

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

Skye on McDowell – Phase II

SEC of 68th Street & McDowell Road

Project Narrative

464-PA-2016



Prepared for:

K. Hovnanian Homes

Prepared by:

Berry Riddell, L.L.C.

John V. Berry, Esq.
Michele Hammond, Principal Planner

6750 East Camelback Road
Suite 100
Scottsdale, Arizona 85251
480-385-2727

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I. Property Information

Location: Southeast corner of 68th Street and McDowell Road

Property Size: 3.62 (+/-) gross acres and 2.65 (+/-) net acres

II. Property General Plan/ Zoning:

- **General Plan (7-GP-2016):** Urban Neighborhoods
- **Zoning (16-ZN-2016):** R-5 (Multifamily Residential)

Surrounding Uses:

- **North:** R-5 Aire on McDowell (Approved Cases 4-GP-2015 and 15-ZN-2015)
- **East:** R-5 Skye on McDowell (Approved Cases 6-GP-2015 and 18-ZN-2015)
- **South:** R1-7 Single-Family Residential
- **West:** C-3 Dealership

III. Project Overview

About the Site:

Skye on McDowell – Phase II is a request for Preliminary Plat for 24 on an approximately 3.63 +/- gross acre property located at the southeast corner of 68th Street and McDowell, (the “Property”). The development is adjacent to the Skye on McDowell – Phase I, which was approved by City Council on May 3rd (cases 6-GP-2015 and 18-ZN-2015) for 58 units. Related cases to rezone the property from C-3 to R-5 (16-ZN-2016) and to amend the General Plan land use designation for this Property from Mixed Use Neighborhoods to Urban Neighborhoods (7-GP-2016) were approved in August, 2016.

The Property is currently occupied by a car dealership, however, the dealership plans to vacate the Property and relocate to Phoenix in 2018. This proposal will redevelop the Property with 24 single-family homes with a density of 6.7 du/ac bringing additional revitalization to the McDowell Corridor and fulfilling a demand for new housing in Southern Scottsdale.

K. Hovnanian has taken special consideration with the site plan by providing a single-family lot configuration that is sensitive to the existing single-family residential homes to the south. The proposed site plan provides a logical transition from McDowell Road (a 6-lane major arterial) to the R1-7 to the south. The site location is ideal for residential development with close proximity to Downtown Scottsdale, Downtown Phoenix, and Tempe. The proposed residential community will benefit from the nearby canal linkage, nearby Papago Park and close proximity to the Phoenix Zoo and Desert Botanical Gardens. Additionally, the integration of additional homes along the McDowell Corridor will strengthen the nearby existing retail and commercial businesses, as well

as implement the City’s goals and policies set forth in the recently adopted Southern Scottsdale Character Area Plan (“SSCAP”). The buildings and site layout were designed with attention to buffering the existing single-family neighborhood to the south and enhancing the McDowell Road street frontage with a fresh modern/contemporary design, balconies, projections and sustainable building methods and materials.

Site Plan



IV. Scottsdale’s Sensitive Design Principles

The City has established a set of design principles, known as the Scottsdale’s Sensitive Design Principles, to reinforce the quality of design in our community. The following Sensitive Design Principles are fundamental to the design and development of the Property.

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

Response: The development plan for this urban infill Property is designed in a manner that is compatible with both the adjacent residential community and adjacent commercial properties established along the McDowell Corridor. The architecture, color palette and building materials of the proposed single-family homes will be in harmony with the single-family residential neighborhood to the south and compliant with the SSCAP. The streetscape design for Skye will balance the functional requirements (such as privacy, security, and noise attenuation) with the aesthetics of the development through the application and selection of landscaping, street furniture, lighting and hardscape design. The landscape design will conform to the McDowell Road Streetscape Design Guidelines utilizing the specified plant palette recognizing the significance of a shaded pedestrian experience within the urban context.

The mix of housing along McDowell Road has already begun to take shape with the recently approved Las Aguas (PUD), SkySong (PCD) and Mark Taylor (PUD) developments which are all multifamily residential. The extension of this for-sale, attached single-family development will further expand and upgrade the housing options along the McDowell Road Corridor integrating modern residential development on a vacant underutilized parcel acting as a catalyst for further redevelopment along McDowell Road.

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

Response: Although the setting of this site is urban in character and does not have natural features such as washes and natural area open space, the developer has taken special consideration in providing meaningful open space and connectivity for the residents. Buildings will be separated from the single-family property line to the south by approximately 62+/- feet (from the rear wall of the adjacent residential neighborhood to the face of the buildings within the Skye community). The architecture and building placement is respectful of the existing homes to the south in terms of height, massing and setback.

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

Response: The Property is a relatively flat urban infill site with existing car dealership buildings that will be demolished with the redevelopment of the site. Mature, low-water use landscaping will be integrated throughout the development with the goal of providing a vegetated buffer to the adjacent single-family residential to the south (landscape islands integrated between guest parking along the southern roadway), and enhancing the streetscape along McDowell Road acknowledging the speed at which it will be experienced by vehicles while still providing a meaningful and shaded environment for pedestrians. The amount of mature landscaping planned with the redevelopment of the site will vastly increase the amount of vegetation and open space (22% required) on this Property, as compared to the hard surfaces of the existing dealership building, surface and parking structures, thereby, greatly reducing the heat island effect.

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

Response: The proposed development will preserve and restore natural habitats and ecological processes through the inclusion of desert appropriate landscaping (as well as integration of native plants). Desert landscaping and additional open space (than what currently exists on site) will contribute to the urban habitat for wildlife and improved air quality. Also, desert appropriate plants will be able to withstand the variations of the local climate and as they mature they will become self-sustaining relative to water demand.

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

Response: Pedestrian circulation along both the perimeter and internal to the community is an important feature of this residential community, as numerous retail, restaurant, and recreational uses are within walking distances from this site (see pedestrian circulation plan). The design of these public spaces will be in the character of surrounding developments and will comply with the SSCAP.

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

Response: Redevelopment of this Property will include improvements to the pedestrian connectivity along the McDowell Road street frontage with a detached, widened sidewalk and landscaping consistent with the McDowell Road Streetscape Guidelines. As properties along McDowell Road redevelop, the connectivity opportunities are enhanced strengthening the link between Papago Park and Southern Scottsdale. Additionally, integrating residential along McDowell Road will help activate the corridor by increasing pedestrian synergy with new residents who will utilize the sidewalks, canal paths, and Papago Park amenities.

The Property is located within close proximity to an array of land uses (office, retail, support services) and the proposed pedestrian connections enhance the environment for residential development. The integration of more residential development along McDowell Road will naturally result in reduced travel distances, vehicle trips and promote walking and cycling via nearby trails, sidewalks and recreational amenities such as the canal path system, Papago Park and Indian Bend Wash. Additionally, the site is an ideal location for residents to live close to Downtown Scottsdale, Downtown Phoenix, Sky Harbor Airport and Tempe.

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

Response: The proposed development will incorporate design elements that respect human-scale, providing shade and shelter through building, site and landscaping with the design of the homes. Connectivity will be provided via sidewalk connections along McDowell and 68th Street as well as internal to the community. To the extent possible, shade trees will be provided along these connection points.

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

Response: Buildings will be separated from the single-family property line to the south by 62+/- feet. The architecture and building placement is respectful of the existing homes to the south in terms of height, massing and setback.

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

Response: The proposed development will utilize a variety of desert appropriate textures and building finishes, incorporate architectural elements that provide solar shading and overhangs, and celebrate the climate by creating abundant outdoor living spaces and common amenities for its residents.

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

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

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

Response: Context appropriate native plant materials will be utilized with the development of the Property. The desert character will be upheld through the careful selection of plant materials in terms of scale, density, and arrangement. Also, refer to principals 3 and 4 above.

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

Response: The proposed development will maintain a low-water use plant palette consistent with the permitted McDowell Road plant list.

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

Response: Lighting will be designed in a manner that is respectful of the surrounding context while maintaining safety for future residents

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

Response: Project identification will be low-scale and contextually appropriate.

V. DRB Criteria

Sec. 1.904. - Criteria.

A. In considering any application for development, the Development Review Board shall be guided by the following criteria:

- 1. The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.***

Response: The proposed Preliminary Plat for Skye on McDowell – Phase II is consistent with the McDowell Road Streetscape Design Guidelines, DS&PM, SSCAP goals and policies, and General Plan goals and policies as established in the GPA and zoning case.

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

Response: From its inception, the proposed Skye on McDowell – Phase II residential community utilized the SSCAP as a guiding tool to the overall design and architectural character. Bringing new residential living opportunities to the McDowell Road Corridor will strengthen the economic core of Southern Scottsdale and enhance the existing character of the surrounding neighborhoods. The project was designed with a focus on walkability and also promotes a modern, contemporary architectural style sensitive to the surrounding context while responding to the current market demand. The applicant seeks to build a sustainable, desert sensitive project by incorporating recessed windows and low-water use plant materials. The existing sidewalk along McDowell Road will be replaced with a detached 8' sidewalk and landscaping will be provided between the curb and sidewalk to enhance the pedestrian experience. All of the internal streets will have sidewalks and a pedestrian connection to McDowell Road will be provided at the northwest corner of the site.

The development's perimeter wall facing McDowell Road is designed to contribute to McDowell's character as a gateway to Scottsdale and as a major regional roadway. Located near Scottsdale's western border, Skye is located between the desert mountains of Papago Park and the creative technology environment of SkySong. The McDowell Road wall will symbolize connection of these environments in an artistic, contemporary way and will interplay with the proposed Aire on McDowell development across the street.

Several design variations are being considered for the proposed wall. All include elements expressing light, rain, wind, respect for the desert, and/or the importance of sustainability. Arid-region or arid-adapted landscaping along the base of the wall will tie into these elements. The wall design elements under consideration include:

- green screens
- glass or mirror inserts that symbolize slanted lines of windblown rain
- tile, glass or painted horizontal inset flowing “ribbon” representing water
- parasoleil screens with patterns based on desert, rain/wind, technology or area history theme

The final design of the wall will go through a separate DRB approval process.

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: Refer to Section IV Scottsdale’s Sensitive Design Principles above and responses to criteria a and b above.

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

Response: Not applicable.

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

Response: Not applicable.

3. Ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas and pedestrian ways shall be so designed as to promote safety and convenience.

Response: Redevelopment of this Property will include improvements to the pedestrian connectivity along the McDowell Road street frontage with a detached, widened sidewalk and landscaping consistent with the McDowell Road Streetscape Guidelines. As properties along McDowell Road redevelop, the connectivity opportunities are enhanced strengthening the link between Papago Park and Southern Scottsdale. Additionally, integrating residential along McDowell Road will activate the corridor by increasing pedestrian synergy with new residents who will utilize the sidewalks, canal paths, and Papago Park amenities.

The Property is located within close proximity to an array of land uses (office, retail, support services) and the proposed pedestrian connections enhance the environment for residential development. The integration of more residential development along McDowell Road will naturally result in reduced travel distances, vehicle trips and promote walking and cycling via nearby trails, sidewalks and recreational amenities such as the canal path system, Papago Park and Indian Bend Wash.

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

Response: Mechanical equipment and appurtenances will be fully screened and integrated within the building design.

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

Response: Not applicable.

- 6. *The location of artwork provided in accordance with the Cultural Improvement Program or Public Art Program shall address the following criteria:***
- a. *Accessibility to the public;***
 - b. *Location near pedestrian circulation routes consistent with existing or future development or natural features;***
 - c. *Location near the primary pedestrian or vehicular entrance of a development;***
 - d. *Location in conformance with the Design Standards and Policies Manual for locations affecting existing utilities, public utility easements, and vehicular sight distance requirements; and***
 - e. *Location in conformance to standards for public safety.***

Response: Not applicable.

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



Development Application

Development Application Type:

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

Zoning		Development Review		Signs	
<input type="checkbox"/>	Text Amendment (TA)	<input type="checkbox"/>	Development Review (Major) (DR)	<input type="checkbox"/>	Master Sign Program (MS)
<input type="checkbox"/>	Rezoning (ZN)	<input type="checkbox"/>	Development Review (Minor) (SA)	<input type="checkbox"/>	Community Sign District (MS)
<input type="checkbox"/>	In-fill Incentive (II)	<input type="checkbox"/>	Wash Modification (WM)	Other:	
<input type="checkbox"/>	Conditional Use Permit (UP)	<input type="checkbox"/>	Historic Property (HP)	<input type="checkbox"/>	Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance		Land Divisions (PP)		<input type="checkbox"/>	General Plan Amendment (GP)
<input type="checkbox"/>	Hardship Exemption (HE)	<input 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: Skye on McDowell - Phase II (by K. Hovnanian Homes)

Property's Address: SEC 68th Street & McDowell Road

Property's Current Zoning District Designation: R-5

The property owner shall designate an agent/applicant for the Development Application. This person shall be the owner's contact for the City regarding this Development Application. The agent/applicant shall be responsible for communicating all City information to the owner and the owner application team.

Owner: Jim Babe, Earnhardt - Member/Manager	Agent/Applicant: Alex Stedman
Company: 777 Properties, LLC	Company: LVA Urban Design Studio, LLC
Address: 7300 W. Orchid Lane, Chandler, AZ 85226	Address: 120 S Ash Ave, Tempe, AZ 85281
Phone: 480-783-4630 Fax:	Phone: 480-994-0994 Fax:
E-mail:	E-mail: astedman@lvadesign.com
Designer:	Engineer: Ali Fakh
Company:	Company: Sustainability Engineering Group, LLC
Address:	Address: 17787 N. Perimeter D3., Ste 107, Sct 85255
Phone: Fax:	Phone: 480-588-7226 Fax:
E-mail:	E-mail: ali@azseg.com

Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2).
• This is not required for the following Development Application types: AN, AB, BA, II, GP, TA, PE and ZN. These applications will be reviewed in a format similar to the Enhanced Application Review methodology.

Enhanced Application Review: I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.

Standard Application Review: I hereby authorize the City of Scottsdale to review this application utilizing the Standard Application Review methodology.

Owner Signature

Agent/Applicant Signature

Official Use Only Submittal Date: _____ Development Application No.: _____



Request To Submit Concurrent Development Applications

Acknowledgment and Agreement

The City of Scottsdale recognizes that a property owner may desire to submit concurrent development applications for separate purposes where one or more the development applications are reliant upon the approval of another development application. City Staff may agree to process concurrently where one or more the development applications are reliant upon the approval of another development application upon receipt of a complete form signed by the property owner.

Development Application Types		
Please check the appropriate box of the types of applications that you are requesting to submit concurrently		
Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input checked="" type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input checked="" type="checkbox"/> Rezoning (ZN)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Community Sign District (MS)
<input type="checkbox"/> In-fill Incentive (II)	<input type="checkbox"/> Wash Modification (WM)	Other
<input type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance	Land Divisions (PP)	<input checked="" 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"/>

Owner: _____
 Company: 777 Properties LLC
 Address: 7300 W. Orchid Ln, Chandler, AZ 85226
 Phone: (480) 783-4630 Fax: (480) 783-4635
 E-mail: _____

As the property owner, by providing my signature below, I acknowledge and agree: 1) that the concurrent development applications are processed at the property owner's risk; 2) to hold the City harmless of all cost, expense, claims, or other liability arising in connection with the concurrent development applications; 3) to the City of Scottsdale's Substantive Policy Statement pertaining to Concurrent Applications that states that a concurrent development application that is reliant on a decision of separate development application and is submitted at the risk of the property owner, is not considered to be subject to the provisions and timeframes of the Regulatory Bill of Rights (A.R.S. §9-831 – 9-840); and 4) that upon completion of the City review(s) of the development applications, the development application(s) may not be approved.

Property owner (Print Name): Jim Babe Earnhardt Title: Member/Manager

Date: Nov. 2, 2015

Official Use Only: Submittal Date: _____

Request: Approved or Denied

Staff Name (Print): _____

Staff Signature: _____ Date: _____



108688

11/17/2016 PLN-1510P
KWHEELER HPDC600552
11/17/2016 11:33 AM
\$2,832.00

Received From :

KHovnanian
5700 TENNYSON PKWY STE 140
PLANO, TX 75024

Bill To :

John Berry/ Michele Hammond
6750 E. CAMELBACK RD STE 100
SCOTTSDALE, AZ 85251
480-385-2727

Reference #	897-pa-2015	Issued Date	11/17/2016
Address	E MCDOWELL RD/N 68TH ST ()	Paid Date	11/17/2016
Subdivision		Payment Type	CHECK
Marketing Name		Cost Center	
MCR		County	No
APN		Gross Lot Area	0
Owner Information		NAOS Lot Area	0
777 Properties LLC		Net Lot Area	0
7300 W. Orchid Lane		Number of Units	1
CHANDLER, AZ 85226		Density	
480-783-4630		Water Zone	
		Water Type	
		Sewer Type	
		Meter Size	
		Metes/Bounds	No
		QS	

Code	Description	Additional	Qty	Amount	Account Number
3150	PRELIMINARY PLAT FEES		1	\$2,832.00	100-21300-44221

Total Amount **\$2,832.00**

Applicant Signature



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 type="checkbox"/>	1. Preliminary Plat Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$2400. ⁰⁰ + 18. ⁰⁰ per lot (subject to change every July)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Completed Development Application Form (form provided) <ul style="list-style-type: none"> • The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review). • If a review methodology is not selected, the application will be review under the Standard Application Review methodology.
<input checked="" 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)

Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6. Affidavit of Authorization to Act for Property Owner (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7. Appeals of Required Dedications or Exactions (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8. Commitment for Title Insurance – No older than 30 days from the submittal date (requirements form provided) <ul style="list-style-type: none"> • 8-1/2" x 11" – 1 copy • Include complete Schedule A and Schedule B.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> • 8-1/2" x 11" – 2 copies
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10. Results of ALTA Survey (24" x 36") FOLDED <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded (The ALTA Survey shall not be more than 30 days old)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11. Preliminary Plat Notification Affidavit (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12. Request for Site Visits and/or Inspections Form (form provided)
		13. Addressing Requirements (form provided)
		14. Design Guidelines <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Design Standards and Policies Manual <input type="checkbox"/> Environmentally Sensitive Land Ordinance <input checked="" type="checkbox"/> MAG Supplements (see Zoning Ordinance) • The above reference design guidelines, standards, policies, and additional information may be found on the City’s website at: http://www.scottsdaleaz.gov/design
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15. Neighborhood Notification Process Requirements: (form provided) <ul style="list-style-type: none"> • Provide one copy of the Neighborhood Notification Report • Provide one copy of the Community Input Certification attached to the Neighborhood Notification Report • 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.
		16. Request for Neighborhood Group Contact information (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	17. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) <ul style="list-style-type: none"> • 8-1/2" x 11" - 1 copy of the set of prints • <u>See the attached Photo Exhibit of Existing Conditions</u> graphic showing required photograph locations and numbers. • 8-1/2" x 11" - 11 copies of the set of prints (Delayed submittal). At the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	18. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <input type="checkbox"/> Certificate of No Effect / Approval Application (form provided) <input type="checkbox"/> Archaeology Survey and Report - 3 copies <input type="checkbox"/> Archaeology ‘Records Check’ Report Only - 3 copies <input type="checkbox"/> Copies of Previous Archeological Research - 1 copy

Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19. Completed Airport Vicinity Development Checklist – 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)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	20. ESLO Wash Modifications Development Application (application provided) The ESLO Wash Modifications Development Application is to be submitted concurrently with this Preliminary Plat Application.

PART II -- REQUIRED PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	21. Plan & Report Requirements For Preliminary Plat Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	22. Application Narrative <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> 8 ½" x 11" – 11 copies <ol style="list-style-type: none"> 1. The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided) 2. The application narrative shall provide and explanation and justification for any proposed amended development standard(s) 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.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	23. Proposed Development Standards / Amended Development Standards (Example provided) (Must adhere to the Maricopa County Recorder requirements) <ul style="list-style-type: none"> • 8 ½" x 11" – 2 copies (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. Proposed Covenants, Conditions, and Restrictions (CC&R'S) <i>if available</i> <ul style="list-style-type: none"> • 8-1/2" x 11" – 1 copy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	25. Proposed Development Agreement (shared facilities, etc.) (Must adhere to the Maricopa County Recorder requirements) <ul style="list-style-type: none"> • 8-1/2" x 11" – 1 copy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	26. Context Aerial with the proposed site improvements superimposed <ul style="list-style-type: none"> • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy • 8 ½" x 11" – 1 color copy (quality suitable for reproduction) <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><input checked="" type="checkbox"/> 750 foot radius from site</p> <p>_____ 1/4 mile radius from site</p> <p>_____ Other: _____</p>

Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>27. Preliminary Plat</p> <ul style="list-style-type: none"> • 24" x 36" – 11 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>28. Site Plan 7 43</p> <ul style="list-style-type: none"> • 24" x 36" – 11 ¹² copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>29. Open Space Plan (Site Plan Worksheet) (Example Provided)</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>30. Site Cross Sections</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded • 11" x 17" 1 – copy, folded
<input type="checkbox"/>	<input type="checkbox"/>	<p>31. Construction Envelope Plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>32. Natural Area Open Space Plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>33. Topography and slope analysis plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded
<input type="checkbox"/>	<input type="checkbox"/>	<p>34. Phasing Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)

Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>35. Landscape Plan</p> <ul style="list-style-type: none"> • 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.) • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>36. Hardscape Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded of black and white line drawings (a grayscale copy of the color Landscape Plan will not be accept.) • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>37. Parking Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>38. Parking Master Plan</p> <p>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.</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>39. Pedestrian and Vehicular Circulation</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>40. Bikeways & Trails Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>41. Wall Elevations and Details and/or Entry Feature Elevations and Details</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>42. Community Features (mail kiosk, private street signs, etc) Elevations and Details</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>43. Exterior Lighting Site Plan (including exterior building mounted fixtures)</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)

Preliminary Plat Application Checklist

		<ul style="list-style-type: none"> 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	44. Exterior Lighting Photometric Analysis <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	45. Manufacturer Cut Sheets of All Proposed Lighting <ul style="list-style-type: none"> 24" x 36" – 1 copy, folded 11" x 17" – 1 copy, folded (quality suitable for reproduction) 8 ½" x 11" – 1 copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	46. Sensitive Design Concept Plan and Proposed Design Guidelines (Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.) <ul style="list-style-type: none"> 11" x 17" – 1 copy, folded (quality suitable for reproduction) 8 ½" x 11" – 1 color copy (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	47. Drainage Report (information provided) See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for drainage report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets. <ul style="list-style-type: none"> 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	48. Master Drainage Plan See the City's <u>Design Standards & 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"> 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	49. Preliminary Basis of Design Report for Water and Wastewater See the City's <u>Design Standards & 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"> 8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	50. Preliminary Basis of Design Report for Wastewater See the City's <u>Design Standards & 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"> 8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets

Preliminary Plat Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>51. Water Sampling Station</p> <ul style="list-style-type: none"> • Show location of sample stations on the preliminary plat. • Fax 8 ½" x 11" copy of the preliminary plat with sampling stations to the Water Quality Division. • Attn: Craig Miller. Fax 480-312-8728/ Phone 480-312-8743
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>52. Water Of Approval For Fountains Or Water Features from the Water Conservation Office</p> <p>Please contact Elisa Klien at 480-312-5670</p> <ul style="list-style-type: none"> • 1 copy of the approval from the Water Conservation Office
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>53. Expansion of Participation for Water and Wastewater (form provided)</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>54. Transportation Impact & Mitigation Analysis (TIMA) (information provided)</p> <p>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.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Category 1 Study <input type="checkbox"/> Category 2 Study <input type="checkbox"/> Category 3 Study • 8-1/2" x 11" - 3 copies of the Transportation Impact & Mitigation Analysis including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>55. Native Plant Submittal: (information provided)</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded. <p>(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)</p> <ul style="list-style-type: none"> • See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>56. Revegetation Site Plan, including Methodology and Techniques</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>57. Landform Types Maps</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded

Preliminary Plat Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	58. Cuts and Fills Site Plan <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	59. Cuts and Fills Site Cross Sections <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	60. Composite Factors Map <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	61. Unstable Slopes / Boulders Rolling Map <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	62. Bedrock & Soils Map <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	63. Conservation Area, Scenic Corridor, Vista Corridor Plan <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	64. Other: <hr/> <hr/> <ul style="list-style-type: none"> <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 ½" 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)

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.
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Preliminary Plat Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	65. Paint Color Drawdowns <ul style="list-style-type: none"> 1 set of 5" x 7" (minimum size) of each paint color and material identification names and numbers.
<input type="checkbox"/>	<input type="checkbox"/>	66. Other: <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>

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"/>	67. 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>897</u> -PA- <u>15</u>.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	68. Submit all items indicated on this checklist pursuant to the submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	69. 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"/>	70. Delayed Submittal. 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.

Preliminary Plat Application Checklist

If the Project Coordinator is no-longer available, please contact the Current Planning Director at the phone number in the footer of this page if you have any question regarding this application checklist.

This application need a: New Project Number, or

A New Phase to an old Project Number: 1-PP-2016 #2

Required Notice

Pursuant to A.R.S. §9-836, an applicant/agent may request a clarification from the City regarding an interpretation or application of a statute, ordinance, code or authorized substantive policy, or policy statement. Requests to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning, Neighborhood and Transportation Division, including a request for an interpretation of the Zoning Ordinance, shall be submitted in writing to the One Stop Shop to the attention of the Planning, Neighborhood & Transportation Administrator. All such requests must be submitted in accordance with the A.R.S. §9-839 and the City's applicable administrative policies available at the Planning, Neighborhood and Transportation Division's One Stop Shop, or from the city's website: <http://www.scottsdaleaz.gov/bldgresources/forms>.

Planning, Neighborhood and Transportation Division

One Stop Shop

Planning, Neighborhood & Transportation Administrator

7447 E. Indian School Rd, Suite 105

Scottsdale, AZ 85251

Phone: (480) 312-7000



Development Applications Process

Enhanced Application Review

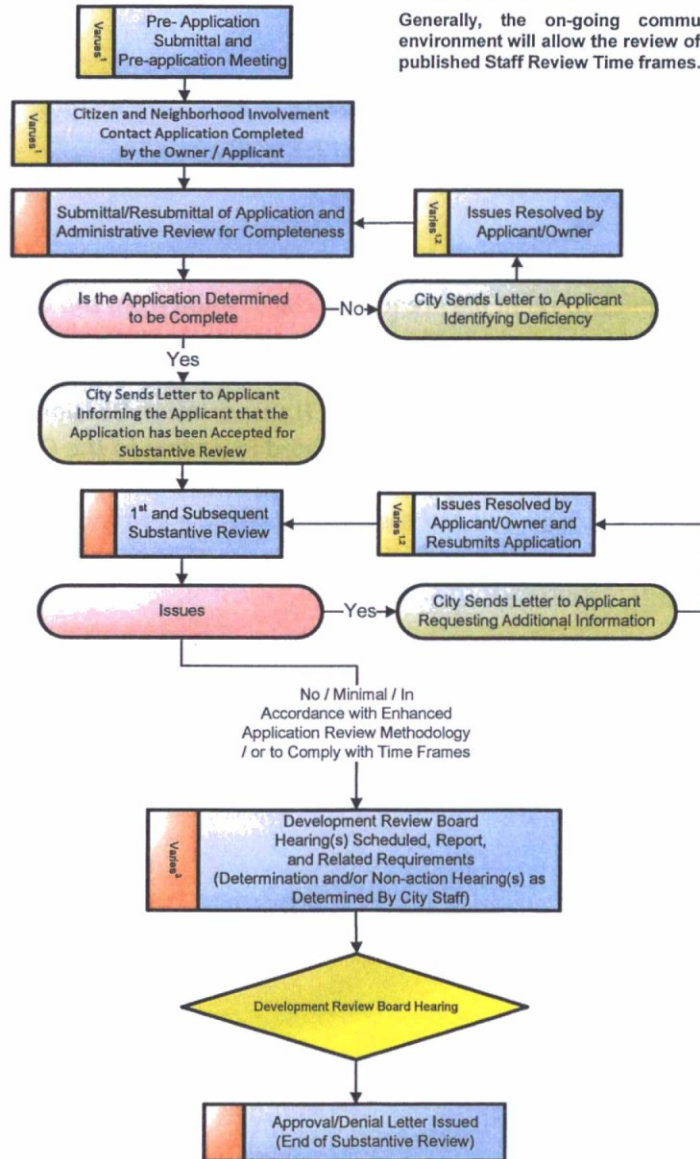
Development Review (DR and PP)

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 Letter Issued
15 Staff Working Days Per Review	95 Total Staff Working Days, Multiple Reviews in This Time Frame ^{2,3,4}	Time Frames Vary ³	



Development Applications Process

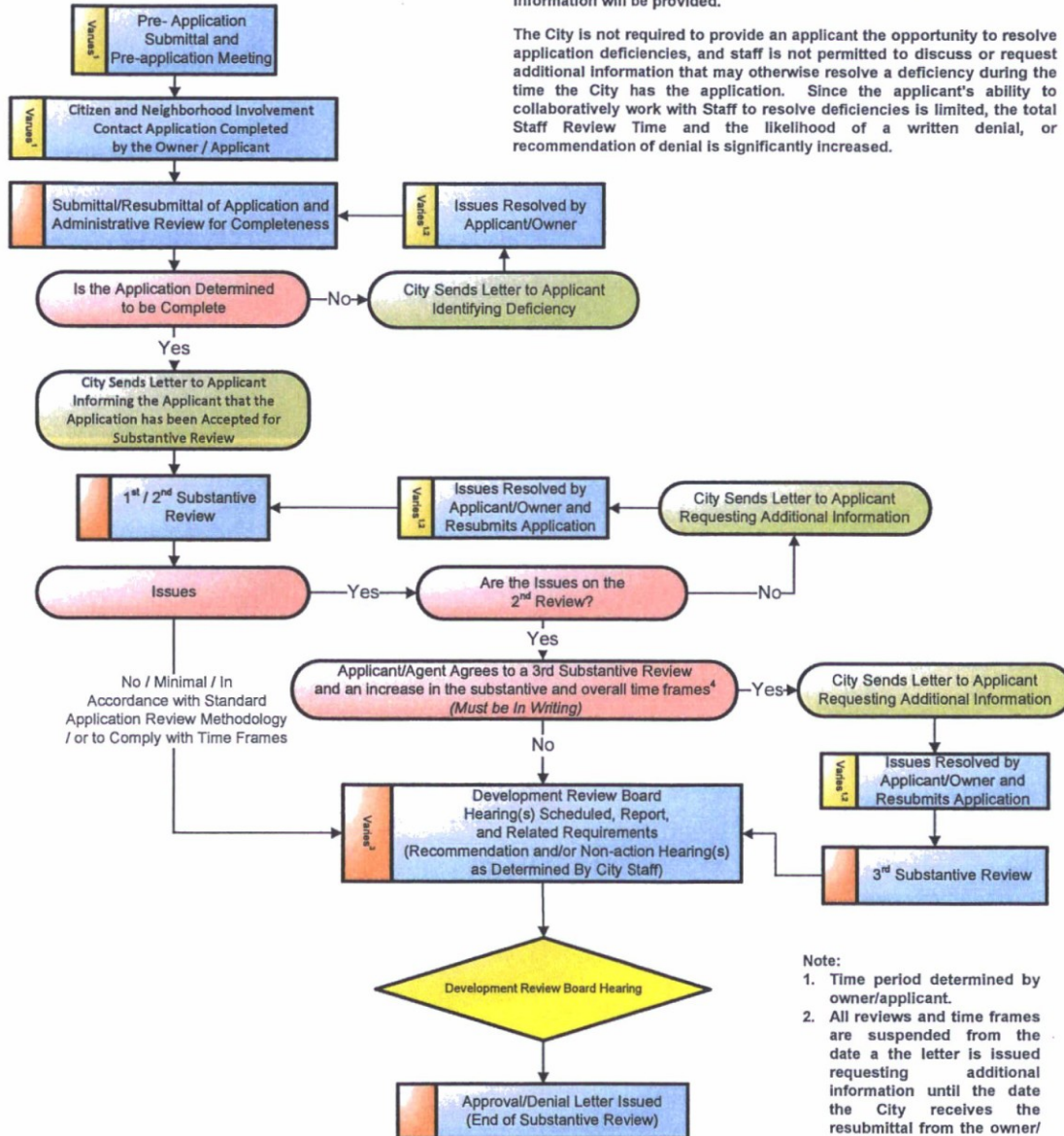
Standard Application Review

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 Letter Issued
15 Staff Working Days Per Review	95 Total Staff Working Days, Two Reviews in This Time Frame ^{2,3,4}	Time Frames Vary ³	