

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



# 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 checked="" 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 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: Crossroads South Park

Property's Address: NEC of Scottsdale Road & Chauncey Lane, 18511 N. Scottsdale Road

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: Kelly Gantner

Agent/Applicant: Traver Jones

Company: Diversified Partners

Company: Kimley-Horn & Associates, Inc.

Address: 7500 E. McDonald Drive #100A

Address: 7740 N. 16th Street #300, Phoenix, 85020

Phone: 480 947 8800 Fax: 480 947 8830

Phone: 602 944 5500 Fax: 602 944 7423

E-mail: kelly@dpcre.com

E-mail: traver.jones@kimley-horn.com

Designer: Neil Feaser

Engineer: Traver Jones

Company: RKAA

Company: Kimley-Horn & Associates, Inc.

Address: 2233 E. Thomas Road

Address: 7740 N. 16th Street #300

Phone: 602 955 3900 Fax: 602 955 3930

Phone: 602 944 5500 Fax: 602 944 7423

E-mail: nfeaser@rkaa.com

E-mail: traver.jones@kimley-horn.com

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 applications will be reviewed in a format similar to the Enhanced Application Review methodology.

☒ Enhanced Application Review: I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.

☐ 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.:

Planning, Neighborhood & Transportation

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

City of Scottsdale's Website: [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov)

Page 1 of 2

Revision Date: 12/31/2012

25-DR-2014  
6/12/2014



## Request for Site Visits and/or Inspections Development Application (Case Submittals)

This request concerns all property identified in the development application.

Pre-application No: 338 - PA - 2014

Project Name: Crossroads South

Project Address: 18511 North Scottsdale Road

### STATEMENT OF AUTHORITY:

1. I am the owner of the property, or I am the duly and lawfully appointed agent of the property and have the authority from the owner to sign this request on the owner's behalf. If the land has more than one owner, then I am the agent for all owners, and the word "owner" refer to them all.
2. I have the authority from the owner to act for the owner before the City of Scottsdale regarding any and all development application regulatory or related matter of every description involving all property identified in the development application.

### STATEMENT OF REQUEST FOR SITE VISITS AND/OR INSPECTIONS

1. I hereby request that the City of Scottsdale's staff conduct site visits and/or inspections of the property identified in the development application in order to efficiently process the application.
2. I understand that even though I have requested the City of Scottsdale's staff conduct site visits and/or inspections, city staff may determine that a site visit and/or an inspection is not necessary, and may opt not to perform the site visit and/or an inspection.

Property owner/Property owners agent: Kelly Gantner

Print Name

Signature

### City Use Only:

Submittal Date: \_\_\_\_\_ Case number: \_\_\_\_\_

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25-DR-2014  
6/12/2014

Rev. 9/2012



## Design Narrative

The architectural elements of the proposed building are both consistent and aesthetically compatible with the neighboring architectural design. Life cycle considerations and ease of maintenance have been high priorities in selecting the materials and colors for this project.

The design team is committed to creating an exceptionally well designed project that will enhance the area, while continuing to benefit from the surrounding commercial properties.

The Owner is also committed to developing a high quality, low maintenance product which will bind the overall shopping center into a cohesive whole that the neighborhood and the City can take pride in. The quality and design of this development is of paramount importance to the Owner and its adjacent tenants.

## Development Review Board Criteria

(Scottsdale Zoning Ordinance Sec. 1.904)

- A. In considering any application for development, the Development Review Board shall be guided by the following criteria:
1. The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.
    - a. **Response: OK**
  2. The architectural character, landscaping and site design of the proposed development shall:
    - a. Promote a desirable relationship of structures to one another, to open spaces and topography, both on the site and in the surrounding neighborhood;
      - a. **Response: This submittal consists of a proposed mixed-use office retail building. The proposal also includes site related work which will not have any negative effect or impact on the neighboring properties. The intent of this project is to establish cohesion between the adjacent properties and unify the retail center and surrounding neighborhood.**
    - b. Avoid excessive variety and monotonous repetition;
      - a. **Response: The architectural character is based on a continuation of the already established design theme of the neighborhood but also strives to create an identity of its own, thereby creating a destination. The architectural forms of Crossroads are contemporary, and relate to**

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2233 East Thomas Road  
Phoenix, AZ 85016  
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Suite D-170  
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Mississippi  
Missouri  
Montana  
Nebraska  
Nevada  
New Mexico  
North Carolina  
North Dakota  
Ohio  
Oklahoma  
Oregon  
Pennsylvania  
South Carolina  
South Dakota  
Tennessee  
Texas  
Utah  
Virginia  
Washington  
West Virginia  
Wisconsin  
Wyoming

**Principals:**

Robert W. Kubicek, AIA  
Jorge A. Calderon, Assoc. AIA  
Kathleen D. Rieger, VP  
Steve A. Nosal, VP  
Neil A. Feaser, VP  
Edgar Felix



Planned Community District (Case No. 19-ZN-2002#3). These standards dictate the site development constraints, including parking ratios, building heights, building setbacks, site density, and permitted uses. The building orientation and shape on the site is a design response to the use of existing driveway openings and pedestrian connections within the Master Plan and across Scottsdale Road to the west.



4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design.
  - a. Response: The HVAC units are screened using design features that are consistent with the fundamental building design methodology. These elements are incorporated into the design in such a way that they effectively contribute to the enhancement of the overall aesthetic in and of themselves and not appear as simply afterthought.
5. Within the Downtown Area, building and site design shall:
  - a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;
    - a. Response: This proposal is not within the downtown district, therefore it is not applicable.
  - b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;
    - a. Response: This proposal is not within the downtown district, therefore it is not applicable.
  - c. Reflect contemporary and historic interpretation of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
    - a. Response: This proposal is not within the downtown district, therefore it is not applicable.
  - d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and
    - a. Response: This proposal is not within the downtown district, therefore it is not applicable.
  - e. Address building mass, height, materials, and intensity transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.
    - a. Response: This proposal is not within the downtown district, therefore it is not applicable.
6. The location of artwork provided in accordance with the Cultural Improvement Program or Public Art Program shall address the following criteria:
  - a. Accessibility to the public;
    - a. Response: Not applicable
  - b. Location near pedestrian circulation routes consistent with existing or future development or natural features;
    - a. Response: Not applicable
  - c. Location near the primary pedestrian or vehicular entrance of a development
    - a. Response: Not applicable
  - d. Location in conformance with the Design Standards and Policies Manual for locations affecting existing utilities, public utility easements, and vehicular sight distance requirements; and
    - a. Response: Not applicable





both the geometric massing of the existing buildings to the west as well as the proposed buildings on site. The light sophisticated material palette of sand finish stucco and accents provided by more refined sleek finishes provides variety, texture and aesthetic interest. Architectural anodized metals will be seen at the fascia, sunscreens and exterior corridor railings which will contribute to the contemporary architectural feel. Projecting elements and recessed glazing provide much desired shade within the retail, bank, restaurant and office spaces without obstructing the views and also contribute to aesthetic interest, thereby circumventing visual uniformity. The architectural form, materials, colors, palette and landscaping theme are all compatible with the character elements and design features of adjacent developments.

- c. Recognize the unique climatic and other environmental factors of this region to respond to the Sonoran Desert environment, as specified in the Sensitive Design Principles;
    - a. Response: The proposed building and site will incorporate the distinctive qualities and character established by the neighboring properties and overall region. The site design incorporates a logical hierarchy of masses with the buildings increasing in height as they move away from the main street, thus preserving views into and out of the site and reducing the visual impact of the building massing along the frontage. The building design incorporates a number of features that emphasize the juxtaposition of indoor and outdoor spaces by projecting or recessing program elements, thus creating shade and implying enclosure. As a secondary effect, this also reinforces the pedestrian component of the site and the continuity thereof in the surrounding area. The complex material palette also underscores regional consideration by blending a variety of textures, ranging from sand finish stucco to jagged split face masonry. The design also takes the prevailing climatic conditions into account by utilizing a number of additional shading elements both on and around the building. The landscape concept recognizes and responds to the unique natural character of the Sonoran Desert by emphasizing natural arrangements of plant groupings, boulders, and selection of native plant species with a variety of textural and visual appeal. The perimeter of the site creates a deliberately lower-density planting design to provide a more natural transition to the undisturbed desert landscape surrounding the site. Trees are placed throughout the site with sensitivity to pedestrian circulation to provide shaded walking and parking areas.
  - d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the (ESL) Overlay District; and
    - a. Response: This proposal is not within the ESL district, therefore it is not applicable.
  - e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, set back or architectural details, in the Historic Property Overlay District.
    - a. Response: This proposal is not within the Historic Property Overlay District, therefore it is not applicable.
3. Ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas and pedestrian ways shall be so designed as to promote safety and convenience.
- a. Response: The encouragement of on-site pedestrian circulation is an important feature and design consideration of Crossroads, insofar that numerous retail, employment, and entertainment uses are accessible and very walkable from this site. The site is part of the Crossroads East Planned Community District and will be subject to the Amended Planned Regional Center Standards of the Crossroads

e. Location in conformance to standards for public safety.

a. Response: Not applicable

B. The burden is on the applicant to address all applicable criteria in this section.



Submittal Date: \_\_\_\_\_

Project No.: 338 -PA- 2014



# Development Review

## 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, including any additional submittal requirements identified in the stipulations, of any Development Application approved that this application is reliant upon; and
- the city's design guidelines.

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 12 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. Development Review Application Checklist (this list)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2. Application Fee \$ <u>1,515.00</u> (subject to change every July)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3. Checklist for Minimal Information to be Accepted for Review – Development Applications (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4. Completed Development Application Form (form provided) <ul style="list-style-type: none"> <li>• The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review).</li> <li>• If a review methodology is not selected, the application will be review under the Standard Application Review methodology.</li> </ul> <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 type="checkbox"/>	<input type="checkbox"/>	5. Request to Submit Concurrent Development Applications (form provided)

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Letter of Authorization (from property owner(s) if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	8. Appeals of Required Dedications or Exactions (form provided)
<input checked="" type="checkbox"/>	<input 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"> <li>8-1/2" x 11" – 1 copy</li> <li>Include complete Schedule A and Schedule B.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 2 copies</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Results of ALTA Survey (24" x 36") FOLDED <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded (The ALTA Survey shall not be more than 30 days old)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12. Request for Site Visits and/or Inspections Form (form provided)
		13. Addressing Requirements and Addressing Request Application (forms provided)
		14. Design Guidelines <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 48%;"> <input checked="" type="checkbox"/> Sensitive Design Program (information provided)  <input checked="" type="checkbox"/> Design Standards and Policies Manual  <input checked="" type="checkbox"/> Commercial Retail  <input type="checkbox"/> Gas Station &amp; Convenience Stores  <input type="checkbox"/> Environmentally Sensitive Land Ordinance  <input type="checkbox"/> Downtown Urban Design and Architectural Guidelines </div> <div style="width: 48%;"> <input checked="" type="checkbox"/> MAG Supplements  <input type="checkbox"/> Office Design Guidelines  <input type="checkbox"/> Restaurants  <input checked="" type="checkbox"/> Lighting Design Guidelines  <input checked="" type="checkbox"/> Shading  <input type="checkbox"/> Desert Parks Golf Course </div> </div> <ul style="list-style-type: none"> <li>The above reference design guidelines, standards, policies, and additional information may be found on the City's website at: <a href="http://www.scottsdaleaz.gov/design">http://www.scottsdaleaz.gov/design</a></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	15. Neighborhood Notification Process Requirements: (form provided) <ul style="list-style-type: none"> <li>Provide one copy of the Neighborhood Notification Report</li> <li>Provide one copy of the Community Input Certification attached to the Neighborhood Notification Report</li> <li>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.</li> </ul>
		16. Request for Neighborhood Group Contact information (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper <ul style="list-style-type: none"> <li>8-1/2" x 11" – 1 copy of the set of prints</li> <li>See attached Existing Conditions Photo Exhibit graphic showing required photograph locations and numbers.</li> <li>8-1/2" x 11" – 11 copies of the set of prints (Delayed submittal). At the time your Project Coordinator is preparing the public hearing report(s), he/she will request these items, and they are to be submitted by the date indicated in the request.</li> </ul>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>18. Archaeological Resources</b> (information sheets provided) <ul style="list-style-type: none"> <li><input type="checkbox"/> Certificate of No Effect / Approval Application (form provided)</li> <li><input type="checkbox"/> Archaeology Survey and Report - 3 copies</li> <li><input type="checkbox"/> Archaeology 'Records Check' Report Only - 3 copies</li> <li><input type="checkbox"/> Copies of Previous Archeological Research - 1 copy</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>19. Historic Property</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historic Property Certificate of No Effect Application (form provided)</li> <li><input type="checkbox"/> Historic Property Certificate of Appropriateness Application (form provided)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>20. Completed Airport Vicinity Development Checklist</b> – Your property is located within the vicinity of the Scottsdale Municipal Airport (within 20,000 foot radius of the runway; information packet provided) <ul style="list-style-type: none"> <li><input type="checkbox"/> Airport Data Page</li> <li><input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form</li> <li><input type="checkbox"/> Heliport (requires a Conditional Use Permit)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>21. ESLO Wash Modifications Development Application</b> (application provided) <ul style="list-style-type: none"> <li>• The ESLO Wash Modifications Development Application is to be submitted concurrently with this Development Review Application.</li> </ul>

### PART II -- REQUIRED PLANS & RELATED DATA

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 type="checkbox"/>	<b>22. Plan &amp; Report Requirements For Development Applications Checklist</b> (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>23. Application Narrative</b> <ul style="list-style-type: none"> <li>• 8 1/2" x 11" – 4 copies</li> <li>1. The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided)</li> <li>2. 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.</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>24. Context Aerial with the proposed site improvements superimposed</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 2 color copies; folded</li> <li>• 11" x 17" – 1 color copy</li> <li>• 8 1/2" x 11" – 1 color copies (quality suitable for reproduction)</li> </ul> <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><input checked="" type="checkbox"/> 750 foot radius from site</p> <p><input type="checkbox"/> 1/4 mile radius from site</p> <p><input type="checkbox"/> Other: _____</p>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>25. Site Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 12 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>26. Site Details</b> (Elevations of screen walls, site walls, refuse enclosure, carport, lot light pole, trellis, etc.) <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>27. Open Space Plan (Site Plan Worksheet) (Example Provided)</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>28. Site Cross Sections</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>29. Natural Area Open Space Plan (ESL Areas)</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>30. Topography and slope analysis plan (ESL Areas)</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>31. Phasing Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>32. Landscape Plan</b> <ul style="list-style-type: none"> <li>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 accept.)</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>33. Hardscape Plan</b> <ul style="list-style-type: none"> <li>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 accept.)</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>34. Transitions Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>35. Parking Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>36. Parking Master Plan</b> 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. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 2 copies</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<del><b>37. Pedestrian and Vehicular Circulation</b></del> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<del><b>38. Bikeways &amp; Trails Plan</b></del> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>39. Elevations</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 folded black and white line drawing copies (a grayscale copy of the color elevations will not be accepted.)</li> <li>24" x 36" – 2 color copies, folded</li> <li>11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 color copy, (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>

### Planning, Neighborhood & Transportation Division

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>40. Elevations Worksheet(s)</b> Required for all Development applications to zoned Planned Unit Development (PUD) and in the Downtown Area. <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>41. Perspectives</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 color copy, folded</li> <li>11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>42. Streetscape Elevation(s)</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 color copy, folded</li> <li>11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>43. Wall Elevations and Details and/or Entry Feature Elevations and Details</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 color copy, folded</li> <li>11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>44. Floor Plans</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>45. Floor Plan Worksheet(s)</b> (Required for restaurants, bars or development containing there-of, and multi-family developments): <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>46. Roof Plan Worksheet(s)</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>47. Sign Details</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 color copy (quality suitable for reproduction)</li> <li>8 ½" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> </ul>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>48. Exterior Lighting Site Plan (including exterior building mounted fixtures)</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>49. Exterior Lighting Photometric Analysis (policy provided)</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>50. Manufacturer Cut Sheets of All Proposed Lighting</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>51. Cultural Improvement Program Plan</b> <ul style="list-style-type: none"> <li>_____ Conceptual design of location                             <ul style="list-style-type: none"> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 1/2" x 11" – 1 color copies (quality suitable for reproduction)</li> </ul> </li> <li>_____ Narrative explanation of the methodology to comply with the requirement/contribution.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>52. Sensitive Design Concept Plan and Proposed Design Guidelines</b> (Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.) <ul style="list-style-type: none"> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li><del>8 1/2" x 11" – 1 copy (quality suitable for reproduction)</del></li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>53. Master Thematic Architectural Character Plan</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>8 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>54. Drainage Report (information provided)</b> See the City's <u>Design Standards &amp; 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. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>55. Master Drainage Plan</b> See the City's <u>Design Standards &amp; 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. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets</li> </ul>

NOT NEEDED  
per GRS

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>56. Basis of Design Report for Water and Wastewater</b> <p>See the City's <u>Design Standards &amp; 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"> <li>• 8-1/2" x 11" - 2 copies of the Basis of Design Report for Water including full size plans/maps in pockets</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>57. Basis of Design Report for Wastewater</b> <p>See the City's <u>Design Standards &amp; 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"> <li>• 8-1/2" x 11" - 2 copies of the Basis of Design Report for Wastewater including full size plans/maps in pockets</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>58. Master Plan and Design Report for Water</b> <p>See the City's <u>Design Standards &amp; 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"> <li>• 8-1/2" x 11" - 2 copies of the Basis of Design Report for Water including full size plans/maps in pockets</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>59. Master Plan and Design Report for Wastewater</b> <p>Please review the City's <u>Design Standards &amp; 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"> <li>• 8-1/2" x 11" - 2 copies of the Basis of Design Report for Water including full size plans/maps in pockets</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>60. Water Sampling Station</b> <ul style="list-style-type: none"> <li>• Show location of sample stations on the site plan.</li> <li>◦ Fax 8 1/2" x 11" copy of the site plan with sampling stations to the Water Quality Division.</li> <li>• Attn: Craig Miller. Fax 480-312-8728/ Phone 480-312-8743</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>61. Water Of Approval For Fountains Or Water Features from the Water Conservation Office</b> <p>Please contact Elisa Klien at 480-312-5670</p> <ul style="list-style-type: none"> <li>• 1 copy of the approval from the Water Conservation Office</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>62. Native Plant Submittal:</b> <ul style="list-style-type: none"> <li>• 24" x 36" 1 – copy, folded.</li> </ul> <p>(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)</p>

### Planning, Neighborhood & Transportation Division

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>63. Transportation Impact &amp; Mitigation Analysis (TIMA) (information provided)</b>  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.  <input type="checkbox"/> Category 1 Study <input type="checkbox"/> Category 2 Study <input type="checkbox"/> Category 3 Study <ul style="list-style-type: none"> <li>• 8-1/2" x 11" - 3 copies of the Transportation Impact &amp; Mitigation Analysis including full size plans/maps in pockets</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>64. Revegetation Site Plan, including Methodology and Techniques</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>65. Cuts and Fills Site Plan</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>66. Cuts and Fills Site Cross Sections</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>67. Environmental Features Map</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>68. Geotechnical Report</b>  8-1/2" x 11" - 1 copy of the Geotechnical Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	<b>69. Unstable Slopes / Boulders Rolling Map</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>70. Bedrock &amp; Soils Map</b>  <ul style="list-style-type: none"> <li>• 24" x 36" - 1 copy, folded</li> <li>• 11" x 17" - 1 copy, folded (quality suitable for reproduction)</li> </ul>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>71. Conservation Area, Scenic Corridor, Vista Corridor Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> <li>11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>72. Other:</b>  <input type="checkbox"/> 24" x 36" – _____ copy(ies), folded <input type="checkbox"/> 11" x 17" – _____ copy(ies), folded (quality suitable for reproduction) <input type="checkbox"/> 8 1/2" x 11" – _____ copy(ies) (quality suitable for reproduction) <input type="checkbox"/> Digital – 1 copy (See Digital Submittal Plan Requirements)
<b>PART III – SAMPLES &amp; MODELS</b>		
<b>Req'd</b>	<b>Rec'd</b>	<b>Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>73. Paint Color Drawdowns</b> <ul style="list-style-type: none"> <li>1 set of 5" x 7" (minimum size) of each paint color and material identification names and numbers.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>74. Exterior Building Color &amp; Material Sample Board(s):</b> 8-1/2" x 14" material sample board(s) <ul style="list-style-type: none"> <li>The material sample board shall include the following:               <ul style="list-style-type: none"> <li>A color elevation of one side of the building</li> <li>3" x 3" Glass samples mounted on the board with reflectivity identify</li> <li>3" x 3" of each the building materials mounted on the board (i.e. split face CMU, Stucco, EIFS, etc.)</li> <li>2" x 2" of proposed paint colors</li> <li>All material manufacture names and material identification names and numbers shall be keynoted on the individual materials and the elevation.</li> </ul> </li> <li>11" x 17" – 1 copy, folded of a printed digital photo of the material board</li> <li>8 1/2" x 11" – 1 copy of a printed digital photo of the material board</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>75. Electronic Massing Model:</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded</li> <li>8 1/2" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul> Scaled model indicating building masses on the site plan and the mass of any building within: _____ 750 foot radius from site _____ Other: _____ (The electronic model shall be a computer generated Sketch-up® model or other electronic modeling media acceptable to the Current Planning Services department.)

### Planning, Neighborhood & Transportation Division

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>76. Electronic Detail Model:</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded</li> <li>8 1/2" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul> <p>Scaled model indicating building masses on the site plan and the mass of any building within:          _____ 750 foot radius from site          _____ Other: _____</p> <p>(The electronic model shall be a computer generated Sketch-up® model or other electronic modeling media acceptable to the Current Planning Services department.)</p>
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### PART IV – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Ret'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"/>	77. 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>300-PA-2014</u> .
<input checked="" type="checkbox"/>	<input type="checkbox"/>	78. Submit all items indicated on this checklist pursuant to the submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	79. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon
<input checked="" type="checkbox"/>	<input type="checkbox"/>	80. Delayed Submittal. Additional copies of all or certain required submittal indicated items above will be require 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"/>	81. Other: <div style="border: 1px solid black; height: 150px; margin-top: 5px;"></div>

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## Development Review Application Checklist



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

Coordinator Name (print): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Coordinator email: \_\_\_\_\_

Date: \_\_\_\_\_

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 need 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

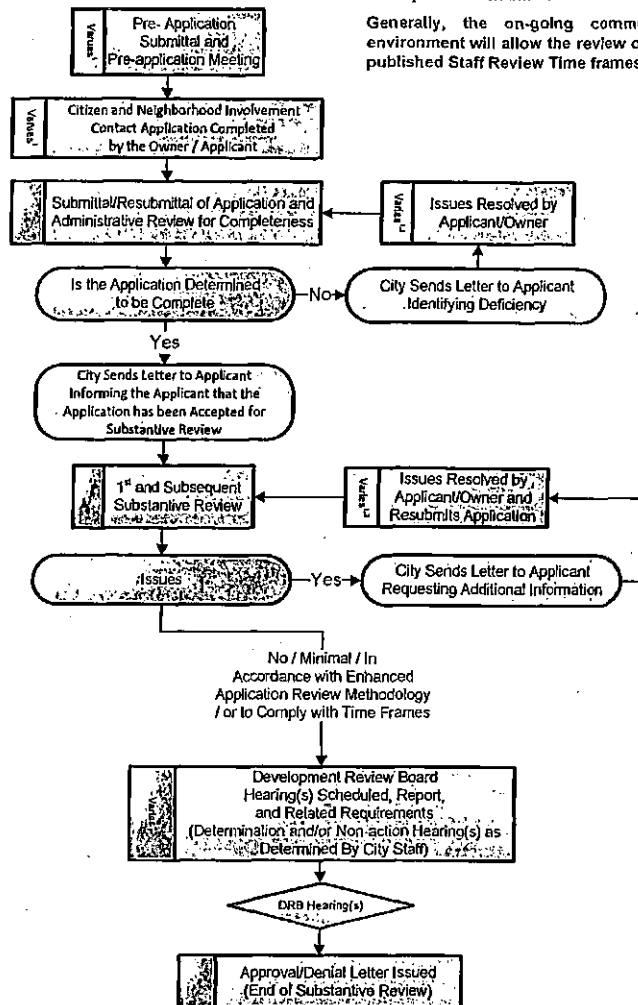
### Development Review (DR)

#### 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.



#### 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 Letter Issued
15 Staff Working Days, Ref Review	95 Total Staff Working Days, Multiple Reviews in This Time Frame	Time Frames Vary	Letter Issued

Planning, Neighborhood & Transportation Division

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# Development Applications Process

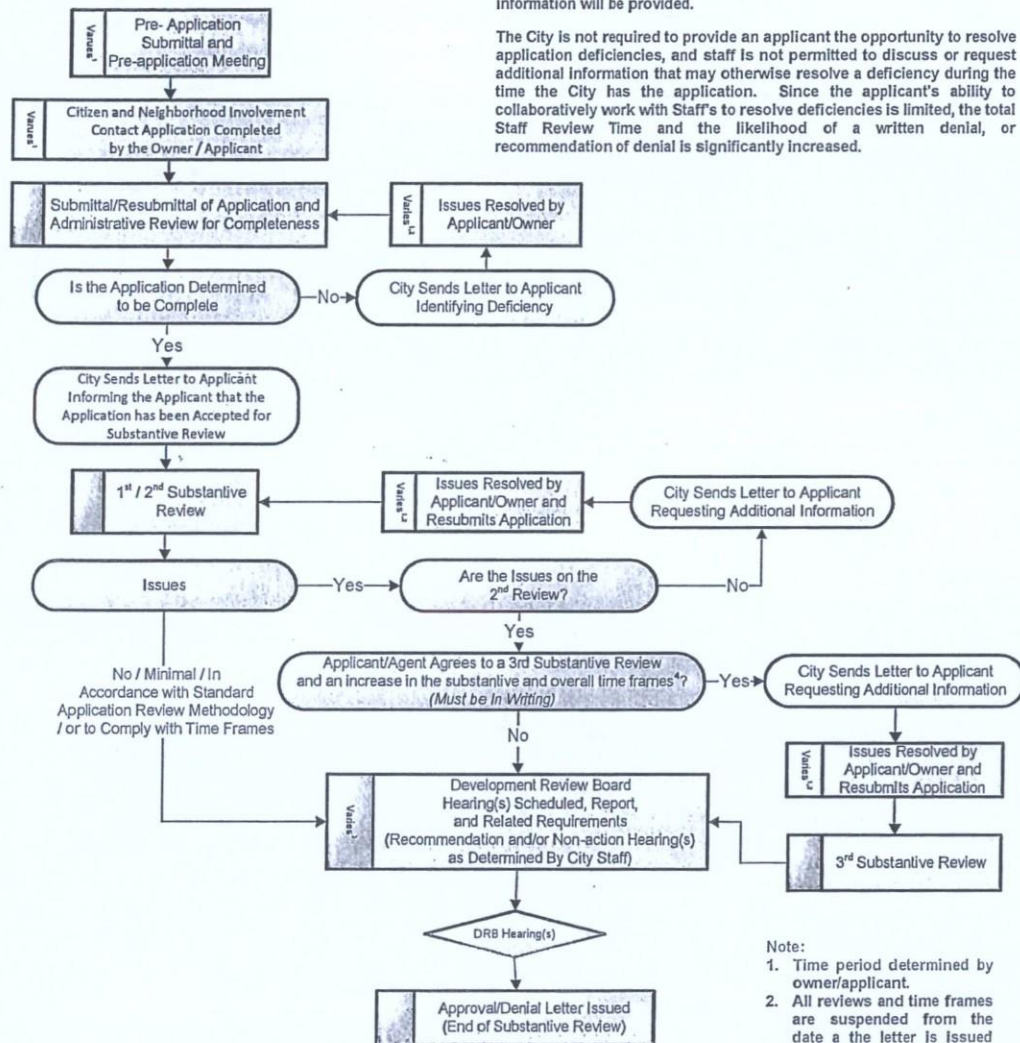
## Standard Application Review

### Development Review (DR)

#### 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.



#### 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, Two Reviews In This Time Frame <sup>2,3,4</sup>	Time Frames Vary <sup>3</sup>	Letter Issued

Planning, Neighborhood & Transportation Division  
7447 E Indian School Road, Suite 105, Scottsdale, AZ 84251 • Phone: 480-312-7000 • Fax: 480-312-7088



# City of Scottsdale Cash Transmittal

# 97490

97490  
00672467  
06/12/14 PLN-1STOP  
KPETERS HPDC600552  
6/12/2014 11:33 AM  
\$1,515.00

**Received From :**

RKAA ARCHITECTS INC  
2233 E THOMAS RD  
PHOENIX, AZ 85016  
602-955-3900

**Bill To :**

Reference # 338-PA-2014

Address 18511 N SCOTTSDALE RD

Subdivision SEC SCOTTSDALE ROAD & UNION HILLS DRIVE

Marketing Name

MCR 1168-22

APN 215-07-391

**Owner Information**

DIVERSIFIED PARTNERS  
7500 E MACDONALD DR STE 100A  
SCOTTSDALE, AZ 85250  
480-383-8800

Lot Number 3

County No

Gross Lot Area 0

NAOS Lot Area 0

Net Lot Area

Number of Units 1

Density

Issued Date 6/12/2014

Paid Date 6/12/2014

Payment Type CHECK

Cost Center

Metes/Bounds No

Water Zone

Water Type

Sewer Type

Meter Size

QS 38-45

Code	Description	Additional	Qty	Amount	Account Number
3165	DEVELOP REVIEW APPLICATION		1	\$1,515.00	100-21300-44221

City of Scottsdale

7447 E. Indian School Rd.

Scottsdale, AZ 85251

(480) 312-2500

One Stop Shop

Date: 06/12/14 Cashier: KPETERS

Office: PLN-1STOP Mach ID: HPDC6005525

Tran #: 1 Batch #: 40043

Receipt: 00672467 Date: 6/12/2014 11:33 AM

97490

3165 DEVELOP REVIEW APP \$1,515.00

**TENDERED AMOUNTS:**

Check Tendered: \$1,515.00

Chk #: 3185 DPDS

Transaction Total: \$1,515.00

Thank you for your payment.  
Have a nice day!

25-DR-2014  
6/12/2014

SIGNED BY GARRETT FRAME ON 6/12/2014

Total Amount

\$1,515.00

(When a credit card is used as payment I agree to pay the above total amount according to the Card Issuer Agreement.)

TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANSMITTAL # 97490