City of Phoenix
PLANNING & DEVELOPMENT DEPARTMENT

Adaptive Reuse Referral Form
Zoning Adjustment Request

This form is required for reservation on Zoning Adjustment hearing agendas for those projects that are referred through the Office of Customer Advocacy (OCA). This form is to assist those with adaptive reuse projects. **This form must be completed by a staffer of the Planning & Development Department - staff of the OCA section, a Principal Planner, or a Planner III.**

Applicant Name:_____
Applicant Phone: _____
Applicant Email Address: _____
Applicant Address: _____
Site Location (address specific): _____
Scope of Project (office, retail, restaurant, residential, mixed use):
_____

Zoning Ordinance Section #	Zoning Requirement	Variance Request
Example: Section 702.A.3	25 parking spaces required	Variance to reduce number of required parking spaces to 9.

(Continued on next page if supplemental variance requests are needed)

For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.

P:\TRT Private**Adaptive Reuse Referral Form – Zoning Adjustment Request** TRT/DOC/00500
EXTERNAL Rev. 04/26
Web File Name: dsd_trt_pdf_00500

Zoning Ordinance Section #	Zoning Requirement	Variance Request
Example: Section 702.A.3	25 parking spaces required	Variance to reduce number of required parking spaces to 25

City Staff Use Only - Planning Department Received Info:				
_____	_____	_____	_____	ZA_____
(Printed) OCA or PDD Authorized Staffer Name & Phone Ext. Performing the Referral	**Date Referred to Planning**	**Date Referral Received by Planning**	**Hearing Date**	**ZA Case #**