

## **Case Research**

**CHECKLIST**  
**DRAINAGE REPORTS, DRAINAGE WAIVER, WATER AND WASTEWATER**  
**BASIS OF DESIGN REPORTS**

**APPLICANT:**

Please remember to take the following reports to the One Stop Shop to be logged in.

- Drainage Report/Drainage Waiver (2 copies)- Plan Check # 1370-13
- Water Basis of Design Report (2 copies)- Plan Check # \_\_\_\_\_
- Wastewater Basis of Design Report (2 copies)- Plan Check # \_\_\_\_\_
- No reports required

**PLANNING ASSISTANT:**

Please write the pre-app number on the submitted reports.

**COUNTER REPRESENTATIVE:**

When giving the above reports a Plan Check number, please remember to input the following information from the project application in the Plan Check number:

- Project Name Rancho Paraíso
- Street Address 12011 N 68 Pl
- Applicant's name/contact information Mike Cooperman  
435.655.1388
- Pre-application number 16-PA-2013

**\*\*\* Please return this form to the Planning Assistant's**

  
Planning Assistant Signature

3/14/13  
Date

Case File \_\_\_\_\_



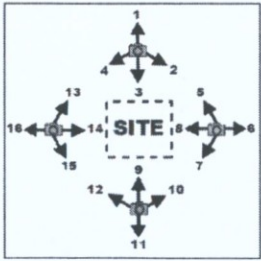
# Pre-Application Request

**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 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 checked="" 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"/>                               |

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

|  |   |
|--|---|
| <p><input checked="" type="checkbox"/> Pre-Application Fee: \$ <u>87</u></p> <p><input checked="" type="checkbox"/> Records Packet Fee: \$ <u>21</u><br/>Processed by staff. The applicant need not visit the Records desk to obtain the packet.<br/><i>(Only required for ZN, II, UP, DR, PP, AB applications, or otherwise required by Staff)</i></p> <p><input checked="" type="checkbox"/> Application Narrative:<br/>The narrative shall describe the propose 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.</p> <p><input type="checkbox"/> Property Owner Authorization Letter<br/><i>(Required for the SA and MS Pre-Applications)</i></p> <p><input checked="" type="checkbox"/> Site / Context Photographs</p> <ul style="list-style-type: none"> <li>• Provide color photographs showing the site and the surrounding properties. Use the guidelines below for photos.</li> <li>• Photos shall be taken looking in towards the project site and adjacent to the site.</li> <li>• Photos should show adjacent improvements and existing on-site conditions.</li> <li>• Each photograph shall include a number and direction.</li> <li>• Sites greater than 500 ft. in length, also take the photo locations shown in the dashed lines.</li> <li>• <b>Photos shall be provided 8 1/2 x 11 paper, max. two per page.</b></li> </ul> | <ul style="list-style-type: none"> <li>• <i>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.</i></li> <li>• <i>Applicants are advised to provide any additional information listed below. This will assist staff to provide the applicant with direction regarding an application.</i></li> </ul> <p><b>Additional Submittal Information</b></p> <p><input checked="" type="checkbox"/> Site Plan (two copies)</p> <p><input type="checkbox"/> Subdivision plan (two copies)</p> <p><input type="checkbox"/> Floor Plans (two copies)</p> <p><input type="checkbox"/> Elevations (two copies)</p> <p><input type="checkbox"/> Landscape plans (two copies)</p> <p><input type="checkbox"/> H.O.A. Approval letter</p> <p><input type="checkbox"/> Sign Criteria Regulations &amp; Language (two copies)</p> <p><input type="checkbox"/> Material Samples – color chips, awning fabric, etc.</p> <p><input type="checkbox"/> Cross Sections – for all cuts and fills</p> <p><input type="checkbox"/> Conceptual Grading &amp; Drainage Plan (three copies)</p> <p><input type="checkbox"/> Exterior Lighting – provide cut sheets, details and photometrics for any proposed exterior lighting.</p> <p><input type="checkbox"/> Boundary Survey (required for minor land divisions)</p> <p><input checked="" type="checkbox"/> Areal of property that includes property lines and highlighted area abandonment request.</p> <p><input type="checkbox"/> 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).</p> |
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# 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.

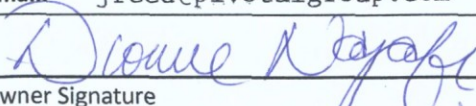

In accordance with the Zoning Ordinance, no development application shall be accepted before a Pre-Application has been submitted, and a Pre-Application meeting has been conducted with City Staff, unless the Pre-Application meeting has been waived by the Zoning Administrator.

**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.

|  |  |
|--|--|
| <b>Project Name:</b> Rancho Paraiso  |  |
| <b>Property's Address:</b> 21011 N 68th & 6911 E Cactus Rd & 6912 E Paradise   | <b>APN:</b> 175-20-005/006/007   |
| <b>Property's Zoning District Designation:</b> R-35  |  |
| <b>Property Details:</b>   |  |
| <input checked="" type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other |  |
| <b>Has a 'Notice of Compliance' been issued?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, provide a copy with this submittal   |  |
| <b>Owner:</b> DIONNE NAJAFI  | <b>Applicant:</b> Mike Coopman   |
| <b>Company:</b> DFN COMMUNITY, LLC   | <b>Company:</b> Pivotal Group  |
| <b>Address:</b> 3200E Camelback Rd. Suite 295 85018  | <b>Address:</b> Same   |
| <b>Phone:</b> 602-956-7200 <b>Fax:</b> 602-956-2313  | <b>Phone:</b> 435-655-1388 <b>Fax:</b>   |
| <b>E-mail:</b> jreed@pivotalgroup.com  | <b>E-mail:</b> mcoopman@promontoryclub.com   |
| <br>Owner Signature   | <br>Applicant Signature |
| <b>Official Use Only</b> <b>Submittal Date:</b> 1/8/13   | <b>Application No.:</b> 14 -PA- 2013   |
| <b>Project Coordinator:</b> _____  |  |

**Planning, Neighborhood & Transportation Division**

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