

Zoning Information Guide



"Planning with People for a Better Phoenix"

City of Phoenix
PLANNING & DEVELOPMENT DEPARTMENT

ZONING CLEARANCE FOR AUTO TITLE LOAN ESTABLISHMENTS

– PLEASE READ THE FOLLOWING CAREFULLY –

An *Auto Title Loan Establishment* is an establishment, other than a financial institution, that operates as a short-term (less than 30 days) loan company, which provides a loan pursuant to Section 44-281, Arizona Revised Statutes, for a secondary motor vehicle finance transaction.

The Phoenix City Council has adopted the following spacing and separation standards for auto title loan establishments (Chapter 6, Section 622 of the Zoning Ordinance –622.D.7):

- Shall not be located within 1,320 feet of the same type of use. This distance shall be measured from the exterior walls of the buildings or portions thereof in which the businesses are conducted or proposed to be conducted. (§622.D.7.a)
- Auto title loan establishments combined with nonchartered financial institutions shall not be located within 1,320 feet of the same type of use **and** shall not be located within 500 feet of a residential use. This distance shall be measured from the exterior walls of the building or portion thereof in which the business is conducted or proposed to be conducted to the parcel boundary of the residential use. (§622.D.110)

– COMPLETE THE FOLLOWING INFORMATION –

- Check one: Auto Title Loan Establishment
 Auto Title Loan combined with Nonchartered Financial Institutions

1. Property Address: _____ Zip Code: _____

2. Legal Description: _____

Tax Parcel Number: _____

3. Owner or Operators Name: _____

Address: _____

City, State & Zip Code: _____

Telephone Number: _____

Email Address: _____

The following must be submitted to the Planning and Development Department for Zoning Clearance

- Completed application form.
- Legal description of the parcel.
- Signed map displaying a 1,320 buffer around the property, including a statement indicating the applicant completed a physical review of the properties in the buffer area and did not find any restricted uses.
- An ownership authorization letter which should be signed and dated.

– ACKNOWLEDGEMENT –

The undersigned hereby certifies as follows:

1. The undersigned is the owner or operator of the existing or proposed use or is authorized to file this form on behalf of the owner or operator.
2. The owner or operator of the existing or proposed use is the owner or lessee of the property on which the use is or will be conducted or is otherwise authorized by the property owner to file this form.
3. If the use does not presently exist, but is proposed to be established, as of the date of the filing of this form, the proposed use complies with applicable Zoning Ordinance separation requirements as demonstrated by a survey of the surrounding area (Refer to Page 3 for a sample survey).
4. The undersigned has read and understands the definitions above and agrees to comply with the requirements established for the operation of an auto title loan establishment.
5. All information provided on this form is true and correct and to the best of his/her knowledge.

Printed Name

Signature

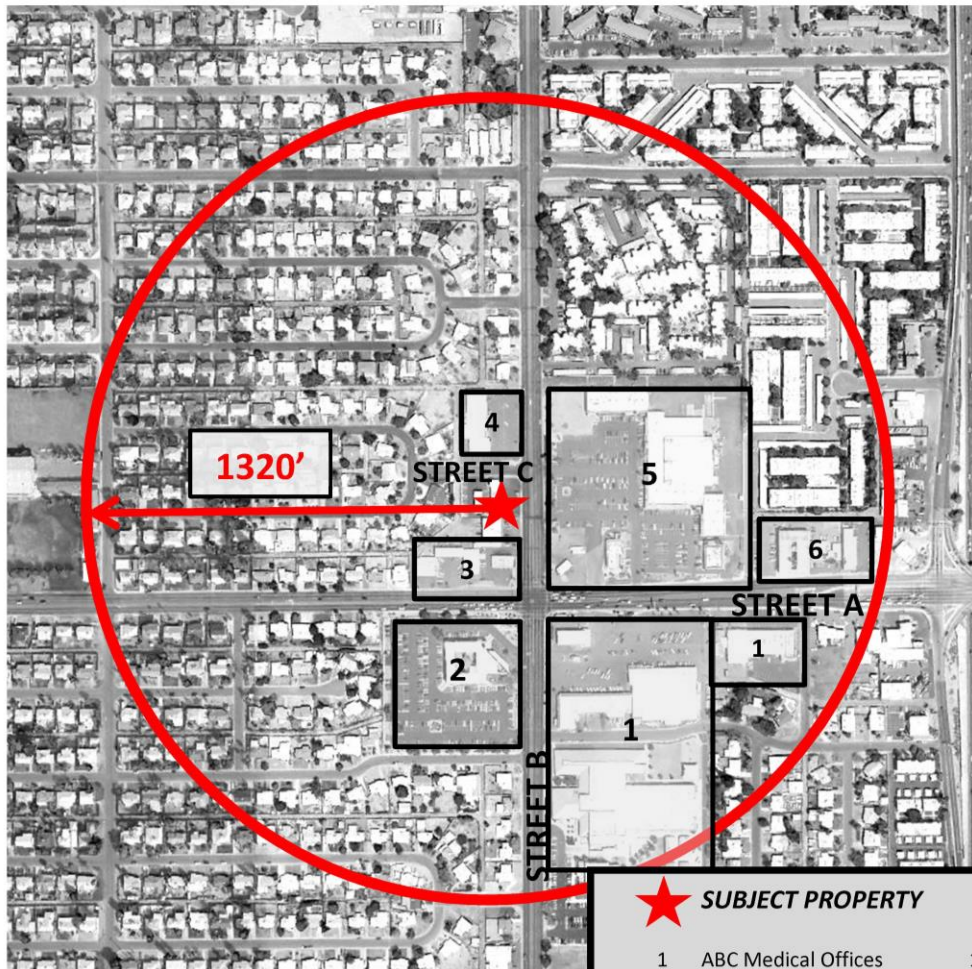
Date

– FOR PLANNING & DEVELOPMENT DEPARTMENT USE ONLY –

Council District:	CITY ZONING AUTHORITY CLEARANCE:
Village:	
Zoning Map:	Date:
Q.S.	Signature:
Zoning:	

Upon request this publication will be made available in alternate formats including large print, Braille, audiotape or computer disk to accommodate a person with a disability if given reasonable advance notice. Please contact Elaine Noble at voice 602-495-0256 or via the City TTY Relay at 7-1-1.

– SAMPLE AREA SURVEY –



★ SUBJECT PROPERTY		
1	ABC Medical Offices	125 East Street A
2	Savings Bank	100 South Street B
3	123 Barber	130 West Street A
4	Neighborhood Dry Cleaner	120 West Street C
5	Central Grocery Store	145 North Street B
6	Street A Café	180 East Street A