

**Application  
Narrative  
Cash Transmittal  
Pre-Application  
Pre-App Narrative  
Pre-App Cash Transmittal  
Development Standards**

## Amended Development Standards for

Westworld 15, Case # 6-PP- 2016

Modifications are made in **BOLD CAPS** and ~~strike-throughs~~

### Sec. 5.404. - Property development standards.

The following property development standards shall apply to all land and buildings in the R1-10 district:

#### A. Lot area.

1. Each lot shall have a minimum area of not less than ten thousand (10,000) square feet.
2. If a parcel of land or a lot of record in separate ownership has less width or area than herein required and has been lawfully established and recorded prior to the date of the passage of this ordinance, such lot may be used for any purpose permitted in this section.

#### B. Lot dimension.

1. Width. All lots shall have a minimum width of eighty (80) feet.

#### C. Density. There shall not be more than one (1) single-family unit on any one (1) lot.

#### D. Building Height. No building shall exceed **TWENTY FOUR (24)** ~~thirty (30)~~ feet in height, **SUBJECT TO THE HEIGHT LIMIT WAIVER APPLICABLE FOR LOTS 5-7 WHICH WILL BE TWENTY (24) FEET IN HEIGHT AS MEASURED FROM GRADE ESTABLISHED ON THE ELEVATED PAD EXHIBIT DATED 2/28/07 STIPULATED IN CASE 3-ZN-2007,** except as otherwise provided in article VII.

#### E. Yards.

##### 1. Front Yard.

- a. There shall be a front yard having a depth of not less than ~~thirty (30)~~ **TWENTY TWO AND A HALF (22.5)** feet.
- b. Where lots have a double frontage on two (2) streets, the required front yard of thirty (30) feet shall be provided on both streets.
- c. Where a lot is located at the intersection of two (2) or more streets, there shall be a yard conforming to the front yard requirements on the street with the narrowest frontage and a yard of not less than fifteen (15) feet on the intersecting street. *Exception:* On a corner lot which does not abut a key lot or an alley adjacent to a key lot, accessory buildings may be constructed in the yard facing the side street.

STIPULATED TO BE  
RETAIN FOR RECORDS

APPROVED

5/4/17  
DATE

  
INITIALS

6-PP-2016  
2/28/17

2. Side Yard. There shall be a side yard on each side of a building having an aggregate width of not less than seven (7) feet.
  3. Rear Yard. There shall be a rear yard having a depth of not less than ~~twenty-five (25)~~ **EIGHTEEN (18)** feet **NINE (9) INCHES**.
    - a. The main building or additions to the main building may extend into the required rear yard subject to the following requirements:
      - (1) The main building or additions to the main building shall be set back fifteen (15) feet from the rear property line.
      - (2) The main building or addition to the main building shall not occupy more than thirty (30) percent of the area between the rear setback line and the rear property line.
  4. Other requirements and exceptions as specified in article VII.
- F. *Distance between buildings.*
1. There shall not be less than ten (10) feet between an accessory building and the main building.
  2. The minimum distance between main buildings on adjacent lots shall not be less than fourteen (14) feet.
- G. *Walls, fences and landscaping.* Walls, fences and hedges up to eight (8) feet in height are allowed on the property line or within the required side or rear yard. Walls, fences and hedges up to three (3) feet in height are allowed on the front property line or within the required front yard, except as provided in Article VII. The height of the wall or fence is measured from within the enclosure. Exception: Where a corner lot does not abut a key lot or an alley adjacent to a key lot, the height of walls, fences and hedges in the yard facing the longer street frontage need only conform to the side yard requirements.
- H. *Access.* All lots shall have vehicular access on a dedicated street, unless a secondary means of permanent vehicular access has been approved on a subdivision plat.

(Ord. No. 2509, § 1, 6-1-93; Ord. No. 4005, § 1(Res. No. 8947, Exh. A, § 35), 4-3-12)



CAMELOT HOMES

Aspire Higher™

# **Westworld 15**

## **Preliminary Plat Application**

### **Project Narrative**

### **(Case # 6-PP-2016)**

#### **Project Description:**

The Westworld 15 site is approximately 7.5 acres of undeveloped vacant land located west of 102<sup>nd</sup> Street and south of McDowell Mountain Ranch Rd. The site is surrounded:

- On the east by the Hoffman Property, a built-out Woodside Homes neighborhood in McDowell Mountain Ranch and McDowell Mountain Ranch Parcel U, a built-out Shea Homes neighborhood (both zoned R-4);
- On the west and south by McDowell Mountain Golf Course (zoned O-S);
- On the north by McDowell Mountain Ranch Park and Desert Canyon Elementary/Middle School campus (zoned O-S).

The property is a remnant Arizona State Land Department parcel that was recently auctioned on November 16, 2016. This site was rezoned in 2007 (case #3-ZN-2007) from R1-35 ESL to R1-10 ESL and was the subject of a preliminary plat application also in 2007 (3-PP-2007) which has since lapsed.

The preliminary site plan calls for 15 single family lots ranging in size from 12,800 to 18,204 sq. ft. yielding an overall density of 2.0 units/ gross acre or 2.29 units/net acre. 1.9 acres of NAOS will be provided. All of the NAOS areas will be placed in tracts which will be situated primarily on the perimeter areas of the site.

#### **Purpose of Request:**

Camelot Homes requests Development Review Board approval of a master design concept and Preliminary Plat for the Westworld 15 project. The Site was rezoned in 2007 to R1-10 ESL for a maximum of 15 lots and this submittal is in compliance with the 2007 zoning stipulations.

Camelot also desires to use previously approved amended development standards from the 2007 rezoning case (3-ZN-2007) for the R1-10 zoning category as permitted under ESLO as follows:

- Up to 25% reduction of front yard setback
- Up to 25% reduction of rear yard setback
- 24' height restriction as measured from grade established on the elevated pad exhibit dated 2/28/07 for 3 of the 15 lots (lots 5, 6 & 7)

The particular amended development standards are as follows:

- The minimum lot width shall not be less than 80 feet
- The front setback shall not be less than 22.5 feet (to face of building, to face of garage)
- The rear yard setback shall not be less than 18.75 feet
- The side yard setback with be a minimum of 7' per side and 14' combined
- All homes will be restricted to a height not to exceed 24' from natural grade, except for lots 5-7, which will have the height measured from grade established on the elevated pad exhibit dated 2/28/07 from the 3-ZN-2007 zoning case.

#### **NAOS Open Space:**

The equivalent of 1.96 acres of NAOS will be provided compared to a calculated requirement of 1.90 acres from the slope analysis. All of the NAOS areas will be placed in tracts which will be situated primarily on the perimeter areas of the site. The site contains a historic channel on the eastern boundary of the site that also creates a natural buffer between this site and the adjacent Hoffman Property community to the east that the City has requested to be preserved. This canal area consists of 20,333 sq. ft., and qualifies for a 2:1 credit for purposes of calculating NAOS area provided in our plan.

#### **Landscaping:**

The site appears to have been previously disturbed but has revegetated itself. Of a total of 165 identified trees and 20 cacti, 114 trees and 9 cacti will remain in place. Of the remaining 54 trees and 11 cacti, 6 and 9 respectively are salvageable and will be salvaged and replanted on the site. The landscape theme for the open space tracts is envisioned to maintain the native desert look and feel currently present, with enhanced landscaping limited to the gated entry area. Disturbed areas will be revegetated to a natural condition similar to what exists today in areas designated undisturbed NAOS using plant material generated onsite from de-veg activities and supplemented when necessary with approved plant material from the ESL plant list. A set of front yard landscape guidelines will be developed and administered by the HOA.

#### **Lighting:**

This project will comply with the dark sky ordinance provision of ESLO. Project lighting planned is limited to entry monument lighting which will be backlit and gated entry areas which will incorporate down lighting in trees surrounding the entry areas. No street lighting is planned except for required lighting, as determined by the City.

#### **Improvement, Ownership and Maintenance of Common Areas:**



The project will include an HOA to provide for the maintenance of all streets, gated entry feature, perimeter walls and other common area tracts within the community. The HOA will also be responsible for the protection and maintenance of the designated NAOS areas. Public infrastructure and publicly dedicated property will be the responsibility of the City of Scottsdale.

**Building Heights:**

All homes will be restricted to a height not to exceed 24' from natural grade, except for lots 5-7, which will have a height restriction of 30' from natural grade. This improves upon a previous height waiver that applied to 11 of the 15 lots as part of the previous rezoning and preliminary plat cases (3-ZN-2007 and 3-PP-2007).

**Native Plant Material Relocation:**

Camelot intends to salvage and reuse as much as possible of the native plant material that will be disturbed. Prior to any development a native plant inventory of the site and a native plant salvage report will be prepared. Camelot intends to reuse salvaged material where practical to enhance the open space surrounding the gated entry areas or disturbed open space tracts and disturbed NAOS tracts.

**Auction/Purchase of the Property:**

Camelot Homes has acquired the property from the Arizona State Land Department at a public auction conducted on November 16, 2016. The patent for the site officially documenting Westworld 15, LLC (an affiliate company of Camelot Homes) as the title holder is in process, awaiting the governor's signature.

**Construction/Phasing:**

Commencement of infrastructure development is expected to begin in the second quarter of 2017, and take approximately 6 months to complete. Homebuilding is likely to commence around the end of the 3<sup>rd</sup> quarter or first part of the 4<sup>th</sup> quarter of 2017.

**Development Review Board Criteria:**

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:**

At 2.0 du/ac this proposed 15 unit development is compatible with the existing surrounding developments which range in density from 3.5 du/ac to 4.4 du/ac and is in compliance with the General Plan. The proposed design theme of the project will maintain Scottsdale's quality driven development review standards for new housing with architectural character on par with those

appropriate for the Sonoran desert and the surrounding neighborhoods.

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 development will be sensitive to the existing Sonoran desert setting and topography. This site slopes from northeast to southwest. Any existing washes that traversed the site were cut off when the historic canal was constructed. The only other significant existing wash corridor is adjacent to the southern property boundary which has some break out impact to 3 lots (lots 5-7) where the pad grade will be adjusted to avoid the break out but won't impact the wash area. The historic canal will be preserved as an NAOS tract. The proposed site plan has been designed such that all of the lots back onto either an NAOS/open space tract or McDowell Mountain Golf Course. The project will be low profile limited to homes not exceeding 24' in height from natural grade, except for 3 lots (lots 5-7) which will have a 30' height limit.

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

**Response:**

Camelot is known in the industry as a very architecturally driven company. Product planned for this project will be carried over from the nearly complete Camelot Homes Bocara project located on Scottsdale Rd. north of Pinnacle Peak Rd. This product consists of 3 home plans and will have a minimum of 3 elevations per plan, which will provide for great product diversity.

- 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:**

The architectural style of the product and related design feature will take into account the Arizona desert with the intent to integrate appropriate shade opportunities and spaces where the outside can be enjoyed while taking into account the climatic conditions. Building materials and colors will be appropriate for the extremes of the environment and selected to blend into the palette of the surrounding neighborhoods.

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

**Response:**

Native plants are considered to be a significant environmental feature that promotes the maintenance of natural conditions and enhances the aesthetic benefits to the community. In conformance with the guidelines of ESLO, the NAOS areas will be preserved to the greatest extent possible. All salvageable material generated from either infrastructure development or home development will be reused on site to enhance what exists today.

- 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:**

The project is not in the Historic Property Overlay District.

*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:**

The site is somewhat land locked with access provided via an existing dead end street stub coming off of 102<sup>nd</sup> Street; therefore there will not be any cross through traffic in the neighborhood. The project will be gated. The internal private street network is rather limited with cul de sacs on either end of a center street tied to the access point off 102<sup>nd</sup> Street.

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

**Response:**

Any mechanical equipment associated with home development will be screened by screen walls.





# Development Application

## Development Application Type:

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

<b>Zoning</b>	<b>Development Review</b>	<b>Signs</b>
<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)	<b>Other:</b>
<input type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
<b>Exemptions to the Zoning Ordinance</b>	<b>Land Divisions (PP)</b>	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input checked="" 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:** Westworld 15

**Property's Address:** 102nd Street & E. McDowell Mountain Ranch Rd.

**Property's Current Zoning District Designation:** R1-10

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.

<b>Owner:</b> Westworld 15, LLC	<b>Agent/Applicant:</b> Tom Kirk
<b>Company:</b> Westworld 15, LLC	<b>Company:</b> Camelot Homes, Inc.,
<b>Address:</b> 6607 N. Scottsdale Rd., Scottsdale Az 85250	<b>Address:</b> 6607 N. Scottsdale Rd., Scottsdale Az 85250
<b>Phone:</b> 480-367-4316 <b>Fax:</b> 480-367-4350	<b>Phone:</b> 480-367-4316 <b>Fax:</b> 480-367-4350
<b>E-mail:</b> tomk@camelothomes.com	<b>E-mail:</b> tomk@camelothomes.com
<b>Designer:</b>	<b>Engineer:</b> Curtis Brown
<b>Company:</b>	<b>Company:</b> LD Team
<b>Address:</b>	<b>Address:</b> 3420 E. Shea Blvd, #156, Phoenix, Az. 85028
<b>Phone:</b> <b>Fax:</b>	<b>Phone:</b> 602-396-5703 <b>Fax:</b> 602-396-5701
<b>E-mail:</b>	<b>E-mail:</b> cbrown@LD-Team.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<sup>1</sup> will be reviewed in a format similar to the Enhanced Application Review methodology.

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

**Thomas Kirk**

Digitally signed by Thomas Kirk  
DN: cn=Thomas Kirk, o=Camelot Homes, ou, email=tomk@camelothomes.com, c=US  
Date: 2015.09.16 14:18:58 -0700

Owner Signature

**Thomas Kirk**

Digitally signed by Thomas Kirk  
DN: cn=Thomas Kirk, o=Camelot Homes, ou, email=tomk@camelothomes.com, c=US  
Date: 2015.09.16 14:19:22 -0700

Agent/Applicant Signature

**Official Use Only**

Submittal Date:

Development Application No.:

## Planning, Neighborhood & Transportation

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)



# Development Application

## Review Methodologies

### Review Methodologies

The City of Scottsdale maintains a business and resident friendly approach to new development and improvements to existing developments. In order to provide for flexibility in the review of Development Applications, and Applications for Permitting, the City of Scottsdale provides two methodologies from which an owner or agent may choose to have the City process the application. The methodologies are:

#### **1. Enhanced Application Review Methodology**

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review;
- City staff and the applicant to collaboratively work together regarding an application; and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames.

#### **2. Standard Application Review Methodology:**

Under the Standard Application Review, the application is processed in accordance with the Regulatory Bill-of-Rights of the Arizona Revised Statutes. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance, or policy deficiencies during the review of an application. After the completion the city's review; a written approval or denial, recommendation of approval or denial, or a written request for additional information will be provided.

The City is not required to provide an applicant the opportunity to resolve application deficiencies, and staff is not permitted to discuss or request additional information that may otherwise resolve a deficiency during the time the City has the application. Since the applicant's ability to collaboratively work with Staff's to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.

In addition to the information above, please review the Development Application, and/or the Application for Permitting flow charts. These flow charts provide a step-by-step graphic representation of the application processes for the associated review methodologies.

#### **Note:**

1. Please see the Current Planning Services and Long Range Planning Services Substantive Policy Statements and Staff Review Timeframes for Development Applications, number III.

#### **Planning, Neighborhood & Transportation**

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# Development Application

## Arizona Revised Statutes Notice

### §9-834. Prohibited acts by municipalities and employees; enforcement; notice

- A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.
- C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes.
- D. A municipality shall not request or initiate discussions with a person about waiving that person's rights.
- E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section.
- F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy.
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.

#### Planning, Neighborhood & Transportation

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





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

This request concerns all property identified in the development application.

Pre-application No: 851 - PA - 2016

Project Name: Westworld 15

Project Address: 102nd Street & E. McDowell Mountain Ranch Rd.

### 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: Thomas Kirk

Print Name

Thomas Kirk

Digitally signed by Thomas Kirk  
DN: cn=Thomas Kirk, o=Camelot Homes, ou,  
email=tomk@camelothomes.com, c=US  
Date: 2016.11.21 14:05:18 -0700

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

6-PP-2016  
12/22/2016





# Preliminary Plat (PP)

## Development Application Checklist

### Subdivision, and Master Planned Property

#### 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 Preliminary Plat Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, include any additional submittal requirements identified in the stipulations, of any Development Application approved prior to the submittal of this application; 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 10 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.

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.

#### 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. Preliminary Plat Application Checklist (this list)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2. Application Fee \$ <u>2,670</u> (subject to change every July) <u>(15 LOTS)</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3. 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>
<input type="checkbox"/>	<input type="checkbox"/>	4. Request to Submit Concurrent Development Applications (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Letter of Authorization (from property owner(s) if property owner did not sign the application form)

#### Planning and Development Services

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



## Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>6. Affidavit of Authorization to Act for Property Owner</b> (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"/>	<b>7. Appeals of Required Dedications or Exactions</b> (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>8. Commitment for Title Insurance – No older than 30 days from the submittal date</b> (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"/>	<b>9. Legal Description:</b> (if not provided in Commitment for Title Insurance) <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>10. Results of ALTA Survey (24" x 36") FOLDED</b> <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"/>	<b>11. Preliminary Plat Notification Affidavit</b> (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>12. Request for Site Visits and/or Inspections Form</b> (form provided)
		<b>13. Addressing Requirements</b> (form provided)
		<b>14. Design Guidelines</b> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div> <input checked="" type="checkbox"/> <b>Design Standards and Policies Manual</b>  <input checked="" type="checkbox"/> <b>MAG Supplements</b> </div> <div> <input type="checkbox"/> <b>Environmentally Sensitive Land Ordinance</b>              (see Zoning Ordinance)           </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"/>	<b>15. Neighborhood Notification Process Requirements:</b> (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>
		<b>16. Request for Neighborhood Group Contact information</b> (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>17. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper</b> (example provided) <ul style="list-style-type: none"> <li>8-1/2" x 11" - 1 copy of the set of prints</li> <li><u>See the attached Photo Exhibit of Existing Conditions</u> graphic showing required photograph locations and numbers.</li> <li>8-1/2" x 11" - 11 copies of the set of prints (<b>Delayed submittal</b>). At the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.</li> </ul>
<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>

### Planning and Development Services

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## Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>19. 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. Short form) <u>AC-1</u>
<input type="checkbox"/>	<input type="checkbox"/>	<b>20. ESLO Wash Modifications Development Application</b> (application provided) The ESLO Wash Modifications Development Application is to be submitted concurrently with this Preliminary Plat Application.
<b>PART II -- REQUIRED PLANS &amp; RELATED DATA</b>		
Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>21. Plan &amp; Report Requirements For Preliminary Plat Applications Checklist</b> (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>22. Application Narrative</b> <ul style="list-style-type: none"> <li>• 8 1/2" x 11" – 11 copies</li> </ul> <ol style="list-style-type: none"> <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. The application narrative shall provide and explanation and justification for any proposed amended development standard(s)</li> <li>3. 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> </ol>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>23. Proposed Development Standards / Amended Development Standards</b> (Example provided) (Must adhere to the Maricopa County Recorder requirements) <ul style="list-style-type: none"> <li>• 8 1/2" x 11" – 2 copies (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>24. Proposed Covenants, Conditions, and Restrictions (CC&amp;R'S)</b> <ul style="list-style-type: none"> <li>• 8-1/2" x 11" – 1 copy</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>25. Proposed Development Agreement</b> (shared facilities, etc.) (Must adhere to the Maricopa County Recorder requirements) <ul style="list-style-type: none"> <li>• 8-1/2" x 11" – 1 copy</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>26. 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 copy (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 and Development Services

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## Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>27. Preliminary Plat</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 11 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 type="checkbox"/>	<b>28. 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 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 type="checkbox"/>	<b>29. 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 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 type="checkbox"/>	<input type="checkbox"/>	<b>30. Site Cross Sections</b> <ul style="list-style-type: none"> <li>• 24" x 36" 1 – copy, folded</li> <li>• 11" x 17" 1 – copy, folded</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>31. Construction Envelope 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 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>32. 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 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>33. Topography and slope analysis plan (ESL Areas)</b> <ul style="list-style-type: none"> <li>• 24" x 36" 1 – copy, folded</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>34. 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 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>

## Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>35. 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 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>
<del>NA</del>	<input type="checkbox"/>	<b>36. Hardscape Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, folded of black and white line drawings (a grayscale copy of the color Landscape Plan will not be accept.)</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>
<del>NA</del>	<input type="checkbox"/>	<b>37. 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>
<del>NA</del>	<input type="checkbox"/>	<b>38. 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>
<del>NA</del>	<input type="checkbox"/>	<b>39. Pedestrian and Vehicular Circulation</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, 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>
<del>NA</del>	<input type="checkbox"/>	<b>40. Bikeways &amp; Trails Plan</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, 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>41. Wall Elevations and Details and/or Entry Feature Elevations and Details</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, 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>42. Community Features (mail kiosk, private street signs, etc) Elevations and Details</b> <ul style="list-style-type: none"> <li>24" x 36" – 2 copies, 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>43. 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>

## Preliminary Plat Application Checklist

		<ul style="list-style-type: none"> <li>8 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>N/A</i>	<b>44. Exterior Lighting Photometric Analysis</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>45. 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> <li>8 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>46. 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 color copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>47. Drainage Report</b> (information provided) 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. <i>STORMWATER WAIVER REQUIRED</i> <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>
<i>N/A</i>	<input type="checkbox"/>	<b>48. 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>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>49. Preliminary 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 and must include all required exhibits and plans. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets</li> </ul>
<i>N/A</i>	<input type="checkbox"/>	<b>50. Preliminary 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 and must include all required exhibits and plans. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets</li> </ul>



## Preliminary Plat Application Checklist

<del>N/A</del>	<input type="checkbox"/>	<b>51. Water Sampling Station</b> <ul style="list-style-type: none"> <li>Show location of sample stations on the preliminary plat.</li> <li>Fax 8 1/2" x 11" copy of the preliminary plat with sampling stations to Water Resources 480-312-5650</li> </ul>
<del>N/A</del>	<input type="checkbox"/>	<b>52. 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>
<del>N/A</del>	<input type="checkbox"/>	<b>53. Transportation Impact &amp; Mitigation Analysis (TIMA) (information provided)</b> Please review the City's Design Standards & Policies Manual and Transportation Impact and Mitigation Analysis Requirements provided with the application material for the specific requirements. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, and plans. <ul style="list-style-type: none"> <li><input type="checkbox"/> Category 1 Study</li> <li><input type="checkbox"/> Category 2 Study</li> <li><input type="checkbox"/> Category 3 Study</li> <li>8-1/2" x 11" - 3 copies of the Transportation Impact &amp; Mitigation Analysis including full size plans/maps in pockets</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>54. Native Plant Submittal: (information provided)</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) <ul style="list-style-type: none"> <li>See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.</li> </ul>
<del>N/A</del>	<input type="checkbox"/>	<b>55. Revegetation Site Plan, including Methodology and Techniques</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>
<del>N/A</del>	<input type="checkbox"/>	<b>56. Landform Types Maps</b> <ul style="list-style-type: none"> <li>24" x 36" – 1 copy, folded</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>57. Cuts and Fills Site 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>

## Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>58. Cuts and Fills Site Cross Sections</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>
<del>N/A</del>	<input type="checkbox"/>	<b>59. Composite Factors Map</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>
<del>N/A</del>	<input type="checkbox"/>	<b>60. Unstable Slopes / Boulders Rolling Map</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>
<del>N/A</del>	<input type="checkbox"/>	<b>61. Bedrock &amp; Soils Map</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>
<del>N/A</del>	<input type="checkbox"/>	<b>62. 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>63. Other:</b> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <div style="margin-left: 20px;"> <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 (Text and drawing shall be black and white, and in the DWF format)         </div>

### PART III – SAMPLES & MODELS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<del>N/A</del>	<input type="checkbox"/>	<b>64. 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>

### Planning and Development Services

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## Preliminary Plat Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	65. Other:  <hr/> <hr/> <hr/> <hr/>
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### PART IV – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	66. An appointment must be scheduled to submit this application. To schedule your submittal meeting please call 480-312-7000. Request a submittal meeting with a Planning Specialist and provide your case pre-app number; <u>881</u> -PA- <u>2016</u> .
<input checked="" type="checkbox"/>	<input type="checkbox"/>	67. Submit all items indicated on this checklist pursuant to the submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	68. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon
<input checked="" type="checkbox"/>	<input type="checkbox"/>	69. <b>Delayed Submittal.</b> Additional copies of all or certain required submittal indicated items above will be require at the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.

### Planning and Development Services

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# Development Applications Process

## Enhanced Application Review

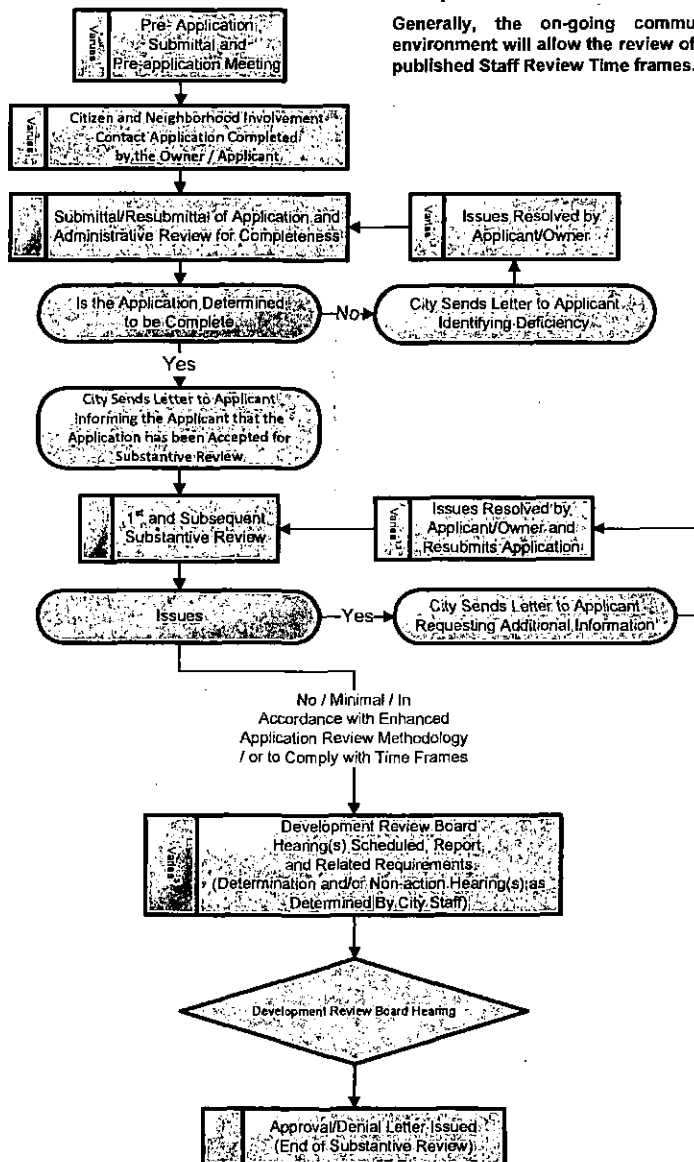
### Development Review (DR and PP)

#### Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review;
- City staff and the applicant to collaboratively work together regarding an application; and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames.



#### Note:

1. Time period determined by owner/applicant.
2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
4. Owner/applicant may agree to extend the time frame by 50 percent

#### Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
16 Staff Working Days For Review	95 Total Staff Working Days; Multiple Reviews in This Time Frame	Time Frames Vary	Letter Issued

#### Planning and Development Services

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# Development Applications Process

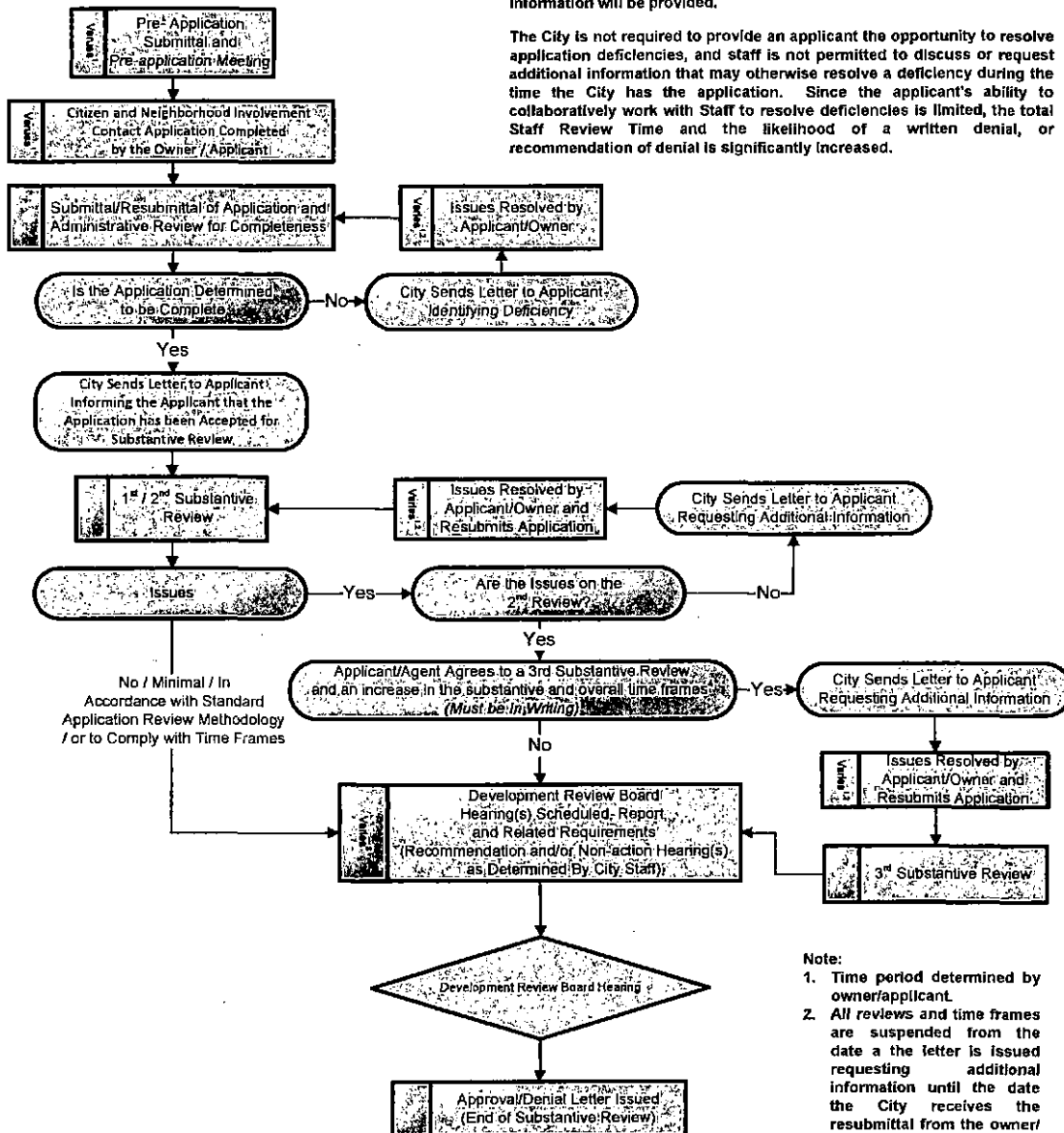
## Standard Application Review

### Development Review (DR and PP)

#### Standard Application Review Methodology:

Under the Standard Application Review, the application is processed in accordance with the Regulatory Bill-of-Rights of the Arizona Revised Statutes. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance, or policy deficiencies during the review of an application. After the completion the city's review, a written approval or denial, recommendation of approval or denial, or a written request for additional information will be provided.

The City is not required to provide an applicant the opportunity to resolve application deficiencies, and staff is not permitted to discuss or request additional information that may otherwise resolve a deficiency during the time the City has the application. Since the applicant's ability to collaboratively work with Staff to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.



- Note:
1. Time period determined by owner/applicant.
  2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/ applicant.
  3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
  4. Owner/applicant may agree to extend the time frame by 50 percent

#### Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days; Two Reviews in This Time Frame	Time Frames Vary	Letter Issued

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