

# Zoning Information Guide



"Planning with People for a Better Phoenix"

**City of Phoenix**  
PLANNING & DEVELOPMENT DEPARTMENT

## ZONING CLEARANCE FOR TOBACCO ORIENTED RETAILER

– PLEASE READ THE FOLLOWING CAREFULLY –

A *Tobacco Oriented Retailer* is an establishment engaged in the sale and/or display of tobacco related products, including, but not limited to: cigarettes, chewing and dipping tobacco, cigarette papers, electronic nicotine delivery system, or any other instrument or paraphernalia for the smoking or ingestion of tobacco and products prepared from tobacco. This includes uses such as, but not limited to, a cigar store, head shop, hookah lounge, or vape lounge. A tobacco oriented retailer must not include any establishment over 10,000 square feet in gross floor area, or any establishment devoting less than 5 percent of its floor space to the sale/display of tobacco related products

The Phoenix City Council has adopted the following spacing and separation standards for tobacco-oriented retailers (Chapter 6, Section 623 of the Zoning Ordinance – 623.D.190)

- Shall not be located within 500 feet of the same type of use. This distance shall be measured from the property line of the parcel in which the use is conducted to the nearest property line of the parcel of the same type of use. (§623.D.190.a)
- Shall not be located within 1,320 feet public, private, or charter school providing primary or secondary education, a park or playground, dependent care facility, homeless shelter, youth community center, recreation center, or place of worship. This distance shall be measured from the property line of the parcel in which the use is conducted to the nearest property line of the protected use. (§623.D.190.b)

– COMPLETE THE FOLLOWING INFORMATION –

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.
4. The undersigned has read and understands the definitions above and agrees to comply with the requirements established for the operation of a tobacco-oriented retailer.
5. All information provided on this form is true and correct and to the best of his/her knowledge.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature

\_\_\_\_\_

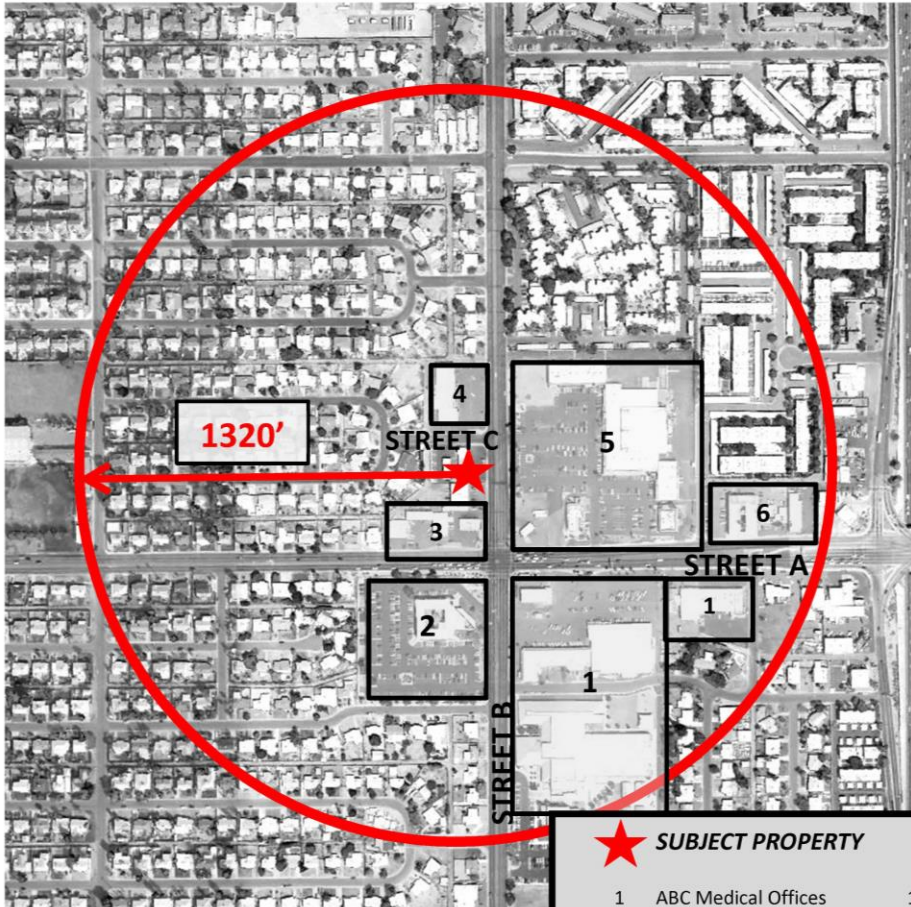
Date

**– 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