



## What is zoning?

- Zoning is the way most cities govern land use.
- In the City of Tucson, zoning is regulated through the Unified Development Code (UDC).
- Zoning establishes what uses are allowed on a property (residential, commercial, industrial, etc.) as well as the density and built form permitted.

## What is a rezoning?

- A rezoning is a public process that changes the zoning of a particular property or group of properties.
- A change in zoning will typically affect the uses allowed, the density of a residential development, or the intensity of a commercial development.

### Common reasons for rezoning:

- Underlying zoning does not allow the proposed land use.
- Dimensions of proposed project are not allowed. (Examples of dimensions: building height and size of lot).
- Density of proposed project is not allowed. (Density refers to the number of units allowed per acre).

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

- **Time:** It typically takes 5-7 months to process a standard rezoning if there are no unusual issues or complications.
- **Fee:** Planning & Development Services Department (PDSD) staff calculates fee. Included in the fee amount: base fee, per acre fee, and miscellaneous fee. The fee covers the staff review fee, technology/archive fee, legal ad, and public notice.

## How do I get started?

- Contact PDSD Entitlements staff by email at [rezoning@tucsonaz.gov](mailto:rezoning@tucsonaz.gov) or call the PDSD main line at (520) 791-5550 with any questions or to submit a pre-application meeting request.
- To obtain the rezoning application, go to the PDSD website and click on "Planning & Zoning" in the left column, then scroll down to the "Rezoning, Special Exceptions & Original City Zoning" link and under the "Apply for Rezoning" header and below are links to the "Pre Submittal Application and Information Letter", "Mailing Label Request Form", and "Rezoning Application Form".

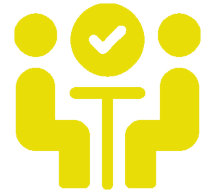
## How do I find out about the PAD applications currently under review?

- Sign up for NoticeTucson on the PDSD website 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.





# Rezoning Process



## Pre-Application Meeting

- Applicant submits a pre-application meeting request with preliminary development plan and fee to PSDS staff.
- PSDS staff distributes the preliminary development plans for internal review for plan and code compliance.
- Applicant meets with PSDS staff to discuss comments on pre-application and review process.

## Neighborhood Meeting

- Applicant must give notice, host, and document a public neighborhood meeting.
- Applicant mails meeting notification using labels purchased from PSDS to property owners within a specified distance from the subject property per applicable requirements.
- At the neighborhood meeting, the applicant provides information about the proposed project, identifies proposed 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 supporting materials, the neighborhood meeting documentation, and fee.
- PSDS staff reviews application for completeness within 10 days of submittal.
- If complete, application is accepted for processing and PSDS staff sets tentative Zoning Examiner public hearing date.
- PSDS staff forwards application for review and comment to City departments and outside agencies.
- PSDS 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

- PSDS staff notifies property owners within 300 feet and registered neighborhood associations within 1 mile and publishes legal notice no less than 15 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 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 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.
- Rezoning will become effective 30 days after ordinance adoption.

*Applicant has one 1 year to complete conditions if rezoning is result of a zoning violation.*

 Opportunity for public comment.

