

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



Rezoning

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, include any additional submittal requirements identified in the stipulations, of any Development Application approved prior to the submittal of this application.

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 11 of this application.

Please be advised that a Development Application received by the City that is inconsistent with information submitted with the corresponding pre-application may be rejected immediately, and may be required to submit a separate: pre-application, a new Development Application, and pay all additional fees.

Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.

PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Rezoning Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Zoning Application Fee \$ <u>55156.00</u> (subject to change every July) L/A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3. Completed Development Application (form provided) 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.
<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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<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)	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7. Appeal of Required Dedications, Exactions, or Zoning Regulations (form provided)	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8. Commitment for Title Insurance – No older than 30 days from the submittal date <ul style="list-style-type: none"> • 8-1/2" x 11" – 1 copy • Include complete Schedule A and Schedule B. (requirements form provided) 	○
<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. Request for Site Visits and/or Inspections (form provided)	Ⓢ
		12. Addressing Requirements (form provided)	
<input type="checkbox"/>	<input type="checkbox"/>	13. Draft Development Agreement <ul style="list-style-type: none"> • 8-1/2" x 11" – 2 copies Must adhere to the Maricopa County Recorder requirements	
		14. Proposition 207 waiver or refusal (Delay submittal until after the Planning Commission Hearing) (sample agreement information provided)	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15. Citizen Review Checklist: (form provided) <ul style="list-style-type: none"> • Provide one copy of the Citizen Review 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 Citizen Review Report addendum. 	○
		16. Request for Neighborhood Group/Homeowners Association (form provided)	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	17. Site Posting Requirements: (form provided (white and red signs) <ul style="list-style-type: none"> • Affidavit of Posting for Project Under Consideration • Affidavit of Posting for Planning Commission Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to Planning Commission hearing. • Affidavit of Posting for City Council Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to City Council hearing. 	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	18. School District Notification – (form provided) <p>Required for all applications that include residential uses.</p>	○
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper <ul style="list-style-type: none"> • 8-1/2" x 11" - 1 copy of the set of prints • <u>See attached Existing Conditions Photo Exhibit</u> graphic showing required photograph locations and numbers. 	

L/A

L/A

L/A

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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	20. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <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
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	21. 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)

PART II -- REQUIRED NARRATIVE, PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
		22. Plan & Report Requirements For Development Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. Development Plan

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"/>	a. Application Narrative <ul style="list-style-type: none"> • 8 ½" x 11" – 4 copies <input checked="" type="checkbox"/> The application narrative shall specify how the proposal separately addresses each of the following: <ul style="list-style-type: none"> • goals and policies/approaches of the General Plan • goals and polices of the applicable Character Area Plan • architectural character, including environmental response, design principles, site development character, and landscape character <input checked="" type="checkbox"/> Please review the applicable zoning district and/or overlay provisions for any findings, justifications, and/or explanations that are required to be met. Each finding, justification, and/or explanation shall be separately identified with a corresponding response in the application narrative. (PRD, PCD, PBD, PUD, etc) <input checked="" type="checkbox"/> In addition, the following applicable information shall be incorporated into the application narrative: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> separate justification(s) for each requested modifications to regulations and standards, <input checked="" type="checkbox"/> bonus provisions and justifications, <input type="checkbox"/> methodology to address the City's Sensitive Design Principles, and applicable design guidelines pertaining to: architectural character, environmental response, site development character, and landscape character, and/or <input type="checkbox"/> Historic Property – existing or potential historic property. <ul style="list-style-type: none"> ○ (Describe how the proposal preserves the historic character or compliance with property's existing Historic Preservation Plan)

WM 1ST DRAFT

Rezoning Development Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>b. Legislative draft of the proposed development standards, or amended development standards (form provided)</p> <ul style="list-style-type: none"> • 8 ½" x 11" – 2 copies <p>(Must adhere to the Maricopa County Recorder requirements)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>c. Legislative draft of the list of Land Uses, if proposed (PBD, SC)</p> <ul style="list-style-type: none"> • 8 ½" x 11" – 2 copies <p>(Must adhere to the Maricopa County Recorder requirements)</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>d. A dimensioned plan indicating the proposed boundaries of the application</p> <ul style="list-style-type: none"> • 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) <p style="font-size: small; margin-top: 10px;">AM SIP.</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>e. Context Aerial with the proposed site improvements superimposed</p> <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>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>f. Site Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 16 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>g. Subdivision Plan 12 <i>DB</i></p> <ul style="list-style-type: none"> • 24" x 36" – 16 copies, folded • 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>h. Open Space Plan (Site Plan Worksheet) (example provided)</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copies, folded • 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)

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<input type="checkbox"/>	<input type="checkbox"/>	<p>i. 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>j. 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)
<input type="checkbox"/>	<input type="checkbox"/>	<p>k. Topography and slope analysis plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>l. Phasing Plan</p> <p style="font-size: 2em; margin-left: 20px;">NA</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copies, folded • 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>m. Landscape Plan</p> <ul style="list-style-type: none"> • All plans shall be <u>black and white line drawings</u> (a grayscale copy of the color Landscape Plan will not be accept.) • 24" x 36" – 2 copies, folded of • 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>n. Hardscape Plan</p> <ul style="list-style-type: none"> • All plans shall be <u>black and white line drawings</u> (a grayscale copy of the color Landscape Plan will not be accept.) • 24" x 36" – 2 copies, folded of <u>black and white line drawings</u> • 11" x 17" – 1 copy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>o. Transitions Plan <i>from S.F. Residential</i></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>p. 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 color copy(quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)

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<input type="checkbox"/>	<input type="checkbox"/>	<p>q. 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>r. Pedestrian and Vehicular Circulation Plan</p> <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 color copies (quality suitable for reproduction) • Digital – 1 copy (See Digital Submittal Plan Requirements)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>s. Elevations</p> <ul style="list-style-type: none"> • 24" x 36" – 2 folded black and white line drawing copies (a grayscale copy of the color elevations will not be accepted.) • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy, (quality suitable for reproduction) • 8 ½" x 11" – 1 black and white line drawing copy, folded (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>t. Elevations Worksheet(s)</p> <p>Required for all Development applications to rezone to Planned Unit Development (PUD) and Downtown when elevations are required to be submitted.</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • Digital – 1 copy (See Digital Submittal Plan Requirements)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>u. Perspectives</p> <ul style="list-style-type: none"> • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>v. Floor Plans</p> <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"/>	<p>w. Floor Plan Worksheet(s)</p> <p>(Required for restaurants, bars or development containing there-of, and multi-family developments):</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" - 1 copy, folded (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>x. Roof Plan Worksheet(s)</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded

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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>y. Electronic Massing Model:</p> <ul style="list-style-type: none"> • 11" x 17" – 1 color copy, folded • 8 ½" x 11" – 1 color copy (quality suitable for reproduction) <p>Scaled model indicating building masses on the site plan and the mass of any building within:</p> <p>_____ 750 foot radius from site</p> <p>_____ Other: _____</p> <p>(The electronic model shall be a computer generated Sketch-up[®] model or other electronic modeling media acceptable to the Current Planning Services department.)</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>z. Solar Analysis</p> <p>The solar analysis shall be completed for twenty first day of March, June, September, and December at 6:00 a.m., 9:00 a.m., 12:00 p.m., 3:00 p.m. and 6:00 p.m.</p> <p>Required for all Development applications to rezone to Planned Unit Development (PUD).</p> <ul style="list-style-type: none"> • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>aa. Exterior Lighting Site Plan</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>bb. Manufacturer Cut Sheets of All Proposed Lighting</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>cc. Cultural Improvement Program Plan</p> <p>_____ Conceptual design</p> <ul style="list-style-type: none"> • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) <p>_____ Narrative explanation of the methodology to comply with the requirement/contribution.</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>dd. Sensitive Design Concept Plan and Proposed Design Guidelines</p> <p>(Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.)</p> <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"/>	<p>ee. Master Thematic Architectural Character Plan</p> <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"/>	<p>ff. Conceptual Signage Plan</p> <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)

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<input type="checkbox"/>	<input type="checkbox"/>	gg- Other: _____ <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 (See Digital Submittal Plan Requirements)
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>24. Development Plan Booklets <i>after 1st review</i></p> <ul style="list-style-type: none"> • 11" x 17" – 3 copies (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 (See Digital Submittal Plan Requirements) • 8 ½" x 11" – 3 copies on archival (acid free) paper: this is a delayed submittal that is to be made after the Planning Commission recommendation. <p>The Development Plan Booklets shall include the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Application Narrative <input checked="" type="checkbox"/> Legislative draft of the proposed development standards, or amended development standards <input type="checkbox"/> Legislative draft of the proposed List of Land Uses <input checked="" type="checkbox"/> A dimensioned plan indicating the proposed boundaries of the application <input checked="" type="checkbox"/> Context Aerial with the proposed Site Plan superimposed <input checked="" type="checkbox"/> Site Plan <input type="checkbox"/> Subdivision Plan <input checked="" type="checkbox"/> Open Space Plan <input checked="" type="checkbox"/> Phasing Plan <input checked="" type="checkbox"/> Landscape Plan <input checked="" type="checkbox"/> Hardscape Plan <input checked="" type="checkbox"/> Transitions Plan <input type="checkbox"/> Parking Plan <input checked="" type="checkbox"/> Pedestrian and Vehicular Circulation Plan <input checked="" type="checkbox"/> Conceptual Elevations <input checked="" type="checkbox"/> Conceptual Perspectives <input type="checkbox"/> Electronic Massing Model <input type="checkbox"/> Solar Analysis <input checked="" type="checkbox"/> Exterior Lighting Plan <input checked="" type="checkbox"/> Manufacturer Cut Sheets of All Proposed Lighting <input type="checkbox"/> Cultural Amenities Plan <input type="checkbox"/> Special Impacts Analysis (Lighting Program, Dust Control, Noise Analysis and Control) <input type="checkbox"/> Sensitive Design Concept Plan and Proposed Design Guidelines (architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.) <input type="checkbox"/> Master Thematic Architectural Character Plan <input type="checkbox"/> Conceptual Signage Plan <input type="checkbox"/> Other: _____ <p>Color and black and white line drawings shall be provided in accordance with the individual plan requirements above.</p>
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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>25. Proposed Public Benefit Narrative, Plan, and Total Construction Cost Estimate for proposed development standard bonus(es)</p> <p>(PBD, Infill Incentive, or PCP rezoning applications that include the use bonus provisions. A professional consultant shall provide the Total Construction Cost Estimate)</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>26. Drainage Report</p> <p>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.</p> <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 type="checkbox"/>	<input type="checkbox"/>	<p>27. Master Drainage Plan</p> <p>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.</p> <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"/>	<p>28. Preliminary Basis of Design Report for Water and Wastewater</p> <p>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.</p> <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"/>	<p>29. Preliminary Basis of Design Report for Wastewater</p> <p>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.</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	<p>30. Master Plan for Water</p> <p>Contact the Water Resources Department at 480-312-5685 to discuss offsite and onsite analysis and report content. The report shall be bound and must include all required exhibits and plans.</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 3 copies of the Report including full size plans/maps in pockets
<input type="checkbox"/>	<input type="checkbox"/>	<p>31. Master Plan and Design Report for Wastewater</p> <p>Contact the Water Resources Department at 480-312-5685 to discuss offsite and onsite analysis and report content. The report shall be bound and must include all required exhibits and plans.</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 3 copies of the Basis of Design Report for Water including full size plans/maps in pockets

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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	32. Transportation Impact & Mitigation Analysis (TIMA)	<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> <p><input type="checkbox"/> Category 1 Study</p> <p><input type="checkbox"/> Category 2 Study</p> <p><input checked="" type="checkbox"/> Category 3 Study</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 3 copies of the Transportation Impact & Mitigation Analysis Water including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	33. Native Plant Submittal Requirements: (form provided)	<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"/>	34. Environmental Features 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"/>	35. Other:	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>


PART III – 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"/>	36. 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; _____-PA-_____.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37. Submit all items indicated on this checklist pursuant to the Submittal Instructions provided.

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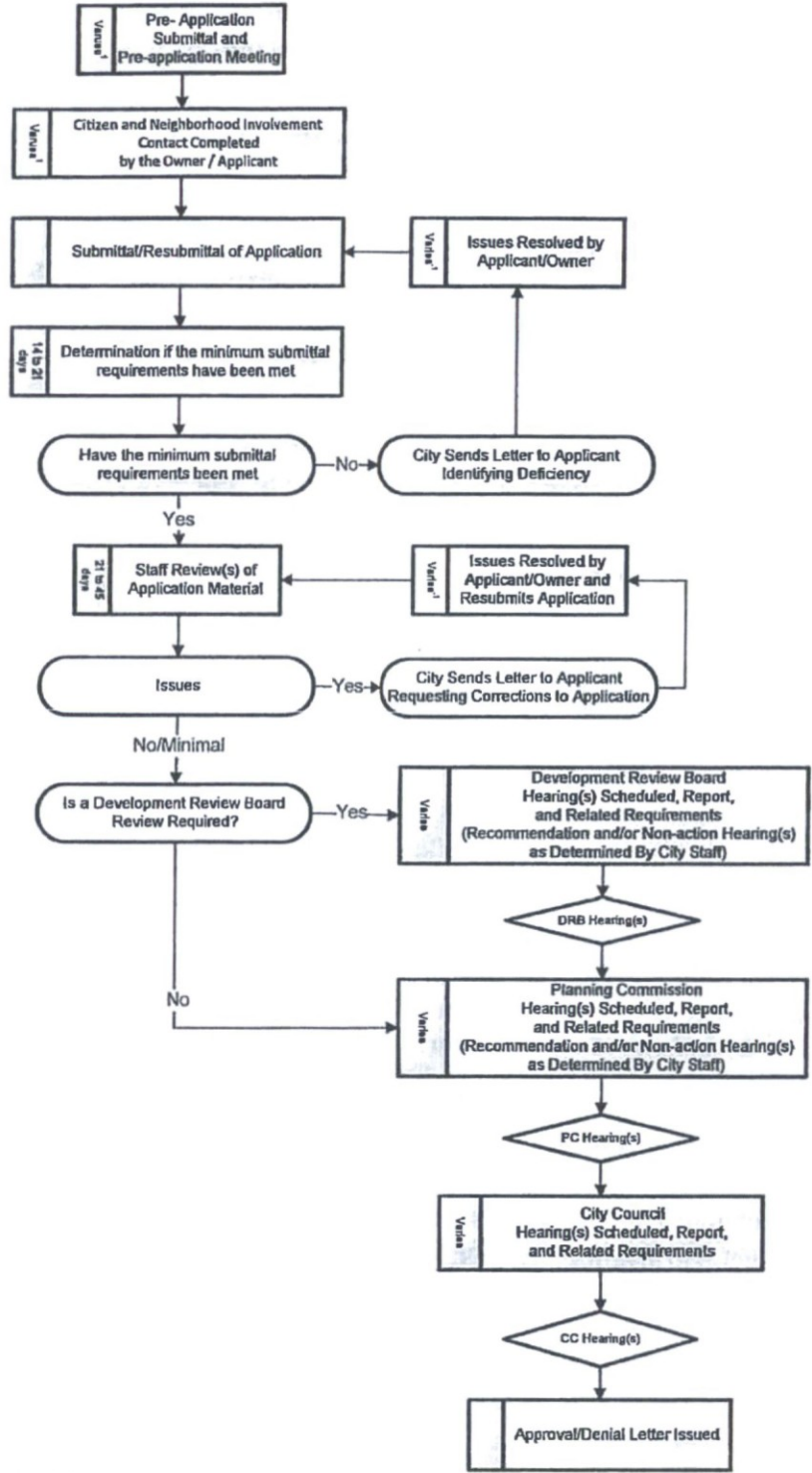
Rezoning Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>38. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>39. 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.</p>
<input checked="" type="checkbox"/>		<p>40. If you have any question regarding this application checklist, please contact your Project Coordinator.</p> <p>Coordinator Name (print): <u>Greg Blumenberg</u> Phone Number: <u>480-312-4306</u></p> <p>Coordinator email: <u>gblumenberg@scottsdaleaz.gov</u> Date: <u>9-7-18</u></p> <p>Coordinator Signature: </p> <p>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.</p> <p>This application needs a: <input checked="" type="checkbox"/> New Project Number, or <input type="checkbox"/> A New Phase to an old Project Number: _____</p> <p>Required Notice</p> <p>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.</p> <p>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</p>



Development Application Process

Abandonment (AB), Municipal Use Master Site Plan (UP),
Infill Incentive (II) & Zoning District Map Amendment (ZN)



Note:
1. Time period determined by owner/applicant.

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 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 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: Papago Plaza

Property's Address: 7047 E McDowell Road

Property's Current Zoning District Designation: Highway Commercial (C-3)

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: Lee Mashburn	Agent/Applicant: George Pasquel III
Company: Papago Marketplace LLC	Company: Withey Morris, PLC
Address: 3519 E Shea Blvd Ste 132, Phx, AZ	Address: 2525 E. AZ Biltmore Cir, Ste A-212, Phx, AZ
Phone: Phoenix Fax: N/A	Phone: 602.230.0600 Fax: N/A
E-mail: mashburn@mashco.net	E-mail: George@WitheyMorris.com
Designer: Jeff Brand / George Melara	Engineer: Rich Barber
Company: Nelsen Partners	Company: ORB Architecture, LLC
Address: 15210 N. Scottsdale Road, Scottsdale	Address: 2944 N. 44th Street #101, Phx AZ
Phone: 480.949.6800 Fax: N/A	Phone: 602.957.4530 Fax: N/A
E-mail: JBrand@NelsenPartners.com	E-mail: RAB@ORBArch.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 applications¹ 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.

 Digitally signed by Lee Mashburn DN: cn=Lee Mashburn, o=Pivot Development, ou=President, email=mashburn@mashco.net, c=US Date: 2018.04.11 12:24:17 -0700'	 Digitally signed by Lee Mashburn DN: cn=Lee Mashburn, o=Pivot Development, ou=President, email=mashburn@mashco.net, c=US Date: 2018.04.11 12:24:32 -0700'
Owner Signature	Agent/Applicant Signature

Official Use Only Submittal Date: Development Application No.:

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

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

City of Scottsdale's Website: www.scottsdaleaz.gov

Development Application

Arizona Revised Statues 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

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

City of Scottsdale's Website: www.scottsdaleaz.gov

Submittal Fee

Fee Amount: \$ 5,515

Check the box for Fee / Case Type:

<input type="checkbox"/>	3136	Abandonment
<input type="checkbox"/>	3140	Board of Adjustment Fees
<input type="checkbox"/>	3143	Infill Incentive District
<input type="checkbox"/>	9550	In lieu Parking
<input type="checkbox"/>	3239	Time Extension
<input type="checkbox"/>	3150	Preliminary Plat / Minor Division Fees
<input type="checkbox"/>	3153	Hardship Exemption or Special Exemption
<input type="checkbox"/>	3165	Development Review Application
<input type="checkbox"/>	3166	Staff Approval (Minor-Case)
<input checked="" type="checkbox"/>	3170	Rezoning Application
<input type="checkbox"/>	3173	General Plan Application
<input type="checkbox"/>	3175	Use Permit Application
<input type="checkbox"/>	3229	Staff Approval (Major-Case)
<input type="checkbox"/>	3230	Wash Modification
<input type="checkbox"/>	3231	Minor Amendment
<input type="checkbox"/>	3232	Wireless Communications Facility
<input type="checkbox"/>	3233	Small Wireless Facility – (\$87) (\$250)
<input type="checkbox"/>	3109	– SWF/Cellular Site for plan Submittal
<input type="checkbox"/>	3108	– Cell Site – SWF for ROW permit

Applicant Contact Info:

Name: George Pasquel III

Phone Number: 602-230-0600

Address: 2525 E. AZ Biltmore Cir. A-212
Phx, AZ 85016

Project Info:

Project Name: Papago Plaza

Pre-App #: 485-PA-2014

Staff Info:

Staff Name: Perone

Phone Number: (480) 312-2307

Signature: GPasquel

Planning and Development Services



City of Scottsdale Cash Transmittal

114956

114956
 1 01121866
 4/20/2018 PLN-1STOP
 KHEMBY HP600G2020
 4/20/2018 1:20 PM
 \$5,515.00

Received From :

PAPAGO MARKETPLACE LLC
 7025 E MCDOWELL RD STE 1-A
 SCOTTSDALE, AZ 85257
 480-823-4478

Bill To :

Withey Morris, PLC
 2525 E ARIZONA BILTMORE CIR A-212
 PHOENIX, AZ 85016
 602-230-0600

Reference # 485-PA-2014
 Address 7115 E MCDOWELL RD

Issued Date 4/20/2018

Paid Date 4/20/2018

Subdivision

Payment Type CHECK

Marketing Name

Lot Number

Cost Center

MCR

Metes/Bounds No

Jurisdiction SCOTTSDALE

APN 129-12-001Y

Gross Lot Area 0

Water Zone

Owner Information

NAOS Lot Area 0

Water Type

PAPAGO MARKETPLACE LLC
 7025 E MCDOWELL RD STE 1-A
 SCOTTSDALE, AZ 85257
 480-823-4478

Net Lot Area 0

Sewer Type

Number of Units 1

Meter Size

Density

QS 12-44

Code	Description	Additional	Qty	Amount	Account Number
3170	REZONING APPLICATION		1	\$5,515.00	100-21300-44221

City of Scottsdale
 7447 E. Indian School Rd.
 Scottsdale, AZ 85251
 (480) 312-2500
 One Stop Shop

Date: 4/20/2018 Cashier: KHEMBY
 Office: PLN-1STOP Mach ID: HP600G20200
 Tran #: 1 Batch #: 65829
 Receipt: 01121866 Date: 4/20/2018 1:20 PM
 114956
 3170 REZONING APP \$5,515.00

TENDERED AMOUNTS:

Check Tendered: \$5,515.00
 Papago Marketplace LLC
 Chk #: 2584
 Transaction Total: \$5,515.00

Thank you for your payment.
 Have a nice day!

SIGNED BY  GEORGE PASQUEL ON 4/20/2018

Total Amount \$5,515.00

(When a credit card is used as payment I agree to pay the above total amount according to the Card Issuer Agreement.)

3" and larger water meter fees are based on cost recovery. The city will contact the owner of 1 permit if additional funds are due. Payment will be due within 30 days notificac

TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANS

6-ZN-2018
 4/20/2018

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



This request concerns all property identified in the development application.

Pre-application No: 485 -PA- 14

Project Name: Papago Plaza

Project Address: 7047 E. McDowell Road, Scottsdale

STATEMENT OF AUTHORITY:

1. I am the owner of the property, or I am the duly and lawfully appointed agent of the property and have the authority from the owner to sign this request on the owner's behalf. If the land has more than one owner, then I am the agent for all owners, and the word "owner" refer to them all.
2. I have the authority from the owner to act for the owner before the City of Scottsdale regarding any and all development application regulatory or related matter of every description involving all property identified in the development application.

STATEMENT OF REQUEST FOR SITE VISITS AND/OR INSPECTIONS

1. I hereby request that the City of Scottsdale's staff conduct site visits and/or inspections of the property identified in the development application in order to efficiently process the application.
2. I understand that even though I have requested the City of Scottsdale's staff conduct site visits and/or inspections, city staff may determine that a site visit and/or an inspection is not necessary, and may opt not to perform the site visit and/or an inspection.

Property owner/Property owner's agent: GEORGE PASQUEL III - WITNEY MARROPC
Print Name

[Handwritten Signature]
Signature

City Use Only:	
Submittal Date: _____	Case number: _____
Planning and Development Services 7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 ♦ www.ScottsdaleAZ.gov	

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 of the development applications are related to another development application. City Staff may agree to process concurrently where one or more the development applications related to 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 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"/>

Owner: Lee Mashburn
 Company: Papago Marketplace LLC
 Address: 3519 E. Shea Blvd Ste 132, Phoenix AZ
 Phone: 602.230.0600 Fax: N/A
 E-mail: mashburn@mashco.net

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; 4) to placing a development application on hold in order to continue processing a concurrent development application that is related to an another development application; and 5) that upon completion of the City review(s) of the development applications, one or more of the development application(s) may not be approved.

Property owner (Print Name): Papago Marketplace, LLC Title: Manager

Digitally signed by Lee Mashburn
 DN: cn=Lee Mashburn, o=Pivot Development, ou=President,
 email=mashburn@mashco.net, c=US
 Date: 2018.04.11 12:20:49 -07'00'

Date: 4/11/2018

Signature

Official Use Only:	Submittal Date: _____
Request: <input type="checkbox"/> Approved or <input type="checkbox"/> Denied	
Staff Name (Print): _____	
Staff Signature: _____	Date: _____

6-ZN-2018
4/20/2018