



Board of Adjustment  
Notice & Agenda  
Tuesday, June 18, 2024

SONORAN CONFERENCE ROOM | 11465 WEST CIVIC CENTER DRIVE | AVONDALE, AZ 85323

---

**REGULAR MEETING**

**6:00 PM**

*PHYSICAL ACCESS TO THE CONFERENCE ROOM WILL BE AVAILABLE 30 MINUTES PRIOR TO THE MEETING.*

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. DISCUSSION ITEMS**

**a. TRAINING WORKSHOP**

The Training Workshop will focus on the roles and responsibilities of the Avondale Board of Adjustment, who serve as a quasi-judicial body that hears variances and appeals relating to regulations contained within the Zoning Ordinance. The training will give an overview of the Development Services Department. Discussion topics include what effective Board of Adjustment members need to know, preparing for meetings, aspects involved with decision-making, required findings, appeals, and the Avondale Zoning Ordinance.

Staff Contact: Catherine Lorbeer, AICP

**4. COMMISSION ANNOUNCEMENTS**

**5. PLANNING DIVISION REPORT**

**6. CALENDAR**

Meetings are held on the second Tuesday of each month as needed.

**7. ADJOURNMENT**

---

Members will attend either in person or by telephone conference call. Los miembros asistirán en persona o vía teleconferencia.

Individuals with special accessibility needs, including sight or hearing impaired, large print, or interpreter, should contact the City Clerk at 623-333-1200 or TDD 623-333-0010 at least two business days prior to the meeting. Personas con necesidades especiales de accesibilidad, incluyendo personas con impedimentos de vista u oído, o con necesidad de impresión grande o intérprete, deben comunicarse con la Secretaria de la Ciudad at 623-333-1200 o TDD 623-333-0010 cuando menos dos días hábiles antes de la junta del Concejo.

---

**ITEM NUMBER:** 3.a.

---

**SUBJECT:** Training Workshop

**MEETING DATE:** 6/18/2024

---

**TO:** Board of Adjustment

**FROM:** Catherine Lorbeer, AICP

**THROUGH:** Jodie Novak, Director of Development Services

**PURPOSE:**

The Training Workshop will focus on the roles and responsibilities of the Avondale Board of Adjustment, who serve as a quasi-judicial body that hears variances and appeals relating to regulations contained within the Zoning Ordinance. The training will give an overview of the Development Services Department. Discussion topics include what effective Board of Adjustment members need to know, preparing for meetings, aspects involved with decision-making, required findings, appeals, and the Avondale Zoning Ordinance.

**BACKGROUND:**

The Avondale Board of Adjustment consists of five (5) appointed volunteer members who are residents of the community. The Board of Adjustment holds public meetings as needed to hear requests for variances from the Zoning Ordinance and decide appeals from the decisions of the zoning administrator in accordance with Arizona Revised Statute 9-462.06.

**DISCUSSION:**

The training workshop will include opportunities for questions and interactive discussion. Staff will continue to provide future training opportunities.

**BUDGET IMPACT:**

No budget impact.

**RECOMMENDATION:**

Discussion item only.