



CITY OF TOLLESON

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**TOLLESON PLANNING AND ZONING COMMISSION ACTION MINUTES
TOLLESON CIVIC CENTER
9055 WEST VAN BUREN STREET, TOLLESON, AZ 85353
ZOOM WEBINAR ID: 837 6398 3293
TUESDAY, MARCH 24, 2026
5:00 PM**

Doors open to Council Chambers at 4:45 P.M. for public seating. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Planning and Zoning Commission returns from executive session.

Members of the public may also participate in the meeting via Zoom Webinar with a computer or cell phone by visiting the following direct link: <https://us02web.zoom.us/j/83763983293>.

CALL TO ORDER

Chair Paxton called the Tolleson Planning and Zoning Commission Meeting to order at 5:00 PM.

ROLL CALL

Commission: Chair Caroline Paxton, Commissioners Sheryl Heier, Diana Ruiz and Miriam Segura.

Commissioner Joe Cortina was absent.

Administration: Development Services Director Jason Earp and Deputy City Clerk Citlaly Salas.

FINAL CALL TO SUBMIT SPEAKER REQUEST FORMS

All citizens and interested parties wishing to speak before the Commission during a public hearing shall fully complete a Speaker Request Form and submit the form(s) to the City Clerk prior to the meeting being convened. Citizens must complete one form for each item they want to address. Speaker Request Forms are located at the entrance of the Council Chambers. For Zoom participants, click the chat button, and enter your name and the item you would like to address. Submissions should be made no later than the Mayor announcing the "Final Call to Submit Speaker Requests". **All speakers will be limited to 3 minutes unless otherwise noted by the Chair.** Speakers are not required to disclose their identities or personal information. You may



also submit an online speaker request form at <https://www.tolleson.az.gov/formcenter/city-clerk-15/speaker-request-online-form-66> at least one hour prior to the meeting.

WORK STUDY AND PRESENTATIONS – FOR DISCUSSION

- 1. Discussion regarding a proposed rezoning of the property located east of the southeast corner of 99th Avenue and Wolverine Way from Light Industrial (I-1) to Planned Area Development (PAD) to allow the development of a 323-unit multi-family residential community. – Wendy Riddell, Founding and Managing Partner at Berry Riddell LLC

REGULAR AGENDA – ACTION ITEMS

- a. Approve Planning and Zoning Commission Meeting Minutes of May 13, 2025.

Commissioner Heier made the motion to approve the minutes; the motion was seconded by Commissioner Ruiz. The motion carried 4 to 0.

ADJOURNMENT

Commissioner Ruiz made the motion to adjourn at 5:43 PM; the motion was seconded by Commissioner Segura. The motion carried 4 to 0.

Pursuant to A.R.S. § 38-431.01 and A.R.S. § 38-431.02, notice is hereby given to the members of the Tolleson Planning and Zoning Commission and to the general public that the Planning and Zoning Commission of the City of Tolleson will hold a meeting open to the public. Planning and Zoning Commissioners of the City of Tolleson will attend by telephone/video conference call.

The Planning and Zoning Commission of the City of Tolleson, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in conformation with A.R.S. § 38.431.03 for legal advice from the City Attorney.

Zoom’s live transcription feature can provide automatic captioning by clicking on the Closed Caption (CC) button during the meeting.

THE CITY OF TOLLESON ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. With at least two business days advance notice, accommodations can be provided at this meeting for individuals with vision, hearing and/or speech disabilities, including a transcriber, large print, an interpreter, an assistive listening device, etc. Please call the City Clerk at (623) 936-7111, or TTY users may dial 711 for Arizona Relay Service (AZRS), to request an accommodation to participate in this public meeting. The City will try its best to accommodate any last minute requests.

LA CIUDAD DE TOLLESON SE ESFUERZA PARA HACER TODAS LAS REUNIONES PÚBLICAS ACCESIBLE PARA INDIVIDUOS CON DISCAPACIDADES. Con al menos dos días laborables de previo aviso, se pueden proporcionar adaptaciones en esta reunión para personas con discapacidades visuales, auditivas o del habla, incluido un transcriptor, letra grande, un intérprete, un dispositivo de asistencia auditiva, etc. Llame a la Secretaría Municipal al (623) 936-7111, o los usuarios de TTY pueden marcar 711 para el Servicio de Retransmisión de Arizona (AZRS), para solicitar un alojamiento para participar en esta reunión pública. La Ciudad hará todo lo posible para satisfacer cualquier solicitud de último minuto.

Post-Production File

City of Tolleson
Planning and Zoning Commission Meeting Minutes
March 24, 2026

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[Inaudible, 0:00:00-0:18:43]

RIDDELL: -- so I beg of you not to make me do math. That's why I went to law school, to avoid all math. But I can tell you -- so "affordable" means it's 60 percent of the average area income -- average median income, is what affordable -- so if you go back.

SEGURA: Rent is 60 percent?

RIDDELL: Their income has to be 60 percent. And I don't know, Mark, if you want to -- Mark, come on up. Let me let Mark from Dominion --

HEIER: Yeah.

RIDDELL: -- better explain this.

SEGURA: What percentage of their income would be dedicated to this 1,400 to 1,800?

LAMBING: Mark Lambing with Dominion, the developers.

So you have to make 60 percent of the area median income or less to qualify to live here, and then of that, no more than 30 percent of their income can go towards rent because that's what HUD considers affordable. And so that's where you get to -- a family of four could make about \$67,000 a year, so then 30 percent of their income on a monthly basis, depending on the bedroom count you get -- first, three-bedroom, for example, is 1,656.

So some of them are. Water, sewer, and trash are. Electric is not. And so when HUD publishes the maximum rent that we're allowed to charge, we reduce the amount we're allowed to charge by the anticipated electric bill. So it does contemplate it on the front end. So to say it differently, if we were to pay for all the electric for the resident, their monthly rent would be slightly higher because it's contemplating that.

UNIDENTIFIED SPEAKER: Yes?

LAMBING: Okay.

SEGURA: (Indiscernible) preferred? Or is it the pre-purchased option? Or is it the pay as you go? Or is that going to vary per --

LAMBING: So they would be hooking up directly with the utility company, so like, I think they could opt for any of the different methods that they want because we are not in between them. We put in electrical meters, and then they call the service and get it

hooked up. And their billing goes directly from the utility to the resident.

SEGURA: Just not in this area. But I have another question, also.

LAMBING: Go on.

SEGURA: Well, my next one is in regard -- and it may not be to you, Mark, so thank you very much. But it might. I'm not sure. So thank you. Yes. In regards to -- what would be the proposed water source? Like, how would that be for this -- okay. So it's going to be basically the same water as the residence? Yes?

RIDDELL: Yes. The City of Tolleson water and sewer.

SEGURA: So groundwater?

RIDDELL: However the city gets their water source.

HAMILTON: Chris Hamilton, city engineer here for the City of Tolleson. So our water -- currently, our water source is coming through the City of Phoenix. They are wheeling our SRP allotment. So like, 90-something percent of our water comes through the City of Phoenix, but it's an SRP surface water treatment. So City of Phoenix treats the water for us, and then we purchase it at a rate that we've agreed upon with the City of Phoenix. And then they willed it to us currently. We are in the process of looking for different ways to service water, but that's what we're doing currently.

HEIER: I'd like to talk about the parking because we have 323 units, multi-generational, probably two cars a person, or house, or an apartment. That leaves about 52 spaces that are not available for the people that might be living there, so where are they going to park if we overflow the parking lot?

RIDDELL: I can tell you, Madam Chair, Commissioner, it's been our experience developing these communities that you will not have everybody having a car. You will -- you know, households that have two people might share a car, and so ultimately, that [inaudible] --

RUIZ: How many cars are allowed per family or per unit?

LAMBING: Yeah, there's not a limit, per se. What I will say, though, is that there are a lot of families that are single parents, and so when you have a three-bedroom -- because if -- because we're restricted in terms of how much you can make before you're

not allowed to live here, we don't end up in situations where you have three roommates, and they all have cars. It's typically a parent and two kids in a three-bedroom. So we actually have a lot less cars than you would at a market rate property, where a two-bedroom might be two people right out of school, for example. These are typically larger families that have a lot of kids that aren't of driving age. But to answer your question directly, there is not a stated limit, per se, on how many cars you're allowed to have. There is policies on, if a car doesn't move for so long, it would probably get, you know, questioned. And then we do keep a record of everybody's license plate when they do move in, so if there was a car that hadn't moved in a while, that would get questioned and dealt with at the property management level.

UNIDENTIFIED SPEAKER: [Inaudible]

LAMBING: No, we typically do not need to have a limit, so they would not --

RIDDELL: Can you talk about whether that's ever been an issue in your projects?

LAMBING: No. Honestly, it hasn't because, I mean, one of the things -- we're long-term owners, so we will own this for at least 15 years. And so you know, market rate merchant builders, they'll build something for two years, and then they'll sell it off and move on. This is, whatever we build, this is our headache for the next 15 years, so like, we are incentivized heavily to not put ourselves in a situation where there's not enough parking because it's going to be harder to rent, and we're going to be the ones dealing with residents complaining about not having parking. So, with us being involved long-term and also being the property management company, we're highly incentivized for our own interests to make sure that we don't run into situations like that.

SEGURA: After the 15 years, would the terms of the affordable housing stay the same, or would that be dependent on the new owner?

LAMBING: Yes. So they actually go for 30 years, and so --

RIDDELL: He isn't necessarily selling in 15 years. He's just telling you they hold for a minimum of 15 years.

LAMBING: Yeah. And then so what happens at year 15 is, typically, the property needs, you know, a new roof, new flooring, whatever. And so Copper Cove, literally next door,

is an example of that. It was built in the early 2000. We took it over in the middle teens, which would be at the 15-year point. We did an \$8 million rehab, and now, we're owning it for the next 15 years. And so that's typically what would happen here. The affordability term is 30 years. But at year 15, you can decide to sell, or you can put it back into the program, recommend for another 30 years of affordability. And you're allowed to generate tax credits by doing a rehab. So who's to say what's to happen in 15 years? But we are required to hold it for 15 years. And if market conditions allow interest rates and all that good stuff, we always prefer to keep it long-term because that's kind of our investment model.

RIDDELL: And the affordability restrictions run for 30 years?

LAMBING: Yeah, 30 years. And if we put it back into the program at year 15, it would be another 30 years from that day forward, so it is very long-term affordable.

SEGURA: So I know that, per the study that was quoted, you said it was 249. There's a need for 249 rentals. And was it 168 ownership; is that correct as the --

RIDDELL: I would love to verify that for you, but this is not cooperating again, so if you could flip forward, if you wouldn't mind. Just so I make sure I have the -- I've already told you I'm bad at math. Let's make sure we have it correct. If you'd keep going, if you would. Again. Again. Again. Couple more. One more. There you go. Yeah. So it talks about, there's a current need for 417 units. Talks about 200 -- And you're welcome to come speak about this. 249 rentals. Yeah, please.

EARP: Madam Chair, Commissioners, just so you know, MAG commissioned a study on behalf of the City of Tolleson, and at the last council meeting, our housing director or revitalization manager gave a presentation. And what came out of MAG study, specifically for Tolleson, that's where these numbers came from. So it shows the needs for affordable housing.

SEGURA: Proposed site is 323 rentals. Is there an option to own for ownership, or they're all going to be rentals?

RIDDELL: Depending on how the financing works, for this to be affordable, we don't have the ability to make them ownership units. Yeah.

HEIER: Can you go back to the elevations? Okay.

RIDDELL: Help us go back to the elevations.

HEIER: He will.

RIDDELL: Yes.

HEIER: To the pretty pictures. That one. Perfect. Are those the colors that we're going to be using for the -- okay. Everything in Arizona is brown. I would like a different color besides brown, so that's just me. But if you look all the way around, all of the buildings they build are either a tan or brown. We're a colorful city here in Tolleson. We like color.

PAXTON: One more question. Landscaping. What kind of trees are placed in the area?

RIDDELL: (Indiscernible)?

UNIDENTIFIED SPEAKER: Well, I don't know off the top of my head.

RIDDELL: Put our architect and hot seat for a minute. So come on up.

TODD: All right. Thank you. Gary Todd, 4019 North 44th Street. My firm is the both architect and landscape architect on the -- on the project. But all of the plants are off of the low water use, which is really important that we stay there. You were talking about water earlier, and so that's very important that we stay with a low-water landscape on the project. So that's the focus, to make it more look like Arizona, not Southern California or any other place, to be uniquely ours here. So we do have a landscape plan. We are in the process of going through site plan review and approval in the City, and so the full landscape plans have been submitted with that submittal for the City to review. As far as if I may address your comment about color, you know, we can adjust those, working with Mark and the client, and I think that would be easy for us to do. We are on -- as I said, we've made a couple submittals to the City on site plan review, so that's something -- I still think we have the flexibility to change that. We're not through the process, so I don't think that's a problem. And if I can just mention one more thing, on the site plan submittal that we have -- well, two things I'd like to mention. Dominion has developed some 40,000 units in the Sunbelt, and with that, they have more data than you could ever believe. But the information that we have in the seven years I've

been working with them is 1.7 to 1.75 for affordable housing like this -- is the ratio we use for parking. And the City is requiring 1.82 parking, above what they normally provide. And we're providing 1.86. So we're about 12 parking spaces -- and forgive me, I don't recall who mentioned two parking spaces per unit. So we're only 12 short of that, above what the City wants, above what their national average is on family projects such as this. So I think we're in good shape on that.

SEGURA: Okay. Follow-up question about the landscaping. I'm glad to hear that the proposed would be low-water use. Any shade trees, even though there is -- just because I know there's a lot of introduction of concrete, and we know that it's getting hotter. So would there be anything to provide shade within this new --

TODD: Absolutely, absolutely. Because as you look at desert environments all over the world, you'll see canopy trees. The ones that provide shade are the ones that you see most often, not trees that grow straight up and don't really provide a lot of shade.

So, you know, that's the kind of thing that you're going to see using a desert palette of landscape. It is a reflective roof, and the reason for that, obviously, is to reflect the heat back up and minimize the expense and heat gain that we would have as a result of that, raising utility bills.

SEGURA: Might have been covered, and I apologize. Are the windows energy efficient and things of that nature?

TODD: Yes, they are. I'm sorry. Yes, they are. Arizona Department of Housing, who sets the design standards that we have to meet for this -- and we have to do energy models; we have to go on heat gain, heat loss, and what we're doing on the project. Those are highly regulated on projects such as this. And so the windows cannot be just a cheap window. They really have to be high-quality windows. But the interesting thing about it, if I may say, working in both market rate and also in projects like this on the affordable side, I'm just going to tell you that I'm challenged a lot to find the difference when you visit one of these projects and be able to say that it's affordable because they look very much the same. We try to plan them -- just as the site plan on this project, we try to plan them where a sense of arrival is there, so people have dignity about the place

they're coming home to. It doesn't matter if it's affordable or if it's a market rate project. We want people to feel proud about where they live, and we want them to feel good about having their neighbors over. So that's all really important planning that we try to put into our projects, and Dominion has allowed us to do that.

SEGURA: Follow up on that. Having said that, in addition to the trees, any other shade types, like pergolas or anything of that sort, to be outside in the sun, in our heat?

TODD: Yes. Where we start is -- the State does require us to have two designated playgrounds: one for 2 to 5-year-olds, another one for 5 to 12-year-olds, and then we have to have a third area that is outdoor play area for kids 12 and up. But with the 2 and 5 and the 5 and 12, we provide shade ramadas for the parents to be able to sit. And also, we try to locate those in close proximity to -- even though we have laundry in every one of the units, we're also required by the State to provide common laundry facilities, and so with those, those are located in close proximity to where the kids will be playing, too. So I mention that because shade is so important on these projects, and to be able to have that near these play areas is very critical. So yes, ramadas are something we will do quite a bit of.

LAMBING: Um-hum.

TODD: Thank you.

[Inaudible]

PAXTON: -- thank you, immediately.

EARP: Madam Chair, Commissioners, again, this was just a workshop.

For your information, feedback to the clients -- like they mentioned, their money goes hard on the 31st, so it's critical if you -- feel free to give any feedback on the project for or against. And after that, we're pretty much done.

PAXTON: My questions were answered. I think I'm good.

RUIZ: One question I have. Is it going to be a gated community or no? Like, the gate (indiscernible).

TODD: Regarding gates, initially, the project is not going to be gated. And you know, there's a lot of reasons for that, but if you looked at the site plan, you'll see all the

geometrics are worked out. If and when we ever felt that was necessary, they can easily be installed. They won't look like they were a quick fix on the site plan. But if you look up on the site plan, at the top, off of Wolverine, you'll see we have a divided entry design worked out to be able to house the equipment we need to be able to open gates automatically, and we also have the turning radiuses planned for where those rolling gates will be located, so --

UNIDENTIFIED SPEAKER: [Inaudible]

TODD: Yeah. But prepared if we need to do that. We've designed it with the turning radiuses for the fire department and everyone, so they can -- it'll all function if that event occurs and the client decides to add them, okay? Okay. Thank you.

SEGURA: Sorry. That's just kind of enough. No, no, that was good. And it was actually something different. So I believe it's for Wendy. There was something that was said briefly. You said there's an intention to buy out the school district area.

Are you aware of what will -- or I know, maybe two of them -- but what would happen with that area?

RIDDELL: Speaking just for the area that is our site. So the idea would be we've ground leased that for 99 years. We tried to buy it, frankly. And the school district said no, but we were able to negotiate that in 30 years. We do have the ability to buy the site. So our intention is, after that 30-year period, to buy the site.

SEGURA: Kind of far off. But what to do with that?

RIDDELL: Well, we would continue to operate as affordable housing. So that's very much Dominion's business model.

SEGURA: And can you tell me a little bit more about the \$5,000 scholarship, how that works?

LAMBING: Yeah. So we actually started that probably about five years ago, and the idea was to give back to residents and also property staff. And so it started off -- and I believe we gave probably around 100 scholarships the first year, \$5,000 each. We're up to -- last year in 2025, we gave 400 \$5,000 scholarships away, so \$2 million. The cool thing about it is you can apply every year, so there's people that have been going to a

four-year college that have gotten it all four years, which is awesome. And then, also, our ownership, acknowledging that, you know, the trades are also lacking. We see that a lot in our sub bases. It's hard to find, you know, plumbers, electricians, and whatnot. This is the first year that we're also expanding, so we're still going to give 400 scholarships to residents and property staff. But we're also doing a trial run of \$55,000 scholarships for trade schools to see how that works, as well, so it'll be additive to the existing program. So that should be really cool. One of our main owners is on a board of a nonprofit that focuses on trade schools, and so that's kind of where that's coming from because he's well versed in the needs there, as well, from that angle. So we're excited to see that going. Yeah.

SEGURA: Are there particular schools that receive that, or is it just in the application for the person, and they decide?

LAMBING: Yeah. So the resident would stop by the clubhouse. They'd grab an application. They would apply, turn it in to us, and then we would write them a check for the \$5,000. So it doesn't go through the school. It goes directly to the resident. And then one other, if I may, unique program. At the start of the school year, we started an internship program. And so this is for typically high school students, and the idea is to offer opportunities for them to work at the property that they're in. You know, typically, they don't have their own transportation, so it might be harder to maintain a job on their own. And so the idea is, for a summer, somebody could work hand in hand with a leasing agent. And they could have a job, you know, at the property that they're living at and work, you know, 10, 20 hours a week, gaining just experience in the job force. So that's something else we do. I don't have the stats on how big that program is, but we do have a lot of, like, testimonials on our website from the high schoolers that went through the program. So that's just another way that we just try to give back to the residents at our properties.

RIDDELL: Thank you very much.

UNIDENTIFIED SPEAKER: Thank you.

RIDDELL: We appreciate your time this evening. Nice to meet you all.

[Inaudible]

RIDDELL: -- of that, yes. Uh-huh. And then I'll go with you to see the type whenever we --

PAXTON: Okay. Thank you.

Now, I will entertain a motion. A motion, we approve the minutes from May 13th, 2025. All in favor, say aye.

ALL: Aye.

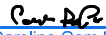
PAXTON: All those opposed, say nay.

PAXTON: All those in favor, say aye.

ALL: Aye.

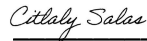
PAXTON: Thank you.

APPROVED:


Caroline Gem Paxton (Jun 10, 2026 08:24:07 PDT)

CAROLINE GEM-PAXTON, CHAIR

ATTEST:



CITLALY SALAS, DEPUTY CITY CLERK

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING MINUTES ARE A TRUE AND CORRECT COPY OF THE MINUTES OF THE MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF TOLLESON, ARIZONA, HELD ON MARCH 24, 2026. I FURTHER CERTIFY THAT THE MEETING WAS DULY CALLED AND HELD, AND THAT A QUORUM WAS PRESENT.



CITLALY SALAS, DEPUTY CITY CLERK









03 24 26 Planning and Zoning Commission Minutes

Final Audit Report

2026-06-11

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