

**Correspondence Between  
Staff and Applicant  
Approval Letter**

Owner Certification  
Acknowledging Receipt  
Of  
Notice Of Right To Appeal  
Exactions And Dedications

I hereby certify that I am the owner of property located at:

4815 N 76th St Scottsdale AZ 85251

(address where development approval, building permits, or city required improvements and dedications are being required)

and hereby certify that I have received a notice that explains my right to appeal all exactions and/or dedications required by the City of Scottsdale as part of my property development on the parcel listed in the above address.



\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date



Planning and Development Services Division  
7447 East Indian School Road  
Scottsdale, Arizona 85251

Date: 7-7-17  
Contact Name: Cecilia Villanueva  
Firm Name: \_\_\_\_\_  
Address: 4818 N. 76th Pl.  
City, State, Zip: Scottsdale, AZ 85251

RE: Application Accepted for Review.  
195 - PA - 2017

Dear Ms. Villanueva :

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

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

Sincerely,

Name: Bryan Cluff  
Title: Senior Planner  
Phone Number: (480) 312 - 2258  
Email Address: Bcluff@ScottsdaleAZ.gov

Date: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

RE: Minimal Submittal Comments  
\_\_\_\_\_ - PA - \_\_\_\_\_

Dear \_\_\_\_\_:

It has been determined that your Development Application for \_\_\_\_\_  
Does not contain the minimal information, and has not been accepted for review.

Please refer to the application checklist and the Minimal Information to be Accepted for Review Checklist, and the Plan & Report Requirements pertaining to the minimal information necessary to be accepted for review.

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

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

Sincerely,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone Number: (480) 312 - \_\_\_\_\_  
Email Address: \_\_\_\_\_@ScottsdaleAZ.gov