



# Development Review (Minor) Staff Approval

43-SA-2016

Four Seasons Resort patio  
expansions

## APPLICATION INFORMATION

LOCATION:	10600 E Crescent Moon Dr	APPLICANT:	Brian Lonergan
PARCEL:	216-80-080A	COMPANY:	Estancia Landscape & Design
Q.S.:	49-53	ADDRESS:	7418 E Helm Dr Scottsdale, AZ 85260
CODE VIOLATION #:		PHONE:	480-695-7275

Request: Expand existing patios on ten units

## STIPULATIONS

1. Approval for the expansion of the existing outdoor patio area for units 403, 404, 602, 603, 604, 605, 606, 1801, 1803 and 1805 to include a raised gas firepit, seat wall and pavers.
2. Plans submitted for final plans review shall be updated to eliminate the omitted patio conversions.
3. Plans submitted for final plans review shall include the existing NAOS dedication line as recorded by the Map of Dedication of Easements The Four Seasons Resort Troon North under Book 518 of maps Page 41. *The patio expansion of units 1801, 1803, and 1805 may need to be reduced if plans show a conflict with the existing NAOS dedication.*
4. Aerial records indicate that protected native plant will be affected by many of the conversions. Provide a native plant inventory of the affected areas. Inventory shall be performed by a contractor listed on Scottsdale's list of Salvage Contractors.
5. Every effort shall be made to ensure that plant materials that are not protected by the Native Plant Ordinance be salvaged and replanted back on site.
6. Wall permits will be required for all retaining walls if proposed and all walls 3' or taller.
7. New wall surfaces to be stuccoed and painted to match the existing casita building.

## CONSTRUCTION DOCUMENT PLAN REVIEW SUBMITTAL REQUIREMENTS

Submit one copy of this approval letter, and a completed Owner/Builder form if applicable, and a permit application along with the following plan set(s) to the One-Stop-Shop for review:

PERMIT APPLICATION: ☒ **Completed Permit Application.** The permit application may be obtained or completed online at the following weblink:

[http://www.scottsdaleaz.gov/Assets/Public+Website/bldgresources/APP\\_Permit\\_Commercial.pdf](http://www.scottsdaleaz.gov/Assets/Public+Website/bldgresources/APP_Permit_Commercial.pdf)

*(Please complete the permit application online prior to arriving at the City to submit your construction documents)*

ARCHITECTURAL: ☒ 4 sets of architectural plans showing the existing NAOS dedication and all top of wall heights and total linear footage calculations for any retaining walls and all walls 3' or taller.

OTHER:

☒ Native Plant Permit Application and associated materials.

<http://www.scottsdaleaz.gov/codes/native-plant>

### Planning and Development Services

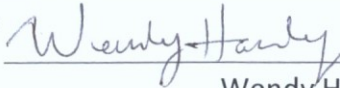
7447 East Indian School Road, Suite 105, Scottsdale, Arizona 85251 Phone: 480-312-7000 Fax: 480-312-7088

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

**Expiration of Development Review (Minor) Approval**

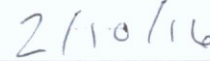
This approval expires two (2) years from date of approval if a permit has not been issued, or if no permit is required, work for which approval has been granted has not been completed.

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



Wendy Hardy

DATE: \_\_\_\_\_

**Planning and Development Services**

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## Application Narrative

Estancia Landscape & Design with The Four Seasons Resort of Scottsdale is seeking Approval for ~~14~~ patio/ fire pit additions to existing casita buildings. Purpose to expand small existing patios. <sup>10</sup>↑

1-25-16



# 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; or, may they be submitted digitally at following website:

<https://eservices.scottsdaleaz.gov/eServices/PreApps/Default.aspx>

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: <u>FOUR SEASONS RESORT</u>	
Property's Address: <u>10600 E. CRESCENT MOON DR.</u> APN: _____	
Property's Zoning District Designation: _____	
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 type="checkbox"/> No    If yes, provide a copy with this submittal	
Owner: _____	Applicant: <u>BRIAN LOVERGAN</u>
Company: <u>FOUR SEASONS RESORT</u>	Company: <u>ESTANCIA LANDSCAPE &amp; DESIGN</u>
Address: <u>10600 E. CRESCENT MOON</u>	Address: <u>7418 E. HEUM DR.</u>
Phone: <u>480-513-5150</u> Fax: _____	Phone: <u>480-695-7275</u> Fax: _____
E-mail: _____	E-mail: <u>BLOVERLANE@OL.COM</u>
Owner Signature _____	Applicant Signature <u>Brian L. Lovern</u>
Official Use Only    Submittal Date: <u>1/25/16</u>	Application No.: <u>70</u> -PA- <u>2016</u>
Project Coordinator: _____	

## Planning and Development Services Department

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



# Pre-Application Request

## Development Application Type:

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

Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input checked="" 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	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions (PP)	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Subdivision (Minor) (MD)	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions (PE)	<input type="checkbox"/> Single-Family Residential
<input type="checkbox"/> Minor Amendment (MA)		<input type="checkbox"/> Other

## Submittal Requirements: (fees subject to change every July)

☒ Pre-Application Fee: \$ 87  
(No fees are charged for Historic Preservation (HP) properties.)

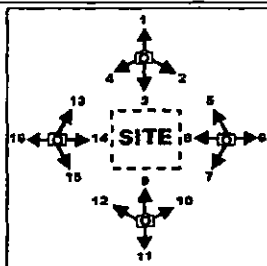
☒ Records Packet Fee: \$ 21  
Processed by staff. The applicant need not visit the Records desk to obtain the packet.  
(Only required for ZN, II, UP, DR, PP, AB applications, or otherwise required by Staff)

☒ Application Narrative:  
The narrative shall describe the purpose of the request, and all pertinent information related to the request, such as, but not limited to, site circulation, parking and design, drainage, architecture, proposed land use, and lot design.

☒ Property Owner Authorization Letter  
(Required for the SA and MS Pre-Applications)

☒ Site / Context Photographs

- Provide color photographs showing the site and the surrounding properties. Use the guidelines below for photos.
- Photos shall be taken looking in towards the project site and adjacent to the site.
- Photos should show adjacent improvements and existing on-site conditions.
- Each photograph shall include a number and direction.
- Sites greater than 500 ft. in length, also take the photo locations shown in the dashed lines.
- Photos shall be provided 8 1/2 x 11 paper, max. two per page.



☐ Other

- The following list of Additional Submittal Information is not required for a Pre-Application meeting, unless indicated below by staff prior to the submittal of this request.
- Applicants are advised to provide any additional information listed below. This will assist staff to provide the applicant with direction regarding an application.

## Additional Submittal Information

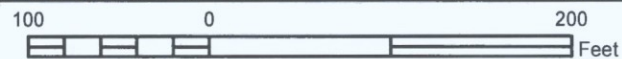
- ☒ Site Plan
- ☐ Subdivision plan
- ☐ Floor Plans
- ☐ Elevations
- ☐ Landscape plans
- ☐ H.O.A. Approval letter
- ☐ Sign Criteria Regulations & Language
- ☐ Material Samples – color chips, awning fabric, etc.
- ☐ Cross Sections – for all cuts and fills
- ☐ Conceptual Grading & Drainage Plan
- ☐ Exterior Lighting – provide cut sheets, details and photometrics for any proposed exterior lighting.
- ☐ Boundary Survey (required for minor land divisions)
- ☐ Areal of property that includes property lines and highlighted area abandonment request.
- ☐ One copy of the recorded document for the area that is requested to be abandoned. Such as: subdivision plat, map of dedication, GLO (General Land Office) federal patent roadway easement, or separate dedication document. A copy of most recorded documents to be abandoned may be purchased at the City of Scottsdale Records Dept. (480-312-2356), or the Maricopa County Recorder's Office (602-506-3535). A copy of the General Land Office (GLO) federal patent roadway easement may be purchased from the Bureau of Land Management (602-417-9200).

## Planning and Development Services Department

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# NAOS



criv  
10/1/2015 1:01:44 PM

Notice: This document is provided for general information purposes only. The City of Scottsdale does not warrant its accuracy, completeness, or suitability for any particular purpose. It should not be relied upon without field verification.





# Affidavit of Authority to Act as the Property Owner

1. This affidavit concerns the following parcel of land:

- a. Street Address: 10600 E. CRESCENT MOON TR. SCOTTSDALE
- b. County Tax Assessor's Parcel Number: 216-86-086A
- c. General Location: ALMA SCHOOL RD & SOUTH OF TILAHUITE RD.
- d. Parcel Size: 1.012, 942
- e. Legal Description: \_\_\_\_\_

(If the land is a platted lot, then write the lot number, subdivision name, and the plat's recording number and date. Otherwise, write "see attached legal description" and attach a legal description.)

2. I am the owner of the land or I am the duly and lawfully appointed agent of the owner of the land and have authority from the owner to sign this affidavit on the owner's behalf. If the land has more than one owner, then I am the agent for all of the owners, and the word "owner" in this affidavit refers to all of them.

3. I have authority from the owner to act for the owner before the City of Scottsdale with regard to any and all reviews, zoning map amendments, general plan amendments, development variances, abandonments, plats, lot splits, lot ties, use permits, building permits and other land use regulatory or related matters of every description involving the land, or involving adjacent or nearby lands in which the owner has (or may acquire) an interest, and all applications, dedications, payments, assurances, decisions, agreements, legal documents, commitments, waivers and other matters relating to any of them.

4. The City of Scottsdale is authorized to rely on my authority as described in this affidavit until three work days after the day the owner delivers to the Director of the Scottsdale Planning & Development Services Department a written statement revoking my authority.

5. I will immediately deliver to the Director of the City of Scottsdale Planning & Development Services Department written notice of any change in the ownership of the land or in my authority to act for the owner.

6. If more than one person signs this affidavit, each of them, acting alone, shall have the authority described in this affidavit, and each of them warrant to the City of Scottsdale the authority of the others.

7. Under penalty of perjury, I warrant and represent to the City of Scottsdale that this affidavit is true and complete. I understand that any error or incomplete information in this affidavit or any applications may invalidate approvals or other actions taken by the City of Scottsdale, may otherwise delay or prevent development of the land, and may expose me and the owner to other liability. I understand that people who have not signed this form may be prohibited from speaking for the owner at public meetings or in other city processes.

Name (printed)

BILL POLCYN  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date

1/02, 2016  
\_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Signature

[Signature]  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Planning and Development Services

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