



Interim Citizen Review Policy

Date: 3/23/2020

From: Christopher Baker, Development Services Director
Katie Wilken, Planning Manager

CDB
KW

CC: Wynette Reed, Deputy City Manager
Sarah Chilton, Deputy City Attorney

Re: Alternative Citizen Review Process/Neighborhood Meeting

Remarks:

On March 19, 2020 Mayor Lord signed an Emergency Declaration in response to the Coronavirus. The city of Goodyear's goal is to continue to provide city services while taking all reasonable action to protect and preserve the safety and welfare of residents and employees.

In support of this guidance, the city of Goodyear will be using an Alternative Citizen Review Process as authorized by the city of Goodyear zoning ordinance and state statute for all projects that require a citizen review process, such as general plan amendments, rezones, use permits, special use permits, and annexations.

According to State Statute 9-462.03 the citizen review process shall:

1. Notify adjacent landowners and other potentially affected residents of the application.
2. Inform adjacent landowners and other potentially affected residents of the proposed rezoning.
3. Provide an opportunity to adjacent landowners and other potentially affected residents to express any issues or concerns they may have with the proposal before the public hearing.

Effective March 23, 2020, and continuing through the period the emergency declaration is in place, the following shall be the process for citizen review:

- Notice shall be provided in the manner stated in Article 1-3-8.
- A neighborhood meeting will not be scheduled for any projects.
- General project information will be provided in the notice as required by state statute. More detailed project information including a project narrative, maps, draft documents and project plans will be posted on the city's website for review by the public.
- Applicant contact information and staff contact information will be provided in the notice and on the city's website, providing opportunity to comment via e-mail, phone, or U.S. Mail. Anyone who cannot access project information via the website can request a mailing be sent to them by city staff.
- The notice will be sent at least 35 calendar days prior to a public hearing to provide ample opportunity for input prior to noticing the public hearing itself.
 - April 15 Commission Meeting Notice sent by March 11
 - May 6 Commission Meeting Notice sent by April 1
 - June 10 Commission Meeting Notice sent by May 6
- The applicant shall provide a summary of any input they have received to city staff at least 10 business days prior to the public hearing.
- Any input received will be provided as an attachment to the staff report that is provided to the Planning and Zoning Commission and City Council.

Once the emergency declaration is officially withdrawn, projects will follow the normal procedures for citizen review and holding neighborhood meetings.