAD document to PDSD staff.
- PDSD staff hold pre-application meeting with applicant.
- Applicant pays half of the PAD fee.
- Application reviewed by City departments and outside agencies to provide comments on document.
- Applications often go through multiple reviews; each pre-application review cycle is 20 working days. Pre-application submittal review typically takes 3-5 months.
- Once a thorough draft PAD has been submitted and reviewed, applicant may proceed with the neighborhood meeting.

Neighborhood Meeting

- Applicant must give notice, host, and document a public neighborhood meeting.
- Applicant mails meeting notification using labels purchased from PDSD.
- At the neighborhood meeting, the applicant provides information about the proposed project, identifies land use changes, and listens to neighbor concerns and interests.
- Applicant compiles minutes, sign-in sheet, and any materials shared to submit with their application.

Application Submittal and Review

- Applicant submits complete application according to checklist, including the neighborhood meeting documentation, and remainder of PAD fee.
- PDSD staff reviews application for completeness 70 working days prior to Zoning Examiner Public Hearing.
- PDSD staff review may include review and comments from other City departments and outside agencies.
- If complete, application is accepted for processing and posted online through Property Research Online (PRO) at www.tucsonaz.gov/PRO/pdsd/. PDSD staff sets tentative Zoning Examiner public hearing date.
- PDSD staff prepares a report for the Zoning Examiner that includes a recommendation to approve or deny the application based on existing policy and staff analysis.

Zoning Examiner Public Hearing

- PDSD staff notifies property owners within 300 feet and registered neighborhood associations within 1 mile and publishes legal notice no less than 15 calendar days before the hearing.
- Applicant posts hearing notification on site.
- Zoning Examiner conducts the public hearing on behalf of Mayor & Council. The public can make comments at the public hearing or submit written comments.
- Zoning Examiner prepares a report for Mayor & Council recommending approval or denial within 14 calendar days of close of the public hearing.

Mayor & Council Action

- Mayor & Council may hold a public hearing or a public meeting on the application. Any request for a public hearing at Mayor & Council must be made in writing to the City Clerk within 14 calendar days of close of the Zoning Examiner public hearing.
- Mayor & Council consider the application, Zoning Examiner recommendation, City Manager's recommendation, as well as public comments.
- Mayor & Council may approve, modify, or deny the application or take other appropriate actions.
- PAD rezoning becomes effective 30 calendar days after ordinance adoption.

Opportunity for public comment.