



## City of Phoenix

PLANNING AND DEVELOPMENT DEPARTMENT

March 4, 2025

Mr. Adam Baugh  
Withey Morris Baugh, P.L.C.  
2525 East Arizona Biltmore Circle, Ste A-212  
Phoenix, Arizona 85016

RE: MINOR AMENDMENT OF ZEN @ MCDOWELL PUD (Z-17-23-5)  
NORTHWEST CORNER OF 81ST AVENUE AND MCDOWELL ROAD

Dear Mr. Baugh,

Thank you for your letter dated February 3, 2025, requesting a minor amendment to the Zen @ McDowell Planned Unit Development. Your request included revisions to Section E. Design Guidelines, pages 14 and 15 regarding overhangs for unit entries, entry courtyard patios and rear patios, and Juliet balconies on second floor units facing 81st Avenue and McDowell Road.

Section 671.E of the City of Phoenix Zoning Ordinance includes provisions to allow for major and minor amendments to Planned Unit Developments. The amendment will be deemed minor if the Planning and Development Director determines the amendment does not meet the criteria established for major amendments. The Planning and Development Director has the authority to administratively approve the minor amendment. After review of your minor amendment request and discussion with staff, I have determined that a minor amendment is appropriate as stipulated below.

This minor amendment shall be approved, subject to the following:

1. An updated Development Narrative for the Zen @ McDowell PUD reflecting the changes approved through this request shall be submitted to the Planning and Development Department within 30 days of approval of this request. The updated Development Narrative shall be consistent with the Development Narrative dated July 29, 2024, as modified by the following stipulations:
  - a. Page 1, Cover Sheet: add the following:
    - Minor Amendment Submittal: February 3, 2025
    - Minor Amendment Approved: March 4, 2025
  - b. Provide a new page after the Table of Contents with a summary of what the minor amendment was for, including the submittal and approval dates.
  - c. Update Page 14, Section E. Design Guidelines, 1. Architecture, Bullets 1 through 3 as follows:

- Entry to each unit is covered by an awning. OR A MINIMUM 2-FOOT OVERHANG PROVIDED BY BUILDING OR ARCHITECTURAL DESIGN FEATURE.
  - Entry courtyard patio is covered by an awning. OR A MINIMUM 2-FOOT OVERHANG PROVIDED BY BUILDING OR ARCHITECTURAL DESIGN FEATURE.
  - Rear patios are covered by an awning. OR A MINIMUM 3-FOOT OVERHANG PROVIDED BY BUILDING OR ARCHITECTURAL DESIGN FEATURE.
- d. Update Page 15, E. Design Guidelines, 1. Architecture, Bullet 1, as follows:
- Provide second floor JULIET BALCONIES ON UNITS FACING ~~patios to provide views toward~~ 81st Avenue and McDowell Road. TO PROVIDE VIEWS TOWARD THE STREETS.
- e. Replace Conceptual Elevations, Exhibit 5, with the new building elevations.

The proposed minor amendment is consistent with the intent of the PUD as described in the development narrative. The proposed balconies will continue to provide “eyes on the street” making the community safer and encouraging pedestrian activity. Adding flexibility with the design of the unit coverings will still achieve the shade standards and provide enhanced architectural design.

Should you have any questions, please contact the Maryvale Village Planner, Matteo Moric at [matteo.moric@phoenix.gov](mailto:matteo.moric@phoenix.gov) or (602) 261-8235.

Sincerely,



Joshua Bednarek  
Planning and Development Director

Attachments:

Minor Amendment Request Letter dated February 3, 2025.

c: Z-17-23-5  
Matteo Moric, Maryvale Village Planner