



Jordan Evan Greenman
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December 22, 2023

Dear Property Owner or Neighborhood Association,

The purpose of this letter is to inform you that Greenman Law has recently filed a Zoning Adjustment application (**ZA-681-23-6**) for the property located at 4633 North 44th Street Phoenix, Arizona 85018 (APN 171-35-029A). Greenman Law, on behalf of Mr. Chris Morrison, is in the process of planning a compact real estate office on the parcel.

The small real estate office is tailored to suit the unique contours of the small, oddly shaped parcel. A below-grade bottom level is planned, featuring window wells to invite natural light. The ground level hosts the main entry, reception area, personal offices, and conference rooms, spanning only 1,300 square feet on the main floor. The residential office only uses 13.5% of the parcel, where 30% lot coverage is allowed. To properly accommodate a residential office onto the oddly shaped, undersized parcel, the following variances are proposed:

- **Section 620.C.3** – Variance to reduce the required front yard setback (west) to eight feet.
 - Minimum 20 feet required.
- **Section 620.C.5** – Variance to reduce the required rear yard building setback (northeast) to five feet.
 - Minimum 25 feet required.
- **Section 620.C.1.c** – Variance to reduce landscape strip around the principal structure to zero.
 - Minimum three feet required.
- **Section 620.C.1.e.2** – Variance to eliminate requirement for two hundred square feet of additional landscaping, including twenty-four-inch box shade trees between the wall and parking area a maximum of twenty feet on center.

A hearing for the variances will be held virtually at the time below:

Zoning Adjustment Hearing
Thursday, January 18, 2024 at 9:00am.

You may attend the hearing virtually to learn about the case and make your opinions known. To participate, see the instructions on the agenda available on the Public Meeting Notices website below: <https://www.phoenix.gov/cityclerk/publicmeetings/notices>. Hearing information may also be found on signs posted on the site.

You may also make your feelings known on this case by writing to the Planning and Development Department at 200 West Washington, 2nd Floor, Phoenix, Arizona, 85003 and referencing the case number above. You may reach the City of Phoenix's Planning and Development Department at 602-262-7131, Option 6 or zoning.adjustment@phoenix.gov. Please reference the above case number and hearing date in your email to expedite a response.

I would be happy to answer any questions or hear any concerns that you may have regarding this proposal. You may reach me at jordan@greenmanlawfirm.com or 248-225-0428.

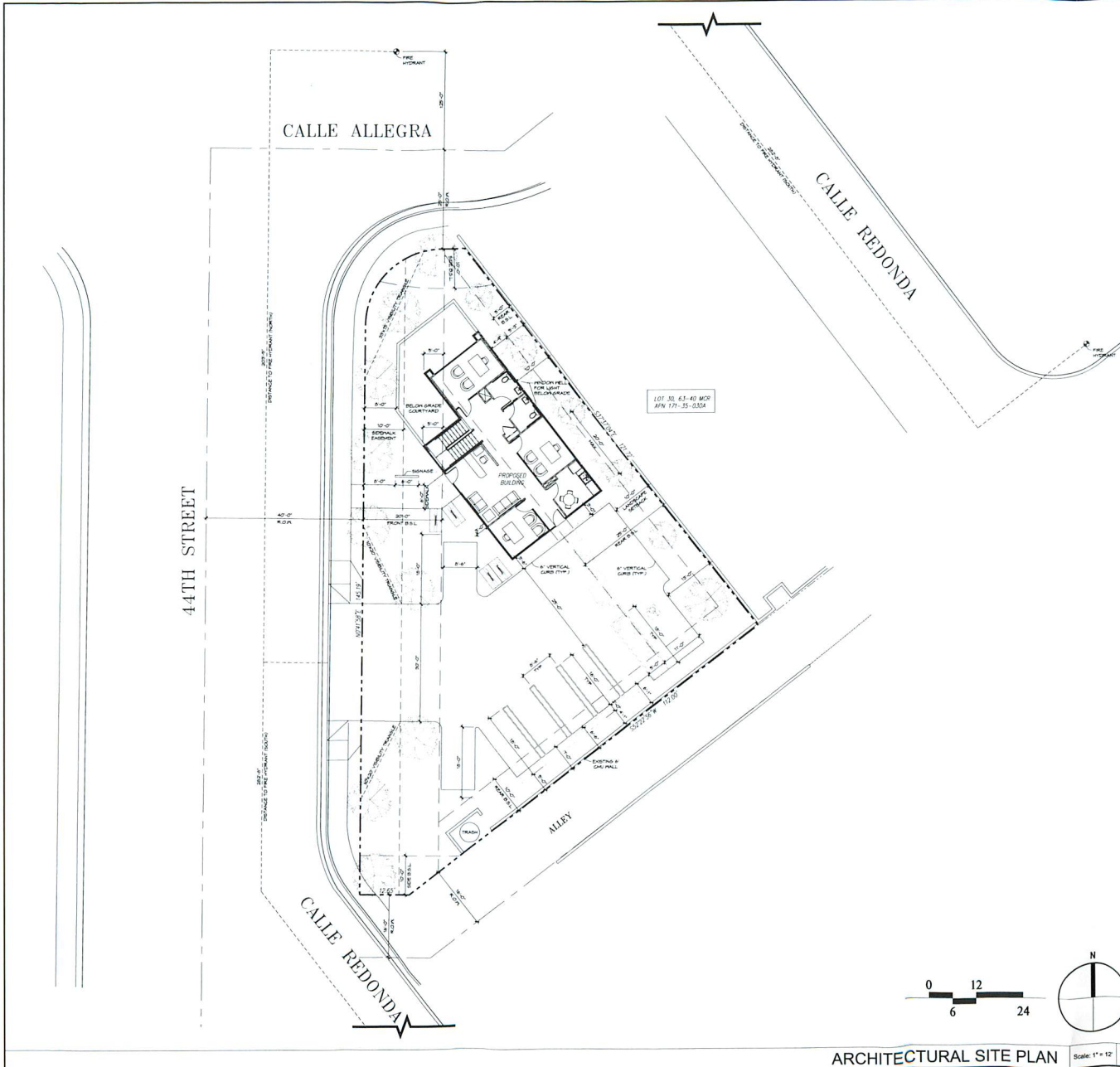
Sincerely,



Jordan Evan Greenman - Greenman Law Firm
Two Attachments: (1) Signed Application (2) Variance Site Plan



Greenman Law
Land Use + Zoning



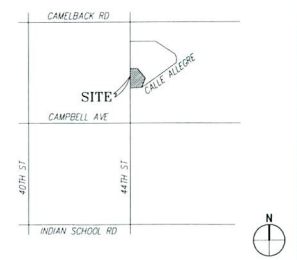
PROJECT DESCRIPTION

THE SCOPE OF THIS PROJECT IS A NEW (2) TWO-STORY REAL ESTATE OFFICE. THE BOTTOM LEVEL WILL BE BELOW GRADE, CONSISTING OF MULTIPLE CONFERENCE ROOMS, A STORAGE CLOSET, GENERAL OFFICE SPACE, AND A BELOW GRADE COURTYARD. THE BELOW GRADE OFFICE SPACE WILL BE ENHANCE WITH WINDOW WELLS TO BRING IN THE NATURAL LIGHT. THE UPPER/GROUND LEVEL INCLUDES THE MAIN ENTRY/ RECEPTION AREA, COAT CLOSET, THREE LARGER CONFERENCE ROOMS, TWO GENDER NEUTRAL RESTROOMS, A BREAK ROOM, AND AN EMPLOYEE/SECONDARY ENTRY.

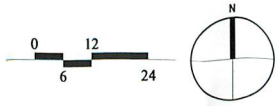
PROJECT SUMMARY

PROJECT ADDRESS: 4633 NORTH 44TH STREET
PARCEL NUMBER: 171-35-029A
LEGAL DESCRIPTION: LOT 29 OF REGENTS PARK
CURRENT ZONING: R-O
CONSTRUCTION TYPE: V-B
PROPOSED BLDG AREA: BASEMENT LEVEL - 1,282 SF (GROSS)
 GROUND LEVEL - 1,300 SF (GROSS)
 TOTAL - 2,582 SF (GROSS)
PROPOSED BLDG HEIGHT: 15' A.F.G. (AT GABLE MID-SPAN)
 (BASEMENT LEVEL & GROUND LEVEL)
LOT AREA: 9,839 SF
LOT COVERAGE: 1,329 SF/9,839 SF = 13.51%
 (30% ALLOWED)
REQUIRED PARKING: LOWER LEVEL NET AREA - 1,161 SF
 UPPER LEVEL NET AREA - 1,094 SF
 TOTAL NET AREA - 2,255 SF
 2,255 SF NET FLOOR AREA / 300 = 7.5
 8 SPACES REQUIRED
PARKING PROVIDED: 8 SPACES / (1 OF 8 ACCESSIBLE)

VICINITY MAP Scale: N.T.S.



CITY OF PHOENIX



ARCHITECTURAL SITE PLAN Scale: 1" = 12' 1

Design &
10331
 Planning

PRINCIPAL: DAVID R. MALDONADO
 PROJECT MANAGER: GHAD SOHEB
 PROJECT NUMBER: 2022-001

RETSY
RETSY OFFICE
 4633 NORTH 44TH STREET
 PHOENIX, ARIZONA 85018

No.	Date	Issue / Description
	08/31/2023	DESIGN REVIEW

IT IS THE CLIENT'S RESPONSIBILITY TO PROVIDE THE NECESSARY INFORMATION TO VERIFY THE ACCURACY OF THE SITE PLAN. THE ARCHITECT ASSUMES NO LIABILITY FOR THE ACCURACY OF THE SITE PLAN INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT DOES NOT GUARANTEE THE ACCURACY OF THE SITE PLAN INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE INFORMATION PROVIDED BY THE CLIENT.

LICENSE STAMP:

SHEET TITLE:
ARCHITECTURAL SITE PLAN

SHEET NO:

A1.0



City of Phoenix

PLANNING & DEVELOPMENT DEPARTMENT

APPLICATION NO: ZA-681-23-6

CASE TYPE:

Non Sign

COUNCIL DISTRICT:

6

EXISTING ZONING:

R-O ACSPD

DATE FILED:

12/07/2023

**PROPERTY LOCATION
PROPERTY ADDRESS**

4633 North 44th Street

HEARING INFORMATION*Hearing Time*

1/18/24 9:00AM

Hearing Location

Meeting will be held virtually.

GEOGRAPHIC INFORMATION*APN*

171-35-029A

Quarter Section

18-38(H11)

CONTACT INFORMATION

<i>Name</i>	<i>Relationship</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>
Jordan Greenman, Greenman Law Firm	Applicant	1111 West Woodland Avenue Phoenix, AZ 85007	248-225-0428		jordan@greenmanlawfirm.com
Jordan Greenman, Greenman Law Firm	Representative	1111 West Woodland Avenue Phoenix AZ 85007	248-225-0428		jordan@greenmanlawfirm.com
Chris Morrison, 4633 N 44th Street LLC, RETSY Real Estate	Owner	4633 N 44th St Phoenix, AZ 85018			

REQUEST

Variance to reduce the required front yard setback (west) to 8 feet.
Minimum 20 feet required.

ZONING ORD. SECTIONS

620.C.3

Variances to reduce the rear yard setback (northeast) to 5 feet.
Minimum 25 foot setback required.

620.C.5

Variance to delete the required landscape strip around the principal
structure to 0. Minimum 3 feet of landscape required.

620.C.1.c

Variance to eliminate requirement for two hundred square feet of
additional landscaping, including twenty-four-inch box shade trees
between the wall and parking area a maximum of twenty feet on
center.

620.C.1.e.2

If, during the course of review of a pending application, the applicant submits one or more additional applications that are related to the pending application, then and in such event, the substantive review time frame shall be reset on all related applications. In this event there shall be one applicable substantive review time for all of the related applications and the time frame shall be revised to be the longest substantive review time frame that was applicable to any one of the related applications. As a result, the entire substantive review time frame for the related applications shall start over, and a fee may be charged.

An applicant may receive a clarification from the city of its interpretation or application of a statute, ordinance, code or authorized substantive policy statement. To request clarification or to obtain further information on the application process and applicable review time frames, please call 602-262-7131 (option 6), email zoning@phoenix.gov or visit our website at <https://www.phoenix.gov/pdds/Pages/pddlicensetimes.aspx>

In making this application, I understand that the filing of this application and payment of fees does not entitle me to the relief requested. (See Sec. 307 of City of Phoenix Zoning Ordinance for standards by which the hearing officer will review the application.) I understand the approval of this request does not replace the need for acquiring the appropriate building permits, site plan approval, liquor license or any other licenses required by governmental agencies. I also understand that in the case of liquor request approval of a use permit does not guarantee the CITY OF PHOENIX will recommend approval of the liquor license.

Jordan Greenman

12.19.23

SIGNATURE: _____ DATE: _____

FEE INFORMATION

Fee	Fee Waived	Fee Date
\$3,750.00	\$0.00	12/07/2023

NOTE TO APPLICANT: SUCH USE PERMITS AND VARIANCES AS ARE GRANTED BY THE ZONING ADMINISTRATOR SHALL BE VOID IF THE USE IS NOT COMMENCED OR IF A BUILDING PERMIT IS NOT OBTAINED 60 DAYS OF SUCH GRANTING OR WITHIN THE TIME STIPULATED BY THE ADMINISTRATOR. APPEALS OF DECISIONS OF THE ZONING ADMINISTRATOR MAY BE MADE BY ANY PERSON TO THE BOARD OF ADJUSTMENT WITHIN 15 DAYS AFTER THE DATE OF ACTIONS.