

**SUBMITTED BY:** Xenia Gonzalez, Neighborhood Resources & Grants Director

**MANAGEMENT TEAM REVIEW:** Ana Urquijo, City Manager

**FOCUS AREA:** Advanced Infrastructure Development and Improvement

**ORGANIZATIONAL IMPROVEMENTS:** Zoning Code Amendment

**SUBJECT:** **FIRST READING OF ORDINANCE 25-1224**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **ADOPTING** the document filed with the city clerk and entitled **"2025 AMENDMENTS TO ZONING CODE"** by reference to amend certain provisions of the City of Douglas Zoning Code **RELATING** to **ADMINISTRATIVE APPROVAL** of **CERTAIN ITEMS**; establishing severability of components of ordinance; and establishing an effective date thereof.

**EXECUTIVE SUMMARY:**

The Planning and Zoning Commission met on November 6, 2025, and recommended that the City Council approve ZCA 2025-02, which includes a proposed text amendment to the City of Douglas Zoning Code. These amendments are intended to implement the requirements of Arizona Revised Statutes § 9-500.49, directing municipalities to authorize staff (administrative personnel) to review and approve qualifying development applications— including site plans design review, and splitting, combining, or adjusting boundaries of lots— based on objective standards, without a public hearing. The amendment also establishes eligibility for expedited review for applicants with a demonstrated history of compliance and allows for at-risk submittals for defined on-site preliminary grading, drainage, or infrastructure work. These updates establish internal timelines, review procedures, and objective criteria consistent with the statute. It ensures that the city's development review process remains compliant with state law while maintaining transparency and predictability for applicants.

**BACKGROUND:**

House Bill (HB) 2447 was approved by the Governor on March 31, 2025 and becomes effective from and after December 31, 2025. All Arizona cities and towns must be in compliance with the requirements set forth in A.R.S. § 9-500.49.

**DISCUSSION:**

The proposed City of Douglas Zoning Code text amendment is consistent with the requirements of the Arizona Revised Statutes § 9-500.49. Staff recommend approval.

**FISCAL IMPACT:**

N/A.

**Fiscal Year:** 2025/2026

**Amount Requested:** \$

**Budgeted:** Y / N

**Account (s):**

**"...I MOVE THAT THE MAYOR AND COUNCIL APPROVE THE PLACEMENT OF ORDINANCE NO. 25-1224 BY NUMBER AND TITLE ONLY."**

**"...I MOVE THAT THE MAYOR AND COUNCIL APPROVE THE FIRST READING OF ORDINANCE NO. 25-1224 AND TO PLACE IT ON SECOND READING BY NUMBER AND TITLE ONLY."**