

# Administrative Review Modifications Proposed Text Amendments

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# What we have heard...

## City Council

- Improve Development Review process and efficiencies
- Eliminate redundancies
- Improve internal coordination
- Use data for decision-making
- Improve the development environment in the City



# What we have heard...

## Development Community

- Improve and expand administrative approvals for site plans and plats
- Revise stringent standards on major and minor site plan amendment approval process
- Streamline and adopt flexible infill and redevelopment standards
- Allow administrative approval/flexibility
- Minimize uncertainty in the Design Review Process
- Continue to publish review schedule







# Changes to State Legislation

- HB 2447 signed by the governor on March 31, 2025
- Requires Legislative bodies establish administrative review processes (no public hearing) for:
  - Site plans and development plans
  - Review and approval of design plans based on objective standards
  - *Land Divisions (preliminary plats, final plats, lot splits, etc.) – Adopted by Council in July 2025*



# Proposed Amendments - Key Changes

- Redefine minor and major site plan modifications
- Develop additional objective design standards
- Streamline Development Plan Review Process
- Clean up discrepancies and inconsistencies to improve clarity



# Proposed Amendments

## Site Plan Modifications – Major vs. Minor

- Major Modification - Changes to a site plan that was approved by City Council AND involves a change in use
- Capture changes that can result in different:
  - Zoning standards (e.g., parking requirements)
  - Review procedures (e.g., Special Use Permit vs. by right)
  - Operational impacts (e.g., increased traffic generation)





# Proposed Amendments

## Site Plan Modifications – Major vs. Minor

- Major Modification – Example
  - Example 1: Full-Service Restaurant → Restaurant with drive-thru = change of use
  - Example 2: Kohls → Michael's = retail to retail = not a change of use
- Minor Modification- All other Site Plan modifications

A photograph of a modern building with a prominent red metal roof and large glass windows. The building is situated in a landscaped area with some greenery and a concrete walkway in the foreground.

# Proposed Amendments - Objective Design Standards

- Modify existing and add additional objective standards to ensure *high-quality development*
- Examples
  - Add minimum required depth for horizontal changes in a wall plane
  - Clarify that variations in color or texture are not a separate material
  - Add landscape diversity requirements (i.e., maximum % of plant species per tree, shrub, etc.)
  - Add requirement for residential amenities based on number of units



A photograph of a modern building with large glass windows and a palm tree in the foreground, partially obscured by a dark blue geometric overlay.

# Proposed Amendments - Development Plan Review Process

- Consolidate the Site Plan Review and Design Review processes
  - Reduce redundancy for applicants and staff
  - Shorten entitlement timelines by reducing number of public hearings
  - Create a clear public review process
  - Provide a more holistic and coordinated review of projects
  - Ensure compliance with updated state laws



# Proposed Amendments - Improve Clarity

- Modify expiration and extension provisions for all entitlements
  - Consistent across all application types (site plan, design review, Special Use Permits, Council Use Permits, etc.)
- Modify Alternative Compliance process
- Reorganize and reword text for clarity and consistency
- Modify and add definitions

# Public Outreach & Notification





# Questions?





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