



# PIMA COUNTY, ARIZONA

## BOARD OF SUPERVISORS POLICY

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**PURPOSE:**

The following is the policy of the Board of Supervisors on notifying speakers at rezoning and specific plan public hearings about the eventual submittal of tentative subdivision plat to fulfill County development standards and special conditions of an approved rezoning or specific plan.

**BACKGROUND:** At the December 20, 1994 Board of Supervisors' hearing, the Board directed staff to create a policy for notifying rezoning protesters speaking at public hearings about the resulting submittal of a tentative subdivision plat which shows compliance.

**POLICY:**

A. Staff shall compile rezoning and specific plan public speaker information forms from the Planning and Zoning Commission and Board of Supervisors public hearings and place them in the case file. The forms shall include a place for name and address and instructions to print legibly.

B. This notification policy shall apply only to rezoning and specific plan cases where the Board of Supervisors made compliance with the policy a condition of a rezoning or specific plan .

C. Prior to submittal of the tentative plat, the subdivision developer shall send a letter to all public speakers who submitted a speaker's form notifying them of submittal of a tentative plat to Pima County's Development Services Department. The notification letter shall contain at a minimum the following information:

1. The purpose of the letter is to notify persons who spoke at the public hearing on the case when the Board of Supervisors approved the rezoning or specific plan on \_\_\_\_\_, 199\_\_, that the developer has submitted a tentative plat to the Pima County Development Services Department for review.
2. The name and case number of the rezoning or specific plan case.
3. The name of the subdivision .

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4. A statement that the purpose of the tentative plat review is to confirm that the plat complies with the applicable Pima County Zoning Code standards and with the conditions of rezoning or the specific plan imposed on the rezoning or specific plan case by the Board of Supervisors.

5. The address of the subdivider where the tentative plat and copy of the conditions of the rezoning or specific plan may be viewed.

6. A statement that, if a person so notified has reviewed the tentative plat and believes the submittal does not comply with County regulations or the conditions of the rezoning or specific plan, written comments specifying the area(s) of noncompliance may be sent to the Pima County Subdivision Coordinator to be forwarded to the Planning and Zoning Commission when they review the tentative plat.

D. As part of the first submittal of a tentative plat, the subdivision developer shall submit to the subdivision coordinator the notification letter mentioned above with a mailing list and affidavit describing when and by whom the mailing was done. This information shall be placed in the rezoning or specific plan case file.

E. It is not the responsibility of the developer to update new addresses of the speakers or prepare notice from illegible forms that are confirmed to be illegible by staff.

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