



DEVELOPMENT REVIEW BOARD SHOPPING LIST

SCHEDULE A MEETING WITH YOUR PROJECT COORDINATOR **BEFORE** SUBMITTING APPLICATION.

This shopping list has been prepared to assist you in submitting a complete and successful application to the City of Scottsdale. At the required pre-application meeting, a Project Coordinator will check off the items on this Shopping List that are required with your submission. Please contact your Project Coordinator ROBERTA at 312-7000 if you have any questions concerning your Development Review Board application.

NOTICE

Be advised that obtaining these permits may be a lengthy process and may affect the timing of your project.

SECTION 404 PERMITS. Prior to issuance of any permits, developers must submit the City of Scottsdale Section 404 Certification Form (attached).

NPDES. A NPDES Notice of Intent and Storm Water Pollution Prevention Plan may be required (see DSPM Guidelines).

=====

CASE # 309-PA-99

PART I -- GENERAL REQUIREMENTS

- _____ 1. DEVELOPMENT REVIEW SHOPPING LIST (this list)
- _____ 2. COMPLETED APPLICATION FORM (form provided)
- _____ 3. APPLICATION FEE \$ _____
- _____ 4. LETTER OF AUTHORIZATION

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____-PA-_____

PAGE 2

- _____ 5. CURRENT TITLE REPORT (no older than 30 days);
8-1/2" x 11" - 1 copy
- _____ 6. LEGAL DESCRIPTION:
8-1/2" x 11" - 1 copy
- _____ 7. PROJECT NARRATIVE (form provided)
- _____ 8. PROVIDE CURRENT AERIAL,,
Full size - 1 copy
8-1/2" x 11" - 4 copies (quality suitable for reproduction)

AERIAL SHALL NOT BE MORE THAN 1 YEAR OLD AND SHALL INCLUDE:
_____ 300 foot radius from site
_____ 1/4 mile radius from site
_____ 5 mile radius from site
_____ other
- _____ 9. LOCATION MAP: Provide a map, drawn to scale, showing the location of the site in relation to arterial & intersecting streets and indicating the zoning of the site and adjacent properties.
8-1/2" x 11" - 1 copy
- _____ 10. ABBREVIATED WATER & SEWER NEED REPORT (Provided with Water Resources Non-Residential Development Fee Packet.)
- _____ 11. POLICY OR APPEALS OF REQUIRED DEDICATIONS AND/OR EXACTIONS. (See copy attached.)
- ~~_____~~ 12. DESIGN GUIDELINES (Provided to applicant)
- ~~_____~~ 13. ARCHAEOLOGICAL RESOURCES (information sheets provided):
 - _____ 1. Certificate of No Effect / Approval Application Form (provided)
 - _____ 2. Archaeology Survey and Report - 3 copies
 - _____ 3. Archaeology 'Records Check' Report Only - 3 copies
 - _____ 4. Copies of Previous Archeological Research - 1 copy
- _____ 14. HISTORIC PROPERTY (existing or potential historic property):
 - _____ 1. Narrative describing proposal to preserve the historic character or compliance with property's existing Historic Preservation Plan
- _____ 15. AIRPORT INFLUENCE AREA (information sheet provided):
 - _____ 1. Describe intended noise attenuation for building
 - _____ 2. Airport height notice (provided)

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____-PA-_____

PAGE 3

PART II -- REQUIRED PLANS & RELATED DATA

- X 1. **CONTEXT PLAN:** Show existing conditions -
 Site and adjacent parcels
 Existing zoning and land uses
 Existing buildings and improvements
 Label streets by name
- _____ 2. **SITE PLAN:** See attached Site Plan Submittal Requirements list
 24" x 36" (minimum size) - 4 copies
 11" x 17" - 8 copies in stapled sets of 1 each site plan, landscape, elevations, and any miscellaneous exhibits (includes one set for each Board member)
 8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 2. **PROJECT DATA SHEET** (form provided)
- _____ 3. **SITE PLAN WORKSHEET** including calculations (sample attached):
 30" x 42" (maximum size) - 1 copy
- _____ 4. **SITE CROSS SECTIONS** - Show existing and proposal grade lines, and all finished floor elevation of adjacent sites (at locations specified by Project Coordination Manager):
 24" x 36" (minimum size) - 1 copy
 11" x 17" - 8 copies
 8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 5. **PHASING PLAN:**
 24" x 36" (minimum size) - 1 copy
 11" x 17" - 8 copies
 8-1/2" x 11" - 2 (quality suitable for reproduction)
- _____ 6. **TYPICAL LOT LAYOUT** for all lot types - i.e. corner, interior, flag, pie, etc.:
 8 1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 7. **PRELIMINARY ART PLAN & SCHEMATIC DESIGN** showing location, type and scale of artwork (Required of Downtown Planned Block Developments)

PART III -- ARCHITECTURAL PLANS & RELATED REQUIREMENTS

- X 1. **ELEVATIONS:** Indicate building heights & call out materials and colors
 24" x 36" - 1 UNMOUNTED COLOR COPY
 → 11" x 17" - 8 COLOR copies
 8-1/2" x 11" - 1 COLOR OR B&W copy (quality suitable for reproduction)
NOTE For residential developments, provide copies of all alternate elevations and a typical street elevation.
- _____ 2. **FLOOR PLANS:**
 24" x 36" (minimum size) - 1 copy
 8-1/2" x 11" - 1 copy (quality suitable for reproduction)

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____ -PA- _____

PAGE 4

- _____ 3. FLOOR PLAN WORKSHEET: (including calculations):
30" x 42" (maximum size) - 1 copy
- _____ 4. STREETScape ELEVATION:
24" x 36" (minimum size) - 1 UNMOUNTED COLOR copy
24" x 36" (minimum size) - 1 copy
8-1/2" x 11" - 5 copies (quality suitable for reproduction)
- _____ 5. PERSPECTIVE DRAWING:
24" x 36" (minimum size) - 1 UNMOUNTED COLOR copy
8-1/2" x 11" - 2 copies (quality suitable for reproduction)
NOTE: Applicants may bring additional mounted copies to presentations if desired.
- _____ 6. WALL DETAILS & ENTRY FEATURE:
24" x 36" (minimum size) - 1 copy
11" x 17" - 8 copies
8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 7. CORPORATE IMAGE FEATURES
- _____ 8. SIGN DETAILS:
24" x 36" (minimum size) - 1 copy
11" x 17" - 8 copies

PART IV - LIGHTING PLAN

- _____ 1. LIGHTING DETAILS:
24" x 36" (minimum size) - 1 copy
- _____ 2. PHOTOMETRIC ANALYSIS with horizontal foot candle diagram
24" x 36" (minimum size) - 1 copy
- _____ 3. LIGHTING SITE PLAN
- _____ 4. OTHER: _____

PART V -- ENGINEERING REPORTS & RELATED REQUIREMENTS

- _____ 1. RESULTS OF ALTA SURVEY:
24" x 36" (minimum size) - 1 copy
- _____ 2. TOPOGRAPHY MAP (include 2'-0" minimum contours except where slopes exceed 15%):
24" x 36" (minimum size) - 1 copy
11" x 17" - 8 copies
8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- X _____ 3. DRAINAGE REPORT INCLUDING CONCEPTUAL DRAINAGE MAP: See Sec. 1.3.F.2. of the City's Design Standards & Policies Manual for specific submittal requirements.
24" x 36" (minimum size) - 2 copies of plan
8-1/2" x 11" - 2 copies of report
- _____ 4. SECTION 404 PERMITS. Complete the City of Scottsdale Section 404 Certification Form and provide the required documentation.

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____-PA-_____

PAGE 5

- X 5. TRAFFIC IMPACT STUDY: 2 copies
- _____ 6. PARKING STUDY: 2 copies (Required for reduction of ordinance requirements.)
- _____ 7. TRIP GENERATION COMPARISON
- _____ 8. PARKING MASTER PLAN: 2 copies (Required for reduction of ordinance requirements.)
- _____ 9. CROSS SECTION DETAILS (no vertical exaggeration):
24" x 36" (minimum size) - 1 copy
11" x 17" - 8 copies
8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 10. WATER STUDY (Basis of design report)
- _____ 11. WASTE WATER STUDY (Basis of design report)

PART VI -- ENVIRONMENTAL & LANDSCAPING DATA REQUIREMENTS

NOTE: EACH ITEM INDICATED BELOW REQUIRES THE FOLLOWING NUMBER OF COPIES:

- 24" x 36" (minimum size) - 2 copies
11" x 17" - 8 copies
8-1/2" x 11" - 2 copies (quality suitable for reproduction)

- _____ 1. CONCEPTUAL LANDSCAPE PLAN & MATERIALS LIST (See Section 10.200.A of the Zoning Ordinance)
- _____ 2. NATIVE PLANT SUBMITTAL: (aerial with site plan overlay to show spatial relationships of existing protected plants to proposed development)
See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
- _____ 3. REVEGETATION SITE PLAN & TECHNIQUES
- _____ 4. TOPOGRAPHY/AERIAL OVERLAY WITH SITE PLAN SUPERIMPOSED
- _____ 5. SLOPE ANALYSIS SUPERIMPOSED ON TOPOGRAPHY MAP
- _____ 6. CUTS & FILLS SITE PLAN
- _____ 7. COMPOSITE FACTORS MAP
- _____ 8. UNSTABLE SLOPES/BOULDERS ROLLING MAP
- _____ 9. BEDROCK & SOILS MAP
- _____ 10. NATURAL AREA OPEN SPACE (NAOS) ANALYSIS PLAN
- _____ 11. VISTA CORRIDOR PLAN (include typical cross section details & concept narrative)
- _____ 12. SCENIC CORRIDOR PLAN (include typical cross section details & concept narrative)

PART VII -- SAMPLES, PHOTOGRAPHS, & MODELS

- _____ 1. EXTERIOR BUILDING COLOR & MATERIAL SAMPLES:
1 sample each. 4" x 4" maximum size. mounted on 8-1/2" x 11" sheets. Clearly label each sample for:
- Color (i.e. Frazee #5555 Bright Blue)

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____-PA-_____

PAGE 6

- Finish (i.e. Bronze Anodized Aluminum)
- Material (i.e. split face CMU)

_____ 2. **PHOTOGRAPHS MOUNTED ON 8 1/2" X 11" SHEETS** showing the site and the context of surrounding buildings/properties from street view, - 2 copies of each, number & reference all pictures by location.

_____ 3. **MASS MODEL:** Scale to be specified by Project Coordination Manager

_____ 4. **DETAILED MODEL:** Scale to be specified by Project Coordination Manager

_____ 5. **OTHER:** _____

PROJECT COORDINATOR

DATE



PRELIMINARY

DEVELOPMENT REVIEW BOARD SHOPPING LIST

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NOTICE: As part of your final plan review & prior to approval of improvement plans, the applicant must provide the City with a written determination of the 404 status, prepared and signed by the Corps of Engineers. In addition, an NPDES Notice of intent and Storm Water Pollution Prevention Plan (refer to DSPM Guidelines) may be required.

CASE # 309-PA-99

PART I - GENERAL REQUIREMENTS

- GM X ① DEVELOPMENT REVIEW SHOPPING LIST (this list)
- GM X ② COMPLETED APPLICATION FORM (form provided)
- GM X ③ APPLICATION FEE \$ 1037.00
- _____ 4. LETTER OF AUTHORIZATION
- KOU X ⑤ CURRENT TITLE REPORT (no older than 30 days): *no real owners shown on report*
8-1/2" x 11" - 1 copy
- KOU X ⑥ LEGAL DESCRIPTION:
8-1/2" x 11" - 1 copy
- GM X ⑦ PROJECT NARRATIVE (form provided)
- AS X ⑧ AERIAL (with project location clearly identified):
Full size - 1 copy
8-1/2" x 11" - 4 copies (quality suitable for reproduction)
- JB X ⑨ LOCATION MAP: Provide a map, drawn to scale, showing the location of the site in relation to arterial & intersecting streets and indicating the zoning of the site and adjacent properties.
8-1/2" x 11" - 1 copy
- X ⑩ ABBREVIATED WATER & SEWER NEED REPORT (Provided with Water Resources Non-Residential Development Fee Packet.)
coming next week

GEORGE - NAI
NAI

NAI
CLARK

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____ -PA- _____

PAGE 2

- _____ 11. POLICY OR APPEALS OF REQUIRED DEDICATIONS AND/OR EXACTIONS. (See copy attached.)
- ~~_____~~ 12. DESIGN GUIDELINES (^{PROPOSED} ~~provided to applicant~~) — next week! NAI
- _____ 13. SUBMITTAL RECEIPT

PART II – REQUIRED PLANS & RELATED DATA

- JB ~~_____~~ 1. ✓ SITE PLAN (See attached Development Review Submittal Requirements.): NAI
 - 24" x 36" (minimum size) - 4 copies
 - 11" x 17" - 8 copies in stapled sets of 1 each site plan, landscape, elevations, and any miscellaneous exhibits (includes one set for each Board member)
 - 8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- GM ~~_____~~ 2. ✓ PROJECT DATA SHEET (form provided)
- JD ~~_____~~ 3. ✓ SITE PLAN WORKSHEET including calculations (sample attached): NAI
 - 30" x 42" (maximum size) - 1 copy
- JB ~~_____~~ 4. ✓ SITE CROSS SECTIONS - Show existing and proposal grade lines, and all finished floor elevation of adjacent sites (at locations specified by Project Coordination Manager): NAI
 - 24" x 36" (minimum size) - 1 copy
 - 11" x 17" - 8 copies
 - 8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 5. PHASING PLAN:
 - 24" x 36" (minimum size) - 1 copy
 - 11" x 17" - 8 copies
 - 8-1/2" x 11" - 2 (quality suitable for reproduction)
- _____ 6. TYPICAL LOT LAYOUT for all lot types - i.e. corner, interior, flag, pie, etc.:
 - 8 1/2" x 11" - 2 copies (quality suitable for reproduction)
- _____ 7. PRELIMINARY ART PLAN & SCHEMATIC DESIGN showing location, type and scale of artwork (Required of Downtown Planned Block Developments)

PART III – ARCHITECTURAL PLANS & RELATED REQUIREMENTS

- ~~_____~~ 1. ✓ ELEVATIONS: NAI
 - 30x42 24" x 36" - 1 UNMOUNTED COLOR copy
 - 11" x 17" - 8 COLOR copies
 - 8-1/2" x 11" - 1 COLOR OR B&W copy (quality suitable for reproduction)

NOTE: For residential developments, provide copies of all alternate elevations and a typical street elevation.
- ~~_____~~ 2. ✓ FLOOR PLANS: (3) NAI
 - 30x42 24" x 36" (minimum size) - 1 copy
 - 8-1/2" x 11" - 1 copy (quality suitable for reproduction)
- ~~_____~~ 3. ✓ FLOOR PLAN WORKSHEET: (3) NAI
 - 24" x 36" (minimum size) - 1 copy

BUELINE color coded

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____ -PA- _____

PAGE 3

☺ X ④ ✓

STREETSCAPE ELEVATION:

- 24" x 36" (minimum size) - 1 UNMOUNTED COLOR copy
- 24" x 36" (minimum size) - 1 copy
- 8-1/2" x 11" - 5 copies (quality suitable for reproduction)

~~NAI~~
NAI

JD ☺ X ⑤ ✓

PERSPECTIVE DRAWING: + more coming too

- 24" x 36" (minimum size) - 1 UNMOUNTED COLOR copy
- 8-1/2" x 11" - 2 copies (quality suitable for reproduction)

NAI

NOTE: Applicants may bring additional mounted copies to presentations if desired.

☺ X 6 ✓

WALL DETAILS & ENTRY FEATURE:

- 24" x 36" (minimum size) - 1 copy
- 11" x 17" - 8 copies
- 8-1/2" x 11" - 2 copies (quality suitable for reproduction)

SITE DETAILS / SECTIONS

NAI

_____ 7.

CORPORATE IMAGE FEATURES

_____ 8.

SIGN DETAILS:

- 24" x 36" (minimum size) - 1 copy
- 11" x 17" - 8 copies
- 8-1/2" x 11" - 2 copies (quality suitable for reproduction)

PART IV - LIGHTING PLAN

☺ X 1 ✓

LIGHTING DETAILS:

- 24" x 36" (minimum size) - 1 copy

KRAHE

☺ X ② ✓

PHOTOMETRIC ANALYSIS with horizontal foot candle diagram

- 24" x 36" (minimum size) - 1 copy

KRAHE

☺ X ③ ✓

LIGHTING SITE PLAN

KRAHE

_____ 4. OTHER: _____

PART V - ENGINEERING REPORTS & RELATED REQUIREMENTS

JD X ① ✓

RESULTS OF ALTA SURVEY:

- 24" x 36" (minimum size) - 1 copy

CALL JEFF E.

X ② ✓

TOPOGRAPHY MAP (include 2'-0" minimum contours except where slopes exceed 15%):

- 24" x 36" (minimum size) - 1 copy
- 11" x 17" - 8 copies
- 8-1/2" x 11" - 2 copies (quality suitable for reproduction)

DEI

X ③ ✓

DRAINAGE REPORT INCLUDING CONCEPTUAL DRAINAGE MAP:

- 24" x 36" (minimum size) - 2 copies of plan
- 8-1/2" x 11" - 2 copies of report

coming next week

DEI

X ④ ✓

TRAFFIC IMPACT STUDY: 2 copies

coming

KIMLEY-HORN

_____ 5. ✓

PARKING STUDY: 2 copies (Required for reduction of ordinance requirements.)

_____ 6.

TRIP GENERATION COMPARISON

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____ -PA- _____

PAGE 4

- 7 ✓ **PARKING MASTER PLAN:** 2 copies (Required for reduction of ordinance requirements.)
- 8 **CROSS SECTION DETAILS** (no vertical exaggeration):
 - 24" x 36" (minimum size) - 1 copy
 - 11" x 17" - 8 copies
 - 8-1/2" x 11" - 2 copies (quality suitable for reproduction)
- 9 **WATER STUDY** (Basis of design report)
- 10 **WASTE WATER STUDY** (Basis of design report)

PART VI - ENVIRONMENTAL & LANDSCAPING DATA REQUIREMENTS

NOTE: EACH ITEM INDICATED BELOW REQUIRES THE FOLLOWING NUMBER OF COPIES:

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- 1 ✓ **CONCEPTUAL LANDSCAPE PLAN & MATERIALS LIST** (See attached Development Review Submittal Requirements) E
- 2 ✓ **NATIVE PLANT SUBMITTAL** (aerial with site plan overlay to show spatial relationships of existing protected plants to proposed development) E
- 3 ✓ **REVEGETATION SITE PLAN & TECHNIQUES** E
- 4 **TOPOGRAPHY/AERIAL OVERLAY WITH SITE PLAN SUPERIMPOSED**
- 5 **SLOPE ANALYSIS SUPERIMPOSED ON TOPOGRAPHY MAP** DEI
- 6 **CUTS & FILLS SITE PLAN** DEI
- 7 **COMPOSITE FACTORS MAP**
- 8 **UNSTABLE SLOPES/BOULDERS ROLLING MAP**
- 9 **BEDROCK & SOILS MAP**
- 10 ✓ **NATURAL AREA OPEN SPACE (NAOS) ANALYSIS PLAN** E
- 11 ✓ **VISTA CORRIDOR PLAN** (include typical cross section details & concept narrative) E
- 12 ✓ **SCENIC CORRIDOR PLAN** (include typical cross section details & concept narrative) E

PART VII - SAMPLES, PHOTOGRAPHS, & MODELS

- 1 ✓ **EXTERIOR BUILDING COLOR & MATERIAL SAMPLES:**
1 sample each, 4" x 4" maximum size, mounted on 8-1/2" x 11" sheets. Clearly label each sample for
 - Color (i.e. Frazee #5555 Bright Blue)
 - Finish (i.e. Bronze Anodized Aluminum)
 - Material (i.e. split face CMU)NAI

1 BD. - PULLED TOGETHER

DEVELOPMENT REVIEW BOARD SHOPPING LIST

CASE _____ -PA- _____

PAGE 5

more context photos

AS ~~X~~ 2 ✓

PHOTOGRAPHS MOUNTED ON 8 1/2" X 11" SHEETS showing the site and the context of surrounding buildings/properties from street view.

NAI

3. MASS MODEL: Scale to be specified by Project Coordination Manager

4. DETAILED MODEL: Scale to be specified by Project Coordination Manager

AS: ~~X~~ 5. ✓ OTHER: ~~MASTER PLANS - H2O, SEWER, DRAINAGE, CIRCULATION~~
* PATH + TRAILS plan + DESIGN

NAI

no path + trail plan

3 DWGS - WATER/SEWER
DRAINAGE
CIRC.

PROJECT COORDINATOR

DATE

P:\WORK\DCCS\SHOPLIST\DRSHPLST.DOC

10 MARCH 2009

- DESIGN MANUAL FOR PADS.
coming

NAI