

**Application  
Narrative  
Cash Transmittal  
Pre-Application  
Pre-App Narrative  
Pre-App Cash Transmittal  
Project Data Sheet**



## SkySong 3 / 4 Design Narrative

5 April 2012

SkySong is not just another commercial office development. It's unique. It's innovative. It's about collaboration, teaming and communication. Technology is critical. Thinking 'outside the box' is a given. Creativity and imagination merge with business to create an environment for success.

The initial SkySong development is anchored by the iconic shade structure located at its core. That element will always represent the 'heart' of Skysong and remain a symbol of what makes it a special place. But with the need for expansion and a proposed strategic location along SkySong Boulevard stretching toward Scottsdale Road, these latest 4 story office buildings will become the new 'face' of SkySong to the general public.

The two approximately 145,000 square foot 'L' shaped buildings will be sited along SkySong Boulevard then turn southerly along Scottsdale Road and Innovation Place, continuing to promote the strong, interconnective pedestrian spine that will link these buildings with the existing offices to the east and the residential development to the south. Surface parking will be provided along the street frontages, adjacent to the building entrances and in small, tree-shaded parking areas to the east and west of a 5 level parking structure that sits in the middle of the site and serves both buildings. Additional bicycle parking and strong, connective pedestrian routes to future transit locations along Scottsdale Road help promote alternate means of transportation to the development.

With its prominent position on the western edge of the development that fronts a major vehicular traffic route, coupled with a favorable primary solar orientation that encourages the use of more glass, this new office will become the 'Window to Innovation'. Portions of it should feel transparent to the street – all glass should not be reflective, nor does it need to be, on the north faces. There should be a sense that the collaborative efforts happening inside are for all to see – to promote the excitement of what's happening within. The formal 'window', located on the northwest corner of SkySong 4, provides a symbolic view portal that links the dynamics of the energy in SkySong to Scottsdale Road, the City of Scottsdale and beyond. The building should feel *intellectually accessible* from the street, promoting a 2-way interaction between SkySong and the business community as a whole.

It's not a simple 'window'... the surfaces are splayed, the faces are not all square, its metal cladding is perforated to allow the framing beneath to read through. It intentionally has an 'edge' to it – movement, transformation, pushing outward against limits... It becomes a thought-provoking focal piece that anchors the building corner and helps announce the entry into SkySong. It provides a spirited, sculptural element that reinforces that you've entered a unique, forward-thinking environment. The blend of color and textures, from the smoothness of the glass and steel to the heavier textures of the expanded metal panels, provide a variety in palette that parallels that found in the desert environment.

Sustainability is interwoven throughout the design. The project will be LEED Certified with consideration given from the initial site planning efforts through the selection of materials, systems and construction practices. Shading considerations are employed on all 4 sides of the building. Vertical 'fin' elements on the north face protect from the early morning and late afternoon summer sun while horizontal brows above reduced-height windows provide greater relief for the western face. The glass area is increased on the 4<sup>th</sup> level of the building but is further protected by the extended overhang above. The east and south sides of the buildings have deeper set windows to provide increased shading and are further protected by adjacent building elements and density created by the 4 story buildings and 5 level garage. The lower southerly sun is more welcome in the cooler winter months and, as a result, horizontal shade elements are not specifically included on these facades. Supplemental vertical metal shading elements are included at primary building corners that also further contribute to the technology based building vocabulary represented by the building skin.

The northeast corner of SkySong 3 includes punched windows and a similar color palette intended to create a contextual relationship with the existing adjacent building while clearly announcing the transition that allows these new buildings in the southwest quadrant of the master plan to have their own unique character and image.

The landscape palette will continue from SkySong Phase 1 and reinforce the native material palette established with the initial development, focusing on shade, where appropriate, and providing color and accent form as needed to reinforce the building architecture. The landscaped paseo, located between the 2 buildings, connects the interior parking and main lobby access side of the project out to the street. This, combined with pass-through lobbies that connect to existing and proposed pedestrian plazas, provide opportunities for tenant, as well as public, interaction and connectivity

to the rest of the development. These pedestrian spaces include seating, appropriately scaled lighting and landscaping that provide opportunities for outside collaboration to support the overall theme of the SkySong development. Level one development around the buildings feature projected canopy shade elements that provide solar protection and a level of pedestrian scale against the larger 4 story structures.

These new buildings have been developed within the approved framework and Design Guidelines established with the initial SkySong development. Special attention has been given to the development along Scottsdale Road. The existing maturing Palo Verde trees are being preserved to provide shade to the lower floors of the building while still 'pushing' the buildings toward the street to reinforce the urban density desired in the overall master plan. The Scottsdale elevation has been broken down, both vertically and horizontally, to provide an articulated, well-scaled façade along the major vehicular corridor.

The project may require phasing, depending upon the outcome of specific tenant pursuits. Should only a single building be initially required, Phase One would consist of the eastern 4 story building adjacent to the shade structure. The east surface parking area and eastern 2 bays of the parking structure would be built as well, completing the eastern half of the site and isolating future construction to the western portion of the site with minimal interruption to ongoing business operations. This also completes the southwest quadrant of the shade structure plaza area and continues the development along SkySong Boulevard from east to west. The west side of the parking structure will receive interim design treatment (forthcoming) and landscaping. Grading of the future site would be done as required to balance the site for the Phase One construction.

SkySong is a master development in the making. It is a process that will expose its sometimes interim state and 'unfinished edges' – all part of its growth and maturity. It will always respond to what's needed both now and in the future. It will change and evolve over time within the spirit of the vision that started it all. Everything that's new will reinforce all that came before it. At the center of it all, the pulse will always remain strong.



# Project Application

Project Number: 460 - PA - 04 Case Number: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Signature required PRIOR to submittal

This Document Constitutes A Public Disclosure Under ARS Section 39-121, Inspection of Public Records

### Applicant to Complete Section Below

- Case Type:
- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Abandonment (AB)                   | <input type="checkbox"/> Master Plan Map (MP)     | <input type="checkbox"/> Rezoning (ZN)       |
| <input type="checkbox"/> Changes to a Recorded Plat (PC)    | <input type="checkbox"/> Master Sign Program (MS) | <input type="checkbox"/> Text Amendment (TA) |
| <input type="checkbox"/> Change to Existing Lots (PC)       | <input type="checkbox"/> Minor Subdivision (MD)   | <input type="checkbox"/> Use Permit (UP)     |
| <input checked="" type="checkbox"/> Development Review (DR) | <input type="checkbox"/> Preliminary Plat (PP)    | <input type="checkbox"/> Variance (BA)       |
| <input type="checkbox"/> General Plan Amendment (GP)        | <input type="checkbox"/>                          |  |
- Other: \_\_\_\_\_

Project Name: SkySong 3 & SkySong 4

Project Address: southeast corner Scottsdale Rd & SkySong Blvd.

Current Zoning District: PCD Parcel Number(s): 131-17-014-B&F Quarter Section: 2IN4E

Request: DRB approval of 2 145,000 SF bldgs & parking structure

The property owner shall designate an agent for the project. This person (the applicant) shall attend pre-application conferences and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. All contact for this project will be made through the applicant listed below.

Owner: SkySong Plaza 3, LLC & SkySong Plaza 4 LLC  
 Company: Plaza Companies  
 Phone: 623-972-1184 Fax: 623-972-5554  
 E-mail: jon.stelzer@theplaza.com  
 Address: 9401 W. Thunderbird Rd, Suite 200  
Peoria, AZ 85381

Developer: Sharon Harper  
 Company: Plaza Companies  
 Phone: 623-972-1184 Fax: 623-972-5554  
 E-mail: sharonharper@theplaza.com  
 Address: 9401 W. Thunderbird Rd, Suite 200  
Peoria, AZ 85381

Architect: Jeff Cutberth  
 Company: Butler Design Group  
 Phone: 602-957-1800 Fax: \_\_\_\_\_  
 E-mail: jcutterth@butlerdesigngroup.com  
 Address: 5017 E. Washington St. Suite 107  
Phoenix, AZ 85034

Engineer: James S. Campbell, PE  
 Company: Wood/Patel  
 Phone: 602-335-8500 Fax: 602-335-8500  
 E-mail: jcampbell@woodpatel.com  
 Address: 2051 W. Northern Ave, Suite 100  
Phoenix, AZ 85021

Applicant Contact: Jon Stelzer  
 Applicant E-mail: jon.stelzer@theplaza.com  
 Applicant Address: 9401 W. Thunderbird Rd, Suite 200, Peoria, AZ 85381

Phone: 623-972-1184  
 Fax: 623-972-5554

[Signature]  
Owner Signature

[Signature]  
Applicant Signature

#### OFFICIAL USE ONLY

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Planning, Neighborhood & Transportation Division

7447 E. Indian School Road, Suite 100, Scottsdale, AZ 85251 • Phone: 480-312-7000 • Fax: 480-312-7088



# Project Application

Project Number: 460 - PA - 04 Case Number: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Signature required PRIOR to submittal

This Document Constitutes A Public Disclosure Under ARS Section 39-121, Inspection of Public Records

### Applicant to Complete Section Below

- Case Type:
- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Abandonment (AB)                   | <input type="checkbox"/> Master Plan Map (MP)     | <input type="checkbox"/> Rezoning (ZN)       |
| <input type="checkbox"/> Changes to a Recorded Plat (PC)    | <input type="checkbox"/> Master Sign Program (MS) | <input type="checkbox"/> Text Amendment (TA) |
| <input type="checkbox"/> Change to Existing Lots (PC)       | <input type="checkbox"/> Minor Subdivision (MD)   | <input type="checkbox"/> Use Permit (UP)     |
| <input checked="" type="checkbox"/> Development Review (DR) | <input type="checkbox"/> Preliminary Plat (PP)    | <input type="checkbox"/> Variance (BA)       |
| <input type="checkbox"/> General Plan Amendment (GP)        | <input type="checkbox"/>                          |  |
- Other: \_\_\_\_\_

Project Name: Skysong 3 & Skysong 4  
 Project Address: southeast corner Scottsdale Rd & Skysong Blvd.  
 Current Zoning District: PCD Parcel Number(s): 131-17-014-B4F Quarter Section: 2IN4E  
 Request: DKP approval of 2 145,000 SF bldgs & parking structure

The property owner shall designate an agent for the project. This person (the applicant) shall attend pre-application conferences and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. All contact for this project will be made through the applicant listed below.

Owner: <u>Skysong Plaza 3, LLC &amp; Skysong Plaza 4, LLC</u>	Developer: <u>Sharon Harper</u>
Company: <u>Plaza Companies</u>	Company: <u>Plaza Companies</u>
Phone: <u>623-972-1184</u> Fax: <u>623-972-5554</u>	Phone: <u>623-972-1184</u> Fax: <u>623-972-5554</u>
E-mail: <u>jon.stelzer@theplaza.com</u>	E-mail: <u>sharonharper@theplaza.com</u>
Address: <u>9401 W. Thunderbird Rd, Suite 200</u>	Address: <u>9401 W. Thunderbird Rd, Suite 200</u>
<u>Peoria, AZ 85381</u>	<u>Peoria, AZ 85381</u>

Architect: <u>Jeff Cutberth</u>	Engineer: <u>James S. Campbell, PE</u>
Company: <u>Butler Design Group</u>	Company: <u>Wood/Patel</u>
Phone: <u>602-957-1800</u> Fax: _____	Phone: <u>602-335-8500</u> Fax: <u>602-335-8500</u>
E-mail: <u>jcutterth@butlerdesigngroup.com</u>	E-mail: <u>jcampbell@woodpatel.com</u>
Address: <u>5017 E. Washington St. Suite 107</u>	Address: <u>2051 W. Northern Ave, Suite 100</u>
<u>Phoenix, AZ 85034</u>	<u>Phoenix, AZ 85021</u>

Applicant Contact: <u>Jon Stelzer</u>	Phone: <u>623-972-1184</u>
Applicant E-mail: <u>jon.stelzer@theplaza.com</u>	Fax: <u>623-972-5554</u>
Applicant Address: <u>9401 W. Thunderbird Rd, Suite 200, Peoria, AZ 85381</u>	

<u>[Signature]</u> Owner Signature	<u>[Signature]</u> Applicant Signature
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Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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# Fire Department Case Application Submittal Worksheet

Project Name: SKYSONG 3#4 COS Project Number: 460 - PA - 04

Identify the application type:

Rezoning (ZN)  Development Review Board (DR)  Preliminary Plat (PP)  Abandonment (AB)

### INSTRUCTIONS:

A completed form is required for each application submitted. Complete all applicable information. The Fire Department review comments will be limited by the information provided. All refer the DS&PM for additional information. For assistance completing this worksheet, please contact the Fire Department Review staff at 480-312-7080.

### PART 1-- PROJECT INFORMATION/CODE DATA

Complete as much information as possible: N - "none", or U - "unknown", S - "spec", or fill in the blanks. (Attach additional sheets as needed). Should be updated as the case progresses.

1. Applicable codes and standards, amended: CURRENT CITY OF SCOTTSDALE CODES / 2010 ADA

2. Occupancy classification (use): B OFFICE / S-2 PKG GARAGE

3. Occupant load per occupancy area: 100 / NA

4. Square footage per fire area: 290,000 S.F. / 337,060

5. N  Wood frame and/or N  Ordinary construction (masonry walls with wood beams) and/or

6. N  Fire resistive and/or  Noncombustible construction

7. N  Separated, and/or  Non-separated construction

Owner's Preliminary Information Certification Part A will be required with building plan 1st submittal, and Parts B & C for special occupancies or areas intended and/or special materials intended to be present.

See <http://www.scottsdaleaz.gov/codes/fireord.asp>, or call 480-312-7080.

### PART 2 - REQUIRED INFORMATION ON THE SITE PLAN

1.  Fire Riser Location

2.  Site Access- Fire Lanes and Emergency Access - expectations to be considered:

Provide within 300 feet of all ground floor walls (with exceptions - 150 feet).

Locations of access, either public streets or on-site Fire lanes.

Fire Lane Turning radius - 25 ft. inside, 49 ft. outside, 55 ft. aerial ladder bucket swing.

Options - \_\_\_\_\_  Hose Valves for access challenges.

Staging areas:  Bus pullout  Right turn lane  Other

3.  Fire Hydrants, existing and proposed.

ity staff only: Case Number \_\_\_\_\_ date \_\_\_\_\_ by \_\_\_\_\_

### Planning & Development Services Department

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

88-DR-2005#8  
1st: 4/6/2012



# Development Review Board

## Application Checklist

At your pre-application meeting, your project coordinator will identify which items are required for submittal. Please note that **ALL** items checked will be required at the time of formal submittal.

### PART I – GENERAL REQUIREMENTS

*All Graphics And Plans Shall Be To Scale And Dimensioned*

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"/>	1. Development Review Board Application Checklist <i>(this form)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee – \$ <u>1515.<sup>00</sup> + 108.<sup>00</sup> <i>preapp fee</i> (subject to change every July)</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3. Completed Project Application form <i>(form provided)</i>
<input type="checkbox"/>	<input type="checkbox"/>	4. Copy of Liquor License Application (for all Bars / Restaurants)
<input type="checkbox"/>	<input type="checkbox"/>	5. Affidavit of Authority to Act for Property Owner or letter of authorization (from property owner(s) if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Project Narrative <i>(form provided)</i> Describe site and building design
<input type="checkbox"/>	<input type="checkbox"/>	7. Current Title Report <i>(requirements form provided)</i> – Issue date shall be no older than 30 days <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 type="checkbox"/>	<input type="checkbox"/>	8. Legal Description (if not included in Title Report) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 1 Written Legal Description and 1 Graphic</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Provide A Combined Context Aerial And Context Site Plan: <ul style="list-style-type: none"> <li>24" x 36" – 1 FOLDED color copy</li> <li>11" x 17" – 1 color copy</li> </ul> <p>Aerial shall not be more than 1 year old and shall include an 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 feet</p> <p>_____ other</p> <p><i>(continued on the next page)</i></p>

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88-DR-2005#8  
1st: 4/6/2012

**DRB Application Checklist**

Show the proposed site plan in relation to surrounding development including the following:

- Building footprints and other site improvements such as drives, parking areas, site walls (indicate height of buildings and site walls)
- Label surrounding zoning and land uses, in white letters
- Streets, including sidewalks and any surrounding driveways or intersections
- Bike paths and trails
- Development plans approved by the Development Review Board during the past year that have not been constructed. (Approved plans are available at the Scottsdale Records Division at 7447 E. Indian School Road, Suite 105).

**10. Existing Conditions Photo Exhibit and Index for Inclusion in DRB Packets (12 sets)**

- Color copies are required (Printed digital photos are OK)
- Photos must be numbered; you may place up to four (4) photos per page
- Page size must be 8-1/2" x 11"
- Provide 12 sets of photos with index graphic at time of submittal
- An index graphic showing the required photo locations and numbers must be attached as the 1st page of the photo exhibit on each of the 12 sets
- Show all existing buildings on site
- We will not accept photos mounted on cardboard, foamboard, particleboard, posterboard, or other materials
- 1 or 2 photos of the existing condition of the site and representative photos of the architecture

**11. Location Map:** Provide a map, drawn to scale, showing the location of the site in relation to arterial & intersecting streets and indicating the zoning of the site and adjacent properties.

- 8-1/2" x 11" – 1 copy

**12. Policy on Appeals Of Dedications, Exactions, Or Zoning Regulations (form provided):**  
This document must be signed and dated by the property owner

**13. Design Guidelines (provided to applicant)** *Sensitive Design*

**14. Archaeological Resources (information sheets provided):**

- Certificate of No Effect / Approval Application Form (provided)
- Archaeology Survey and Report – 2 copies
- Archaeology 'Records Check' Report Only – 2 copies
- Copies of Previous Archeological Research – 1 copy
- Map(s)/Narrative for any archaeological resources within a Master Planned Development or larger project – 1 copy

**15. Historic Property:** (existing or potential historic property)

- Narrative describing proposal to preserve the historic character or compliance with property's existing Historic Preservation Plan

**16. Scottsdale Airport Vicinity Development Checklist** – Your property is located within a 20,000 foot radius of the runway of the Scottsdale Municipal Airport (information packet provided)

- Airport Data Page
- Aviation Fuel Dispensing Installation Approval form
- Heliport (requires a Conditional Use Permit)

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**DRB Application Checklist**

*Next Week*

17. Neighborhood Notification Checklist (see provided packet for requirements)

18. Purchase Agreement "In Lieu Parking Credits" (form provided)

**PART II – REQUIRED PLANS & RELATED DATA**  
*All Graphics And Plans Shall Be To Scale And Dimensioned*

1. **Site Plan:** See provided Plan and Report Requirements *to include updated development standards table*

- 24" x 36" – **12 FOLDED** copies
- 11" x 17" – **1** copy
- Digital – **1** copy (See Digital Submittal Plan Requirements)
- 8-1/2" x 11" – **1** copy

2. **Project Data Sheet** (form provided)

3. **Site Plan Worksheet** including calculations (*sample attached*) *PHASING*

- 24" x 36" – **1 FOLDED** copy
- Digital – **1** copy (See Digital Submittal Plan Requirements)

4. **Site Cross Sections:** Show existing and proposal grade lines, and all finished floor elevation of adjacent sites (at locations specified by the Project Coordinator):

- 24" x 36" – **1 FOLDED** copy
- 11" x 17" – **1** copy
- 8-1/2" x 11" – **1** copy

5. **Phasing Plans** showing the proposed infrastructures and access to each phase of the development. *YES*

- 24" x 36" – **1 FOLDED** copy
- 11" x 17" – **1** copy
- 8-1/2" x 11" – **1** copy

6. **Typical Lot Layout** for all lot types - i.e. corner, interior, flag, pie, etc.:

- 8 1/2" x 11" – **1** copy (quality suitable for reproduction)

7. **Preliminary Art Plan & Schematic Design** showing location, type and scale of artwork (Required of Downtown Planned Block Developments)

**PART III – ARCHITECTURAL PLANS & RELATED REQUIREMENTS**  
*All Graphics And Plans Shall Be To Scale And Dimensioned*

1. **Elevations:** Show all sides of all building(s) and indicate building heights & label all materials and colors on plans.

- 24" x 36" – **2 FOLDED** color copies (photo quality paper is not allowed)
- 11" x 17" – **1** color copy
- Digital – **1** copy (See Digital Submittal Plan Requirements)
- 8-1/2" x 11" – **1** color copy

2. **Streetscape Elevation(s):** Include landscaping and site walls

- 24" x 36" – **1 FOLDED** copy
- 11" x 17" – **1** copy
- 8-1/2" x 11" – **1** copy

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**DRB Application Checklist**

3. **Perspective Drawing:**

- 24" x 36" – 1 **FOLDED** color copy
- 11" x 17" – 1 color copy
- 8-1/2" x 11" – 1 color copy

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

4. **Floor Plans:**

- 24" x 36" – 1 **FOLDED** copy
- 11" x 17" – 1 copy
- Digital – 1 copy (See Digital Submittal Plan Requirements)
- 8-1/2" x 11" – 1 copy

5. **Floor Plan Worksheet:** (including calculations)

- 24" x 36" – 1 **FOLDED** copy
- Digital – 1 copy (See Digital Submittal Plan Requirements)

6. **Wall Details & Entry Feature:**

- 24" x 36" – 1 **FOLDED** copy
- 11" x 17" – 1 copy
- 8-1/2" x 11" – 1 copy

7. **Corporate Image Features**

8. **Sign Details:**

- 24" x 36" – 1 **FOLDED** copy
- 11" x 17" – 1 copy
- 8-1/2" x 11" – 1 copy

**PART IV – SITE & BUILDING-MOUNTED LIGHTING REQUIREMENTS**

1. **Photometric Analysis** with horizontal foot candle diagram

- 24" x 36" – 1 **FOLDED** copy

2. **Lighting Site Plan**, include landscape lighting, exterior building lighting and all other exterior lighting

- 24" x 36" – 1 **FOLDED** copy

3. **Manufacturer Cut Sheets of All Proposed Lighting Submitted on Full Size 24" x 36" Sheets**

4. **Other:** \_\_\_\_\_

**PART V – ENGINEERING REPORTS & RELATED REQUIREMENTS**

1. **Results of Alta Survey:**

- 24" x 36" – 1 **FOLDED** copy no older than 30 days, may submit with boundary survey

2. **Topography Map:** (include 2'-0" minimum contours except where slopes exceed 15%)

- 24" x 36" – 1 **FOLDED** copy
- 11" x 17" – 1 copy
- 8-1/2" x 11" – 1 Copy

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**DRB Application Checklist**

3. **Drainage Report:** See Sec. 4.700 of the City's Design Standards & Policies Manual for specific submittal and content 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, full color aerial/topo maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets.

- Demonstrate compliance with Army Corp. of Engineers 404 requirements
- Demonstrate compliance with National Pollutant Discharge Elimination Systems (NPES)
- 8-1/2" x 11" – 2 copies of the Drainage Report including full size plans/maps in pockets
- Digital – 1 copy (See Digital Submittal Plan Requirements)

**Current Planning will not process project applications until the Drainage Report contains sufficient information in detail, scale and clarity for review.**

4. **Traffic Impact Mitigation Analysis (TIMA):**

- 3 copies

5. **Trip Generation Comparison:**

- 2 copies

6. **Parking Study / Analysis:** (required for reduction of ordinance requirements)

- 2 copies *on site plan or site plan worksheet*

7. **Cross Section Detail:** (no vertical exaggeration)

- 24" x 36" – 1 **FOLDED** copy
- 11" x 17" – 1 copy
- 8-1/2" x 11" – 2 copies (quality suitable for reproduction)

8. **Water Study** (basis of design report) – 3 copies

- To be submitted for distribution to Water Resources

9. **Waste Water Study** (basis of design report) – 3 copies

- To be submitted for distribution to Water Resources

10. **Letter Of Approval For Fountains Or Water Features** from the Water Conservation Office – Contact Elisa Klien at 480-312-5670 *if applicable*

**PART VI – ENVIRONMENTAL & LANDSCAPING DATA REQUIREMENTS**

\*\*\* Note: Each Item Indicated Below Requires The Following Number Of Copies:

- 24" x 36" – 2 **FOLDED** copies: 1 color and 1 black & white
- 11" x 17" – 1 color copy
- 8-1/2" x 11" – 1 color copy

1. **Conceptual Landscape Plan & Materials List** (See Section 10.200.A of the Zoning Ordinance)

- Landscape plans must include a calculations of the area of landscaping not on the approved ADWR list of low water plants as well as the amount of turf provided.
- Show any water features per City Code requirements Section 49-241 through section 49-247.

2. **Native Plant Submittal:** Aerial with site plan overlay to show spatial relationships of all protected native plants to the proposed development. Coordinator may request a full or partial Native Plant submittal as specified in See Sec. 7.504 of the Zoning Ordinance.

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**DRB Application Checklist**

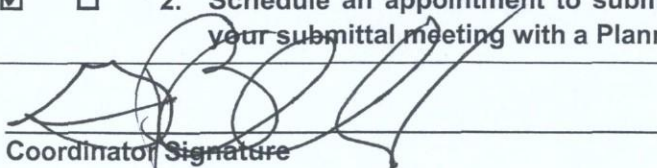
- 3. **Revegetation Site Plan & Techniques**
- 4. **Topography with Site Plan Superimposed**
- 5. **Slope Analysis** (superimposed on a topography map)
- 6. **Cuts & Fills Site Plan**
- 7. **Composite Factors Map**
- 8. **Unstable Slopes / Boulders Rolling Map**
- 9. **Bedrock & Soils Map**
- 10. **Natural Area Open Space (NAOS) Analysis Plan**
- 11. **Scenic or Vista Corridor Plan** (include typical cross section details & concept narrative)

**PART VII – SAMPLES & MODELS**

- 1. **Exterior Building Color & Material Samples:**
  - 1 sample of each material used, 2"x 2" maximum size, mounted on 8-1/2" x 11" or 11" x 17" board. Clearly label each sample for: Color (i.e. Frazee #5555 Bright Blue) Finish (i.e. Bronze Anodized Aluminum for windows and doors)
  - Glass sample 3" x 3" and identify reflectivity
  - Material (i.e. split face CMU, Stucco 3" x 3")
  - Layout colors in the proportions to be used on the building/structure
  - Include an elevation of one side of the building
  - Photo of the material board
- 2. **Color Drawdowns:**
  - Provide 1 5" x 7" minimum color sheet for each color and label with material type and colors (manufacturer, color name & number)
- 3. **Massing Model:** Scaled model indicating building masses on the site plan and the mass of any building within 500 feet (or other distance as required by the Project Coordinator).
- 4. **Detailed Model:** Scale to be specified by the Project Coordinator
- 5. **OTHER:** \_\_\_\_\_

**PART VIII – APPLICATION SUBMITTAL**

- 1. **Compile and group all items pursuant to the DRB Submittal Instructions.** (provided)
- 2. **Schedule an appointment to submit your application. Please call 480-312-7000 to request your submittal meeting with a Planning Specialist using the pre-app number listed above.**

  
Coordinator Signature

Date 3-6-12

This application needs a:  New Project Number or  Old Project Number: 460-PA-04

**Planning, Neighborhood & Transportation Division**

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