



**TEP Tucson Substation  
Board of Adjustment  
Variance Application**

**C-10-20-01 / TP19SA00524**

**December 18, 2019**



## **TEP Tucson Substation Board of Adjustment Variance Application**

### **Table of Contents**

- Application
- Final UDC Compliance Review Comments
- Proof of Applicant's Mail Notice and Meeting
- 3 Folded Copies of Project Site Plan
- 3 Folded Copies of Project Fence Elevations and Site Plan
- Pima County Assessor Parcel Detail
- Pima County Assessor Record Map
- Board of Adjustment Filing Fees



**PRE-APPLICATION INFORMATION**

**Zoning Administration Process Overview:** A project may be subject to various reviews and criteria depending on the scope of work and the Unified Development Code (UDC). Please note that your projects may not be subject to review by all review authorities used in the table below. The Zoning Administration processes at Planning and Development Services Department (PDSD) include:

Review Process	Review Authorities	PDSD Planning Contact
<b>Design Development Option (DDO)</b> [UDC Section 3.11.1]	Design Review Board (DRB)	Mark Castro – (520) 837-4979
<b>Flexible Lot Development (FLD)</b> [UDC Section 8.7.3]	Design Professional	Carolyn Laurie – (520) 837-4953
<b>Historic Preservation Zone (HPZ)</b> [UDC Section 5.8]	1. Neighborhood Historic Advisory Board 2. Tucson-Pima County Historical Commission (T-PCHC) Plans Review Subcommittee (PRS)	Michael Taku – (520) 837-4963
<b>Infill Incentive District (IID)</b> [UDC Section 5.12]	1. Neighborhood Liaison 2. Design Professional 3. T-PCHC PRS 4. Design Review Committee (IID-DRC)	Carolyn Laurie – (520) 837-4953
<b>Individual Parking Plan (IPP)</b> [UDC Section 7.4.5.A]		Mark Castro – (520) 837-4979
<b>Main Gate District (MGD) Design</b> [MGD Policy]	1. Neighborhood Historic Advisory Board 2. T-PCHC PRS 3. Main Gate District Design Review Committee (MGD-DRC)	Carolyn Laurie – (520) 837-4953
<b>Neighborhood Preservation Zone (NPZ)</b> [UDC Section 5.10]	Design Professional	Carolyn Laurie – (520) 837-4953
<b>Rio Nuevo Area (RNA) (formerly RND)</b> [UDC Section 5.12.7]	1. T-PCHC PRS 2. Design Review Board (DRB)	Michael Taku – (520) 837-4963 Carolyn Laurie – (520) 837-4953
<b>Variances</b> [UDC Section 3.10.3]	Design Review Board (DRB) Board of Adjustment (B/A)	Mark Castro – (520) 837-4979 Russlyn Wells – (520) 837-4948

**UDC Compliance Review:** All projects must **FIRST** be submitted for compliance review at the PDSD 1<sup>st</sup> floor, 201 North Stone Avenue, (520) 791-5550. The UDC compliance comments for the project are generated by PDSD staff after completing their review of the detailed development package submitted for the project to ensure that all needed modifications are identified.

**Pre-Application Meeting (if required):** Once you have completed the following Application Form and obtained the Submittal Requirements. Applications for pre-submittal conferences must include a completed application form submitted by 4:30 PM, seven (7) working days prior to the requested conference date with the \$100 fee, payable to *The City of Tucson*. Staff will fill out the Case Information and advise applicants on any additional UDC requirements to complete the application package to initiate the review process.



### BOARD OF ADJUSTMENT VARIANCE APPLICATION

Case Number: C10-\_\_\_\_\_ Activity Number: \_\_\_\_\_ Date Accepted: \_\_\_\_\_

**PROPERTY LOCATION INFORMATION**

---

---

Property Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

Zoning: \_\_\_\_\_ Property Size (sqft): \_\_\_\_\_

Number of Existing Buildings: \_\_\_\_\_ Number of Stories: \_\_\_\_\_ Height: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Pima County Tax Parcel Number/s: \_\_\_\_\_

**APPLICANT INFORMATION** (The person processing the application and designated to receive notices):

---

---

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (     )                      FAX: (     )                      EMAIL: \_\_\_\_\_

PROPERTY OWNER (If ownership in escrow, please note): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (     )                      FAX: (     )                      EMAIL: \_\_\_\_\_

PROJECT TYPE (check all that apply):  
 New building on vacant land  
 New addition to existing building  
 Existing building needs permits  
 Landscaping / Screening substitution  
 Change of use to existing building  
 New building on developed land  
 Modification to wall/fence height  
 Other \_\_\_\_\_

Related Permitted Activity Number(s): \_\_\_\_\_

I hereby certify that all information contained in this application is complete and true to the best of my knowledge.

\_\_\_\_\_  
SIGNATURE OF OWNER/APPLICANT Date







### BOARD OF ADJUSTMENT – REQUIRED FINDINGS

Arizona State Statutes and UDC Section 3.10.3.K. state that the Board may grant a variance only if the variance request complies with each and every one of these "Findings" in full. It is up to the applicant to explain to the Board how the request complies with each Finding. **Important Note:** Do not leave any "Finding" unanswered or marked "Not Applicable" or "N/A".

1. That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district;

---



---



---



---

2. That such special circumstances were not self-imposed or created by the owner or one in possession of the property;

---



---



---



---

3. That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located;

---



---



---



---

4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC;

---



---



---



---

Case Number: C10- \_\_\_\_\_ Activity Number: \_\_\_\_\_



**BOARD OF ADJUSTMENT – REQUIRED FINDINGS (CONTINUED)**

- 5. That the granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located;

---

---

---

---

- 6. That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood; and,

---

---

---

---

- 7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions that are in question.

---

---

---

---

Case Number: C10- Activity Number: \_\_\_\_\_



Planning & Development Services Department  
 201 N. Stone Avenue  
 PO Box 27210  
 Tucson, AZ 85726  
 (520) 791-5550

**Letter of Agency/Authorization**

*If the applicant is not the owner of record of the subject site, a Letter of Agency from the owner or the owner's authorized representative must be submitted which grants the applicant permission to submit an application for the requested entitlement(s).*

Date: \_\_\_\_\_

To:  
 City of Tucson  
 Planning & Development Services Department  
 Zoning Administration Division  
 PO Box 27210  
 Tucson, AZ 85726

Planning & Development Services Department:

I, the undersigned legal owner of record, hereby grant permission to:

Applicant:

Phone: \_\_\_\_\_

Applicant's Address:

\_\_\_\_\_

To submit a Board of Adjustment variance application on my behalf.

The subject property located at:	
Assessor's Parcel Number:	
Printed Name of Owner of Record:	
Address of Owner of Record:	
Phone Number of Owner of Record:	
Signature of Owner of Record: <i>(must be original signature)</i>	

Case Number: C10-\_\_\_\_\_ Activity Number: \_\_\_\_\_



### SUBMITTAL REQUIREMENTS

A complete Board of Adjustment Variance submittal must contain all of the items listed below. Please review this checklist to make sure your submittal is complete. Incomplete and poorly prepared submittals will be returned to the applicant.

**PLEASE PROVIDE THE FOLLOWING MATERIALS IN THIS ORDER:**

1.	Application form (signed by the Property Owner or Authorized Agent – include letter of authorization).
2.	Related UDC process decision or recommendation letters (Historic Plans Review Subcommittee, Special Exception, SCZ, Rezoning, etc.)
3.	Final UDC compliance review comments (obtained at the 1 <sup>st</sup> floor).
4.	Proof of applicant’s mail notice and meeting (Proof of mailing – Copy of letter to neighbors – Summary of onsite meeting with sign-in sheet)
5.	3 folded copies* of project site plan (Detailed plan that was submitted to PDSD for final UDC compliance review comments)
6.	3 folded copies* of project building elevation and/or floorplans (If applicable to the project’s variance request – Ask Zoning Admin staff at PDSD if unsure)
7.	3 folded copies* of project landscape plan (If applicable to the project’s variance request – Ask Zoning Admin staff at PDSD if unsure)
8.	If full size (24"x36") plans are provided, then also include one each at 11"x17"
9.	Pima County Assessor Parcel Detail ( <a href="http://www.asr.pima.gov/index.aspx">http://www.asr.pima.gov/index.aspx</a> )
10.	Pima County Assessor Record Map
11.	(Other)
12.	Board of Adjustment Filing Fees

Applications to the B/A that include **LANDSCAPE, SCREEN or SCENIC ROUTE** variances or **APPEALS** must also submit an application for Design Review Board (DRB) review.

\* Copies of plans to be provided in 11"x17" size

Additional application materials may be required at the time of your meeting with staff.

Refer to Supplemental Information per review process for material instructions, etc.

---

*For Zoning and Subdivision review, the Unified Development Code (UDC) applies to this application. Applicable timeframes can be provided at your request or found in Administrative Manual Sec. 3-02 or found on our website at <http://cms3.tucsonaz.gov/pdsd>. For information about applications or applicable policies and ordinance, please contact us at (520) 791-5550.*

*By state law, we cannot initiate a discussion with you about your rights and options, but we are happy to answer any questions you might have.*



## SUPPLEMENTAL INFORMATION

### Who Approves The Variances?

The Board of Adjustment is a quasi-judicial body comprised of lay people appointed by Mayor and Council to hear and decide variance requests. Decisions by the Board of Adjustment (B/A) can be appealed to the Pima County Superior Court. Given the legal nature of this zoning process it is important that each applicant read and follow the submittal steps as provided in this packet.

### How Long Does This Process Take?

The typical Board of Adjustment application process takes from 2-1/2 to 3 months to complete from beginning to end. The B/A application processing time does not include the time PDSZ Zoning Review Staff needs to review a project plan and generate the final *Unified Development Code (UDC)* compliance review comments required for your application submittal.

### What Are The Steps?

1. Obtain final not preliminary *Unified Development Code (UDC)* compliance review comments for your project from the City of Tucson Planning and Development Services Department (PDSZ), 1st Floor City/County Public Works Building, 201 North Stone Avenue. This application process assumes you already have these formal comments. **\*Schedule a pre-application conference with PDSZ Zoning Administration Staff. Contact Mark Castro 837-4979 or Russlyn Wells 837-4948 to schedule an appointment.\***
2. Related *UDC* application processes (e.g. Special Exception, Scenic Corridor Zone, Historic Preservation Zone, etc.) must be completed prior to submittal to the Board of Adjustment.
3. Obtain official Board of Adjustment mailing labels from PDSZ Zoning Administration Staff, 3<sup>rd</sup> Floor North, 201 North Stone Avenue.
4. Using these official mailing labels, per requirements, mail a notice letter to all affected parties. This notice should include a description of your project and variance request(s), an offer to meet onsite, and information about the Board of Adjustment hearing. Don't forget to get "proof of mailing" when you mail the letters.
5. Hold your onsite meeting with those affected parties interested in the application. Provide a sign-in sheet and prepare a summary of what was discussed.
6. Referring to the variance "*Submittal Requirements*" assemble the required items for application submittal.
7. Contact PDSZ Zoning Administration Staff, Mark Castro 837-4979 or Russlyn Wells 837-4948, to schedule an appointment for submittal of the application. **Applications may not be dropped off.** You must be present to answer staff questions. Please allow up to 30 minutes for staff to review the application for completeness and acceptance.
8. Post the site and submit the Public Notice Posting Affidavit and attachments to staff.
9. Attend the DRB meeting and/or Board of Adjustment hearing.

**\*Pre-application conference is required prior to submittal of the application.**

**Poorly prepared or incomplete submittals will not be processed and will be returned to the applicant.**



### INSTRUCTIONS FOR OBTAINING UDC COMPLIANCE REVIEW COMMENTS

1. **Submit the plans for site plan review.** Staff will review your project for compliance with applicable Codes and generate the first round of review comments. For the purpose of this application, these are considered to be preliminary comments.
2. **Make the necessary corrections to the plans and respond to staff review comments.** Indicate in your response which items will be addressed through the variance process.
3. **Re-submit the revised plans and written response to comments.** Typically, this next round of zoning review comments will be the final UDC compliance review comments necessary for the variance application process, assuming you have addressed all of the prior comments. You may initiate the variance application process once you have received final UDC comments. Please note: Failure to fully address the preliminary review comments may result in the need for more than one resubmittal to obtain comments for this application process.

Please allow sufficient time to make corrections and resubmit to get final UDC comments. Review Staff is unable to take your resubmittal out of turn or hurry up your review for the sake of meeting a Board of Adjustment filing deadline.



## BOARD OF ADJUSTMENT VARIANCE APPLICATION RESPONSES

### TEP TUCSON SUBSTATION 247 W. 4<sup>TH</sup> STREET

**Provide a description of the project including, but not limited to its lot area, square footage of proposed or existing structures, proposed use/s, is a multiphase project, etc. If this project is the subject of a rezoning or special exception request, HPZ review, or a zoning violation, please provide current status of that case.**

The Project site is the existing 63,598 square foot (1.46 acre) Tucson Electric Power (TEP) 46kV and 138kV substation located at 247 West 4th Street. The substation was constructed over 50 years ago with an equipment modification over 15 years ago. The current substation contains transmission and distribution overhead structures, electrical switchgear, breakers, transformers and a protective 35' tall canopy. Currently, the plans are to remove older 46kv equipment and install a 138kV transformer and associated electrical equipment. In addition, the existing 9' chain link fence will be replaced with a 10' 10" high masonry wall along the historic fence location.

The purpose of this application is to request a variance of the required setbacks to a 0' setback around the entire parcel and re-locate the northeast and southeast gate locations to allow for vehicular movement into the substation. The current fence is installed at the property boundary, with a 0' setback. We are requesting the new CMU block wall be constructed in the current fence location (see Exhibit 1). The north and south access gates have been reoriented with a 45 degree angle to allow the delivery and removal of a 85' long x 10' wide mobile transformer unit (see Exhibit 2).

There are no rezoning or special exception requests, HPZ or zoning violations in process for the parcel.

**Provide applicable UDC Section reference, what is required and what is proposed/provided for each variance requested.**

The applicable UDC Section is Section 6.6.2.J Accessory Buildings and Structures. See Exhibit 1.

1. The required setback on 11th Ave is 20' or 1 ½ times the height of the wall whichever is greater.  
*The proposed setback is 0'.*
2. The required setback on 4th street is 10'.  
*The proposed setback is 0'.*
3. The required setback on the north 132 linear feet portion of the alley adjacent to the R-3 zone, is 1 ½ times the height of the wall (15').  
*The proposed setback is 0'.*
4. The required setback for the southeast portion of the property along 5th Street is 10'.  
*The proposed setback is 0'.*



The arrangement of the security fence and the substation equipment within the facility requires critical safety distances between energized equipment and workers. This allows the operation of the equipment and the safety of TEP personnel within the substation. In addition, the construction of the CMU block security wall meets TEP physical security requirements for critical infrastructure.

The applicable UDC Section is Section 7.10.5. See Exhibit 2.

1. The use of alleys for vehicular maneuvering or loading is prohibited.

*The alley east of the substation will be used for vehicular maneuvering into the substation. The curb at the northeast corner of the parcel will be redesigned to PAG SD standards to allow vehicular access and match the existing vertical curb along 4th street. There is no curb along the alley or 5<sup>th</sup> street.*

**Arizona State Statutes and UDC Section 3.10.3.K. state that the Board may grant a variance only if the variance request complies with each and every one of these "Findings" in full. It is up to the applicant to explain to the Board how the request complies with each Finding. Important Note: Do not leave any "Finding" unanswered or marked "Not Applicable" or "N/A".**

1. **That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district;**

The special circumstance for this property is the historic location of the security fence along the property line. The arrangement of the substation equipment within the facility requires critical safety distances between energized equipment and workers. This allows the operation of the equipment and the safety of TEP personnel within the substation. If the UDC was enforced, TEP personnel would not have the required safety distances for ingress/egress around the energized equipment within the facility. In order to complete regular maintenance, the entire substation would need to be taken offline potentially causing power outages in downtown Tucson and surrounding areas. Currently, the substation equipment is 20' from the lot line. See Exhibit 3.

2. **That such special circumstances were not self-imposed or created by the owner or one in possession of the property;**

The historic location of the fence was established over 50 years ago. The Perimeter Yard requirements were not enforced at this time. The current location of the fence along the property line has been understood as being a conforming use.

3. **That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located;**

The granting of the 0' setback variance would not constitute a grant of special privileges as the historic location of the security fence will not change. The fence material will change. This change improves the security of the TEP substation facility and improves the aesthetic quality of the fence.

- 4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC;**

If the property were to conform to the provisions of the UDC, the critical safety distances for energized equipment within the substation could not be adhered to and the substation, including the surrounding electrical transmission and distribution networks, would be negatively impacted. This could cause power outages affecting local and regional electric customers of TEP and the safety of TEP personnel inside the substation.

- 5. That the granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located;**

The alley access and vehicular maneuvering will be completed to PAG standards and will be a secondary access. The surrounding Dunbar Springs neighborhood has requested a 10' high masonry wall on numerous occasions. The wall will provide TEP with increased security for the substation equipment and the surrounding neighbors will have an aesthetically improved boundary wall.

- 6. That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood; and,**

The wall will not cast shadows on other properties, will not add to traffic congestion, or impair property values. TEP is currently working with the Dunbar Springs Neighborhood Assoc. to allow them to replace their existing murals on the TEP chain link security fence with a painted mural on the masonry wall. This will improve the aesthetic appearance of the substation and maintain neighborhood identity through the mural art.

- 7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions that are in question.**

To maintain the existing operations of the Tucson Substation, maintaining the 0' setback is necessary. The least modification possible will allow the Tucson Substation to operate under current conditions, increase the security of the substation, improve the aesthetic quality of the security wall as well as promote the neighborhood identity by allowing the painting of a new mural.

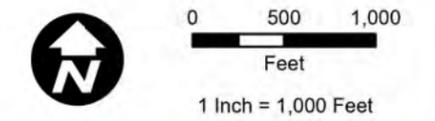


Tucson Electric Power  
Land Resources

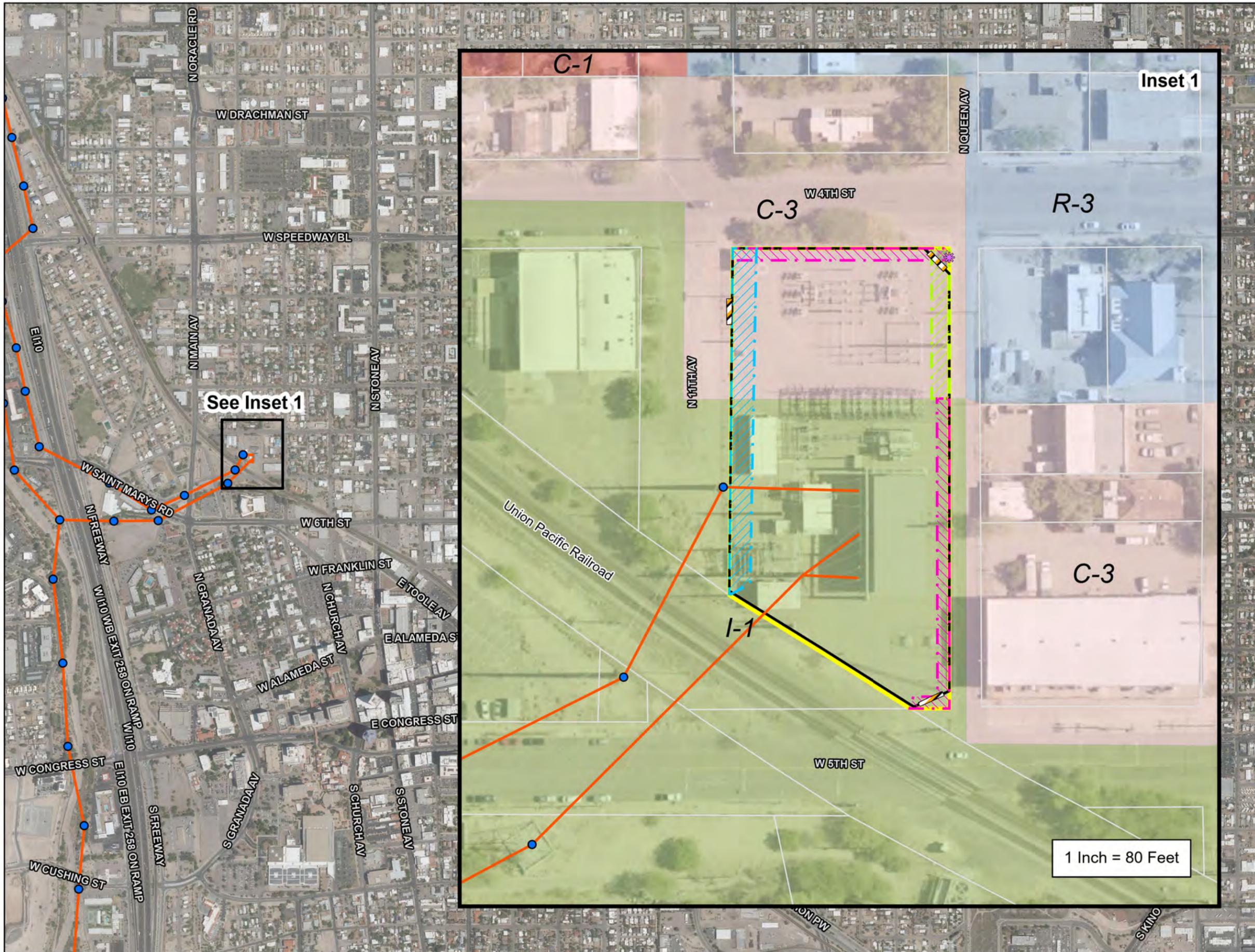
### Tucson Substation

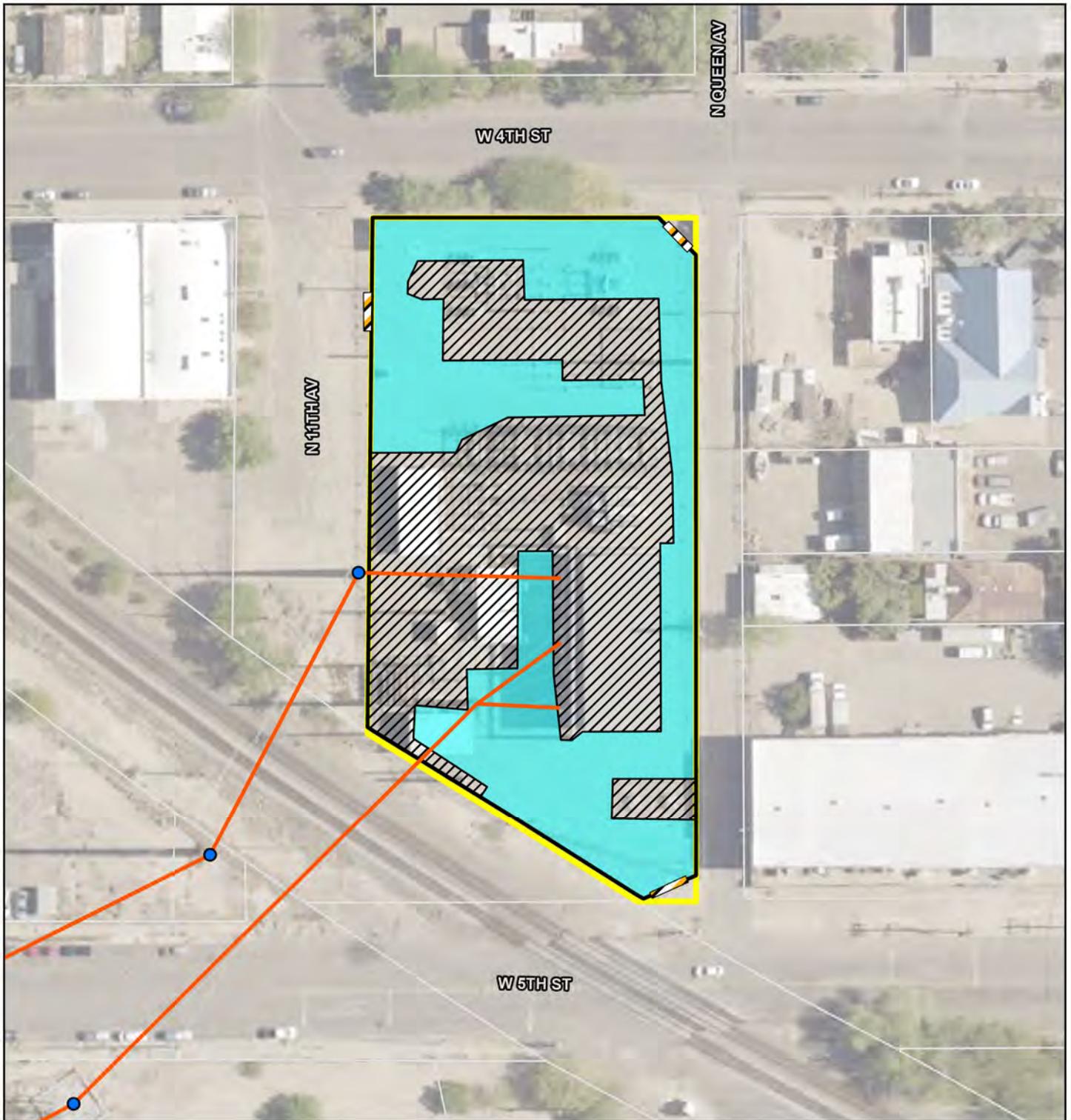
### Exhibit 1: Wall Variance Site Plan

- 10' Setback Variance
  - 15' Setback Variance
  - 20' Setback Variance
  - Alley Area Variance
  - Gates
  - Existing Transmission Structures
  - Existing Transmission Line
  - Subject Parcel
  - 10' CMU Masonry Wall
  - Parcels (Light Gray Polygons)
- City of Tucson Zoning**
- C-1
  - C-3
  - I-1
  - R-3



Sources: ESRI, TEP, UNS, and Pima County GIS.  
 Projection: NAD 1983 UTM Zone 12N  
 Basemap: PAG Imagery 2015 and  
 Pima County Orthophoto Imagery 2018  
 This map is for planning purposes only. TEP and  
 UNS Energy make no warranty of its accuracy.

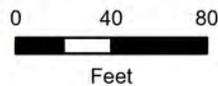




# Tucson Substation

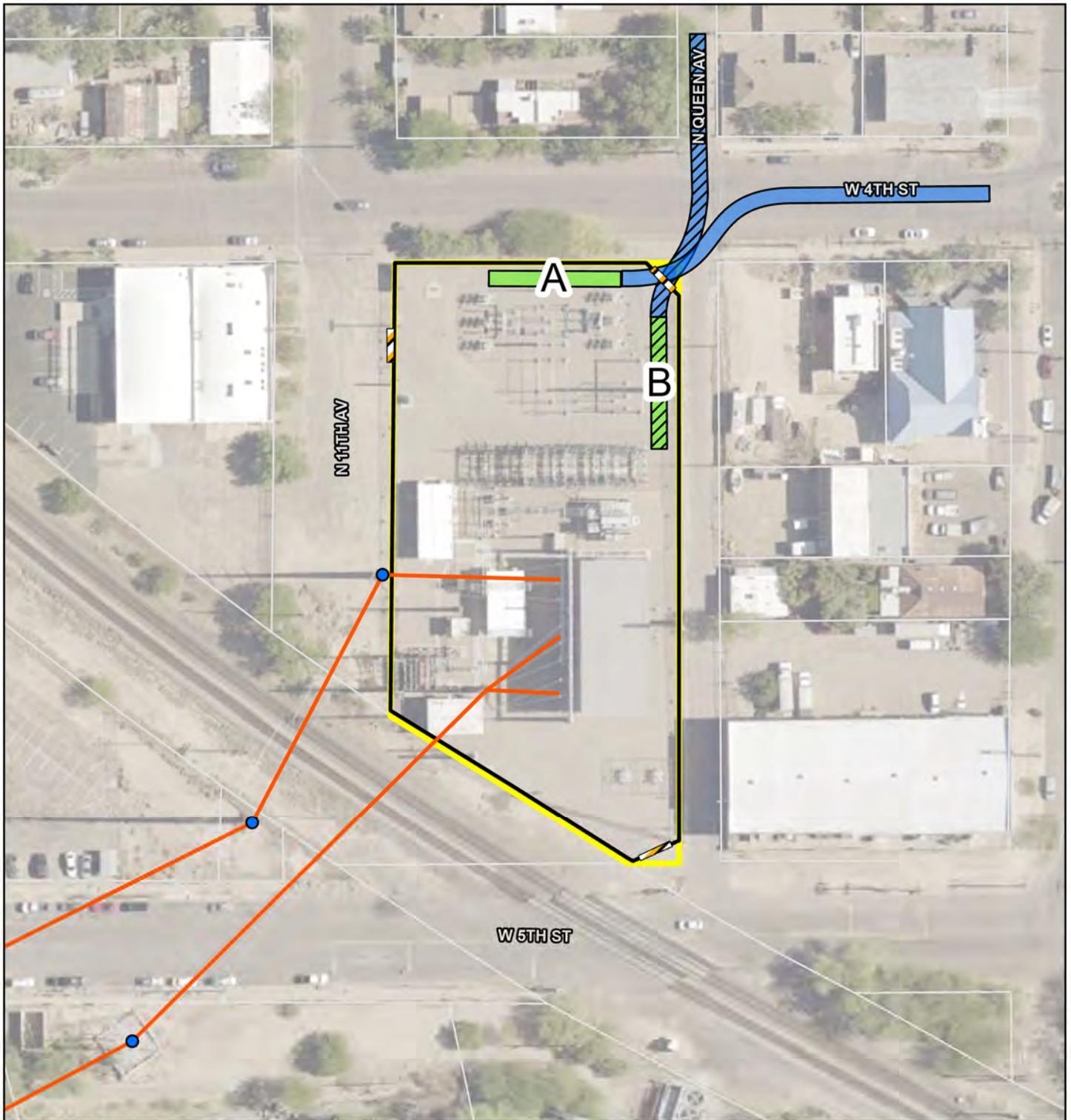
## Exhibit 2: Areas

- Existing Transmission Structures
- Existing Transmission Line
- Gates
- 10' CMU Masonry Wall
- Energized Area
- Access Area
- Subject Parcel
- Parcels (Light Gray Polygons)



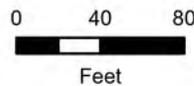
Sources: ESRI, TEP, UNS, EEC, and Pima County GIS.  
 Projection: NAD 1983 UTM Zone 12N  
 Basemap: PAG Imagery 2015 and Pima County Orthophoto Imagery 2018

This map is for planning purposes only. TEP and UNS Energy make no warranty of its accuracy.



# Tucson Substation

## Exhibit 3: Mobile Access



Sources: ESRI, TEP, UNS, EEC, and Pima County GIS.  
Projection: NAD 1983 UTM Zone 12N  
Basemap: PAG Imagery 2015 and Pima County Orthophoto Imagery 2018

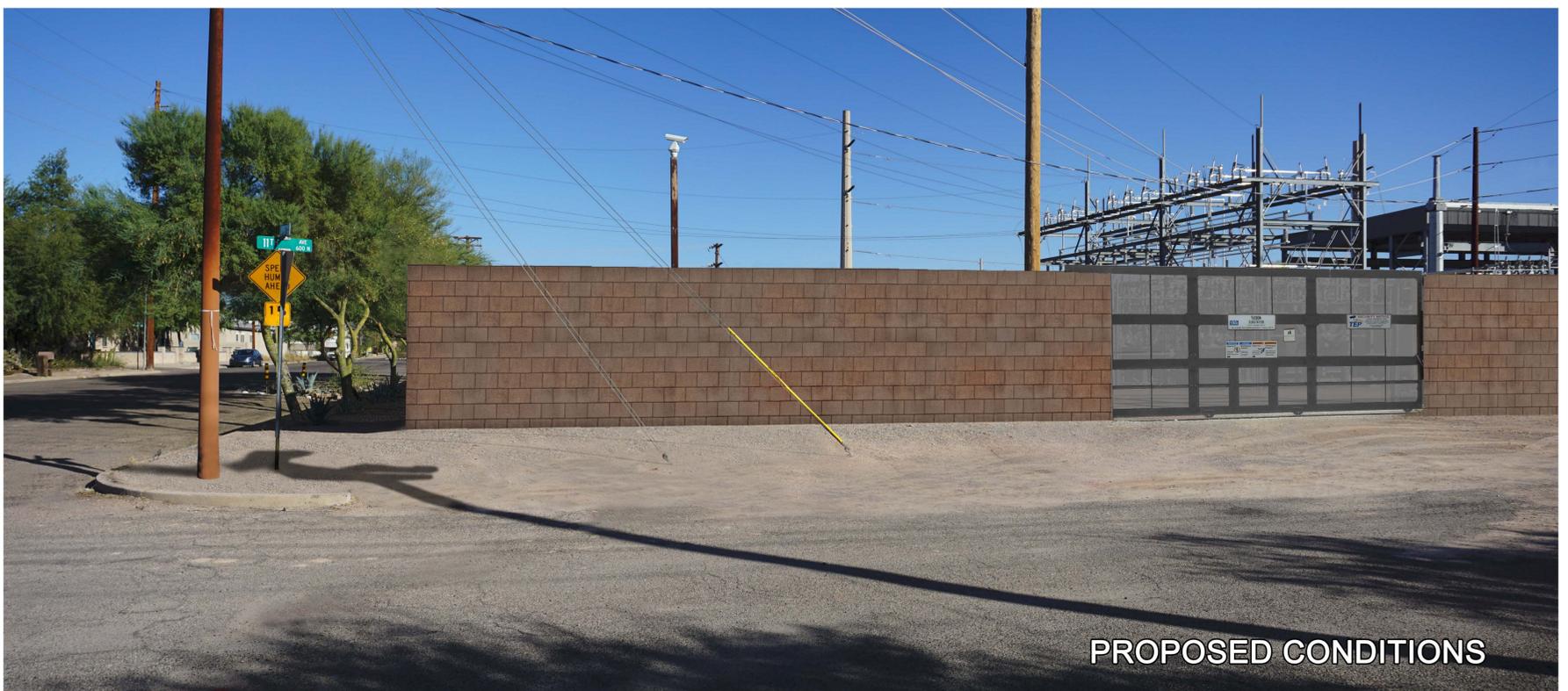
This map is for planning purposes only. TEP and UNS Energy make no warranty of its accuracy.

-  Existing Transmission Structures
-  Existing Transmission Line
-  Gates
-  40 MVA Mobile Substation (A - 85' x 10')
-  40 MVA Mobile Substation (B - 85' x 10')
-  Mobile Path (A - 10')
-  Mobile Path (B - 10')
-  10' CMU Masonry Wall
-  Subject Parcel
-  Parcels (Light Gray Polygons)

TUCSON ELECTRIC POWER  
TUCSON SUBSTATION  
4th STREET PHOTO SIMULATION



# TUCSON ELECTRIC POWER TUCSON SUBSTATION 11th STREET PHOTO SIMULATION





# TEP Tucson Substation Board of Adjustment Variance Application

**Final UDC Compliance  
Review Comments**



---

ZONING REVIEW TRANSMITTAL

**FROM:** Samuel Rogers *SR 10.14.19*  
Planner

**PROJECT:** T19BU00517  
247 W 4<sup>th</sup> St.  
10' Perimeter Wall Adjacent to Residential Zone

**TRANSMITTAL:** 10.14.2019

**COMMENTS:** The following comments are for the purpose of applying for a variance before the Board of Adjustment (UDC Section 3.10.1).

COMMENTS: the following comments are relative to an application for a Board of Adjustment Variance (UDC 3.11.1).

This site is located in the C-3 zone (UDC 4.7.21).

The required setback is 0 ft. for nonresidential uses adjacent to nonresidential zones and 1.5 the height for nonresidential uses adjacent to residential uses. The proposed CMU wall is 10 ft. requiring a setback of 15ft on the north side of the property and a portion of the east side of the property. The requested setback is 0 ft. on the north and east sides of the property (TABLE 6.3-4.A).

CDRC TRANSMITTAL

TO: Development Services Department  
Plans Coordination Office

FROM: Paul Camarena  
PDSZ Zoning Review Section

PROJECT: TEP Tucson Substation  
Development Package (3rd Review) 247 W 4TH ST  
DP19-0201 – C-3, I-1 Zoning

TRANSMITTAL DATE: November 15, 2019

COMMENTS: Please resubmit revised drawings and any redlined plans along with a detailed response letter, which states how all Zoning Review Section comments were addressed.

Section 3.3.3.G.5.c UDC, An applicant has one year from the date of application to obtain approval of a site plan that complies with zoning and other development requirements in effect at the time of application, unless an ordinance adopted by Mayor and Council during this period states otherwise. A site plan application that has been in review for a period of one year and has not yet been approved is considered denied. To continue the review of a site plan for the property, a new site plan must be submitted that complies with regulations in effect at the time of re-submittal. The new submittal initiates a new one-year review period. One year Expiration date is August 21, 2020.

SECTION 2-06.0.0: DEVELOPMENT PACKAGE (TENTATIVE PLATS AND SITE PLANS)

**\*\*\*NOTE: The plan has been reviewed for consistency with the structural plan. The walls do not meet section 6.6.2.J of the UDC because they do not comply with the perimeter yard standards. A Board of Adjustment Variance is required for the wall setbacks. Include a general note that provides the following information related to the Board of Adjustment Variance; case number, Date of approval and conditions of approval.(List as reference next to the title block the Board of Adjustments case number)**

**Based on a wall height of 10' 10" address the following comments.**

**Comment: The required setback on Eleventh Ave is 20' or 1 ½ times the height of the wall whichever is greater. (Zoning is considering 11 Ave as the Front Street and 4<sup>th</sup> and 5<sup>th</sup> streets as side streets) The proposed setback is Zero.**

**Comment: The required setback on 4<sup>th</sup> street is 10'. The proposed setback is Zero.**

**Comment: The required setback on the North East 132 linear feet portion of the property is adjacent to the R-3 zone, the required setback is 1 ½ times the height of the wall. The proposed setback is Zero.**

**Comment: The required setback for the South East portion of the property along 5<sup>th</sup> Street the required setback is 10'. A portion of the wall along the South East is in the 10ft setback. .**

**Per UDC section 7.10.5 "The use of alleys for vehicular maneuvering or loading is prohibited, unless specifically permitted by Section 7.4.6.K, Use of Street or Alley for Maneuvering Area, or another section of this article." A Board of Adjustments Variance is required.**

**\*\*\*For additional information on the any standard presented in this memo, please refer to the City of Tucson “Unified Development Code” – Administrative Manual Section 2-06 or Technical Standards noted in the comments. <https://www.tucsonaz.gov/pdsd/all-codes-plans-determinations>**

If you have any questions about this transmittal, Contact Paul Camarena at (520) 837-4082 or by email [Paul.Camarena@tucsonaz.gov](mailto:Paul.Camarena@tucsonaz.gov) or contact Steve Shields at (520) 837-4956 or email [Steve.Shields@tucsonaz.gov](mailto:Steve.Shields@tucsonaz.gov)

RESUBMITTAL OF THE FOLLOWING IS REQUIRED: Revised development package and structural plans



# TEP Tucson Substation Board of Adjustment Variance Application

**Proof of Applicant's Mail Notice  
and Meeting**

DATE: December 5, 2019

City of Tucson  
Planning & Development Services  
Rezoning Section  
201 North Stone Avenue  
PO Box 27210  
Tucson, AZ 85726-7210

SUBJECT: Neighborhood Mailing Certification

ACTIVITY NUMBER:

PROJECT LOCATION:

This serves to place on record the fact that on 12/5/19, Brian Pugh,  
(date) (name),  
mailed notice of the 12/16/19 neighborhood meeting such that the notice was  
(date of meeting)  
received at least ten (10) days prior to the date of the meeting.

Signature: [Handwritten Signature] Date: 12-5-19

Attachment: copy of mailing labels ; photograph of mailing Postage.

Proof of Postage - Brian Olyh

Batch Data

12/04/2019 - 12/04/2019

Printing Postage

Items	96
Value	\$ 41.088

Back

OK



December 5, 2019

**Re: Proposed Masonry Security Wall at Tucson Substation**

Dear Resident:

Tucson Electric Power (TEP) has proposed building a new 10'10" high masonry security wall around the existing Tucson Substation at 247 W. Fourth Street. This security wall will replace the existing 9-foot high chain link security fence. The wall is designed to provide better security at the substation facilities while improving the substation's appearance.

These planned improvements are scheduled to begin in early 2020 and will include the installation of new equipment inside the substation. Please see the attached map for more details. To construct the wall, the City of Tucson Board of Adjustment must approve a variance to waive setback requirements and approve a variance to allow vehicular maneuvering in the alley east of the substation.

TEP has scheduled a neighborhood meeting December 16, 2019 from 6:30-8:00 p.m. to present a preliminary design and visual simulations of the proposed wall, giving area residents an opportunity to learn more about the project. The meeting will be held at the Dunbar Pavilion, 325 W. Second Street. Please see the attached map for directions. TEP encourages neighbors and other stakeholders to share their comments about the project with TEP or the City. This feedback will help TEP refine plans for the security wall and prepare its application for a variance from the City.

The City Board of Adjustment is expected to review TEP's application and hold a public hearing on January 29, 2020. Nearby property owners and neighborhood associations will be notified of the public hearing. Neighbors may submit written comments to the City's Current Planning Section or provide public comment at the public hearing. TEP is willing to meet/discuss the proposal at any time until the anticipated hearing date of January 29, 2020. The Current Planning Section's mailing address is:

City of Tucson  
Planning & Development Services: Current Planning Section  
Re: Variances  
201 N. Stone Ave.  
P.O. Box 27210  
Tucson, AZ 85726-7210

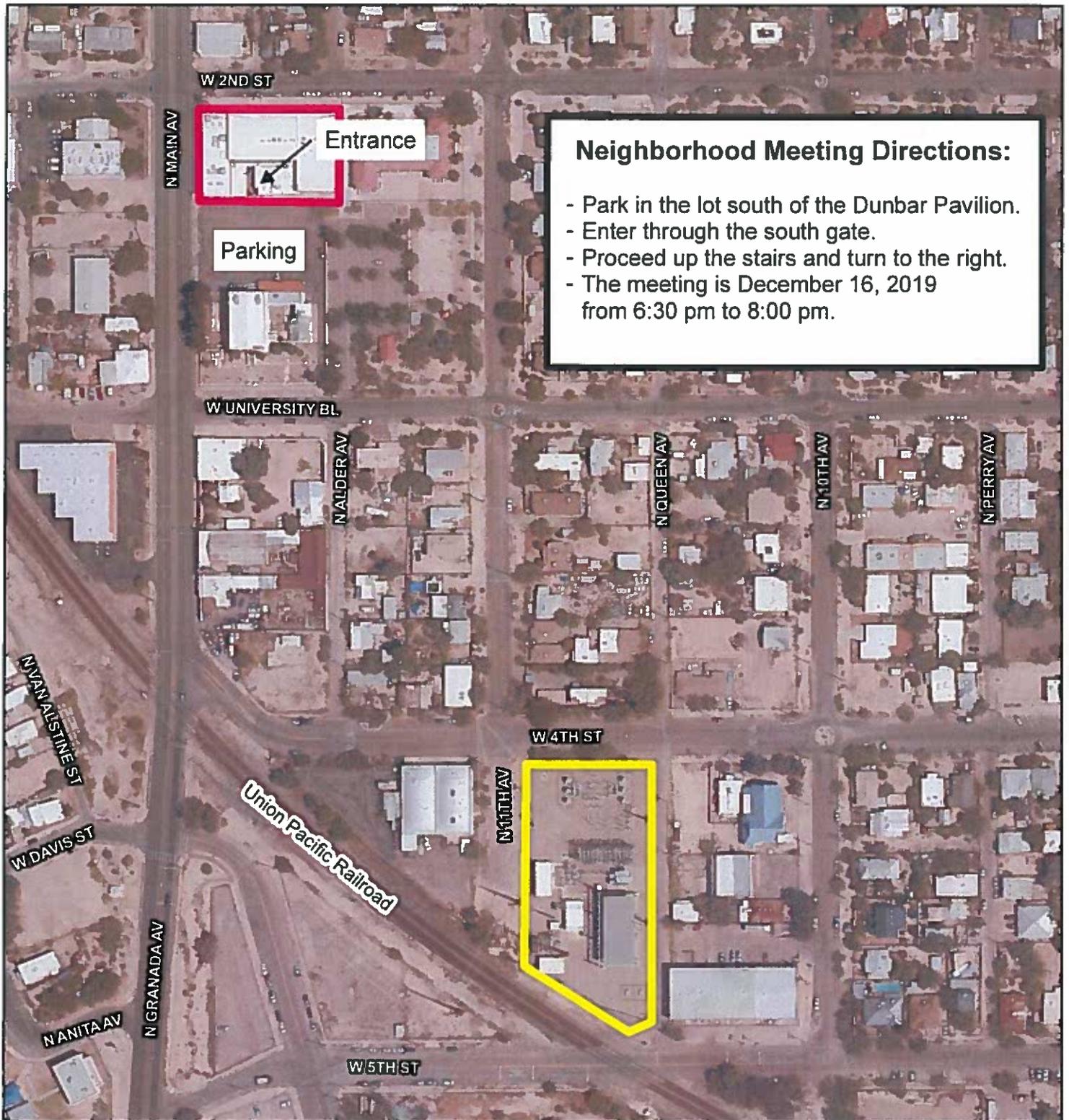
Please feel free to contact me with any questions or concerns at (520) 396-2986 or [bpugh@tep.com](mailto:bpugh@tep.com).

Respectfully,

A handwritten signature in blue ink, appearing to read "Brian Pugh".

Brian Pugh, AICP  
Environmental and Land Use Planning

Enclosures: Meeting location map



**Neighborhood Meeting Directions:**

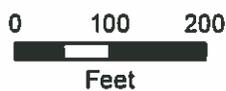
- Park in the lot south of the Dunbar Pavilion.
- Enter through the south gate.
- Proceed up the stairs and turn to the right.
- The meeting is December 16, 2019 from 6:30 pm to 8:00 pm.

# Tucson Substation

---

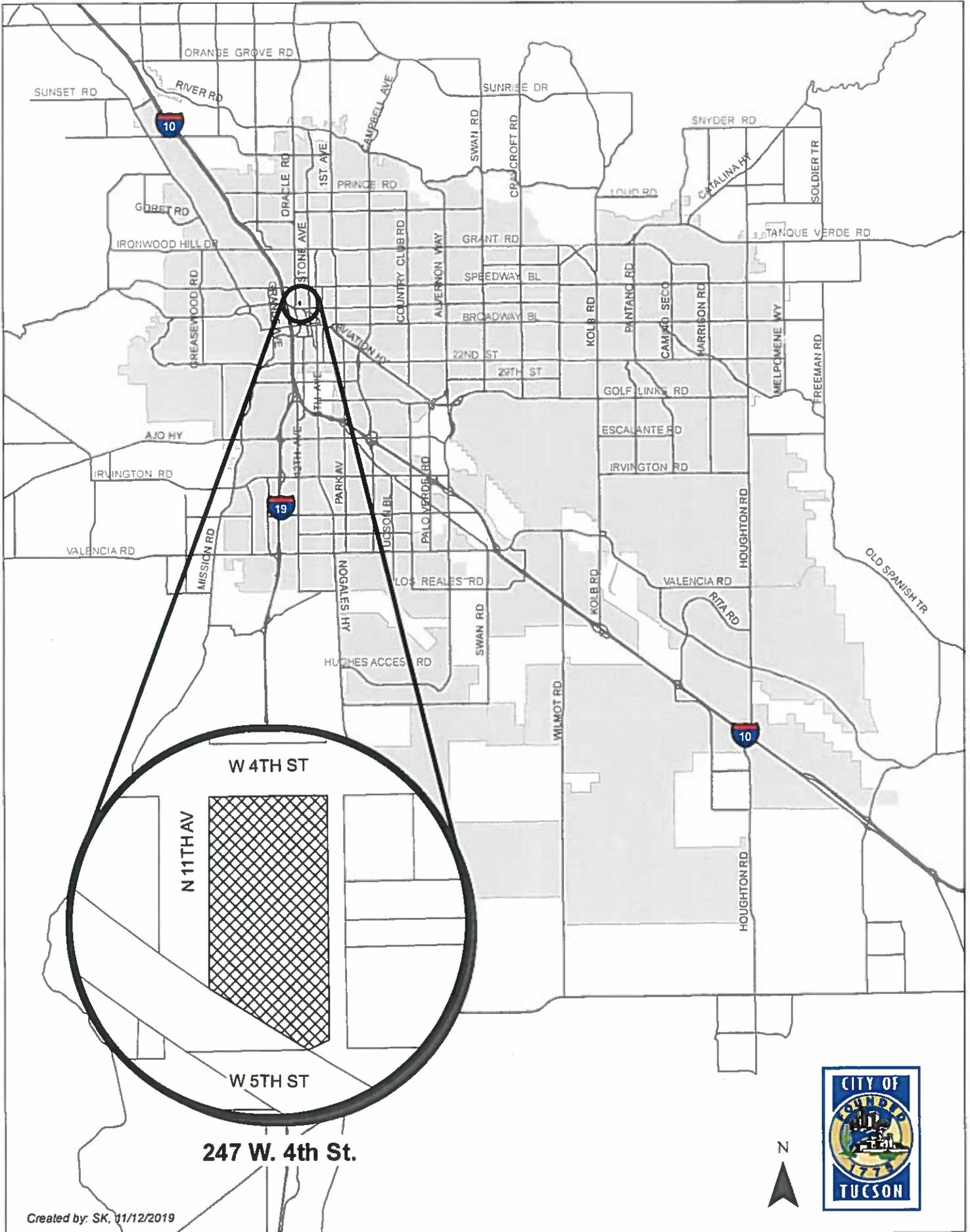
## Public Meeting Location

-  Tucson Substation
-  Dunbar Pavilion (325 W 2nd Street)



Sources: ESRI, TEP, UNS, and Pima County GIS.  
 Projection: NAD 1983 UTM Zone 12N  
 Basemap: PAG Imagery 2015

This map is for planning purposes only. TEP and UNS Energy make no warranty of its accuracy.



W 4TH ST

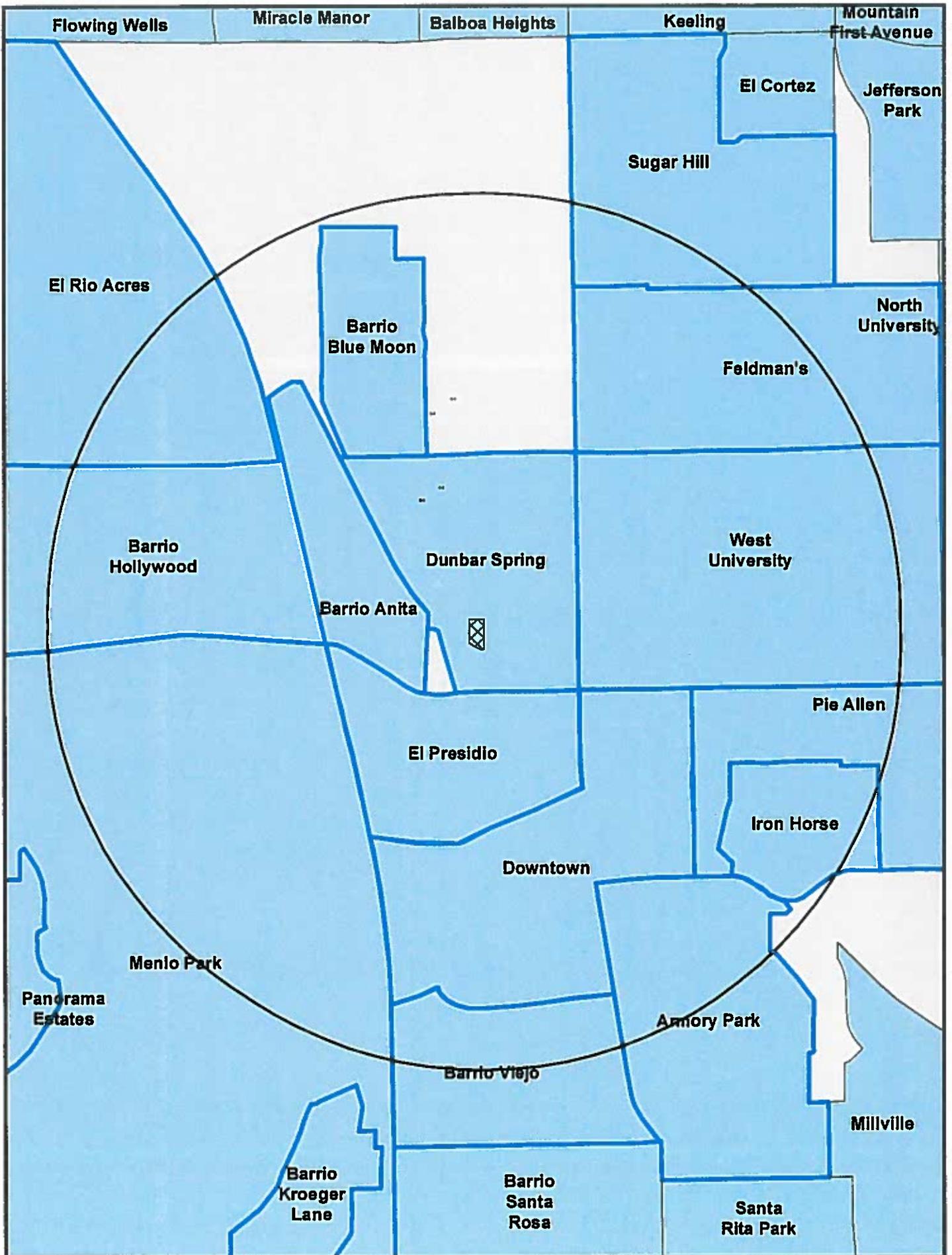
N 11TH AV

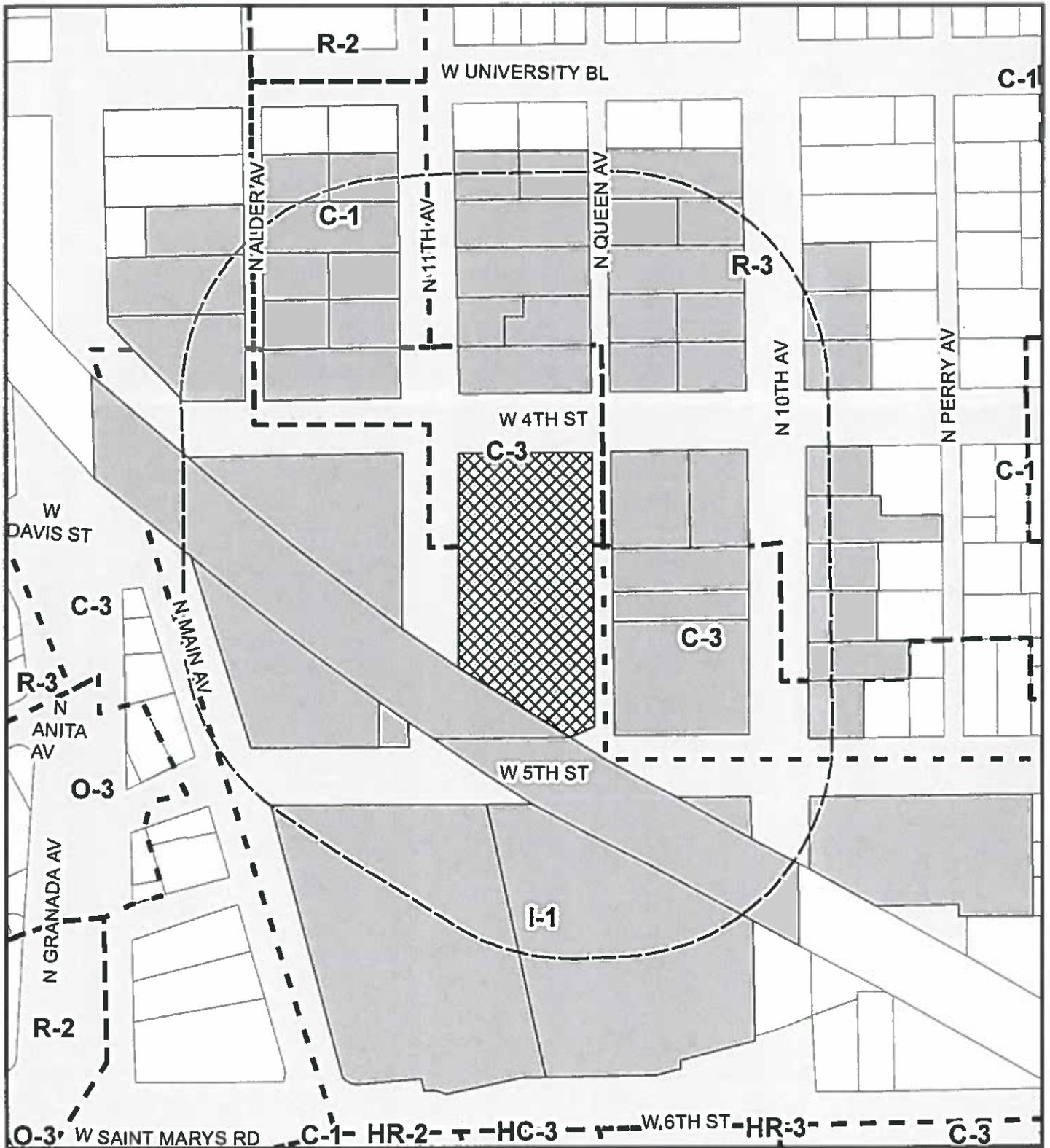
W 5TH ST

247 W. 4th St.



T19PRE0207





-  Subject Property
-  Notification Area (300 ft. Radius)
-  Properties Notified
-  Zone Boundaries

Address: 247 W. 4th St.  
Base Maps: Twp.14S Range 13E Sec. 12  
Ward: 1



1 inch = 189 feet



Neighborhood Meeting Notification Mailing Labels (4 pages)



P.O. Box 711, Mail Stop HQE613  
Tucson, AZ 85702

December 17, 2019

Telephone: 520-396-2986

City of Tucson  
Planning & Development Services  
Attn: Heather Thrall  
Public Works Building  
201 N. Stone Avenue  
Tucson, AZ 85701

**RE: Tucson Substation Board of Adjustment Variance Neighborhood Meeting Summary**

Tucson Electric Power (TEP) conducted an Open House Neighborhood Meeting on December 16, 2019 from 6:30pm to 8:00pm at the Dunbar Pavilion, 325 W. Second Street. Sixteen individuals attended the Open House, including Ward 1 Council Member Lane Santa Cruz (see attached sign-in sheet).

The variance request was presented on five exhibit boards showing (exhibits included in application):

1. The location of the variances for the wall setbacks and the area of alley maneuvering;
2. The areas of mobility around the energized equipment inside the substation;
3. The areas of mobility for the delivery and removal of a mobile transformer unit;
4. Photo simulations of the current conditions and post-construction conditions of the CMU security wall on 4<sup>th</sup> Street; and
5. Photo simulations of the current conditions and post-construction conditions of the CMU security wall on 11<sup>th</sup> Avenue.

Neighbors were supportive of the variance request and asked about possible landscaping in the 11<sup>th</sup> Avenue right-of-way, potential damage to the landscape plants on 4<sup>th</sup> Street from the wall construction, security methods on top of the wall, schedule of the construction, and future location of a new mural.

Neighbors were informed of the January 29, 2020 Board of Adjustment hearing for the variance request.

If there are any other questions regarding the meeting. I can be reached at (520) 396-2986 or via email at [bpugh@tep.com](mailto:bpugh@tep.com).

Respectfully,

A handwritten signature in blue ink that reads "Brian Pugh".

Brian Pugh, AICP, Land Use Planner  
Tucson Electric Power Company



Tucson Electric Power

TUCSON SUBSTATION SECURITY WALL PROJECT  
NEIGHBORHOOD MEETING  
December 16, 2019

	Name	Representing	Address	Phone Number	
1	Laine Santacruz	WARD 7	946 W. ALAMONT		761-197-77 laine.santacruz@tep.com
2	ADAM LUNDQVIST		301 W. 4th St.	245-2288	ADAME@SWURBAN.COM
3	Brian Pugh	TEP	5235 S. 6th St.	386-2906	bpush@tep.com
4	Renee Delling	TEP	2502 E Tower St	213-7665	rdelling@tep.com
5	Rebecca McCarthy	TEP	1630 N. Meno & Crescent	745-3588	rmccarthy@tep.com
6	Alberto Quinonez	TEP	3967 E. Agate Knoll Dr.	745-3578	AQuinonez@Tep.com
7	Sky Jacobs	Dunbar/Spring	729 N 10th Ave	322-0285	skyjacobs@gmail.com
8	Glen Liddle	Dunbar	905 N 9th Ave	792-1994	
9	Karen Cornejo	Dunbar	1023 N. Palm Ave	791-0395	KCornejo5050@yahoo.com
10	Josanna Williams	Dunbar/Spring	938 N Pearl Ave	303-521-2159	josannaforkewilliams@gmail.com
11	Christy Seablink	Dunbar	39 W 2nd	520-523-9192	
12	Lisa Seablink	Dunbar	827 N 9th Ave	520-792-6377	LisaSeablink@yahoo.com
13	Kelly Heilman	Dunbar	133 W 2nd St	216-219-5701	kelly.heilman@gmail.com
14	Natasha Winnik	Dunbar	101 W. 2nd St	977-3277	natashawinnik@juno.com
15	Natalie S. Diller	Dunbar	112 W. 9th St.	512-731-2792	
16	NATE RITCHE	DUNBAR	112 W. 5th St.	702-884-8043	
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					



# TEP Tucson Substation Board of Adjustment Variance Application

**Pima County Assessor Parcel Detail**



## Pima County Geographic Information Systems

# Parcel 117-04-174A

Read the [Disclaimer](#). Information on this page is **unofficial**.

### Mail name and address

117-04-174A  
 UNISOURCE ENERGY CORP  
 TAX DIRECTOR  
 PO BOX 711 MAIL STOP HQW802  
 TUCSON AZ 85702-0711

### Legal description

TUCSON LOTS 2 3 6 7 10 & 11 BLK 54  
 (AMEND ART INC 5/10/79 AZ TAX COMM 063851-0)  
 TOTAL VALUE OF OPERATING PROPERTY  
 TAXPAYER GROUP NO 660

### Situs (property) address

[\(About situs addresses\)](#)

Street Address	Jurisdiction	Postal City	Zip Code	
247 W 4TH ST	TUCSON	TUCSON	<a href="#">85705</a>	<input type="button" value="ZIP+4 Lookup"/>

### Information for this parcel

- **For Assessor parcel details**, copy and paste Parcel ID **11704174A** into the [Pima County Assessor's Parcel Search](#). We cannot link directly. Also see [Assessor Record Maps](#).
- [Real Estate Property Tax Inquiry](#) and [Property Tax Statement](#) from the [Pima County Treasurers's Office](#).
- **Recorded Information** from the [Pima County Recorder's Office](#)
  - [Recorded Document](#) for Docket 534, Page 43.
  - [Voter Precinct and Districts](#)
- [Subdivision Plat Map](#) for Book 2, Page 4.
- Pima County [Sanitary Sewer Connection Search](#) from the [Pima County Regional Wastewater Reclamation Department](#)
- **Permits** from [Pima County Development Services](#)
  - [Permit Database Search](#)
  - [Historical Permit Cards](#) - Prior to about 1998
- [Development Activity Records](#) (permit, plat, rezoning) from [City of Tucson Planning and Development Services](#) [Property Research Online](#).
- [Section Information and Maps](#) for Township 14S, Range 13E, Section 12.  
 This parcel's GIS [overlay details Grids group](#) is a **more complete analysis** of sections when parcel boundaries extend outside of the listed section.
- **Floodplain Information** from the [Pima County Regional Flood Control District](#)

- [Parcel Floodplain Information](#). See [FEMA Digital Flood Insurance Rate Maps \(DFIRMs\)](#) for more.
- City of Tucson jurisdiction. See [City of Tucson Floodplain Information](#) or call (520) 791-5609.

### Over 100 parcel details from GIS overlay analysis

[Learn more](#) about parcel GIS overlay details. See a [list of all details](#).

<a href="#">Airports</a> <a href="#">Associations</a> <a href="#">Census</a> <a href="#">Comprehensive Plan-Pima Prospers</a> <a href="#">Development</a> <a href="#">Floodplain-Defined by Pima County RFCD</a> <a href="#">Floodplain-FEMA</a> <a href="#">Governmental Districts and Areas</a>	<a href="#">Grids</a> <a href="#">Incentive Zones</a> <a href="#">Jurisdictions</a> <a href="#">Landscape Classifications</a> <a href="#">Miscellaneous</a> <a href="#">Other Regulatory Areas</a> <a href="#">PC Gov. Property Rights</a> <a href="#">Public Safety</a>	<a href="#">Schools</a> <a href="#">Sonoran Desert Conservation Plan</a> <a href="#">Transportation</a> <a href="#">Utilities</a> <a href="#">Zoning</a>
--	---	--

### Parcel GIS geometry details

Accuracy is limited to that of the GIS parcel data. All data is subject to this [disclaimer](#).

<b>Parcel centroid coordinates</b>	Approximately 32.229699 degrees latitude, -110.975933 degrees longitude.
<b>Parcel area</b>	<p><b>This is only an estimate from GIS data.</b>                  The <a href="#">Subdivision Plat Map</a> may also specify parcel area. See <a href="#">Finding Parcel Areas</a>.</p> <hr/> Approximately 1.47 acres or 63,955 square feet.

### Zoom to maps of the parcel's area

<p><b>PimaMaps</b></p> <ul style="list-style-type: none"> <li>◦ <a href="#">Main map</a></li> <li>◦ <a href="#">Survey map</a></li> </ul> <p><small>Autodesk</small> <b>MapGuide</b></p> <ul style="list-style-type: none"> <li>◦ <a href="#">Main map</a></li> <li>◦ <a href="#">Orthophoto map</a></li> </ul> <p><b>City of Tucson</b></p> <ul style="list-style-type: none"> <li>◦ <a href="#">MapTucson</a></li> </ul>	<p><b>Oblique Aerial Photos</b></p> <p>You can change the view (N,S,E,W) or pan and zoom the oblique photo.</p> <p>If the parcel centroid is outside the oblique photo area, either a flat map is shown or the page remains empty.</p> <p> <b>Pictometry Photos</b>  <small>INTELLIGENT IMAGES</small></p> <p>( <a href="#">Legacy Internet Explorer Viewer</a> )  <a href="#">Learn more</a></p> <hr/> <p> <a href="#">Bing Maps Photos</a></p>	<p> <a href="#">Area Map</a></p> <p> <a href="#">Area Map</a></p> <p> <a href="#">Area Map</a></p>
--	--	---



# TEP Tucson Substation Board of Adjustment Variance Application

**Pima County Assessor Record Map**

ASSESSOR'S RECORD MAP  
CITY OF TUCSON  
BLOCKS 54-55

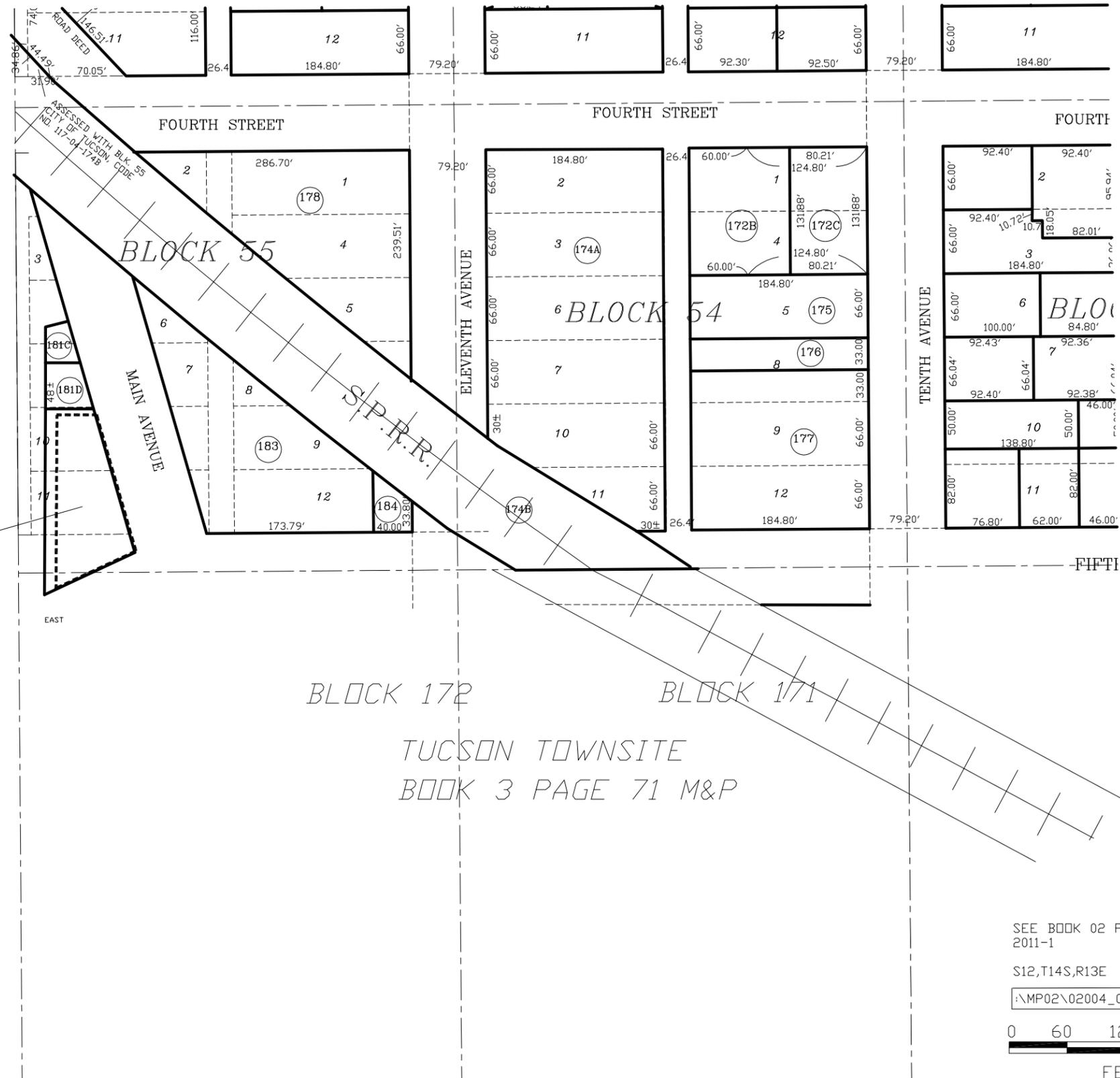
DETAIL 11

(IN PROGRESS 03/22/16)

117-04

MC KINLEY PARK AMENDED  
BOOK 3 PAGE 26 M&P

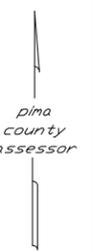
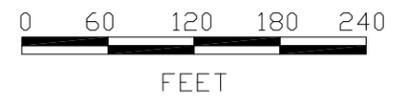
NOW  
BLOCK B  
McKINLEY  
PARK



SEE BOOK 02 PAGE 004 M&P  
2011-1

S12,T14S,R13E

:\MP02\02004\_011- 03/22/16 JMA





# TEP Tucson Substation Board of Adjustment Variance Application

**Board of Adjustment Filing Fees**



**PLANNING & DEVELOPMENT**  
 201 N. Stone Avenue, 1<sup>st</sup> Floor **Ti**  
 Phone: 791-5550 Fax: 79

City of Tucson  
 CITY OF TUCSON  
 Collections Section  
 791 4583  
 Water Inquiries 791 3242  
 Permit Inquiries 791 5550  
 Sun Tran Inquiries 792 9222  
 Customer Receipt

**RECEIPT**

**ACTIVITY #: T19SA00524**

**FEE**

Reference Number: 2019352002-50  
 Date/Time: 12/18/2019 1:57:31 PM

Title: TEP Substation  
 Date: 12/18/2019

Address: 247 W 4TH ST TUC

Legal: TUCSON LOTS 2 3 6 7 10 & 11 BLK 54 (AMEND A  
 TAX COMM 063851-0) - 02004 TAXPAYER GROU

Square Footage: 0  
 Composition Type: LUCAPPS  
 Activity Description:

Applicant: BRIAN PUGH  
 TUCSON ELECTRIC POWER CO  
 LAND RESOURCES - RC131 85714  
 549-7681

Planning Fees  
 2019352002-50-1  
 Permit #: T19SA00524  
 Board of Adjustment 1@ \$660.00  
 Legal Ads 1@ \$275.00  
 Technology-Archive Fee 1@ \$16.50  
 Total: \$951.50

1 ITEM TOTAL: \$951.50  
 TOTAL: \$951.50

**C** \*\*\* DUPLICATE RECEIPT 12/18/2019 1:58:14 PM \*\*\*

Mastercard \$951.50  
 Credit Card Nbr: \*\*\*\*\*1778  
 Payment Type: credit  
 Total Received: \$951.50



\*\*\*\*\*

PAID BY:

Development Services Station 6  
 Thank you! Have a nice day.

Type	Method	Description	
Payment	Credit C		951.50

Notation:

FEES PAID:

ACCOUNT CODE	DESCRIPTION	CURRENT PMTS
001-174-8602-10	PLAN - LEGAL ADS	275.00
001-174-8602-25	PLAN - TECH / ARCHIVE	16.50
001-174-8602-50	PLAN - BD OF ADJUSTMENT	660.00

Issued by: HTHRALL1

TOTAL: 951.50

APA BALANCE: