

**Correspondence Between  
Staff and Applicant  
Approval Letter**



Planning & Development Services Department  
Planning and Neighborhood

7447 East Indian School Road  
Scottsdale, Arizona 85251

May 9, 2017

5-DR-2017  
Armand Milazzo  
Development Services, LLC  
2278 E Aster Dr  
Chandler, AZ 85286

**RE: DRB/PRELIMINARY PLAT APPROVAL NOTIFICATION**

**Case Reference No:** 5-DR-2017 Adeline - Scottsdale Inn

The Development Review Board approved the above referenced case on May 4, 2017. For your use and reference, we have enclosed the following documents:

- Approved Stipulations/Ordinance Requirements
- Construction Document Submittal Requirements/Instructions
- 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.
  - These instructions are provided to you so that you may begin to assemble information you will need when submitting your construction documents to obtain a building permit. For assistance with the submittal instructions, please contact your project coordinator, Greg Bloemberg, 480-312-4306.
- Table: "About Fees"
  - A brief overview of fee types. A plan review fee is paid when construction documents are submitted, after which construction may begin. You may review the current years fee schedule at: <http://www.scottsdaleaz.gov/bldgresources/Fees/default.asp>

Please note that fees may change without notice. Since every project is unique and will have permit fees based upon its characteristics, some projects may require additional fees. Please contact the One Stop Shop at 480-312-2500.

**Finally, please note that as the applicant, it is your responsibility to distribute copies of all enclosed documents to any persons involved with this project, including but not limited to the owner, engineers, architect, and developer.**

Sincerely,

Greg Bloemberg  
Senior Planner  
gbloemberg@ScottsdaleAZ.gov

**About Fees -**

The following table is intended to assist you in estimating your potential application, plan review, and building permit fees. Other fees may also apply, for example Water Resources non-Residential Development, Parking-in-Lieu Fees, or Assessment District Fees; and those fees are not listed in this package the plan review staff is responsible for determining additional applicable fees.

Type of Activity	Type of Fee	Subcategory	When paid?
Commercial	Application	<ul style="list-style-type: none"> <li>▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Commercial, foundation, addition, tenant improvement/remodel</li> <li>▪ Apartments/Condos</li> <li>▪ Engineering site review</li> <li>▪ Signs</li> <li>▪ Plat fees</li> <li>▪ Misc. Plan Review</li> <li>▪ Lot Tie/Lot Split</li> <li>▪ Pools &amp; Spas</li> <li>▪ Recordation</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Commercial addition, remodel, tenant improvement, foundation only, shell only</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins
Residential	Application	<ul style="list-style-type: none"> <li>▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, standard plans</li> <li>▪ Engineering site review</li> <li>▪ Misc. plan reviews</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, detached structure, standard plans</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins



March 1, 2017

Armand Milazzo  
Development Services, LLC  
2278 E Aster Dr  
Chandler, AZ 85286

RE: 5-DR-2017  
Adeline - Scottsdale Inn

Mr. Milazzo:

The Planning & Development Services Division has completed review of the above referenced development application submitted on 2/2/17. The following **1<sup>st</sup> Review Comments** represent the review performed by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

**Zoning Ordinance and Scottsdale Revise Code Significant Issues**

The following code and ordinance related issues have been identified in the first review of this application, and shall be addressed in the resubmittal of the revised application material. Addressing these items is critical to scheduling the application for public hearing, and may affect the City Staff's recommendation. Please address the following:

**Zoning:**

1. Please revise the Project Narrative to address the criteria set forth in Section 1.904 of the Zoning Ordinance.

**Significant Policy Related Issues**

The following policy related issues have been identified in the first review of this application. Even though some of these issues may not be critical to scheduling the application for public hearing, they may affect the City Staff's recommendation pertaining to the application and should be addressed with the resubmittal of the revised application material. Please address the following:

**Building Elevation Design:**

2. Please provide paint color drawdowns per the Development Review Board Application Checklist, Part III - Samples & Models.
3. No building elevations were provided with the 1<sup>st</sup> submittal; only perspectives. Please provide building elevations that comply with the Plan & Report Requirements for Development Applications. There may be additional comments regarding the building elevations after they have been received and reviewed by staff. Please note: it would be beneficial for the Board to

review the new elevations against the existing building design. If possible, please provide "before and after" elevations that depict what is proposed and what is existing.

Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if the application is ready to be scheduled for a hearing, or if additional modifications, corrections, or information is necessary.

**PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURNED TO THE APPLICANT.**

The Planning & Development Services Division has had this application in review for 19 Staff Review Days since the application was determined to be administratively complete.

These **1<sup>st</sup> Review Comments** are valid for a period of 180 days from the date on this letter. The Zoning Administrator may consider an application withdrawn if a revised submittal has not been received within 180 days of the date of this letter (Section 1.305. of the Zoning Ordinance).

If you have any questions, or need further assistance please contact me at 480-312-4306 or at [gbloemberg@ScottsdaleAZ.gov](mailto:gbloemberg@ScottsdaleAZ.gov).

Sincerely,



Greg Bloemberg  
Senior Planner

cc: case file

**ATTACHMENT A  
Resubmittal Checklist**

Case Number: **5-DR-2017**

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x11 shall be folded):

- One copy: COVER LETTER – Respond to all the issues identified in the 1st Review Comment Letter
- One copy: Revised Narrative for Project

Elevations:

Color	<u>2</u>	24" x 36"	<u>1</u>	11" x 17"	<u>1</u>	8 ½" x 11"
B/W	<u>2</u>	24" x 36"	<u>1</u>	11" x 17"	<u>1</u>	8 ½" x 11"



April 6, 2017

Armand Milazzo  
Development Services, LLC  
2278 E Aster Dr  
Chandler, AZ 85286

RE: 5-DR-2017  
Adeline - Scottsdale Inn

Mr. Milazzo:

The Planning & Development Services Division has completed review of the above referenced development application submitted on 3/17/17. The following **2<sup>nd</sup> Review Comments** represent the review performed by our team, and are intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

**Zoning Ordinance and Scottsdale Revise Code Significant Issues**

The following code and ordinance related issues have been identified in the first review of this application, and shall be addressed in the resubmittal of the revised application material. Addressing these items is critical to scheduling the application for public hearing, and may affect the City Staff's recommendation. Please address the following:

**Zoning:**

1. **2<sup>nd</sup> request:** Please provide a Project Narrative that addresses all applicable criteria set forth in Section 1.904 of the Zoning Ordinance (amended in December of 2012).

**Significant Policy Related Issues**

The following policy related issues have been identified in the first review of this application. Even though some of these issues may not be critical to scheduling the application for public hearing, they may affect the City Staff's recommendation pertaining to the application and should be addressed with the resubmittal of the revised application material. Please address the following:

**Building Elevation Design:**

2. Please provide building elevations that are black line drawings, without gray tones, so that all copies of the elevations will be readable. Refer to the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications.
3. Please provide building elevations that illustrate the proposed modifications to the existing stair towers on the north, east and south sides of the guest room wings of the hotel. Refer to

the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications.

4. Please provide information and illustrations of the proposed modifications to the existing guest room wings of the hotel. Refer to the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications.
5. Related to Comments 3 & 4, please indicate how the design elements proposed for the front of the hotel are to be incorporated into the remaining building elevations. Refer to Guideline #22 in the "Architectural Details, Materials and Colors" section of the Commercial Design Guidelines.

Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if a decision regarding the application may be made, or if additional modifications, corrections, or additional information is necessary.


**PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.**

The Planning & Development Services Division has had this application in review for 34 Staff Review Days since the application was determined to be administratively complete.

These 2<sup>nd</sup> **Review Comments** are valid for a period of 180 days from the date on this letter. The Zoning Administrator may consider an application withdrawn if a revised submittal has not been received within 180 days of the date of this letter (Section 1.305. of the Zoning Ordinance).

If you have any questions, or need further assistance please contact me at 480-312-4306 or at [gbloemberg@ScottsdaleAZ.gov](mailto:gbloemberg@ScottsdaleAZ.gov).

Sincerely,



Greg Bloemberg  
Senior Planner

cc: case file



**ATTACHMENT A  
Resubmittal Checklist**

Case Number: 5-DR-2017

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x11 shall be folded):

- One copy: COVER LETTER – Respond to all the issues identified in the first review comment letter.
- One copy: Revised Narrative for Project
- One copy: Commitment for Title Insurance

Elevations:

Color	<u>1</u>	24" x 36"	<u>1</u>	11" x 17"	<u>1</u>	8 ½" x 11"
B/W	<u>1</u>	24" x 36"	<u>1</u>	11" x 17"	<u>1</u>	8 ½" x 11"



Planning and Development Services Division

7447 East Indian School Road  
Scottsdale, Arizona 85251

Date: 2/2/17  
Contact Name: Armand Milazzo  
Firm Name: Development Services LLC  
Address: 2278 E Aster Dr.  
City, State, Zip: Chandler, AZ, 85286

RE: Application Accepted for Review.

942 - PA - 2016

Dear Mr. Milazzo :

It has been determined that your Development Application for Adeline has been accepted for review.

Upon completion of the Staff's review of the application material, I will inform you in writing or electronically either: 1) the steps necessary to submit additional information or corrections; 2) the date that your Development Application will be scheduled for a public hearing or, 3) City Staff will issue a written or electronic determination pertaining to this application. If you have any questions, or need further assistance please contact me.

Sincerely,

Name: Greg Blumberg  
Title: Senior Planner  
Phone Number: (480) 312 - 4206  
Email Address: gblumberg@ @ScottsdaleAZ.gov

## Perone, Steve

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**From:** Vanessa Nunez <VNunez@azdot.gov>  
**Sent:** Tuesday, February 21, 2017 1:32 PM  
**To:** Projectinput  
**Cc:** Dennis Haley  
**Subject:** 5-DR-2017 - Adeline-Scottsdale Inn

RE: 5-DR-2017  
Adeline-Scottsdale Inn  
5101 N Scottsdale Rd

Attn: Greg Bloemberg

Thank you for your notice for the above-referenced development.  
After review, the development location is more than 1/4 mile from any ADOT proposed or existing highway facility. As such, ADOT has no comment.

Please feel free to contact Dennis Haley at [DHaley@azdot.gov](mailto:DHaley@azdot.gov) should you have any further questions. We appreciate the opportunity to review and comment. Thank you.

**Vanessa Nuñez**  
**Administrative Assistant II**  
205 South 17th Avenue  
MD 612E, Room 302  
Phoenix, Arizona 85007-3212  
602.712.7184  
[www.azdot.gov](http://www.azdot.gov)



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