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



# 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: Apartment Community at Scottsdale Rd. & Silverstone Dr.

Property's Address: SEC of Scottsdale Road and Silverstone Drive

Property's Current Zoning District Designation: PC / Comparable R-5

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: Chris Brozina	Agent/Applicant: John Berry / Michele Hammond
Company: MT Pinnacle LLC	Company: Berry Riddell & Rosensteel
Address: 6623 N. Scottsdale Rd.	Address: 6750 E. Camelback Road, Suite 100, Sct
Phone: 480-991-9111 Fax:	Phone: 480-385-2727 Fax: 480-385-2757
E-mail: chris.brozina@mark-taylor.com	E-mail: mh@brrlawaz.com
Designer: Rob Orme	Engineer: Steve Haney
Company: Mark-Taylor / Architectural Design Group	Company: Kimley-Horn
Address: 6623 N. Scottsdale Rd.	Address: 7740 N. 16th Street, Ste. 300
Phone: 480-281-5549 Fax:	Phone: 602-944-5500 Fax:
E-mail: rorme@mark-taylor.com	E-mail: Steve.Haney@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.

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

Owner Signature:	Agent/Applicant Signature:
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Official Use Only	Submittal Date:	Development Application No.:
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# City of Scottsdale Cash Transmittal

# 99532

99532  
3 00712739  
11/21/14 PLN-1STOP  
JOGAZ HPDC600524  
11/21/2014 2:49 PM  
\$1,515.00

**Received From :**

MARK TAYLOR DEVELOPMENT INC  
6623 N SCOTTSDALE RD  
SCOTTSDALE, AZ 85250  
480-991-9111

**Bill To :**

MARK TAYLOR DEVELOPMENT INC  
6623 N SCOTTSDALE RD  
SCOTTSDALE, AZ 85250  
480-991-9111

<b>Reference #</b>	1151-PA-2014	<b>Issued Date</b>	11/21/2014
<b>Address</b>	22605 N 74TH ST	<b>Paid Date</b>	11/21/2014
<b>Subdivision</b>	M.O.D. AND PARCEL MAP FOR SILVERSTONE AT PINNACLE PEAK	<b>Payment Type</b>	CHECK
<b>Marketing Name</b>		<b>Cost Center</b>	
<b>MCR</b>	883-17	<b>County</b>	No
<b>APN</b>	212-02-001H	<b>Gross Lot Area</b>	0
<b>Owner Information</b>		<b>NAOS Lot Area</b>	0
MT PINNACLE LLC		<b>Net Lot Area</b>	
6623 N SCOTTSDALE RD		<b>Number of Units</b>	1
SCOTTSDALE, AZ 85250		<b>Density</b>	
480-991-9111		<b>Water Zone</b>	
		<b>Water Type</b>	
		<b>Sewer Type</b>	
		<b>Meter Size</b>	
		<b>QS</b>	44-45

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

SIGNED BY ROB ORME ON 11/21/2014

53-DR-2014  
11/21/2014

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 # 99532**

**Mark Taylor**  
**Silverstone/Rawhide**  
**DRB Project Narrative**  
**11-19-2014**

**I. INTRODUCTION**

Mark-Taylor is developing a luxury resort-style multifamily community of 262 units on a 16.44+/- acre site (15.8 du/ac) at the southeast corner of Scottsdale Road and Silverstone Drive. The site is part of the Silverstone master planned community with a mix of uses under the zoning classification of Planned Community District (PC) - zoning Case No. 15-ZN-2005. This site is to be developed with comparable zoning of R-5 with amended development standards as approved with the above mentioned case. The proposed site plan and buildings conform with these amended standards and comply with all zoning stipulations.

**II. CONFORMANCE WITH GENERAL AND CHARACTER PLANS AND GUIDELINES**

The Scottsdale General Plan designates the property as a mixed-use neighborhood of Suburban/Suburban Desert Character. This development is the "live" component of the "live-work-play" integration goal described by this designation. This multi-family community focuses on human scale development that will provide high-end options for the diverse and discerning population in the area.

The proposed multi-family community is responding to the guiding principles of: adding to the variety of housing options; providing connectivity between the surrounding live, work and play uses in the neighborhood; an appropriate and complimentary presentation of building materials that are responsive to the climate, energy efficient and compatible with the neighboring developments. The streetscapes will be protected or improved in accordance with the Master

Environmental Design Concept Plan (MEDCP), Scenic Corridor Design Guidelines and applicable Scottsdale Design Standards and Policies to provide enhanced pedestrian and vehicular connectivity to all surrounding business, retail and recreational activities.

### **III. CONFORMANCE TO MEDCP**

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- ***Landscaping***

The proposed development will maintain a low-water use plant palette consistent with the approved MEDCP plant list. Context appropriate desert plant materials will be utilized with the development of the Property, in harmony with the established vegetative pattern in the area. Protection of native plants will be exercised per the City of Scottsdale's requirements. See landscape plan.

- ***Pedestrian Circulation***

The perimeter of the site will be provided with trails, paths and sidewalks consistent with the MEDCP and requirements within the 100' scenic corridor along Scottsdale Road to accommodate and encourage pedestrian activity to, from and around the path system of the Silverstone development and beyond. Controlled access pedestrian gates will provide connections for the residents on Silverstone Drive and 74<sup>th</sup> Street. The sidewalk system within the development will provide accessible circulation throughout the site with ramps, crosswalks, etc. See pedestrian circulation plan.

- ***Architectural Character***

The overall character, design, and material selection is consistent with the approved MEDCP. See Section V. below and elevations/renderings.

- ***Lighting***

Lighting will be designed in a manner that is respectful of the surrounding context, the City's dark-sky policies and approved MEDCP while maintaining safety for future residents. See lighting plan.

#### **IV. GENERAL CONTRIBUTION TO THE NEIGHBORHOOD**

Given the reputation and history of Mark-Taylor in the Valley, the proposed multi-family community will undoubtedly bring a high level of sustained desirability to the area. Mark-Taylor communities are still rated among the most desirable and attractive in the metropolitan area even a decade or more after construction.

This residential community will be a flagship development for Mark-Taylor. The proposed community will be the lowest density (15.8 du/ac multifamily apartment development in this cycle anywhere in the valley. Additionally, the average unit size of 1,425 s.f. is significantly larger than other typical rental units currently being built in Scottsdale and throughout the valley. These buildings will have elevators throughout regardless of the 2- and 3-story structures and a high garage/unit ratio. These amenities along with upgraded interior finishes and features will appeal to a more mature demographic (empty nesters, baby boomers, part time residents, etc.) looking to downsize and/or find flexibility outside of traditional homeownership while keeping the exclusivity of a North Scottsdale address.

Overall, this is a comfortably efficient size of project that allows for plenty of perimeter landscaping and on-site space between buildings for usable open space, convenient circulation for pedestrian walkways as well as air and light.

Typically the grand entrance would get particular attention to make it exceptional, but in this case we will have two exceptional entrances. The Silverstone Drive entrance will be considered the front door to the project, but both entrances will have a grand, gated porte-cochere with guardhouse to announce the approach to an exceptional community. Landscaping is one of the many standout features of Mark-Taylor communities, and this development will be no different with resort-like scenery consisting of Sonoran and complimentary favorites from the approved plant palette. Each of the three street fronts is intended to have a different character concept as described in the Master Environmental Design Concept Plan, and will be masterfully blended within and throughout the site.

Any traffic impact resulting from this development will be tempered by its dispersal through alternate entries which provide access on two different streets (Silverstone Drive & 74<sup>th</sup> Street) and tie into Scottsdale Road (major arterial), Williams (major collector), Pinnacle Peak (minor arterial) and Miller (minor arterial).

## **V. ARCHITECTURAL CHARACTER AND VARIETY**

The architectural character of the development is a compilation of traditionally practical and attractive southwest features. Low pitched roofs of hips and gables, exposed rafter tails, clay-colored S-shaped roof tiles, arched openings and wrought iron details give the project an underlying Spanish Colonial Revival design foundation. Variations on that theme provide additional interest and benefits. The variable massing and roofing levels brings the 3-story building down to a pedestrian scale and provides variety to the overall appearance of massing and color contrasts. Just enough architecturally integrated features extend above the 36-foot building height to give visual variety to the roofline and provide safe and necessary access to the roof-top mechanical equipment. The concrete "S" roof tile provides a durable and aesthetically pleasing lid to the buildings with obvious intentions of evoking the clay barrel roof tiles so commonly associated with the region. The roof tiles will be a blend of colors that complement the earth tones of the stucco, stone and accent features. Roof overhangs, deep patio/balcony coverings, and colonnades provide much needed shade in the hotter months and provide wonderful shadows to enrich the appearance of the varied building facades. Varied window sizes demonstrate congruence between form and function. The enclosing guardrails of the patios and balconies are of two types to avoid excessive repetition - some are relatively open with decorative wrought iron railing while others are mostly opaque with a stucco-covered, wood framed half-wall containing a perforated pre-cast decorative concrete insert.

Rather than assemble a series of currently trendy colors to apply to the buildings in various patterns, Mark-Taylor has always subscribed to the concept of a simple and elegant single light, earth-toned color with accents of complimentary color and material. The exposed rafter tails,

stone and brick veneer, brick borders, window pop-outs, body bands, columns, corbels, shutters and other various decorative features add pointed variety and detail to the architecture. These accessorizing elements will be fine tuned to an appropriate level of articulation. It is Mark-Taylor's philosophy to present a striking product that is perceived as clean and classy rather than convoluted and cluttered; timeless rather than fleetingly dated as soon as the next color trend comes around. ~~The shadows that are cast by the varied planes of good~~ design provide much better contextual and complimentary hues than any selection of paints from a color deck.

## **VI. SENSITIVE DESIGN PRINCIPLES, CLIMATE / ENVIRONMENTAL FACTORS**

The Character and Design Element of the General Plan states that "Development should respect and enhance the unique climate, topography, vegetation and historical context of Scottsdale's Sonoran desert environment, all of which are considered amenities that help sustain our community and its quality of life." The City has established a set of design principles, known as the Scottsdale's Sensitive Design Principles, to reinforce the quality of design in our community. The following Sensitive Design Principles are fundamental to the design and development of the Property.

### ***1. The design character of any area should be enhanced and strengthened by new development.***

**Response:** The proposed architectural character takes inspiration from the surrounding Silverstone development through the use of similar materials, colors and architectural detailing. The building character and massing is complementary to the surrounding development including the newly approved Sprouts retail center. The proposed development will utilize a variety of desert appropriate textures and building finishes, incorporate architectural elements that provide solar shading and overhangs, and celebrate the Southwestern climate by creating outdoor living spaces for each unit, recreational amenities, and gathering places for its residents.



- 2. Development, through appropriate siting and orientation of buildings, should recognize and preserve established major vistas, as well as protect natural features.**

**Response:** Although the setting of this site is suburban-redevelopment-in-character-(previously Rawhide) and does not have natural features such as washes and natural area open space to preserve, the developer has taken special consideration to maintain established vistas and provide views and convenient access to surrounding features and integral open space for the residents.

- 3. Development should be sensitive to existing topography and landscaping.**

**Response:** The proposed development is sensitive to the natural topography and will restore the currently altered grades to a more natural flow with landscaping that will consist of low-water use desert appropriate landscaping materials.

- 4. Development should protect the character of the Sonoran Desert by preserving and restoring natural habitats and ecological processes.**

**Response:** The proposed development will preserve and restore natural habitats and ecological processes through the inclusion of additional desert appropriate landscaping and integration of native plants. The site has more than the required open space, and is providing 24.5% open space (178,580 s.f.), where 22% (160,149 s.f.) is required. Also, the parking lot landscaping requirement of 15% is far exceeded with 42.6% parking lot landscaping provided. Additional landscaping will contribute to the natural habitat for wildlife and improved air quality. Also, desert appropriate plants will be able to withstand the variations of the local climate and as they mature they will become self-sustaining relative to water demand. The existing runoff flow patterns coming through this site toward Scottsdale Road are maintained with the proposed development.

5. ***The design of the public realm, including streetscapes, parks, plazas and civic amenities, is an opportunity to provide identity to the community and to convey its design expectations.***

**Response:** Pedestrian circulation and streetscape is an important feature of the project with the trail system along Scottsdale Road and proximately to the Appaloosa Public Library (see below for more details).

6. ***Developments should integrate alternative modes of transportation, including bicycles and bus access, within the pedestrian network that encourage social contact and interaction within the community.***

**Response:** The perimeter of the site will be provided with trails, paths and sidewalks consistent with the MEDCP and requirements within the 100' scenic corridor along Scottsdale Road to accommodate and encourage pedestrian activity to, from and around the path system of the Silverstone development and beyond. Controlled access pedestrian gates will provide connections for the residents on Silverstone Drive and 74<sup>th</sup> Street. The sidewalk system within the development will provide accessible circulation throughout the site with ramps, crosswalks, etc. Likewise, automobile traffic will be conveniently accommodated with two means of full access. On-site parking for residents and their guests is evenly distributed throughout the site for safety and convenience.

7. ***Development should show consideration for the pedestrian by providing landscaping and shading elements as well as inviting access connections to adjacent developments.***

**Response:** The proposed development will incorporate design elements that respect human-scale, providing shade and shelter through building, site and landscape design. A detailed pedestrian circulation plan is provided with the application showing connectivity and connections throughout the site for the benefit of the residents.

**8. Buildings should be designed with a logical hierarchy of masses.**

**Response:** The proposed use of building massing is compatible with surrounding development and is appropriately placed back from the street frontages with 30' along Silverstone Drive and 74<sup>th</sup> Street and 100' along Scottsdale Road. Building articulation, roof design and massing promotes a natural hierarchy.

**9. The design of the built environment should respond to the desert environment.**

**Response:** The proposed development will utilize a variety of desert appropriate textures and building finishes, incorporate architectural elements that provide solar shading and overhangs, and celebrate the Southwest climate by creating abundant outdoor living spaces and amenities for its residents. Additionally, the development plan far exceeds the base open space requirements.

Roof overhangs, 3-coat stucco system, dual pane windows with low-E glazing, and shading colonnades are all in response to the regional climate conditions and the need to build sustainable architecture. The above features plus maximized insulation will assure that we exceed the efficiency requirements of the International Energy Conservation Code. For south and west facing windows without immediate overhangs or recessed solar relief, we will coordinate the use and placement of the appropriate species of trees to provide shading for those windows. Every unit will have high performance glazing to block the maximum amount of UV rays while maintaining maximum visibility.

**10. Developments should strive to incorporate sustainable and healthy building practices and products.**

**Response:** Sustainable strategies and building techniques, which minimize environmental impact and reduce energy consumption, will

be emphasized. The developer intends to incorporate sustainable design elements into the building design.

**11. *Landscape design should respond to the desert environment by utilizing a variety of mature landscape materials indigenous to the arid region.***

**Response:** Context appropriate, mature arid-region plant materials will be utilized with the development of the Property. The desert character will be upheld through the careful selection of plant materials in terms of scale, density, and arrangement.

**12. *Site design should incorporate techniques for efficient water use by providing desert adapted landscaping and preserving native plants.***

**Response:** The proposed development will maintain a low-water use plant palette (see landscape plan) consistent with the approved MEDCP. Context appropriate desert plant materials will be utilized with the development of the Property, consistent with the established vegetative pattern in the area.

**13. *The extent and quality of lighting should be integrally designed as part of the built environment.***

**Response:** Lighting will be designed in a manner that is respectful of the surrounding context, the City's dark-sky policies and approved MEDCP while maintaining safety for future residents.

**14. *Signage should consider the distinctive qualities and character of the surrounding context in terms of size, color, location and illumination.***

**Response:** Project identification will be low-scale and contextually appropriate and processed under a separate approval and permit process.

## **VII. DEVELOPMENT REVIEW BOARD CRITERIAL - 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.***

**Response:** The proposed development is consistent with the Silverstone MEDCP, General Plan, approved zoning case, and Design Standards & Policies Manual.

***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;***

**Response:** The architectural character, landscaping and site design of the proposed development have been designed with respect to the surrounding improved developments including the Vi at Silverstone, Appaloosa Library and the Sprouts center (recently approved and under construction). The buildings are arranged both inward around the on-site open space, and outward toward the surrounding scenery.

***b. Avoid excessive variety and monotonous repetition;***

**Response:** The proposed buildings include roof overhangs, deep patio/balcony coverings, and colonnades that provide shade and shadows to enrich the appearance of the varied building facades. Varied window sizes demonstrate congruence between form and function. The enclosing guardrails of the patios and balconies are of two types to avoid excessive repetition - some are relatively open with decorative wrought iron railing while others are mostly opaque with a stucco-covered, wood framed half-wall containing a perforated pre-cast decorative concrete insert. The overall character and fenestration of the buildings are designed in a manner that avoids repetition.

***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;***

**Response:** See Scottsdale's Sensitive Design Principles outlined above.

***d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and***

**Response:** Not applicable.

***e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.***

**Response:** 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.***

**Response:** Access to the site is provided via Silverstone Drive on the north and 74<sup>th</sup> Street on the east. Parking is provide in excess of the City's code requirements with 416 spaces required and 520 spaces provided on site. Additionally, see the Pedestrian/Vehicular Circulation Plan for connectivity and access points.

***4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design.***

**Response:** In keeping with Mark-Taylor's commitment to provide a pedestrian-friendly, peaceful and relaxing environment – all mechanical condensing units at the clubhouse/leasing office and apartment buildings are placed in a mechanical well atop each of the buildings. These mechanical wells are well screened by a combination of mansard roofs and parapets to completely conceal the units from eyesight and earshot. This not only keeps the grounds quieter, but allows for more landscaping between and around the buildings, and serenity between and around our residents.

**5. Within the Downtown Area, building and site design shall:**

- a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;**
- b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;**
- c. Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;**
- d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and**
- e. Incorporate enhanced design and aesthetics of building mass, height, materials, and intensity with transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.**

**Response:** 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;**
- b. Location near pedestrian circulation routes consistent with existing or future development or natural features;**
- c. Location near the primary pedestrian or vehicular entrance of a development;**
- 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**
- e. Location in conformance to standards for public safety.**

**Response:** Not applicable.

**B. The property owner shall address all applicable criteria in this section.**

**Response:** See responses above.

### **VIII. SUMMATION**

The development is in substantial harmony with the General Plan, Grayhawk/Rawhide Character Area, Master Environmental Design Concept Plan, Scenic Corridor Design Guidelines, and offers responsible solutions to the Scottsdale Sensitive Design Principles. Mark-Taylor is a premium developer and manager of first-rate apartment homes, and is dedicated to making this a stand-out example of excellence in their long history of successful multi-family communities.





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

This request concerns all property identified in the development application.

Pre-application No: \_\_\_\_\_ - PA - \_\_\_\_\_

Project Name: Rawhide Apartment Community at Scottsdale Rd. & Silverstone Dr.

Project Address: 7215 E. Silverstone (SEC Scottsdale Rd. & Silverstone Dr.)

### 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: \_\_\_\_\_

*Scott Taylor*

Print Name

*[Signature]*

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

53-DR-2014  
11/21/2014

Rev. 9/2012

1151 PA 2014

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

Project No. \_\_\_\_\_

PA \_\_\_\_\_



# 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</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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	5. Request to Submit Concurrent Development Applications (form provided)

### Planning, Neighborhood & Transportation Division

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7

53-DR-2014  
11/21/2014

# Development Review Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6. Letter of Authorization (from property owner(s) if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7. Affidavit of Authorization to Act for Property Owner (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner. (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8. Appeals of Required Dedications or Exactions (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. Commitment for Title Insurance – No older than 30 days from the submittal date (requirements form provided) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 1 copy</li> <li>Include complete Schedule A and Schedule B.</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 2 copies <i>in title</i></li> </ul>
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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;"> <div> <input checked="" type="checkbox"/> Sensitive Design Program (information provided)  <input checked="" type="checkbox"/> Design Standards and Policies Manual  <input 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> <input checked="" type="checkbox"/> MAG Supplements  <input type="checkbox"/> Office Design Guidelines  <input type="checkbox"/> Restaurants  <input type="checkbox"/> Lighting Design Guidelines  <input 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 checked="" 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 checked="" 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>

## 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

<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" 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 checked="" 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>_____ 750 foot radius from site</p> <p>_____ 1/4 mile radius from site</p> <p>_____ Other: _____</p>

### 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

<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 1/2" 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 1/2" 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 1/2" 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>28. Site Cross Sections</b> <i>SCOTTSDALE RD &amp; S.C.E.</i> <ul style="list-style-type: none"> <li>24" x 36" 1 – copy, folded</li> <li>11" x 17" 1 – copy, folded</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" 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 1/2" 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>30. Topography and slope analysis plan (ESL Areas)</b> <i>N/A - NOT IN ESL</i> <ul style="list-style-type: none"> <li>24" x 36" 1 – copy, folded</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" 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 1/2" 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 1/2" 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>

### 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

<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>	<i>on landscape site</i>
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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>	<i>Site Plan</i>
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<b>37. Pedestrian and Vehicular Circulation</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>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>38. Bikeways &amp; Trails 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> <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

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

## 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 1/2" 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 1/2" 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 1/2" 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 checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" 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 1/2" x 11" - 1 color copy (quality suitable for reproduction)</li> <li>• 8 1/2" x 11" - 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> </ul>

### 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

<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 checked="" type="checkbox"/>	<input checked="" 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 checked="" 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>8 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul> <div style="position: absolute; right: 0; top: 0; font-size: 2em; transform: rotate(-15deg); opacity: 0.5;">Site Plan</div>
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" 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>

### 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

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>56. Basis of Design Report for Water and Wastewater</b>  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. <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 checked="" type="checkbox"/>	<b>57. Basis of Design Report for Wastewater</b>  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. <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 checked="" type="checkbox"/>	<b>58. Master Plan and Design Report for Water</b>  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. <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 checked="" type="checkbox"/>	<b>59. Master Plan and Design Report for Wastewater</b>  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. <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 checked="" 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>61. Water Of Approval For Fountains Or Water Features from the Water Conservation Office</b>  Please contact Elisa Klien at 480-312-5670 <ul style="list-style-type: none"> <li>1 copy of the approval from the Water Conservation Office</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>62. Native Plant Submittal:</b> <ul style="list-style-type: none"> <li>24" x 36" 1 – copy, folded.</li> </ul> (Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)

### 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

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>63. Transportation Impact &amp; Mitigation Analysis (TIMA)</b> (information provided)</p> <p>Please review the City's Design Standards &amp; 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> <p><input type="checkbox"/> Category 1 Study</p> <p><input type="checkbox"/> Category 2 Study</p> <p><input type="checkbox"/> Category 3 Study</p> <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>	<p><i>See email in folder</i></p> <p><b>PHIL KERCHER 480.312.7645</b></p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>64. Revegetation Site Plan, including Methodology and Techniques</b></p> <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"/>	<p><b>65. Cuts and Fills Site Plan</b></p> <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"/>	<p><b>66. Cuts and Fills Site Cross Sections</b></p> <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>	<p><b>FOR CUTS/FILLS OVER 6'</b></p> <p><b>SITE SECTIONS</b></p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>67. Environmental Features Map</b></p> <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"/>	<p><b>68. Geotechnical Report</b></p> <p>8-1/2" x 11" - 1 copy of the Geotechnical Report including full size plans/maps in pockets</p>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>69. Unstable Slopes / Boulders Rolling Map</b></p> <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"/>	<p><b>70. Bedrock &amp; Soils Map</b></p> <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>	

### 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

<input checked="" type="checkbox"/>	<input checked="" 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>  <div style="margin-left: 40px;"> <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)         </div>

Site Plans

### PART III – SAMPLES & MODELS

Req'd	Rec'd	Description of Documents Required for Complete Application. <span style="color: red;">No application shall be accepted without all items marked below.</span>
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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

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

## Development Review Application Checklist

[illegible]



## 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

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