

City Council Workshop

March 21, 2017

ZTA16-01 | Donation Drop-Off Boxes

Zoning Text Amendment



ZTA16-01

- This request was initiated by the Planning Commission at their Workshop on December 3, 2015
- ZTA16-01 addresses the regulation of Donation Drop-Off Boxes
- The ZTA is city-wide and not specific to one City Council district



Donation Drop-Off Boxes

- Glendale does not regulate donation drop-off boxes
- It is common to find drop-off boxes throughout the city on commercial properties, schools, churches and fire stations
- Photos are of existing drop-off boxes located at Northern Crossing (Southeast corner of Northern and 59th Avenues)
- Other municipalities recently began to regulate drop-off boxes:
 - Phoenix (2013)
 - Peoria (2015)
 - Surprise (2015)



Zoning Ordinance Components

	Peoria	Phoenix	Surprise
Temporary Use Permit (annual)	X	X	X
Permitted Locations	X	X	X
Number of Boxes	X	X	X
Site Restrictions	X	X	X
Box Identification	X	X	X
Pick up and Maintenance	X	X	X
Performance Standards	X	X	X



ZTA16-01

- Regulating donation drop-off boxes in Glendale is possible through a Zoning Ordinance Text Amendment (ZTA)
- Zoning Text Amendment application ZTA16-01 proposes to regulate donation drop boxes. ZTA16-01 proposes the following amendments:
 - Creation of a new section relative to Temporary Use Permits as a means to regulate donation drop boxes. This section would outline how this land use would be regulated and establish where the boxes could be placed
 - Temporary Use Permits (TUPs) are proposed to have a three year approval period
 - Donation drop boxes are proposed to be allowed in office and commercial zoning districts, including sites zoned PAD, Planned Area Development
 - Donation drop boxes are proposed to be allowed on public and private school sites as well as police and fire stations, city libraries and churches without a TUP



ZTA16-01 (cont.)

- Amend the definitions pertaining to Donation Center and Donation/Drop-off Box
- By proposing a new section relative to TUPs, the sections regarding Establishing a Historic Preservation (HP) District and Temporary Restraint of Demolition need to be renumbered
- The ZTA does not differentiate between non-profit and for-profit donation drop boxes
- Donation Box allotment is proposed as follows:
 - Property or Premises / Complex Size
 - 1 acre = 1 Box
 - 1-3 Acres = 2 Boxes *
 - 3 + Acres = 4 Boxes *
 - No more than 2 (two) donation bins shall be clustered together in any one location



Donation Drop-Off Boxes

- Donation Drop-Off Boxes are a Council Item of Special Interest (CIOSI)
- In response to the CIOSI, on July 23, 2015 the Planning Division held a neighborhood meeting to discuss this topic
- Three people attended the meeting and there is support from the industry for Glendale to regulate donation drop-off boxes
- ZTA16-01 was discussed at Council Workshop on September 20, 2016. Staff received guidance from Council to continue to work on a Zoning Text Amendment
- A draft Ordinance has been provided as part of the packet for the Workshop this afternoon



Conclusion

- The proposed Ordinance is similar to what other cities have recently adopted
- The property owner will have the right to remove a donation drop box at any time
- Planning Staff is seeking guidance from the City Council on the draft Zoning Ordinance edits
- A Temporary Use Permit fee will need to be established as part of this process. Staff is suggesting a fee in the range of \$200.00
- It is anticipated that each donation drop box would require a Business License
- Staff is seeking direction to bring the draft Ordinance to a voting meeting for consideration after the Planning Commission considers the proposal



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