

**Neighborhood Notification**  
**Open House Information**  
**Citizen Comments**  
**Affidavit of Posting**  
**Site Sign**  
**Legal Protest**

**Citizen  
Review**



# Affidavit of Posting

**Required: Signed, Notarized originals.**

Recommended: E-mail copy to your project coordinator.

☐ Project Under Consideration Sign (White)

☒ Public Hearing Notice Sign (Red)

Case Number: 14-ZN-2017

Project Name: \_\_\_\_\_

Location: E Pinaccl Vista Rd/ N 132nd St (NW Corner)

Site Posting Date: August 6th, 2019

Applicant Name: Land Development Services LLC

Sign Company Name: Dynamite Signs

Phone Number: 480-585-3031

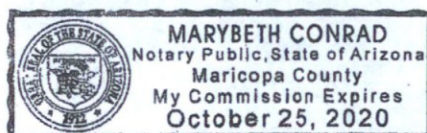
I confirm that the site has been posted as indicated by the Project Manager for the case as listed above.

Mmm  
Applicant Signature

8/6/19  
Date

**Return completed original notarized affidavit AND pictures to the Current Planning Office no later than 14 days after your application submittal.**

Acknowledged before me this the 6th day of August 2019



Marybeth Conrad  
Notary Public

My commission expires: 10-25-20

**City of Scottsdale -- Current Planning Division**

7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 • Phone: 480-312-7000 • Fax: 480-312-7088





City of Scottsdale  
PUBLIC NOTICE

scan,  
snap,  
save



## ZONING/PUBLIC HEARING

City Hall, 3939 North Drinkwater Boulevard, Scottsdale, Arizona

PLANNING COMMISSION: 5:00 P.M., 6/26/19  
CITY COUNCIL: 5:00 P.M., 8/28/19

REQUEST: Request by the owner for the approval of a Density Incentive for increases in NAOS, on a Single-family Residential, Environmentally Sensitive Lands (R1-70 ESL) zoned parcel, to increase the allowed number of lots, from eleven to thirteen, at a property located at the northwest corner of N. 132nd Street and E. Pinnacle Vista Drive (parcel number 216-77-024C).

LOCATION: E Pinnacle Vista Dr / N 132nd St (NW Corner)

CASE NUMBER: 14-ZN-2017

Applicant/Contact:

Land Development Services LLC  
602-330-5252  
dgulino@lds-services.net

City Contact:

Jesus Munillo  
480-312-7849  
jmunillo@scottsdaleAZ.gov

Case File Available at City of Scottsdale 480-312-7000

Project information may be reviewed at: <https://easervices.scottsdaleaz.gov/480resources/Cases>  
Penalty for removing or defacing sign prior to date of last hearing. Applicant Responsible for Sign Removal.

8/6/19 13:21:02



# Citizen Review Checklist

(ZN)

The Citizen Review Process is required for all: Rezoning, Zoning Stipulation Amendments, Council Approved Amended Development Standards, and City Council Site Plan Approvals. This packet has been prepared in conformance with and as a supplement to Zoning Ordinance, Section 1.305.C, Citizen Review Process. *If you have questions on these requirements, please contact the Current Planning Division at 480-312-7000*

This application is for a:

- ☒ Rezoning
 ☐ City Council Approved Amended Development Standards  
☐ Zoning Stipulation Amendments
 ☐ City Council Site Plan Approvals

If you are filing for a General Plan amendment, you must comply with Resolution 5135 for Neighborhood Involvement. If you are filing an application for any other type of project you need a Neighborhood Notification Packet; please contact your Project Coordinator for more information.

**The Citizen Review Process ensures early notification and involvement prior to the filing of a formal application.**

**Step 1: Citizen Review Plan:** Provide a written statement to your Project Coordinator, at least two weeks prior to the first open house meeting, outlining the information below.

- Where and when the open house will be held
- How and when neighbors will be notified:

**Provide information by:**

- ☒ 1<sup>st</sup> Class Letter or Postcard  
☐ In Person  
☐ Phone call  
☐ Certified Mail  
☐ Door Hangers/Flyers

**To:**

- ☒ All property owners and HOAs within proposed area  
☒ Property owners and HOAs within 750'  
☒ School District(s)\*  
☒ Interested Party list (provided by Project Coordinator)  
☐ Residents/Tenants

- When the "Project Under Consideration" sign will be posted and what it will say
- How many neighborhood meetings will be held?

\* School districts shall be notified 30 days prior to filing the formal application when the rezoning from a non-residential to a residential district or when greater residential densities are proposed. Refer to the Collaborative City and School Planning packet.

**Step 2: Project Under Consideration:** Post the Sign - (4'x4' Black and White sign) post on-site at least ten (10) calendar days prior to the first open house meeting. The sign shall include the following:

- Project Overview: description of request, proposed use, site acreage, application type (e.g. Zoning District Map Amendment) existing and proposed site zoning district,
- Time, Date and Location of the open house meeting/s
- Applicant and City Staff Contact Information- contact persons and phone numbers to call for more information, and the Pre-Application number
- City's web site address: [www.scottsdaleAZ.gov/projects/ProjectsInProgress](http://www.scottsdaleAZ.gov/projects/ProjectsInProgress)
- Sign posting date
- Any additional information indicated on Project Under Consideration Sign Posting Requirements

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# Citizen Review Checklist

(ZN)

**Step 3: Notification Letters:** Send a letter, by first class mail at least ten (10) calendar days\* prior to the open house meeting. Include the following items:

- Time, date, and location of the open house meeting
- Applicant and City staff contacts, telephone numbers and email addresses
- City case file number (Pre-Application Number) and City web site address
- A detailed description of the project and information concerning the applicant's request
- Application type (e.g. Zoning District Map Amendment)
- Existing and proposed site zoning district
- Preliminary site plan and/or project location map

**Step 4: Open House Meeting:** Hold the Open House Neighborhood Meeting onsite or at a location near the site, within 45 days prior to your formal submittal. E-mail open house information to project coordinator and to: [planninginfo@scottsdaleaz.gov](mailto:planninginfo@scottsdaleaz.gov). From the Open House provide the following:

- Sign-in sheets
- Comment sheets
- Written summary of meeting.

☐ **Additional Open House Meeting(s) required \_\_\_\_.** In some cases, the City of Scottsdale Project Coordinator may require more than one applicant-held Open House. Additional open house meetings have the same requirements and shall be advertised in the same manner as the initial open house meeting.

**Step 5: Complete a Citizen Review Report:** All citizen outreach and input shall be documented in the Citizen Review Report and shall be submitted with the formal application. The Citizen Review Report shall include:

- A. Details of the methods used to involve the public including:
  1. A map showing the number of and where notified neighbors are located.
  2. A list of names, phone numbers/addresses of contacted parties (e.g. neighbors/property owners, School District representatives, and HOA's).
  3. The dates contacted, how they were contacted, and the number of times contacted.
  4. Copies of letters or other means used to contact neighbors, school districts, and HOA's.
  5. List of dates and locations of all meetings
  6. The Open house sign-in sheets, a list of people that participated in the process, and comment sheets.
  7. The completed affidavit of sign posting with a time/date stamped photo. (See related resources)
- B. A written summary of the comments, issues, concerns and problems expressed by citizens during the process including:
  1. The substance of the comments, issues, concerns and problems.
  2. The method by which the applicant has addressed or intends to address the issues, concerns and problems identified during the process.

**Related Resources:**

- ☒ Project Under Consideration Sign Posting Requirements
- ☒ Public Hearing Sign Posting
- ☐ Collaborative City and School Planning packet

☒ Affidavit of Posting

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