

## Case Research



# Pre-Application Request

**Purpose:**

The purpose of the Pre-Application submittal, and meeting, is for the applicant and City Staff to discuss a proposed Development Application, and the information and process that is necessary for City Staff to process the proposal.

In accordance with the Zoning Ordinance, no development application shall be accepted before a Pre-Application has been submitted, and a Pre-Application meeting has been conducted with City Staff, unless the Pre-Application meeting has been waived by the Zoning Administrator.

**Submittal:**

The completed Pre-Application request form, all required materials and fees should be submitted in person to the One-Stop-Shop located at 7447 East Indian School Road; or, may they be submitted digitally at following website:

<https://eservices.scottsdaleaz.gov/eServices/PreApps/Default.aspx>

All checks shall be payable to "City of Scottsdale."

**Scheduling**

After the Pre-Application packet has been accepted at the One-Stop-Shop, a staff member will contact the Applicant within five (5) Staff Working Days to schedule a Pre-Application meeting with the assigned staff member(s). Generally, a Pre-Application meeting is scheduled within five (5) to fifteen (15) Staff Working Days from the date of the submittal.

Project Name: <u>Matteo's Residence - Home Addition</u>	
Property's Address: <u>3615 North Miller Road</u>	APN: <u>130-28-017A</u>
Property's Zoning District Designation: <u>R1-7</u>	
Property Details:	
<input checked="" type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other	
Has a 'Notice of Compliance' been issued? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      If yes, provide a copy with this submittal	
Owner: <u>Matthew Moric</u>	Applicant: <u>Matthew Moric</u>
Company:	Company:
Address: <u>3615 North Miller Road</u>	Address: <u>3615 North Miller Road</u>
Phone: <u>480-329-1710</u> Fax:	Phone: <u>480-329-1710</u> Fax:
E-mail: <u>matteo@asu.edu</u>	E-mail: <u>matteo@asuedu</u>
<u>@Matteo @Moris</u>	<u>@Matteo @Moris</u>
Owner Signature	Applicant Signature
Official Use Only      Submittal Date: <u>8/31/15</u>	Application No.: <u>787</u> -PA- <u>2015</u>
Project Coordinator: _____	



# Pre-Application Request

**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	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions (PP)	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Subdivision (Minor) (MD)	<input checked="" type="checkbox"/> Abandonment (AB)
<input checked="" type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions (PE)	<input type="checkbox"/> Single-Family Residential
<input checked="" type="checkbox"/> Minor Amendment (MA)		<input type="checkbox"/> Other

**Submittal Requirements:** (fees subject to change every July)

Pre-Application Fee: \$ 87  
(No fees are changed for Historic Preservation (HP) properties.)

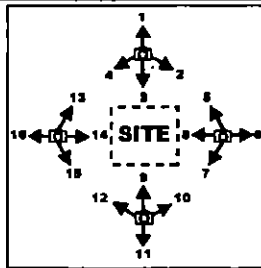
Records Packet Fee: \$ 21  
Processed by staff. The applicant need not visit the Records desk to obtain the packet.  
*(Only required for ZN, II, UP, DR, PP, AB applications, or otherwise required by Staff)*

Application Narrative:  
The narrative shall describe the purpose of the request, and all pertinent information related to the request, such as, but not limited to, site circulation, parking and design, drainage, architecture, proposed land use, and lot design.

Property Owner Authorization Letter  
*(Required for the SA and MS Pre-Applications)*

Site / Context Photographs

- Provide color photographs showing the site and the surrounding properties. Use the guidelines below for photos.
- Photos shall be taken looking in towards the project site and adjacent to the site.
- Photos should show adjacent improvements and existing on-site conditions.
- Each photograph shall include a number and direction.
- Sites greater than 500 ft. in length, also take the photo locations shown in the dashed lines.
- Photos shall be provided 8 1/2 x 11 paper, max. two per page.



Other

- *The following list of Additional Submittal Information is not required for a Pre-Application meeting, unless indicated below by staff prior to the submittal of this request.*
- *Applicants are advised to provide any additional information listed below. This will assist staff to provide the applicant with direction regarding an application.*

**Additional Submittal Information**

- Site Plan
- Subdivision plan
- Floor Plans
- Elevations
- Landscape plans
- H.O.A. Approval letter
- Sign Criteria Regulations & Language
- Material Samples – color chips, awning fabric, etc.
- Cross-Sections – for all cuts and fills
- Conceptual Grading & Drainage Plan
- Exterior Lighting – provide cut sheets, details and photometrics for any proposed exterior lighting.
- Boundary Survey (required for minor land divisions)
- Aerial of property that includes property lines and highlighted area abandonment request.
- One copy of the recorded document for the area that is requested to be abandoned. Such as: subdivision plat, map of dedication, GLO (General Land Office) federal patent roadway easement, or separate dedication document. A copy of most recorded documents to be abandoned may be purchased at the City of Scottsdale Records Dept. (480-312-2356), or the Maricopa County Recorder's Office (602-506-3535). A copy of the General Land Office (GLO) federal patent roadway easement may be purchased from the Bureau of Land Management (602-417-9200).

## **3615 North Miller Road - Home Expansion Project Narrative**

The goal of the project is to add an approximate 1600 - 2100 square foot home addition and a two-car garage. The current home is 1,560 square feet and sits on a lot of 13,557 square feet at the southeast corner of Miller Road and 3rd Street. This home even though not designated historic was constructed in 1951 according to Maricopa County Assessor information, and old aerial photos depict a structure on the property dating back to at least 1949 when the surrounding area was all farmland.

The original home is made of adobe and the owner hopes to keep it in place. ~~One issue that the property owner is aware of is the home has a non-conforming side setback on the north side along 3rd Street. This is because the required street side setback is 10 feet along 3rd Street since it is adjacent to a key lot. And in order to keep the house in place and build the addition he is aware of one of the following things would need to take place: cut back the house so it is no longer non-conforming, demo the house, or apply for a variance, minor amendment or abandonment. He hopes to obtain detailed information about these processes at the pre-application meeting and possible other options that he may be unaware of. Also as much assistance or information that can be provided from all disciplines to make this project a reality.~~

Some questions that he hopes may be addressed include:

- Are there any rules related to the breezeway connection between the original home and the addition?
- May he retain the original kitchen and build a new, more modern one?
- Is there a process to not have to install fire sprinklers in the original home?
- Does the use of the alley to maneuver and park vehicles in the garage require alley improvements from the property owner?
- Are the setbacks measured from the property line to the wall or to the overhang?

A survey, conceptual site plan and floor plan have been provided as part of this review.

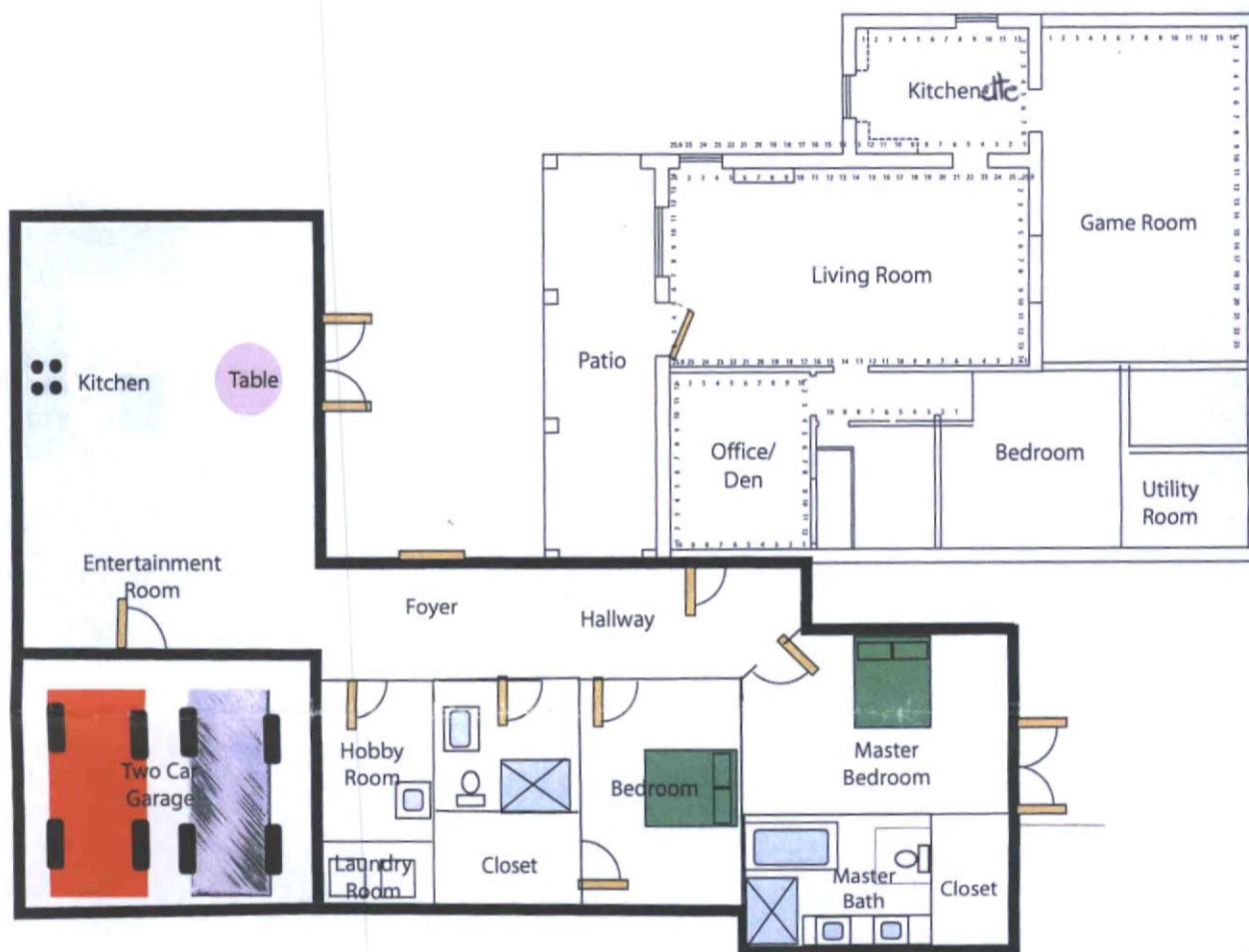
Thank you

Sincerely

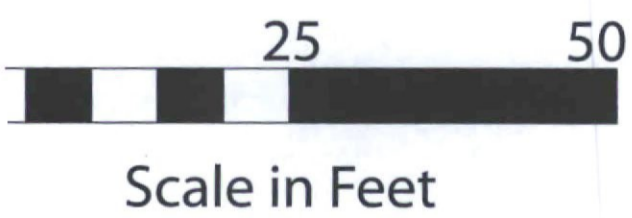
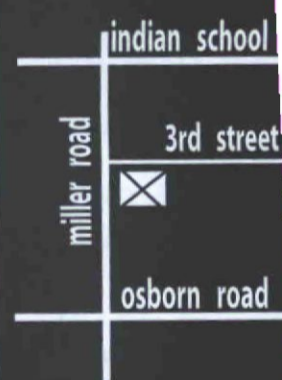


Matthew "Matteo" Moric

480-329-1710

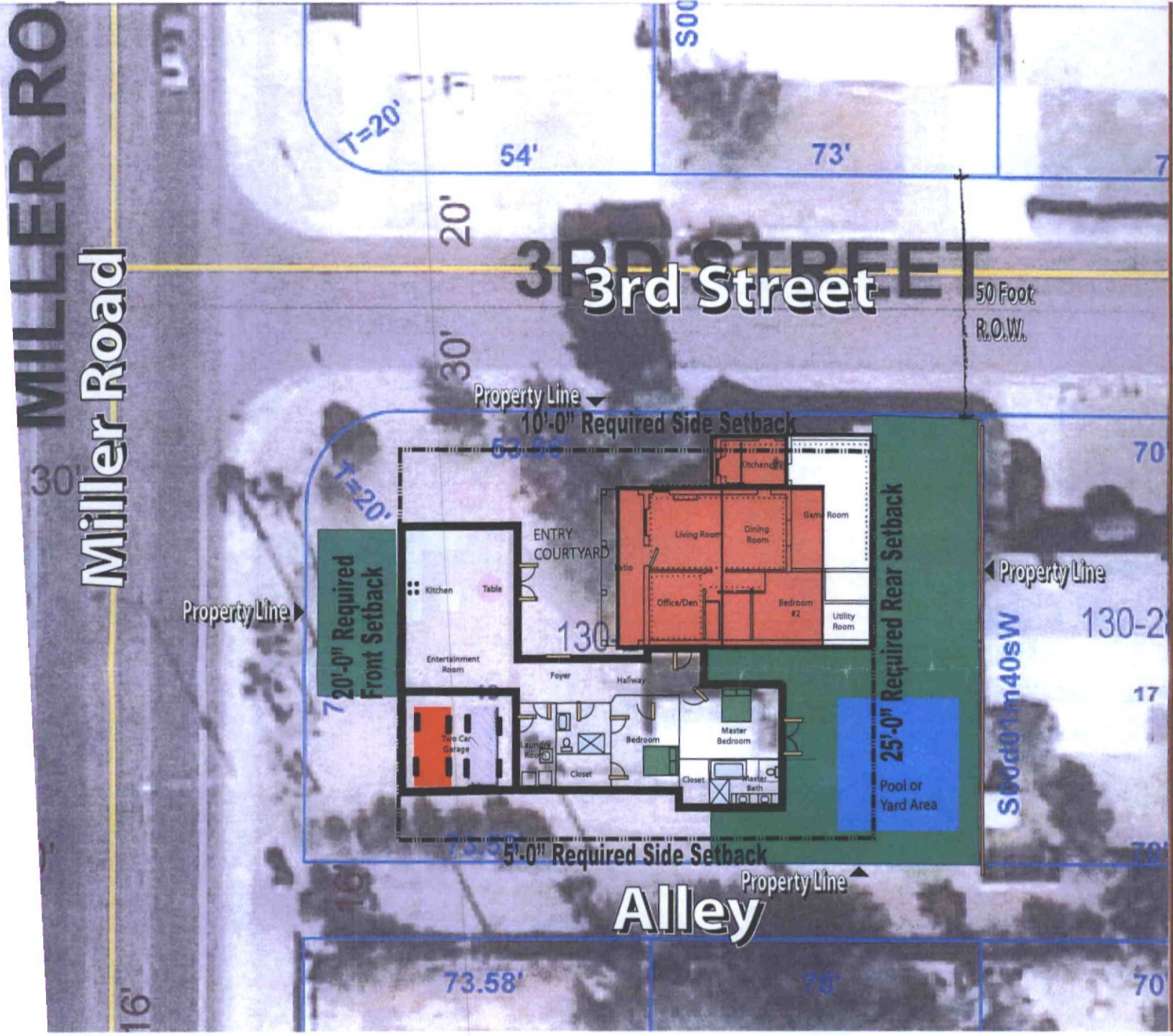


**Matteo Moric Residence**  
**3615 N. Miller Road**



# One Level Floor Plan





**Matteo Moric Residence**  
**3615 N. Miller Road**



# Plot Plan



# BOUNDARY & TOPOGRAPHIC SURVEY

## LOT 18 & 19 - PEACEFUL VALLEY

3615 N MILLER RD., SCOTTSDALE, AZ 85251

A SUBDIVISION PLAT RECORDED IN BOOK 62 OF MAPS, PAGE 33, MCR.,  
LOCATED IN A PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 26, T.2N, R.4E  
OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA



**OWNER**  
MATTHEW MORIC  
3615 N MILLER RD  
SCOTTSDALE, AZ 85251

**SITE DATA**  
APN: 130-28-017A  
ADDRESS: 3615 N MILLER RD  
SCOTTSDALE, AZ 85251  
ZONING: R1-7  
LOT AREA: 13,557 S.F. (0.311 AC.)  
CONSTRUCTION YEAR: 1951  
Q.S. # 16-46

**LEGAL DESCRIPTION**  
LOT 18 AND 19, PEACEFUL VALLEY, ACCORDING TO BOOK 62 OF  
MAPS, PAGE 33, RECORDS OF MARICOPA COUNTY, ARIZONA,  
CONTAINING 13,557 S.F. (0.311 AC.); MORE OR LESS.

**BASIS OF BEARINGS**  
THE MONUMENT LINE OF MILLER ROAD, THE BEARING OF WHICH IS  
N00°00'00"E.

**BENCHMARK**  
BRASS CAP IN HAND HOLE AT THE INTERSECTION OF OSBORN ROAD  
AND MILLER ROAD (76TH STREET) HAVING AN ELEVATION OF 1235.427  
CITY OF SCOTTSDALE (NAVD 88) DATUM

**GENERAL NOTES**

1. THE PREMISES SURVEYED HAVE NO KNOWN DISCREPANCIES. BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHT-OF-WAYS EXCEPT AS SHOWN, AND HAS ACCESS TO OR FROM A DEDICATED ROADWAY.
2. THIS IS AN ABOVE GROUND SURVEY. THE UNDERGROUND UTILITIES AS SHOWN ARE BASED ON INFORMATION PROVIDED BY THE VARIOUS UTILITY COMPANIES AND THESE LOCATIONS SHOULD BE CONSIDERED APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND UTILITIES, NOT SHOWN ON THIS DRAWING. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE AT THE TIME OF THE SURVEY.
3. INVERT ELEVATIONS FOR THE SANITARY SEWER ARE SHOWN FROM THE COS Q.S. MAPS.
4. BUILDING SETBACK LINES, ZONING, FLOOD AREA ZONES, AND ADDRESSES THAT MAY BE SHOWN ARE SUPPLIED BY THE GOVERNING AGENCY OR TAKEN FROM THE BEST AVAILABLE RECORDS. THE SURVEYOR WILL NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION SUPPLIED BY OTHERS.
5. EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE: EASEMENTS, OTHER THAT POSSIBLE EASEMENTS, WHICH WERE VISIBLE AT THE TIME OF MAKING THIS SURVEY; BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
6. THE DESCRIPTION OF PROPERTY BOUNDARIES AND EASEMENTS SHOWN HEREON, REPRESENT THAT INFORMATION PROVIDED IN BOOK 62 OF MAPS, PAGE 33, RECORDS OF MARICOPA COUNTY, ARIZONA, AND DEED # 2009-1122416.
7. EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON. ONLY THE DOCUMENTS NOTED HEREON WERE SUPPLIED OR AVAILABLE TO THE SURVEYOR AT THE TIME OF THE SURVEY. THERE MAY EXIST OTHER DOCUMENTS OF RECORD, WHICH WOULD AFFECT THIS PARCEL.
8. ANY INFORMATION SHOWN WHICH MAY VARY FROM THE CONTENTS OF THE REPORT(S) NOTED ABOVE, REPRESENTS INFORMATION AND MEASUREMENTS FOUND DURING THE COURSE OF THE SURVEY.
9. ON-SITE PLANT INFORMATION SHOWN HEREON IS FOR REFERENCE ONLY. SURVEYOR ASSUMES NO LIABILITY FOR THE EVALUATION, SALVAGEABILITY, REMOVAL AND/RELOCATION OF ON-SITE PLANT MATERIALS.
9. ALL MEASURED BEARINGS AND DISTANCES EQUAL RECORD UNLESS NOTED OTHERWISE.
10. ANY AERIAL MAPS SHOWN ON THIS PLAN ARE FOR REFERENCE ONLY AND DO NOT NECESSARILY DEPICT THE EXACT CURRENT CONDITIONS.
11. EXISTING SEWER SHOWN ON THIS PLAN IS BASED ON THE CITY OF SCOTTSDALE MAPS. NO SEWER MANHOLES AND CLEANOUTS WERE LOCATED IN THE FIELD.

**CERTIFICATE OF SURVEY**  
THIS IS TO CERTIFY THAT THIS MAP AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE CURRENT "MINIMUM STANDARDS FOR ARIZONA BOUNDARY AND TOPOGRAPHIC SURVEYS", AND THAT THE SURVEY SHOWN HEREON IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND WAS SURVEYED AND DRAWN UNDER MY DIRECTION IN THE MONTH OF JULY, 2015.

- LEGEND**
- SECTION CORNER
  - 1/4 QUARTER
  - SCRIBED "X" IN CONCRETE
  - BRASS CAP IN HANDHOLE
  - BRASS CAP FLUSH
  - FOUND 1" IRON PIPE
  - SET 1/2" REBAR & TAG OR AS NOTED
  - CALCULATED POINT
  - PROPERTY LINE
  - EASEMENT LINE
  - MONUMENT LINE
  - SIGN
  - WATER METER
  - WATER VALVE
  - FIRE HYDRANT
  - ELECTRIC METER
  - A/C UNIT
  - GAS METER
  - TELEPHONE PEDESTAL
  - SEWER CLEANOUT
  - LIGHT POLE
  - CABLE TV RISER
  - CATV, PHONE
  - SEWER LINE
  - WATER LINE
  - ELECTRIC LINE
  - FENCE
  - EXISTING CONTOUR
  - EXIST. DRAINAGE FLOW
  - EXIST. SPOT ELEVATION
  - PINE TREE
  - PALM TREE

- ABBREVIATIONS**
- BC BACK OF CURB
  - BSL BUILDING SETBACK LINE
  - C/L CURVE LABEL
  - CL CENTERLINE
  - DE DRAINAGE EASEMENT
  - EG EXISTING GRADE
  - EL, ELEV ELEVATION
  - EP EDGE OF PAVEMENT
  - ESMT EASEMENT
  - EX, EXIST. EXISTING
  - FG FINISH GRADE
  - FL FLOW LINE
  - FND FOUND
  - G GUTTER, GAS
  - INV INVERT
  - JBE JOINT USE & BENEFIT EASEMENT
  - L/L LINE LABEL
  - M MEASURED
  - MCR MARICOPA COUNTY RECORDER
  - MH MANHOLE
  - P, P/MT PAVEMENT
  - PUE PUBLIC UTILITY EASEMENT
  - R, REC. RECORDED
  - R RADIUS
  - R/W RIGHT OF WAY
  - T TANGENT, TELEPHONE
  - TC TOP OF CURB

**FLOOD INSURANCE RATE MAP (FIRM) DATA**

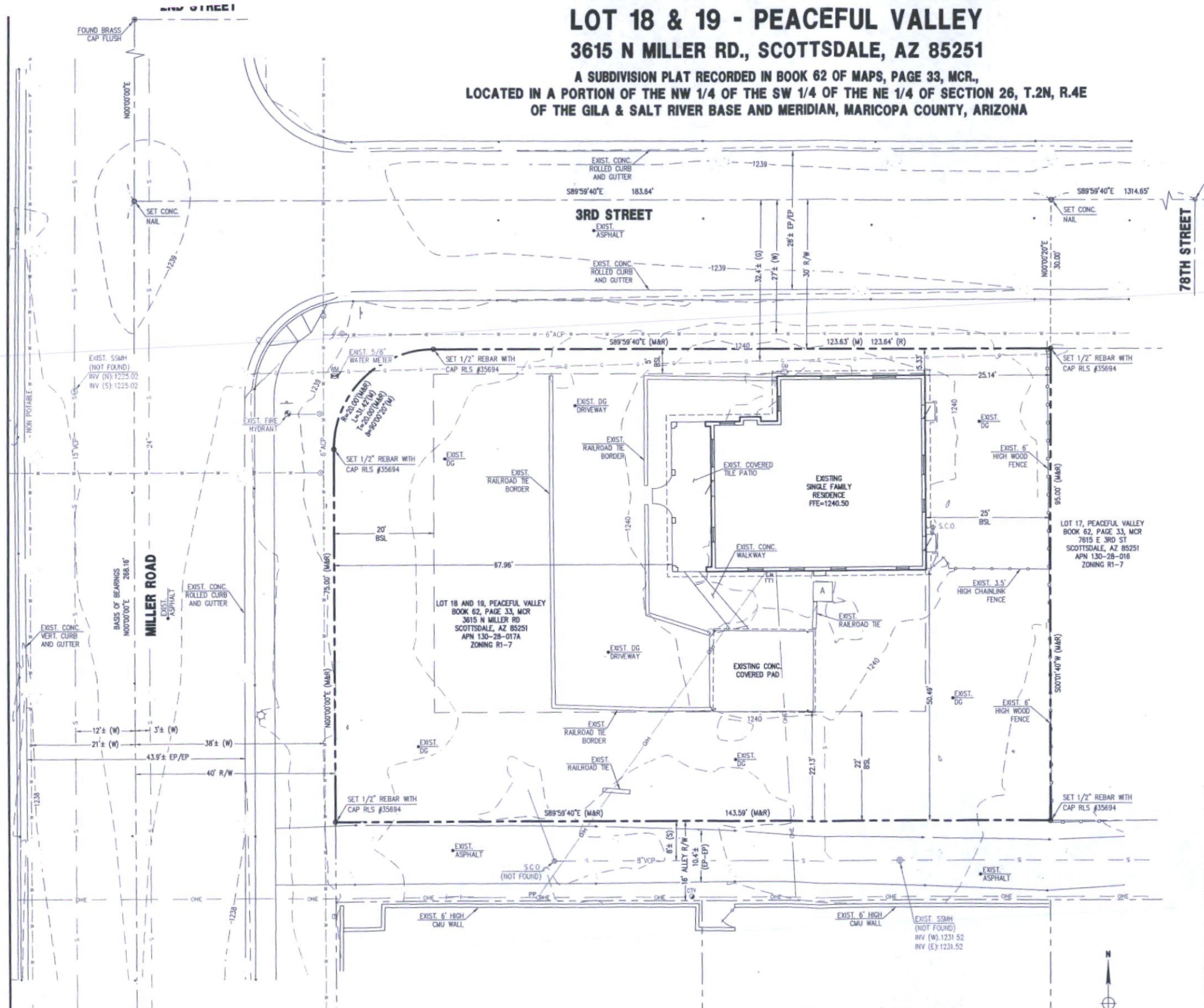
COMMUNITY #	PANEL #	SUFFIX	BASED FLOOD
045012	2235 OF 4425	L	BASED FLOOD

**SURVEY REFERENCES**

1. EASEMENTS, RESTRICTIONS, RESERVATIONS, CONDITIONS AND SETBACK LINES AS SET FORTH ON THE PLAT RECORDED IN BOOK 62 OF MAPS, PAGE 33, MCR.
2. WARRANTY DEED RECORDED IN BOOK 62 OF MAPS, PAGE 33, MCR.

**UTILITIES**

WATER: CITY OF SCOTTSDALE  
SANITARY SEWER: CITY OF SCOTTSDALE  
ELECTRIC: APS  
TELEPHONE: CENTURY LINK, COX COMMUNICATIONS  
NATURAL GAS: SOUTHWEST GAS



DATE: 08/06/15  
JOB: 1507081  
PERSON: 1.1  
PLOT DATE: 08/06/15

SCALE: 1"=10'  
DESIGNED BY: NP  
DRAWN BY: DW  
CHECKED BY: JF

REVISIONS:

**BOUNDARY & TOPOGRAPHIC SURVEY MAP**

**LOT 18 & 19  
PEACEFUL VALLEY  
3615 N MILLER RD  
SCOTTSDALE, AZ 85251**

P. 602.889.1984 / F. 602.445.9482  
8808 N CENTRAL AVE., SUITE 288  
PHOENIX, AZ 85020  
phoenixsurveying.com

land DEVELOPMENT GROUP

