

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

## **HUDSON EAST**

### **Development Review Board Revised Project Narrative**

**March 13, 2018**

#### **I. Summary of Request & Background**

Porchlight Homes is the developer of approximately 1.27 acres of land located just west of the northwest corner of Granite Reef Rd and McDonald Dr. The Property was rezoned to R-5 (Multifamily Residential) in August 2017 (Case 10-2N-2016). The Developer is requesting DRB approval of the elevations, site plan and landscape plan for the proposed 18-unit residential project.

#### **II. Design & Development Plan Summary**

The subject property is located west of the northwest corner of North Granite Reef Road and East McDonald Drive. The site is generally surrounded by multi-family, commercial, and restaurant uses. The Brooklyn Café previously occupied the property, however, the building has been vacant for several years. The property is dilapidated and subject to complaints from neighbors and area businesses.

The property will develop with four two-story multi-family townhome buildings containing 18 dwelling units. Parking for the units will primarily be accommodated in the two-car garage of each unit. Garages have been oversized to accommodate two vehicles plus additional storage space. Guests will park in one of the 9 guest parking spaces. A community pool will also be provided on site. Trash collection has been planned and integrated into the site plan. The site plan is consistent with site plan approved in the zoning case. Elevations have been enhanced based on preliminary feedback received from the City and neighborhood. This proposal is designed to integrate with surrounding uses and provide an architectural and economic boost to the McDonald Activity Area.

#### **Site Access & Circulation**

Site access is available from an existing 20' easement and right-of-way that borders the property on the west and north. Access is available from both Granite Reef and McDonald Dr in this easement. A one way exit only point is also planned on the east side of the property on McDonald Dr.

Pedestrian connections are provided through the proposed development to adjacent uses. An 8' sidewalk will be constructed on the north side of McDonald Dr. From the 8' sidewalk will be a connection point into the interior green space between the units.

#### **Landscape/Outdoor Space**

The landscape design along McDonald provides a colorful desert pallet organized in a pastoral layout. Surrounding the monument sign the plantings take on a more formal structure. An integral color, ground face block screen wall in a 'Pebble Beach' color provides visual interest and sound attenuation from McDonald, while still providing convenient pedestrian access to the community. Plant species

include Rio Salado Mesquite, Mastic, and desert accents and shrubs including agave, saguaro, purple prickly pear and yucca. Decomposed granite in 'Express Brown' will be installed at a 2" minimum depth.

**III. Development Review Board Criteria (Sec. 1.904)**

**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 application guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.***

**Response:** The Hudson East townhome development will comply with applicable guidelines, development standards, Design Standards & Policies Manual, General Plan and Zoning Ordinance. The property has an Urban Neighborhoods land use designation and the proposal is compliant with this land use designation as well as the R-5 zoning ordinance provisions.

McDonald Road and Granite Reef is designated as a Suburban/Suburban Desert Character Type in the 2001 General Plan. Additional rooftops will help bolster the existing commercial uses along McDonald and Hayden Roads. Revitalization and reinvestment in new housing stock supports a wide range of uses to strengthen the McDonald Activity Area.

This proposal also fulfills the South Scottsdale Area Character Plan. The proposed infill residential community will bring new residents and increased retail and restaurant demand to Southern Scottsdale. The residential community is consistent with the type of development envisioned in the SSCAP by developing new housing options for planning Southern Scottsdale's future. Southern Scottsdale residents desire a diversity of single and multi-family dwellings; both housing options allow elderly to age in place, and the development of workforce housing to support major employers in the area. Community members have specifically identified mixed-use and infill development as a primary means for providing a greater range of diverse housing opportunities. Integrating new, high quality infill residential housing options along this road meets the goals and policies of the General Plan and SSCAP.

**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 architectural style of the townhomes is designed to reflect a current modern urban style while blending seamlessly with the existing neighborhood. The exterior finishes will be primarily stucco with masonry accents at the porch which is consistent with the existing neighborhood buildings. Metal roof elements above the front doors add another material and texture. Metal shade elements over some of the windows provide shade from the sun and add architectural interest to the facades. Deep set covered front porches provide shaded private outdoor space that can be used year-round.

The landscape design has incorporated a variety of plants with differing blooming seasons to provide year round color and visual interest. The plant palette was designed with the desert climate in mind with hardy plants that can stay healthy in the summer heat.

b. *Avoid excessive variety and monotonous repetition;*

**Response:** Each unit will be staggered from its adjacent unit to provide individualization to each unit and break up the horizontal massing. Units have also been mirrored so each unit does not have the same orientation relative to each other to prevent visual repetition. The parapet roof massing varies in height in their standard configuration to break up the vertical massing. When the optional clerestory or the optional roof deck is added the vertical massing changes are further enhanced. Additionally, a variety of color blocking techniques have been used to accentuate the massing, material and textural changes.

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;*

This new development will enhance and strengthen the area. Building, monument, and wall design are sensitive to the evolving context of the McDonald Activity Area. Landscaping is design to protect the character of the Sonoran Desert with plants like Saguaro, agave, and yucca. A sensitivity to efficient water use has been incorporated in the desert landscape palette.

d. *Conform to the recommendation and guidelines in the Environmentally Sensitive Land (ESL) Ordinance, in the ESL Overlay District; and*

**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:** Ingress to the property is primarily from McDonald Dr. to the 20' alley and 4' easement that borders the property to the west and north. This alley can also be accessed off Granite Reef Rd. The driveway off McDonald will conform to the City of Scottsdale CL-1 driveway standard, and City of Scottsdale Standard Design #2256. Two egress points are provided on McDonald Dr.

An oversized two-car garage is provided with each housing unit. Guests can park in one of the 9 guest parking spaces. Parking stalls are 16' deep with a 2' overhang.

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

**Response:** All residential mechanical units will be roof mounted so as to not conflict with street frontage open space, pedestrian amenities, resident amenities, landscape features, or on-site circulation. They will be screened from view behind stucco parapet walls.

5. ***Within the Downtown Area, the building and site design shall:*** Not applicable as this site is located in the South Scottsdale Area Character Plan
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 the 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 and to standards for public safety.***

**Response:** Not Applicable.

**B. *The burden is on the applicant to address all applicable criteria in this section.***

**Response:** Acknowledged above.

#### **IV. Scottsdale Sensitive Design Principles**

The Character and Design Element of the General Plan states that "Development should respect and enhance the unique climate, topography, vegetation and historical context of Scottsdale's Sonoran Desert environment, all of which are considered amenities that help sustain our community and its quality of life." 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:** Attractive architectural elements, colors, varied building materials, and landscaping will enhance the area while staying true to the southwestern character of Scottsdale.

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

**Response:** Current use of the site is an abandoned restaurant and office building, so there are no natural features to preserve. However, the amount of landscaping and open space is being increased substantially for this site along McDonald and with the greenspace and pool area between the buildings. Since enclosed garages are being provided for each yard, much of the paved parking areas that served the existing buildings will be replaced with attractive homes and open space.

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

**Response:** The property is a redevelopment site, so the low-water use, desert landscaping provided is increasing the overall open space for this property. The site is relatively flat, so there is not existing topography to preserve.

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

**Response:** The character of the Sonoran Desert is being preserved by utilizing plants native to the area. Since these plants are accustomed to the desert climate, as they mature they become self-sustaining with respect to water-use and will provide an urban habitat for wildlife.

- 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:** The architectural design, window placement, building materials and colors have been carefully selected to incorporate the vernacular of the Southwest design elements. This area is designated as a Suburban/Suburban Desert Character area and the building materials, landscaping, and wall elements all support the community identity of the area.

- 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:** Various modes of transportation have been in mind through adequate vehicular parking, bicycle parking, and bus access. A Local Valley Metro bus route traverses this section of McDonald and two Valley Metro bus routes traverse Scottsdale and Hayden Roads. Each home has an enclosed and covered (123 SF) front porch providing a private outdoor space overlooking the pedestrian paseo for residents to sit, greet their neighbors or watch their children play.

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

**Response:** Pedestrians will be provided with an 8' sidewalk on McDonald, giving comfortable connectivity to adjacent communities. The pedestrian paseo within the development also connects the site with surrounding neighborhood with access to east McDonald Road to the South and the existing multi-family residential neighborhoods to the north and west. Mature trees will be planted that will provide shade to these pedestrian walkways over time.

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

**Response:** Buildings have been limited to two-story with optional roof decks to remain consistent in height with the multi-family properties to the west and north. Massing is consistent with other R-5 uses in the area.

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

**Response:** Desert appropriate materials and building techniques will maintain consistency with the Sonoran Desert climate. Color schemes include textures and colors that are found in the surrounding desert context.

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

**Response:** The homes will be designed to the Energy Star V3 program, with HERS ratings in the low to mid 60's. Watersense qualified plumbing fixtures are also planned for the community. Sustainable building techniques will be emphasized during the project.

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

**Response:** Desert plant materials have been selected for this project that respond to the desert environment. Mature trees and plants will be utilized that are native to the Sonoran Desert.

**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 plant material with the natural desert area will be utilized.

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

**Response:** Lighting has been designed to be respectful of surrounding uses while maintaining safety for future residents. See Lighting Site Plan and Photometric Analysis.

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

**Response:** The designed signage is attractive and unique while being respectful to neighboring properties and will be consistent with the City's sign code.

**V. SUMMARY**

In summary, the applicant is seeking Development Review Board approval for this 1.27 acre for-sale, 18 unit townhome community. Redevelopment of this parcel will revitalize an underutilized site by removing a longstanding vacant commercial building and provide additional infill housing opportunities for the growing Southern Scottsdale community. It will contribute to the "live, work, play" land use balance promoted by the General Plan and SSCAP. Incorporating new infill residential land uses is essential to the success of Southern Scottsdale and to jumpstarting new development within McDonald Activity Area. The site is an ideal location for residents to live close to Downtown Scottsdale and enjoy nearby amenities of Old Town and Indian Bend Wash.



# Development Review

## Development Application Checklist



### 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 Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, including any additional submittal requirements identified in the stipulations, of any Development Application approved that this application is reliant upon; 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 12 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. Development Review Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$ <u>1,515.00</u> (subject to change every July)
<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 checked="" type="checkbox"/>	5. Letter of Authorization (from property owner(s) if property owner did not sign the application form)

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<b>7. Appeals of Required Dedications or Exactions</b> (form provided)
<input checked="" type="checkbox"/>	<input 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 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 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 type="checkbox"/>	<input type="checkbox"/>	<b>11. Request for Site Visits and/or Inspections Form</b> (form provided)
		<b>12. Addressing Requirements</b> (form provided)
		<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <b>13. Design Guidelines</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Sensitive Design Program</li> <li><input checked="" type="checkbox"/> Design Standards and Policies Manual</li> <li><input type="checkbox"/> Commercial Retail</li> <li><input type="checkbox"/> Gas Station &amp; Convenience Stores</li> <li><input type="checkbox"/> Environmentally Sensitive Land Ordinance</li> <li><input type="checkbox"/> Downtown Urban Design and Architectural Guidelines</li> <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> </div> <div style="width: 35%;"> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> MAG Supplements</li> <li><input type="checkbox"/> Scenic Corridors Design</li> <li><input type="checkbox"/> Office Design Guidelines</li> <li><input type="checkbox"/> Restaurants</li> <li><input type="checkbox"/> Lighting Design Guidelines</li> <li><input type="checkbox"/> Shading</li> <li><input type="checkbox"/> Desert Parks Golf Course</li> </ul> </div> </div>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>14. 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>15. Request for Neighborhood Group Contact Information</b> (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>16. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper</b> (form provided) <ul style="list-style-type: none"> <li>8-1/2" x 11" - 1 copy of the set of prints</li> <li><u>See attached Existing Conditions Photo Exhibit</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), he/she will request these items, and they are to be submitted by the date indicated in the request.</li> </ul>

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>17. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>18. 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) <ul style="list-style-type: none"> <li><input type="checkbox"/> Airport Data Page</li> <li><input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form</li> <li><input type="checkbox"/> Heliport (requires a Conditional Use Permit)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>19. ESLO Wash Modifications Development Application</b> (application provided) <ul style="list-style-type: none"> <li>• The ESLO Wash Modifications Development Application is to be submitted concurrently with this Development Review Application.</li> </ul>

### 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.
		<b>20. Plan &amp; Report Requirements For Development Applications Checklist</b> (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>21. Application Narrative</b> <ul style="list-style-type: none"> <li>• 8 1/2" x 11" – 4 copies</li> <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. 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> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>22. 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 copies (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>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>23. 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 1/2" 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>24. Site Details</b> (Elevations of screen walls, site walls, refuse enclosure, carport, lot light pole, trellis, etc.) <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 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>25. 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 1/2" 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>26. 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>27. 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 1/2" 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>28. 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>29. 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 1/2" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>30. 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 1/2" 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>

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<input type="checkbox"/>	<input type="checkbox"/>	<b>31. Hardscape 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> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>32. Transitions 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>33. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>34. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>35. Pedestrian and Vehicular Circulation</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 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>36. Bikeways &amp; Trails 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> <li>• 8 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>37. Elevations</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 2 folded black and white line drawing copies (a grayscale copy of the color elevations will not be accepted.)</li> <li>• 24" x 36" – 2 color copies, folded</li> <li>• 11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>• 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>• 8 ½" x 11" – 1 color copy, (quality suitable for reproduction)</li> <li>• 8 ½" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>• Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>

### Planning and Development Services

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>38. Elevations Worksheet(s)</b> Required for all Development applications to zoned Planned Unit Development (PUD) and in the Downtown Area. <ul style="list-style-type: none"> <li>• 24" x 36" – 2 copies, folded</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>39. Perspectives</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 1 color copy, folded</li> <li>• 11" x 17" – 1 color 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 type="checkbox"/>	<b>40. Streetscape Elevation(s)</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 1 color copy, folded</li> <li>• 11" x 17" – 1 color 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 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" – 1 color copy, folded</li> <li>• 11" x 17" – 1 color 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 type="checkbox"/>	<b>42. Floor Plans</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>• 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>43. Floor Plan Worksheet(s)</b> (Required for restaurants, bars or development containing there-of, and <u>multi-family</u> developments): <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>• 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>44. Roof Plan Worksheet(s)</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 1 copy, folded</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>45. Sign Details</b> <ul style="list-style-type: none"> <li>• 11" x 17" – 1 color copy, folded (quality suitable for reproduction)</li> <li>• 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> <li>• 8 1/2" x 11" – 1 color copy (quality suitable for reproduction)</li> <li>• 8 1/2" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction)</li> </ul>

### Planning and Development Services

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>46. 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>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>47. Exterior Lighting Photometric Analysis (policy provided)</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 type="checkbox"/>	<b>48. 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> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>49. Cultural Improvement Program Plan</b> <p>_____ Conceptual design of location</p> <ul style="list-style-type: none"> <li>• 11" x 17" – 1 copy, folded (quality suitable for reproduction)</li> <li>• 8 ½" x 11" – 1 color copies (quality suitable for reproduction)</li> <li>• 1 – copy of the approval letter for the artwork design from Scottsdale Cultural Council (Scottsdale Public Art)</li> </ul> <p>_____ Narrative explanation of the methodology to comply with the requirement/contribution.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<b>50. 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 ½" x 11" – 1 copy (quality suitable for reproduction)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>51. Master Thematic Architectural Character Plan</b> <ul style="list-style-type: none"> <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 type="checkbox"/>	<b>52. Drainage Report (information provided)</b> 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. <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 type="checkbox"/>	<input type="checkbox"/>	<b>53. 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>

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## Development Review Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>54. Preliminary Basis of Design Report for Water and Wastewater</b></p> <p>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.</p> <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>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>55. Preliminary Basis of Design Report for Wastewater</b></p> <p>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.</p> <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>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>56. Water Sampling Station</b></p> <ul style="list-style-type: none"> <li>• Show location of sample stations on the site plan.</li> <li>• Fax 8 1/2" x 11" copy of the site plan with sampling stations to the Water Quality Division.</li> <li>• Attn: Craig Miller. Fax 480-312-8728/ Phone 480-312-8743</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>57. Water Of Approval For Fountains Or Water Features from the Water Conservation Office</b></p> <p>Please contact Elisa Klein at 480-312-5670</p> <ul style="list-style-type: none"> <li>• 1 copy of the approval from the Water Conservation Office</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>58. Native Plant Submittal:</b></p> <ul style="list-style-type: none"> <li>• 24" x 36" 1 – copy, folded.</li> </ul> <p>(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>59. Transportation Impact &amp; Mitigation Analysis (TIMA) (information provided)</b></p> <p>Please review the City's Design Standards &amp; 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"> <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>

### Planning and Development Services

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## Development Review Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<b>60. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>61. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>62. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>63. Environmental Features 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>64. Geotechnical Report</b> 8-1/2" x 11" - 1 copy of the Geotechnical Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	<b>65. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>66. 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>
<input type="checkbox"/>	<input type="checkbox"/>	<b>67. 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>68. Other:</b> <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <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 (See Digital Submittal Plan Requirements)                 </div>



# Development Review Application Checklist

## 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>69. 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>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>70. Exterior Building Color &amp; Material Sample Board(s):</b> 8-1/2" x 14" material sample board(s) <ul style="list-style-type: none"> <li>The material sample board shall include the following:                     <ul style="list-style-type: none"> <li>A color elevation of one side of the building</li> <li>3" x 3" Glass samples mounted on the board with reflectivity identify</li> <li>3" x 3" of each the building materials mounted on the board (i.e. split face CMU, Stucco, EIFS, etc.)</li> <li>2" x 2" of proposed paint colors</li> <li>All material manufacture names and material identification names and numbers shall be keynoted on the individual materials and the elevation.</li> </ul> </li> <li>11" x 17" – 1 copy, folded of a printed digital photo of the material board</li> <li>8 1/2" x 11" – 1 copy of a printed digital photo of the material board</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>71. Electronic Massing Model:</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded</li> <li>8 1/2" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul> Scaled model indicating building masses on the site plan and the mass of any building within: _____ 750 foot radius from site _____ Other: _____ (The electronic model shall be a computer generated Sketch-up* model or other electronic modeling media acceptable to the Current Planning Services department.)
<input type="checkbox"/>	<input type="checkbox"/>	<b>72. Electronic Detail Model:</b> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded</li> <li>8 1/2" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul> Scaled model indicating building masses on the site plan and the mass of any building within: _____ 750 foot radius from site _____ Other: _____ (The electronic model shall be a computer generated Sketch-up* model or other electronic modeling media acceptable to the Current Planning Services department.)

## Planning and Development Services

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## Development Review Application Checklist

## PART IV – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Need	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"/>	73. An appointment must be scheduled to submit this application. To schedule your submittal meeting please call 480-312-7767. Request a submittal meeting with a Planning Specialist and provide your case pre-app number; _____ -PA-_____.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	74. Submit all items indicated on this checklist pursuant to the submittal requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	75. 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"/>	76. 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.
<input type="checkbox"/>	<input type="checkbox"/>	77. Other: <div style="border: 1px solid black; height: 150px; margin-top: 5px;"></div>



## Development Review Application Checklist

☒

78. If you have any question regarding this application checklist, please contact your Project Coordinator.

Coordinator Name: (print): \_\_\_\_\_

Phone Number: 480-312- \_\_\_\_\_

Coordinator email: \_\_\_\_\_

@scottsdaleaz.gov

Date: \_\_\_\_\_

Coordinator Signature: \_\_\_\_\_

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.

### 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 and Development Services, 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 and Development Services Director. 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 and Development Services' One Stop Shop, or from the city's website: <http://www.scottsdaleaz.gov/bldgresources/forms>.

Planning and Development Services Division

One Stop Shop

Planning and Development Services Director

7447 E. Indian School Rd, Suite 105

Scottsdale, AZ 85251

Phone: (480) 312-7000

### Planning and Development Services

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# Development Applications Process

## Enhanced Application Review

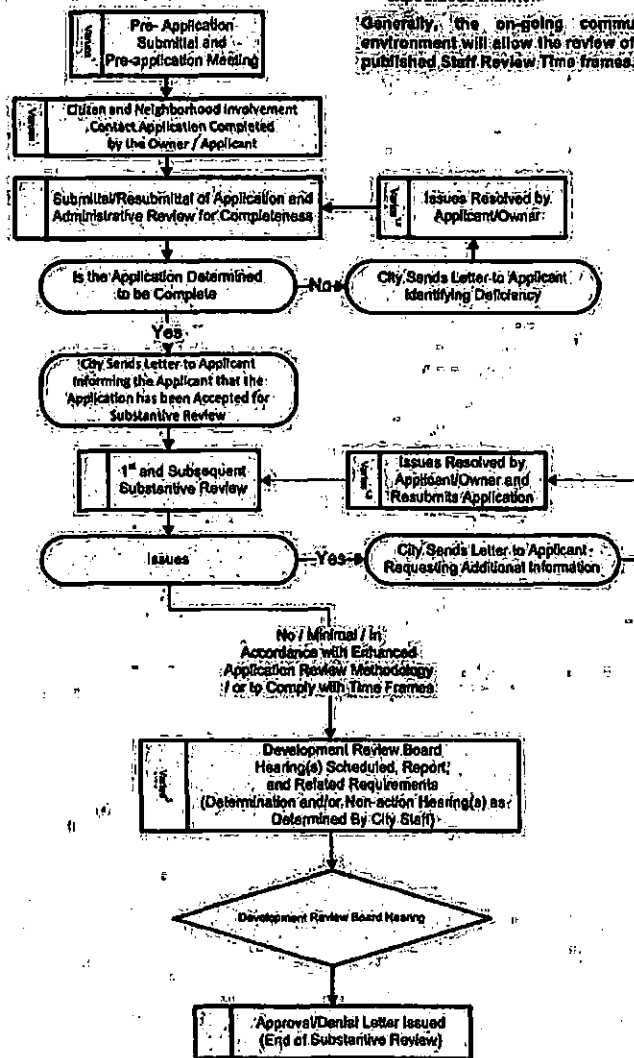
### Development Review (DR and PP)

#### 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.



#### Notes:

1. Time period determined by owner/applicant.
2. All reviews and time frames are suspended from the date a 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 process.
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	Time Frames Vary	Letter Issued

Planning and Development Services

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# Development Applications Process

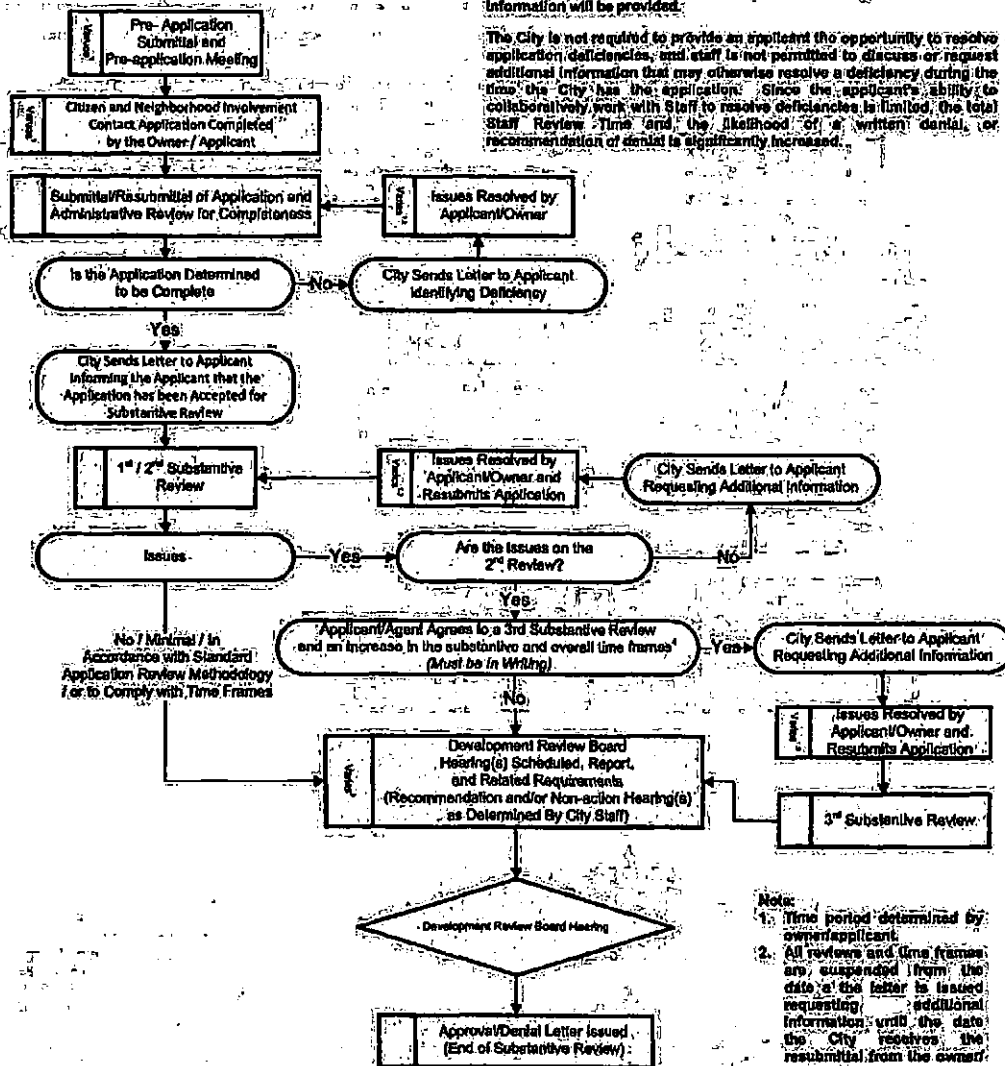
## Standard Application Review

### 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 of 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 of the letter to issuer 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 process.
  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	85 Total Staff Working Days, Two Reviews In This Time Frame	Time Frames Vary	

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# 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 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: Hudson East

Property's Address: 8340 and 8350 E McDonald Dr

### Property's Current Zoning District Designation:

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: Alexandra Schuchter	Agent/Applicant: Logan Powell
Company: Diversified Partners	Company: Porchlight Homes
Address: 7500 E. McDonald Drive, Ste. 100A, Scottsdale	Address: 2915 E Baseline Rd Ste 118, Gilbert
Phone: 480-383-8172 Fax: 480-947-8830	Phone: 480-813-1324 Fax: 480-813-1118
E-mail: alexandra@dpcrc.com	E-mail: lpowell@porchlighthomes.com
Designer: Rich Faul	Engineer: Chuck Jacobs
Company: Felten Group	Company: Jacobs Wallace
Address: 18325 N Allied Way Ste 200, Phoenix 85024	Address: 2233 W Bethany Homes, Phx 85015
Phone: 602-867-2500 Fax: 602-867-2503	Phone: 602-757-5964 Fax:
E-mail: rich.faul@feltengroup.com	E-mail: jacobs@jacobswallace.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.

Owner Signature

Agent/Applicant Signature

Official Use Only

Submittal Date:

Development Application No.:

### Planning and Development Services

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

**8-DR-2018**

**1/18/2018**



# 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 and Development Services**

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



# 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 and Development Services

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