

**Application
Narrative
Cash Transmittal
Pre-Application
Pre-App Narrative
Pre-App Cash Transmittal
Development Standards**

Live Entertainment - Narrative

Sec. 1.400.

Sec. 1.401. Issuance

- A. *That the granting of such conditional use permit will not be materially detrimental to the public health, safety or welfare. In reaching this conclusion, the planning Commission and City Council's consideration shall include, but limited to, the following factors:*

1. Damage or nuisance arising from noise, smoke, odor, dust, vibration or illumination.

Noise is limited to cars parking and customers conversing after departing car and approaching show room to purchase show tickets.

Laugh Factory is smoke free and all cooking done in kitchen with proper ventilation.

We don't anticipate odors as trash is properly disposed of and serviced.

Property is dust free as parking and property is concrete or asphalt. Dust storms will be properly cleaned up after.

No reason for vibrations

Illumination will be approved signage by the City of Scottsdale. Internal lighting will be at show room levels with lighted stage.

2. Impact on surrounding areas resulting from an unusual volume or character of traffic.

The promenade can be entered from multiple directions and has been in operation for some time now. Additionally the new property owners have recently reconfigured and re-finished parking lots to assure accessibility and function. Parking traffic will be directed by Laugh Factory staff to insure a smooth efficient flow during show times. The majority of Laugh factory hours will be evenings. We will be utilizing the parking garage where as other merchant's mostly use ground level parking during their hours of operation.

- B. The characteristics of the proposed conditional use are reasonably compatible with the types of uses in the surrounding areas.

There are several restaurants in the Promenade. The merchants I have met with are excited to have the Laugh Factory customer traffic and believe it will benefit their business before and after our shows.

- C. The additional conditions specified in Section 1.403, as applicable, have been satisfied.

Section # 1.403 (J). Live Entertainment

1. The site plan shall demonstrate that:
 - a. Buffering by a wall and/or landscaping will be provided in a manner which physically separates and restrict access from the establishment and its required parking area to residential districts.

Our facility is located above the parking garage, therefore we somewhat stand alone. To the north of the Promenade, across Sahuaro DR there are apartments. We are separated by insulated walls, landscaping and Sahuaro DR.

- b. All patron entrances will be lit and clearly visible to patrons from the parking lot or a public street. The parking lots are well lit and recently renovated plans approved by the City of Scottsdale for renovation.
2. The applicant has provided written evidence that all sound resulting from the business activity will be contained within the building, except where external speakers are permitted.
The Laugh Factory stage is within the in closed showroom. Amplified sound comes from the staging area only and is limited to live comedy. There will be no external speakers.
3. The applicant has provided written public safety plan which the city police and fire departments have approved as complying with the written guidelines of the Planning and Development Departments.
Safety plan is included and will be complied with.
4. The applicant has provided a written lighting plan which addresses exterior lighting on and surrounding the property, in accordance with section 7.600 of the zoning ordinance and with public safety guidelines.
As the new property owners just renovated all parking at the Promenade all lighting and parking plans were approved within the past year and have not been altered.
5. The applicant shall provide a written exterior refuse control plan which must be approved by the Planning and Development Department staff as complying with the written guidelines of the department, prior to the issuance of a business license. The review will be conducted as provided in Section 1.305.
Current refuse plan is included and has not been altered. The refuse plan was also approved within the past year and has not been altered.
6. The applicant has provided a floor plan which identifies the areas for the primary use and for ancillary functions, which include but are not limited to patron dancing areas and/ or stages for performances.
Floor plan is included.
7. If access to the establishment is from the street other than one classified by the general plan as minor collector or greater, or classified by the downtown general plan as local street of greater, the applicant has provided a traffic analysis which complies with transportation planning department written guidelines. The plan shall demonstrate to the satisfaction of the transportation department that the level of service on all streets accessed by the use shall meet standard set by the city.

The entrances for the Promenade have been the same for years. The new owners of the Promenade recently reconfigured and refinished all parking on the property and plans were approve by the city within the past year. Our business is mostly evening business after daytime traffic subsides. Additionally our staff will direct parking traffic during show times to accommodate our customers in a timely manner.

8. If Zoning Administrator determines that a study is necessary the applicant shall provide a parking study which complies with the written guidelines of the Planning and Development Department.

Understood

9. 9. The applicant has provided any additional information required by the city staff in order to evaluate the impacts of the proposed use upon the area.

Understood

10. The following operational standards must be met by the use throughout its operation

- a. All external doors shall be closed but not locked during business hours.

Understood

- b. No external speakers will be permitted on the premises of a use permitted under this section, which is located within five hundred (500) feet of a residential district.

We have no plans for external speakers and or amplified sound.

- c. The applicant/ operator shall comply with all plans approved as provided herein.

- d. Understood



Development Application

Development Application Type:

Please check the appropriate box of the Type(s) of Application(s) you are requesting

Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Community Sign District (MS)
<input type="checkbox"/> In-fill Incentive (II)	<input type="checkbox"/> Wash Modification (WM)	Other:
<input checked="" type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance	Land Divisions (PP)	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Condominium Conversion	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions	Other Application Type Not Listed
<input type="checkbox"/> Minor Amendment (MA)	<input type="checkbox"/> Plat Correction/Revision	<input type="checkbox"/>

Project Name: the Laugh Factory

Property's Address: 7000 E Shea Blvd H-1990 Scottsdale, AZ

Property's Current Zoning District Designation:

The property owner shall designate an agent/applicant for the Development Application. This person shall be the owner's contact for the City regarding this Development Application. The agent/applicant shall be responsible for communicating all City information to the owner and the owner application team.

Owner: Rodriguez Entertainment	Agent/Applicant: Paul Hopp
Company: Laugh Factory AZ	Company: Rodriguez Entertainment
Address: 7000 E Shea Blvd H-1990 Scottsdale, AZ	Address: 8463 W Desert Elm LN Peoria, AZ 85383
Phone: 812-484-9206 Fax:	Phone: 812-484-9206 Fax:
E-mail: paulhopp1@gmail.com	E-mail: paulhopp1@gmail.com
Designer: Michael Butstamante	Engineer:
Company: Pavlyan Designs	Company:
Address: 6621 E Sierra Morena ST Mesa, AZ	Address:
Phone: 480-721-0731 Fax:	Phone: Fax:
E-mail: mbustamante@cox.net	E-mail:

Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2).

- This is not required for the following Development Application types: AN, AB, BA, II, GP, TA, PE and ZN. These applications¹ will be reviewed in a format similar to the Enhanced Application Review methodology.

<input checked="" type="checkbox"/> Enhanced Application Review:	I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.
<input type="checkbox"/> Standard Application Review:	I hereby authorize the City of Scottsdale to review this application utilizing the Standard Application Review methodology.

Owner Signature

Agent/Applicant Signature

Official Use Only

Submittal Date:

Development Application No.:

6-UP-2014
5/28/2014

Planning, Neighborhood & Transportation

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City of Scottsdale's Website: www.scottsdaleaz.gov



Development Application

Review Methodologies

Review Methodologies

The City of Scottsdale maintains a business and resident friendly approach to new development and improvements to existing developments. In order to provide for flexibility in the review of Development Applications, and Applications for Permitting, the City of Scottsdale provides two methodologies from which an owner or agent may choose to have the City process the application. The methodologies are:

1. Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review;
- City staff and the applicant to collaboratively work together regarding an application; and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames.

2. Standard Application Review Methodology:

Under the Standard Application Review, the application is processed in accordance with the Regulatory Bill-of-Rights of the Arizona Revised Statutes. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance, or policy deficiencies during the review of an application. After the completion the city's review, a written approval or denial, recommendation of approval or denial, or a written request for additional information will be provided.

The City is not required to provide an applicant the opportunity to resolve application deficiencies, and staff is not permitted to discuss or request additional information that may otherwise resolve a deficiency during the time the City has the application. Since the applicant's ability to collaboratively work with Staff's to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.

In addition to the information above, please review the Development Application, and/or the Application for Permitting flow charts. These flow charts provide a step-by-step graphic representation of the application processes for the associated review methodologies.

Note:

1. Please see the Current Planning Services and Long Range Planning Services Substantive Policy Statements and Staff Review Timeframes for Development Applications, number III.

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Conditional Use Permit

Development Application Checklist

Minimal Submittal Requirements:

At your pre-application meeting, your project coordinator will identify which items indicated on this Development Application checklist are required to be submitted. A Development Application that does not include all items indicated on this checklist may be rejected immediately. A Development Application that is received by the City does not constitute that the application meets the minimum submittal requirements to be reviewed.

In addition to the items on this checklist, to avoid delays in the review of your application, all Plans, Graphics, Reports and other additional information that is to be submitted shall be provided in accordance with the:

- requirements specified in the Plan & Report Requirements For Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, include any additional submittal requirements identified in the stipulations, of any Development Application approved prior to the submittal of this application.

If you have any question regarding the information above, or items indicated on this application checklist, please contact your project coordinator. His/her contact information is on the page 8 of this application.

Please be advised that a Development Application received by the City that is inconsistent with information submitted with the corresponding pre-application may be rejected immediately, and may be required to submit a separate: pre-application, a new Development Application, and pay all additional fees.

PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Conditional Use Permit Application Checklist (this list)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2. Application Fee \$ <u>2,440</u> (subject to change every July)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3. Completed Development Application Form (form provided) <ul style="list-style-type: none"> • The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review). • If a review methodology is not selected, the application will be review under the Standard Application Review methodology. <p>Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4. Request to Submit Concurrent Development Applications (form provided)

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	5. Proposition 207 waiver or refusal (Delay submittal until after the Planning Commission Hearing (sample agreement information provided))
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6. Letter of Authorization (from property owner(s) if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7. Affidavit of Authorization to Act for Property Owner (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner(form provided))
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8. Appeal of Required Dedications or Exactions (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. Commitment for Title Insurance No older than 30 days from the submittal date (requirements form provided) <ul style="list-style-type: none"> • 8-1/2" x 11" – 1 copy • Include complete Schedule A and Schedule B.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> • 8-1/2" x 11" – 2 copies
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11. Request for Site Visits and/or Inspections Form (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12. Addressing Requirements and Addressing Request Application (forms provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	13. Neighborhood Notification Process Requirements: (form provided) <ul style="list-style-type: none"> • Provide one copy of the Neighborhood Notification Report • Provide one copy of the Community Input Certification attached to the Neighborhood Notification Report • If substantial modifications are made to an application, additional notification may be required by the Zoning Administrator, or designee. When required, provide one copy of the Neighborhood Notification Report addendum. <div style="position: absolute; right: 0; top: 0; text-align: right;"> <i>zense postcard</i> <i>Notification postcard</i> <i>submit Monday</i> </div>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14. Request for Neighborhood Group Contact information (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15. Site Posting Requirements: (form provided (white and red signs)) <ul style="list-style-type: none"> • Affidavit of Posting for Project Under Consideration • Affidavit of Posting for Planning Commission Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to Planning Commission hearing) • Affidavit of Posting for City Council Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to City Council hearing) <div style="position: absolute; right: 0; top: 0; text-align: right;"> <i>Waiting for COP#.</i> </div>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	16. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper – (form provided) <ul style="list-style-type: none"> • Provide 1 color original set and 1 - 8-1/2" x 11"
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	17. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Certificate of No Effect / Approval Application Form (provided) <input checked="" type="checkbox"/> Archaeology Survey and Report - 3 copies <input checked="" type="checkbox"/> Archaeology 'Records Check' Report Only - 3 copies <input checked="" type="checkbox"/> Copies of Previous Archeological Research - 1 copy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	18. Historic Property <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Historic Property Certificate of No Effect Application (form provided) <input checked="" type="checkbox"/> Historic Property Certificate of Appropriateness Application (form provided)

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<input checked="" type="checkbox"/>	<input type="checkbox"/>	19. Completed Airport Vicinity Development Checklist – Your property is located within the vicinity of the Scottsdale Municipal Airport (within 20,000 foot radius of the runway; information packet provided)
		<input type="checkbox"/> Airport Data Page <input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form
PART II -- REQUIRED NARRATIVE, PLANS & RELATED DATA		
Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
		20. Plan & Report Requirements For Development Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. Results of ALTA Survey (24" x 36") FOLDED • 24" x 36" – 1 copy, folded (The ALTA Survey shall not be more than 30 days old)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	22. Application Narrative <ul style="list-style-type: none"> • 8 1/2" x 11" – 4 copies a. The application narrative shall include: <ul style="list-style-type: none"> • A one paragraph explanation of the request. This shall be no greater than a half page. • Each of the Conditional Use Permit criteria specify in Section 1.401 of the Zoning ordinance. After each criterion, provide narrative response. • Each of the Additional Conditional Use Permit criteria specify in Section 1.403 of the Zoning ordinance. After each additional criterion, provide narrative response. <li style="margin-left: 20px;"><input checked="" type="checkbox"/> Bar <li style="margin-left: 20px;"><input checked="" type="checkbox"/> Live Entertainment <li style="margin-left: 20px;"><input type="checkbox"/> Other b. Historic Property. If the property is an existing or potential historic property, describing how the proposal preserves the historic character or compliance with property's existing Historic Preservation Plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. Security, Maintenance & Operations Plan (For Bars and Live Entertainment) (form provided) <ul style="list-style-type: none"> • The Security, Maintenance & Operations Plan shall accepted and signed by the Scottsdale Police Department prior to the submittal of the Conditional Use Permit application. See the provided form for instructions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. Operations Plan (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	25. Context Aerial with the proposed site improvements superimposed <ul style="list-style-type: none"> • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy • 8 1/2" x 11" – 1 color copy (quality suitable for reproduction) <p>Aerial shall not be more than 1 year old and shall include and overlay of the site plan showing lot lines, tracts, easements, street locations/names and surrounding zoning for a radius from the site of:</p> <p>_____ 750 foot radius from site</p> <p>_____ 1/4 mile radius from site</p> <p>_____ Other: _____</p>

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<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. Site Plan <ul style="list-style-type: none"> 24" x 36" – 11 copies, folded 11" x 17" – 1 copy (quality suitable for reproduction) 8 1/2" x 11" – 1 copies (quality suitable for reproduction) Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	27. Open Space Plan (Site Plan Worksheet) (sample provided) <ul style="list-style-type: none"> 24" x 36" – 2 copies, folded 11" x 17" – 1 copy (quality suitable for reproduction) 8 1/2" x 11" – 1 copy (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	28. Natural Area Open Space Plan (ESL Areas) <ul style="list-style-type: none"> 24" x 36" – 2 copies, folded 11" x 17" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	29. Topography and slope analysis plan (ESL Areas) <ul style="list-style-type: none"> 24" x 36" 1 – copy, folded
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	30. Landscape Plan <ul style="list-style-type: none"> 24" x 36" – 2 copies, folded of <u>black and white line drawings</u> (a grayscale copy of the color Landscape Plan will not be accepted.) 11" x 17" – 1 copy, folded (quality suitable for reproduction) 8 1/2" x 11" – 1 copy (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	31. Hardscape Plan <ul style="list-style-type: none"> 24" x 36" – 2 copies, folded of <u>black and white line drawings</u> (a grayscale copy of the color Landscape Plan will not be accepted.) 11" x 17" – 1 copy, folded (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	32. Parking Plan <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy (quality suitable for reproduction) 8 1/2" x 11" – 1 color copy (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	33. Parking Master Plan <p>See the City's <u>Zoning Ordinance, Article IX</u> for specific submittal and content requirements for Parking Master Plan. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies

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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	34. Pedestrian and Vehicular Circulation <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (quality suitable for reproduction) 8 1/2" x 11" – 1 copy (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	35. Elevations <ul style="list-style-type: none"> 24" x 36" – 2 folded black and white line drawing copies (a grayscale copy of the color elevations will not be accepted.) 24" x 36" – 2 color copies, folded 11" x 17" – 1 color copy, folded (quality suitable for reproduction) 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction) 8 1/2" x 11" – 1 color copy, (quality suitable for reproduction) 8 1/2" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36. Floor Plans <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37. Floor Plan Worksheet(s) (Required for restaurants, bars or development containing there-of, and multi-family developments): <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (quality suitable for reproduction) Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	38. Exterior Lighting Site Plan (policy provided) <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	39. Exterior Lighting Photometric Analysis <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	40. Manufacturer Cut Sheets of All Proposed Lighting <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded ((Text and drawing shall be black and white, and in the DWF format)

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<input type="checkbox"/>	<input type="checkbox"/>	41. Drainage Report (information provided) <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for drainage report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	42. Master Drainage Plan <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Master Drainage Report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	43. Basis of Design Report for Water and Wastewater <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Basis of Design Report for Water. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, and plans.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies of the Basis of Design Report for Water including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	44. Basis of Design Report for Wastewater <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Design Report for Wastewater. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, and plans.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies of the Basis of Design Report for Wastewater including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	45. Transportation Impact & Mitigation Analysis (TIMA) (information provided) <p>Please review the City's Design Standards & Policies Manual and Transportation Impact and Mitigation Analysis Requirements provided with the application material for the specific requirements. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, and plans.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Category 1 Study <input type="checkbox"/> Category 1 Study – Bar & Live Entertainment <input type="checkbox"/> Category 2 Study <input type="checkbox"/> Category 3 Study <ul style="list-style-type: none"> 8-1/2" x 11" - 3 copies of the Transportation Impact & Mitigation Analysis

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Conditional Use Permit Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	46. Native Plant Submittal <ul style="list-style-type: none"> 24" x 36" 1 – copy, folded. (Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development) See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	47. Other Plans and Report Requirements <ul style="list-style-type: none"> Please submit all plans, reports, and graphics stipulated in an associated Development application (such as a rezoning, Conditional Use Permit, abandonment, preliminary plat, etc) 24" x 36" 1 – copy, folded. (Plans and graphics) 8-1/2" x 11" - 3 copies of any report
<input type="checkbox"/>	<input type="checkbox"/>	48. Other: <hr/> <hr/> <hr/> <hr/>

PART III – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Req'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	49. An appointment must be scheduled to submit this application. To schedule your submittal meeting please call 480-312-7000. Request a submittal meeting with a Planning Specialist and provide your case pre app number; <u>298</u> -PA- <u>2014</u>.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	50. Submit all items indicated on this checklist pursuant to the submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	51. Delayed Submittal. Additional copies of all or certain required submittal indicated items above will be required at the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.
<input type="checkbox"/>	<input type="checkbox"/>	52. Other: <hr/> <hr/> <hr/>

Planning, Neighborhood & Transportation Division

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088

Conditional Use Permit Application Checklist

53. If you have any question regarding this application checklist, please contact your Project Coordinator.

Coordinator Name (print): Meredith Tessier Phone Number: 180-312-9211

Coordinator email: mtessier Date: 09/13/2014

Coordinator Signature: 

If the Project Coordinator is no-longer available, please contact the Current Planning Director at the phone number in the footer of this page if you have any question regarding this application checklist.

This application needs a: ☒ New Project Number, or

☐ A New Phase to an old Project Number: _____

Required Notice

Pursuant to A.R.S. §9-836, an applicant/agent may request a clarification from the City regarding an interpretation or application of a statute, ordinance, code or authorized substantive policy, or policy statement. Requests to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning, Neighborhood and Transportation Division, including a request for an interpretation of the Zoning Ordinance, shall be submitted in writing to the One Stop Shop to the attention of the Planning, Neighborhood & Transportation Administrator. All such requests must be submitted in accordance with the A.R.S. §9-839 and the City's applicable administrative policies available at the Planning, Neighborhood and Transportation Division's One Stop Shop, or from the city's website: <http://www.scottsdaleaz.gov/bldgresources/forms>.

Planning, Neighborhood and Transportation Division

One Stop Shop

Planning, Neighborhood & Transportation Administrator

7447 E. Indian School Rd, Suite 105

Scottsdale, AZ 85251

Phone: (480) 312-7000

Planning, Neighborhood & Transportation Division

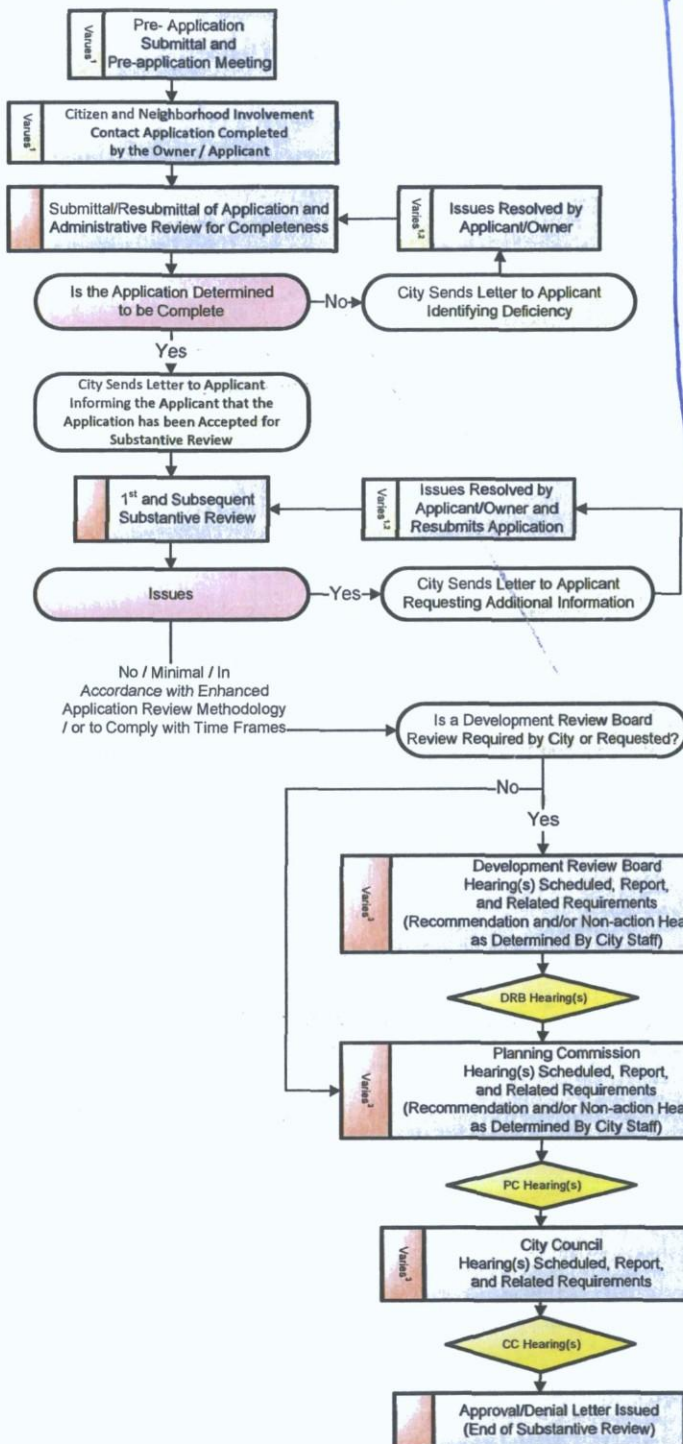
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Development Applications Process

Enhanced Application Review

Conditional Use Permit (UP)



Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review;
- City staff and the applicant collaboratively work together regarding an application; and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames.

Note:

1. Time period determined by owner/applicant.
2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
4. Owner/applicant may agree to extend the time frame by 25 percent

Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days, Multiple Reviews in This Time Frame ^{2,3,4}	Time Frames Vary ³	Letter Issued

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