

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



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 \$ _____ (subject to change every July)
<input type="checkbox"/>	<input 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"> • 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. 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.
<input type="checkbox"/>	<input type="checkbox"/>	5. Request to Submit Concurrent Development Applications (form provic

3-HP-2013
8/7/2013

Planning, Neighborhood & Transportation Division

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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>6. Letter of Authorization (from property owner(s) if property owner did not sign the application form)</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>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)</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>8. Appeals of Required Dedications or Exactions (form provided)</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>9. Commitment for Title Insurance – No older than 30 days from the submittal date (requirements form provided)</p> <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 type="checkbox"/>	<p>10. Legal Description: (if not provided in Commitment for Title Insurance)</p> <ul style="list-style-type: none"> • 8-1/2" x 11" – 2 copies 												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>11. Results of ALTA Survey (24" x 36") FOLDED</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded (The ALTA Survey shall not be more than 30 days old) 												
<input type="checkbox"/>	<input type="checkbox"/>	<p>12. Request for Site Visits and/or Inspections Form (form provided)</p>												
<p>13. Addressing Requirements and Addressing Request Application (forms provided)</p>														
<p>14. Design Guidelines</p> <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> Sensitive Design Program (information provided)</td> <td><input checked="" type="checkbox"/> MAG Supplements</td> </tr> <tr> <td><input checked="" type="checkbox"/> Design Standards and Policies Manual</td> <td><input type="checkbox"/> Office Design Guidelines</td> </tr> <tr> <td><input type="checkbox"/> Commercial Retail</td> <td><input type="checkbox"/> Restaurants</td> </tr> <tr> <td><input type="checkbox"/> Gas Station & Convenience Stores</td> <td><input type="checkbox"/> Lighting Design Guidelines</td> </tr> <tr> <td><input type="checkbox"/> Environmentally Sensitive Land Ordinance</td> <td><input type="checkbox"/> Shading</td> </tr> <tr> <td><input type="checkbox"/> Downtown Urban Design and Architectural Guidelines</td> <td><input type="checkbox"/> Desert Parks Golf Course</td> </tr> </table> <ul style="list-style-type: none"> • The above reference design guidelines, standards, policies, and additional information may be found on the City's website at: http://www.scottsdaleaz.gov/design 			<input checked="" type="checkbox"/> Sensitive Design Program (information provided)	<input checked="" type="checkbox"/> MAG Supplements	<input checked="" type="checkbox"/> Design Standards and Policies Manual	<input type="checkbox"/> Office Design Guidelines	<input type="checkbox"/> Commercial Retail	<input type="checkbox"/> Restaurants	<input type="checkbox"/> Gas Station & Convenience Stores	<input type="checkbox"/> Lighting Design Guidelines	<input type="checkbox"/> Environmentally Sensitive Land Ordinance	<input type="checkbox"/> Shading	<input type="checkbox"/> Downtown Urban Design and Architectural Guidelines	<input type="checkbox"/> Desert Parks Golf Course
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<input type="checkbox"/> Downtown Urban Design and Architectural Guidelines	<input type="checkbox"/> Desert Parks Golf Course													
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>15. Neighborhood Notification Process Requirements: (form provided)</p> <ul style="list-style-type: none"> • Provide one copy of the Neighborhood Notification Report - WILL SEND • 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. 												
<p>16. Request for Neighborhood Group Contact information (form provided)</p>														
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>17. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 1 copy of the set of prints • <u>See attached Existing Conditions Photo Exhibit</u> graphic showing required photograph locations and numbers. • 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. 												

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<input type="checkbox"/>	<input type="checkbox"/>	18. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <input type="checkbox"/> Certificate of No Effect / Approval Application (form provided) <input type="checkbox"/> Archaeology Survey and Report - 3 copies <input type="checkbox"/> Archaeology 'Records Check' Report Only - 3 copies <input type="checkbox"/> Copies of Previous Archeological Research - 1 copy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19. Historic Property <ul style="list-style-type: none"> <input type="checkbox"/> Historic Property Certificate of No Effect Application (form provided) <input checked="" type="checkbox"/> Historic Property Certificate of Appropriateness Application (form provided)
<input type="checkbox"/>	<input type="checkbox"/>	20. 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) <ul style="list-style-type: none"> <input type="checkbox"/> Airport Data Page <input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form <input type="checkbox"/> Heliport (requires a Conditional Use Permit)
<input type="checkbox"/>	<input type="checkbox"/>	21. ESLO Wash Modifications Development Application (application provided) <ul style="list-style-type: none"> • The ESLO Wash Modifications Development Application is to be submitted concurrently with this Development Review Application.

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 type="checkbox"/>	<input type="checkbox"/>	22. Plan & Report Requirements For Development Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	23. Application Narrative <ul style="list-style-type: none"> • 8 ½" x 11" – 4 copies 1 COPY 1. The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided) 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. 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 ½" x 11" – 1 color copies (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 type="checkbox"/>	<input type="checkbox"/>	25. Site Plan <ul style="list-style-type: none"> • 24" x 36" – 12 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" 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"/>	26. Site Details (Elevations of screen walls, site walls, refuse enclosure, carport, lot light pole, trellis, etc.) <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	27. Open Space Plan (Site Plan Worksheet) (Example Provided) <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" 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. Site Cross Sections <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded • 11" x 17" 1 – copy, folded
<input type="checkbox"/>	<input type="checkbox"/>	29. 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) • 8 ½" 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"/>	30. Topography and slope analysis plan (ESL Areas) <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded
<input type="checkbox"/>	<input type="checkbox"/>	31. Phasing Plan <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	32. 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 accept.) • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)

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<input type="checkbox"/>	<input type="checkbox"/>	33. 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 accept.) • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	34. Transitions Plan <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" 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"/>	35. Parking Plan <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	36. Parking Master Plan 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"> • 8-1/2" x 11" - 2 copies
<input type="checkbox"/>	<input type="checkbox"/>	37. 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 ½" 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"/>	38. Bikeways & Trails Plan <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	39. Elevations <ul style="list-style-type: none"> • 24" x 36" – 2 <u>folded black and white line drawing copies</u> (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 ½" x 11" – 1 color copy, (quality suitable for reproduction) • 8 ½" 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)

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

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<input type="checkbox"/>	<input type="checkbox"/>	48. Exterior Lighting Site Plan (including exterior building mounted fixtures) <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	49. Exterior Lighting Photometric Analysis (policy provided) <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	50. 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 (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	51. Cultural Improvement Program Plan <ul style="list-style-type: none"> _____ Conceptual design of location <ul style="list-style-type: none"> • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) _____ Narrative explanation of the methodology to comply with the requirement/contribution.
<input type="checkbox"/>	<input type="checkbox"/>	52. Sensitive Design Concept Plan and Proposed Design Guidelines (Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.) <ul style="list-style-type: none"> • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	53. Master Thematic Architectural Character Plan <ul style="list-style-type: none"> • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	54. Drainage Report (information provided) See the City's Design Standards & Policies Manual 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"> • 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	55. Master Drainage Plan See the City's Design Standards & Policies Manual 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"> • 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets

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

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

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<input type="checkbox"/>	<input type="checkbox"/>	71. Conservation Area, Scenic Corridor, Vista Corridor Plan <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	72. Other: _____ <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 ½" x 11" – _____ copy(ies) (quality suitable for reproduction) <input type="checkbox"/> Digital – 1 copy (See Digital Submittal Plan Requirements)

PART III – SAMPLES & MODELS

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"/>	73. Paint Color Drawdowns <ul style="list-style-type: none"> • 1 set of 5" x 7" (minimum size) of each paint color and material identification names and numbers.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	74. Exterior Building Color & Material Sample Board(s): 8-1/2" x 14" material sample board(s) <ul style="list-style-type: none"> • The material sample board shall include the following: <ul style="list-style-type: none"> ○ A color elevation of one side of the building ○ 3" x 3" Glass samples mounted on the board with reflectivity identify ○ 3" x 3" of each the building materials mounted on the board (i.e. split face CMU, Stucco, EIFS, etc.) ○ 2"x 2" of proposed paint colors ○ All material manufacture names and material identification names and numbers shall be keynoted on the individual materials and the elevation. • 11" x 17" – 1 copy, folded of a printed digital photo of the material board • 8 ½" x 11" – 1 copy of a printed digital photo of the material board
<input type="checkbox"/>	<input type="checkbox"/>	75. Electronic Massing Model: <ul style="list-style-type: none"> • 11" x 17" – 1 color copy, folded • 8 ½" x 11" – 1 color copy (quality suitable for reproduction) 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

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

Development Review Application Checklist



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

Coordinator Name (print):

DAN SYMEE

Phone Number:

480-312-4218

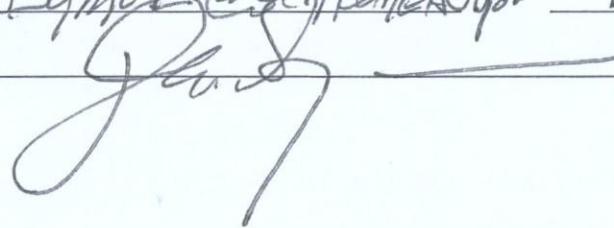
Coordinator email:

dsymee@scottsdaleaz.gov

Date:

7-22-2013

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

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



Historic Property Certificate of Appropriateness Application

RE: PROPERTIES ZONED HP-HISTORIC PROPERTY, INCLUDING HOMES IN HISTORIC DISTRICTS

Property Location: 3831 N. SCOTTSDALE RD AZ 85251

District or Property Historic Name: PINK PONY STEAK HOUSE

Zoning: CZ-DO-HP Parcel Number: 130-23-127 Quarter Section: 10-45

Owner Name: SL LLC

Owner Address: 8601 N. SCOTTSDALE RD SUITE 140
SCOTTSDALE AZ 85258

Telephone Number: 480 947-1515 E-Mail: TIM@GSSCO.COM

Applicant Name (if owner representative): TIM SMITH MANAGING PARTNER

Applicant Address: 8601 N. SCOTTSDALE RD SUITE 140
SCOTTSDALE AZ 85258

Telephone Number: 480 947-1515 E-Mail: TIM@GSSCO.COM

Description of Work: APPLICANT REQUESTS SCOTTSDALE HISTORIC PRESERVATION COMMISSION REVIEW & APPROVE MODIFICATIONS OF LOWER WALL & ENTRANCE. EXPAND EXISTING PATIO 14 FT INTO BUILDING FOR NEW PATIO. ALSO COLOR CHANGE.

I declare that all information submitted is true and accurate to the best of my knowledge. I acknowledge that any error in my application may be cause for delay in scheduling.


Signature

7/31/2013
Date

3-HP-2013
8/7/2013

Scottsdale Historic Preservation Program

7506 E Indian School Rd, Scottsdale, AZ 85251 • Phone: 480-312-2523 • Fax: 480-312-7314

NARRATIVE PINK PONY PROPERTY (NEW PATIO & COLOR)

AUGUST 7, 2013

PROJECT ADDRESS: PINK PONY STEAKHOUSE 3831 N. SCOTTSDALE RD SCOTTSDALE, AZ 85251
APPLICANT: TIM SMITH (480) 947-1515
OWNER: SL LLC. at 8601 N. SCOTTSDALE RD SUITE 140 SCOTTSDALE, AZ 85258
LEGAL: EAST SCOTTSDALE MCR 6-27 LOTS 10 11 12 & 13 BLK 7 EX S 70F TH/OF & EX W 15F RD
APN 130-23-127 QS. 16-45

NARRATIVE

BACKGROUND: ORIGINALLY LOCATED AT S.E. CORNER OF SCOTTSDALE ROAD AND MAIN STREET, PINK PONY WAS INCORPORATED IN 1948. IN 1970, PINK PONY RELOCATED TO THE PRESENT LOCATION AND HAS OPERATED CONTINUOUSLY WITH A #6 LIQUOR LICENSE. PINK PONY PARTICIPATED IN THE 1970 PARKING IMPROVEMENT DISTRICT, PURCHASING 43 CAR SPACES. EVEN WITH AMPLE PARKING, PINK PONY HAS STRUGGLED IN TODAY'S BUSINESS ENVIRONMENT.

IN 2011, OWNERSHIP PRESENTED AND THE HISTORIC PRESERVATION COMMISSION APPROVED LIMITED OUT DOOR SEATING TO ACTIVATE THE STREET. THE LIMITED 3- TABLE PATIO, AND OTHER INTERIOR UPGRADES COULD NOT SPUR BUSINESS, SUBSEQUENTLY, PINK PONY CLOSED IN APRIL 2013.

TO BECOME COMPETITIVE YEAR- ROUND, THE OWNER PROPOSES A NEW 14-FOOT DEEP PATIO, TO DRAW PATRONS AND ENGAGE THE STREET. KEY SCALE, MASSING AND PROPORTIONS OF THE FACADE ARE RETAINED SO AS NOT TO DIMINISH THE HISTORIC CHARACTER OF THE PINK PONY PROPERTY IS THE ONLY MID-CENTURY BUILDING IN OLD TOWN, AND DOES NOT HAVE THE "OLD TOWN" CEDAR SHAKE WALKWAY.

REQUEST: PREDESTRIAN -FRIENDLY RECESSED PATIO & COLOR CHANGE.

- 1) THE SIGNATURE PINK PONY CURVED CANOPY ELEMENT, EXISTING STONE PIERS, SYMMETRICAL CURVED WALLS , BOMANITE SIDEWALK AND VALET LANE **ALL REMAIN, NO CHANGE.**
- 2) PINK PONY LOGO SIGNS AND ENTRY DOORS ARE TO BE INSTALLED INSIDE THE BUILDING AT THE PINK PONY MEETING/ EVENT ROOM. **THE NEW RESTAURANT/ BAR OPERATION WILL BE RE-BRANDED.**
- 3) A NEW RECESSED PATIO IS CREATED BY REMOVING THE WALL BELOW THE 9'-0" HIGH 2-TIER CANOPY. A NEW PATIO IS CREATED 14 FEET INSIDE THE BUILDING. THE EXISTING LOW STONE WALLS ARE EXTENDED TO GUIDE PATRONS INTO THE OUTDOOR PATIO AND RESTAURANT.
- 4) ENTRY DOORS TO THE RESTAURANT ARE LOCATED 14 FEET AT THE EAST END OF THE NEW PATIO. NEW SLIDING DOOR PANELS ALLOW THE PATRON INDOOR SEATING TO OPEN TO THE NEW PATIO.

ATTACHED: SITE PLAN, ELEVATION AND CONTEXT PHOTOS

END OF NARRATIVE

3-HP-2013
8/7/2013

DAVID D. ORTEGA, A.I.A.
ARCHITECT & ASSOCIATES, INCORPORATED

Guidelines were Approved by HPC in 2005 and were considered in 2011 when modifications to the facade were Approved by the Historic Preservation Commission. 2013 New Patio responses are as follows:

1. Retain the historic scale, massing and proportions of the building.

2011 No Effect: HPC approved modifications to the west wall and a small patio, replacing planters.

2013 New Patio Request does not impact the historic scale, massing and proportions of the building.

A pedestrian-friendly New Patio replaces the wall between the existing massive stone-clad elements.

2. Additions or expansions to the building should occur at the rear and should be subordinate to the historic building and similar in scale, massing, and proportions. Second story additions should be set back from the front facade. No impact. Not an addition, expansion or second story, therefore; Not Applicable.

3. Repair or replacement of the roof should retain the parapet walls that obscure the low-pitch gable form.

No Impact. No change to existing parapets, therefore; Not Applicable.

4. Repairs to the exterior walls and/ or the new construction of the interior walls should match the existing materials, patterns and texture. No Impact. Existing masonry walls are exposed at the New Patio.

5. Retain porch canopy and canopy detailing. Repair or replacement of the porch must be similar in form and appearance to the original. No Impact. Existing 2-tier canopy is not changed.

6. Location/size of narrow rectangular windows should be retained to preserve interior privacy/ low lighting.

2011 No Effect: HPC approved improved connectivity and allowed a small patio as requested.

2013 New Patio: Applicant requests a new 14-foot deep patio with entry doors setback into the restaurant.

Patio pulls seating farther from the street and allows more indoor privacy options on favorable weather days.

7. Repairs to the Pink Pony entry doors should retain the southwestern character reinforced with a double- leaf Kachina design door panels and heavy metal entry door hardware .

Limited Impact. Applicant shall relocate original doors inside the restaurant at a Pink Pony Room.

8. Repairs or replacement to planter boxes must retain the semicircular form and materials.

2011 No Effect: HPC approved keeping the curved walls and removing planters to allow a small patio.

2013 New Patio: Applicant proposes extending the original curved planter walls (match stone) and to install narrow raised planter(s) inside the planter walls. Symmetrical planters will draw-in patrons.

9. Repairs or replacement to signage should use rustic wood lettering and an ornamental element is encouraged. 2013 Signage is not part of HPC submittal, but will considered per Old Town guidelines.

10. Repair or replacement of existing light fixtures should be designed with a low profile so they are not visibly intrusive. No Impact. Recessed canopy lighting to remain. Patio lighting to be shielded.

11. Decorative Pink Pony ornament should be retained on some prominent portion of the primary facade.

2011 No Effect: HPC approved pony logos set on stone piers. 2013 requests logo relocation inside building.

12. Retainling the distinctive pink colors along the primary facade is encouraged.

Mid-Century pink, associated with the Pink Pony Steak House, is not is not part of 2013 re-branding.



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

This request concerns all property identified in the development application.

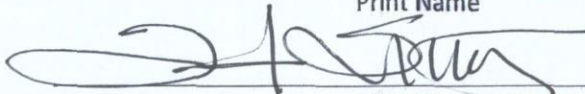
Pre-application No: 412 - PA - 6013
Project Name: PINK PONY NEW PATIO
Project Address: 3831 N. SCOTTSDALE RD 85251

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: TIMOTHY A. SMITH
Print Name

Signature

City Use Only:

Submittal Date: _____ Case number: _____

Planning, Neighborhood & Transportation Division
7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 ♦ Phone: 480-312-7000 ♦ Fax: 480-312-7088



Pre-Application Request

Purpose:

The purpose of the Pre-Application submittal, and meeting, is for the applicant and City Staff to discuss a proposed Development Application, and the information and process that is necessary for City Staff to process the proposal.


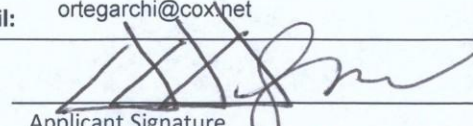
In accordance with the Zoning Ordinance, no development application shall be accepted before a Pre-Application has been submitted, and a Pre-Application meeting has been conducted with City Staff, unless the Pre-Application meeting has been waived by the Zoning Administrator.

Submittal:

The completed Pre-Application request form, all required materials and fees should be submitted in person to the One-Stop-Shop located at 7447 East Indian School Road. All checks shall be payable to "City of Scottsdale."

Scheduling

After the Pre-Application packet has been accepted at the One-Stop-Shop, a staff member will contact the Applicant within five (5) Staff Working Days to schedule a Pre-Application meeting with the assigned staff member(s). Generally, a Pre-Application meeting is scheduled within five (5) to fifteen (15) Staff Working Days from the date of the submittal.

Project Name: Pink Pony Inset Patio	
Property's Address: 3831 N. Scottsdale Road	APN: 130-23-127 QS 16-45
Property's Zoning District Designation: C-2 DO HP	
Property Details:	
<input type="checkbox"/> Single-Family Residential	<input type="checkbox"/> Multi-Family Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other
Has a 'Notice of Compliance' been issued? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide a copy with this submittal	
Owner: Tim Smith , Managing Partner SL LLC	Applicant: David Ortega AIA
Company: SL, LLC	Company: David Ortega Architect & Associates
Address: 8601 N. Scottsdale Road Suite 140	Address: 7051 5th Avenue Suite H
Phone: 480 947-1515 Fax:	Phone: 480 991-4224 Fax:
E-mail: tim@gssco.com	E-mail: ortegarchi@cox.net
 Owner Signature	 Applicant Signature
Official Use Only Submittal Date: 7/12/13	Application No.: 452 -PA- 2013
Project Coordinator: _____	

Planning, Neighborhood & Transportation Division

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