

Application

Narrative

Cash Transmittal

Development Standards

Request To Submit Concurrent Development Applications

Acknowledgment and Agreement

Request to Submit Concurrent Development Applications

CITY OF SCOTTSDALE

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 bo	x of the types of applications that you are re-	questing to submit concurrently	
Zoning	Development Review	Signs	
Text Amendment (TA)	Development Review (Major) (DR)	Master Sign Program (MS)	
Rezoning (ZN)	Development Review (Minor) (SA)	Community Sign District (MS)	
In-fill Incentive (II)	Wash Modification (WM)	Other	
Conditional Use Permit (UP)	Historic Property (HP)	Annexation/De-annexation (AN)	
Exemptions to the Zoning Ordinance	Land Divisions (PP)	General Plan Amendment (GP)	
Hardship Exemption (HE)	☑ Subdivisions	In-Lieu Parking (IP)	
Special Exception (SX)	Condominium Conversion	Abandonment (AB)	
Variance (BA)	Perimeter Exceptions	Other Application Type Not Listed	
Minor Amendment (MA)	Plat Correction/Revision		
owner: RKCCLL Investments, L	LC		
Company: DMB Associates, Inc.			
Address: 7600 E. Doubletree Ranch	Road, Suite 300		
Phone: (480 367-7000	Fax:		
E-mail: mburke@dmbinc.com			

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): Michael Burke	Title: Senior Vice President
Mll & Bule Signature	Date: July 29, 2019

Official Use Only:	Submittal Date:	
Request: 🗖 Approved or 🗖 Denied		
Staff Name (Print):		
Staff Signature:	Date:	
Planning an	nd Development Services	

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Preliminary Plat (PP)

Development Application Checklist

Subdivision, and Master Planned Property



-PA-

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 Preliminary Plat 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; 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 10 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.	
R		1.	1. Preliminary Plat Application Checklist (this list)	
Ŋ		2.	Application Fee \$ (subject to change every July)	
Ø		3.	 Completed Development Application Form (form provided) The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review). If a review methodology is not selected, the application will be review under the Standard Application Review methodology. 	
		4.	Request to Submit Concurrent Development Applications (form provided)	
N		5.	Letter of Authorization (from property owner(s) if property owner did not sign the application form)	
	Planning and Development Services			

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A		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 (form provided)	
N		7. Appeals of Required Dedications or Exactions (form provided)	
N		8. Commitment for Title Insurance – No older than 30 days from the submittal date	
		(requirements form provided)	
		• 8-1/2" x 11" - (1) copy	
		Include complete Schedule A and Schedule B.	
Ŋ		9. Legal Description: (if not provided in Commitment for Title Insurance)	
		• 8-1/2" x 11" – (2) copies	
Ø		10. Results of ALTA Survey (24" x 36") FOLDED	
		 24" x 36" - ① copies, <u>folded</u> (The ALTA Survey shall not be more than 30 days old) 	
		 Digital – ① copy (CD/DVD, PDF Format) 	
Ŋ		11. Preliminary Plat Notification Affidavit (form provided)	
Ŋ		12. Request for Site Visits and/or Inspections Form (form provided)	
		13. Addressing Requirements (form provided)	
		14. Design Guidelines	
		Design Standards and Policies Manual Environmentally Sensitive Land Ordinance	
		MAG Supplements (see Zoning Ordinance)	
		• The above reference design guidelines, standards, policies, and additional information may be	
		found on the City's website at: http://www.scottsdaleaz.gov/design	
N		15. Public Participation Process Requirements (see Attachment A)	
		16. Request for Neighborhood Group Contact information (form provided)	
		17. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example	
		provided)	
		 8-1/2" x 11" - ① copy of the set of prints 	
		See the attached Photo Exhibit of Existing Conditions graphic showing required photograph	
		locations and numbers.	
		 8-1/2" x 11" - (1) copies of the set of prints (Delayed submittal). 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.	
		· · · · · · · · · · · · · · · · · · ·	
		18. Archaeological Resources (information sheets provided)	
		Cultural Resources Survey and Report - ③ copies	
		Archaeology 'Records Check' Report Only - ③ copies	
		Copies of Previous Archaeological Research - ① copy	
		19. 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. Short form)	
		Planning and Development Services	
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		20. ESL Overlay Wash Modifications Development Application (application provided)	
		The ESL Overlay Wash Modifications Development Application is to be submitted concurrently	
		with this Preliminary Plat Application.	
	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.	
		21. Plan & Report Requirements For Preliminary Plat Applications Checklist (form provided) and the Preliminary Plat Checklist Submittal Requirements (form provided)	
Ø		22. Application Narrative	
		• 8 ½" x 11" – (1) copies	
		 The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided) 	
		The application narrative shall provide and explanation and justification for any proposed amended development standard(s)	
		 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. 	
		23. Proposed Development Standards / Amended Development Standards (Example provided)	
		(Must adhere to the Maricopa County Recorder requirements)	
		 8 ½" x 11" – (2) copies (quality suitable for reproduction) 	
		24. Proposed Covenants, Conditions, and Restrictions (CC&R'S)	
		• 8-1/2" x 11" – ③ copies	
		25. Proposed Development Agreement (shared facilities, etc.)	
		(Must adhere to the Maricopa County Recorder requirements)	
		• 8-1/2" x 11" – ② copies	
Ø		26. Context Aerial with the proposed site improvements superimposed	
		 24" x 36" – ④ color copies, <u>folded</u> 	
		 11" x 17" – ① color copy, <u>folded</u> 	
		 8 ½" x 11" – (1) color copy (quality suitable for reproduction) 	
		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:	
		750 foot radius from site	
		1/4 mile radius from site	
		Other:	
		Planning and Development Services	

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Preliminary Plat Application Checklist

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N		27. Preliminary Plat
		• 24" x 36" – 1 copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ① copy (quality suitable for reproduction)
		 Digital - ① copy (CD/DVD – PDF Format)
		28. Site Plan
		• 24" x 36" – (12) copies, <u>folded</u>
		• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
		• $8 \frac{1}{2}$ " x 11 " – (1) copy (quality suitable for reproduction)
		 Digital - ① copy (CD/DVD – PDF Format)
		29. Open Space Plan (Site Plan Worksheet) (Example Provided)
_		 24" x 36" - (2) copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		• $8 \frac{12}{2} \times 11^{2} - (1)$ copy (quality suitable for reproduction)
		 Digital – (1) copy (CD/DVD – PDF Format)
		30. Site Cross Sections
		• $24'' \times 36'' - (1) \operatorname{copy}, \operatorname{folded}$
		 24 x 30 - (1) copy, <u>folded</u> 11" x 17"- (1) copy, <u>folded</u>
		 31. Construction Envelope Plan (ESL Areas) 24" x 36" - (2) copies, <u>folded</u>
		 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" - 1 copy (quality suitable for reproduction)
		 Digital – (1) copy (CD/DVD – PDF Format)
		• Digital – (1) copy (CD/DVD – PDF Format)
		32. Natural Area Open Space Plan (ESL Areas)
		• 24" x 36" – ② copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		• $8 \frac{1}{2}$ x $11^{\prime\prime} - (1)$ copy (quality suitable for reproduction)
		Digital – ① copy (CD/DVD – PDF Format)
		33. Topography and slope analysis plan (ESL Areas)
		• 24" x 36"- ① copy, <u>folded</u>
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		34. Phasing Plan
		• 24" x 36" – ④ copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – 1 copy (quality suitable for reproduction)
		 Digital – ① copy (CD/DVD – PDF Format)
		35. Landscape Plan
		 24" x 36" - (2) copies, <u>folded</u> of <u>black and white line drawings</u>
		(a grayscale copy of the color Landscape Plan will not be accepted.)
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		• $8 \frac{1}{2} \times 11^{"} - (1)$ copy (quality suitable for reproduction)
		 Digital – ① copy (CD/DVD – PDF Format)
		36. Hardscape Plan
		 24" x 36" – (2) copies, <u>folded</u> of black and white line drawings
		(a grayscale copy of the color Landscape Plan will not be accept.)
		• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ① copy (quality suitable for reproduction)
		37. Parking Plan
		 24" x 36" - 1 copy, <u>folded</u> 11" x 17" - 1 copy, <u>folded</u> (quality suitable for reproduction)
		• $8 \frac{1}{2}$ x $11^{\circ} - (1)$ copy (quality suitable for reproduction)
		38. Parking Master Plan
		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.
		• 8-1/2" x 11" - (2) copies
		39. Pedestrian and Vehicular Circulation
		• 24" x 36" – ④ copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		• 8 $\frac{1}{2}$ x 11" – (1) copy (quality suitable for reproduction)
		40. Bikeways & Trails Plan
		• 24" x 36" – ③ copies, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ① copy (quality suitable for reproduction)
		41. Wall Elevations and Details and/or Entry Feature Elevations and Details
		• 24" x 36" – ② copies, <u>folded</u>
		 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction)
		• 8 $\frac{1}{2}$ " x 11" – (1) copy (quality suitable for reproduction)
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	42. Community Features (mail kiosk, private street signs, etc) Elevations and Details
	 24" x 36" - 2 copies, <u>folded</u>
	 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction)
	 8 ½" x 11" – ① copy (quality suitable for reproduction)
	43. Exterior Lighting Site Plan (including exterior building mounted fixtures)
	• 24" x 36" – ① copy, <u>folded</u>
	 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction)
	 8 ½" x 11" – ① copy (quality suitable for reproduction)
	44. Exterior Lighting Photometric Analysis
	• 24" x 36" – ① copy, <u>folded</u>
	 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction)
-	AE Manufashing Cut Chasta of All During and Linking
	 45. Manufacturer Cut Sheets of All Proposed Lighting 24" x 36" - (1) copy, <u>folded</u>
	• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
	• $8\frac{12}{2}$ x 11" – (1) copy (quality suitable for reproduction)
	46. Sensitive Design Concept Plan and Proposed Design Guidelines
	(Architectural, landscape, hardscape, exterior lighting, community features, common structures,
	etc.)
	 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
	• 8 ½" x 11" – ① color copy (quality suitable for reproduction)
	47. Drainage Report See Chapter 4 of the City's <u>Design Standards & Policies Manual</u> for specific submittal and content
	requirements for drainage reports. 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, and
	topography maps. Full size plans/maps shall be folded and contained in pockets.
	• Hardcopy - 8-1/2" x 11" - ① copy of the Preliminary Drainage Report including full size
	plans/maps in pockets
	 Digital - ① copy of the Drainage Report. Any advanced hydraulic or hydrologic models shall be included (see handout submittal instructions)
	48. Master Drainage Plan
	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.
	 8-1/2" x 11" - ① copy of the Drainage Report including full size plans/maps in pockets
	 Digital - ① copy (see handout submittal instructions)

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		49. Final Basis of Design Report for Water
		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 must include all required exhibits and plans.
		Submit by one of the options below:
		 Email (see handout submittal instructions) CD/DVD
		 CD/DVD 8-1/2" x 11" - (4) copies – the report shall be bound, all full size plans/maps provided in
		pockets.
		50. Final Basis of Design Report for Wastewater
		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.
		Submit by one of the options below:
		Email (see handout submittal instructions)
		• CD/DVD • $2 \frac{1}{2}$, $\frac{1}{2}$, $\frac{1}{2$
		 8-1/2" x 11" - ④ copies – the report shall be bound, all full size plans/maps provided in pockets.
_	_	
		51. Water Sampling Station
		 Show location of sample stations on the preliminary plat.
		• Fax 8 ½" x 11" copy of the preliminary plat with sampling stations to Water Resources 480-
		312-5650
		52. Water Of Approval For Fountains Or Water Features from the Water Conservation Office
		Please contact Elisa Klien at 480-312-5670
		 ① copy of the approval from the Water Conservation Office
		53. Transportation Impact & Mitigation Analysis (TIMA) (information provided)
		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.
		Category 1 Study
		Category 2 Study
		Category 3 Study
		Email (see handout instructions)
		• 8-1/2" x 11" - ③ copies of the Transportation Impact & Mitigation Analysis including full
		size plans/maps in pockets
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	54. Native Plant Submittal: (information provided)
	• 24" x 36"- ① copy, <u>folded</u> .
	(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)
	• See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
	55. Revegetation Site Plan, including Methodology and Techniques
	• 24" x 36" – ① copy, <u>folded</u>
	• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
	56. Landform Types Maps
	• 24" x 36" – ① copy, <u>folded</u>
	57. Cuts and Fills Site Plan
	• 24" x 36" – ① copy, <u>folded</u>
	 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
	58. Cuts and Fills Site Cross Sections
	• 24" x 36" – ① copy, <u>folded</u>
	• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
	59. Composite Factors Map
	• 24" x 36" – ① copy, <u>folded</u>
	• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
	60. Unstable Slopes / Boulders Rolling Map
	• 24" x 36" – ① copy, <u>folded</u>
	• $11'' \times 17'' - (1)$ copy, <u>folded</u> (quality suitable for reproduction)
	61. Geotechnical Report
	Email (see handout instructions)
	• 8 $\frac{1}{2}$ " x 11" – (1) copy of the Geotechnical Report including full size plans/maps in pockets.
	62. Bedrock & Soils Map
	• 24" x 36" – ① copy, <u>folded</u>
	 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)

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		63. Conservation Area, Scenic Corridor, Vista Corridor Plan
		• 24" x 36" – ① copy, <u>folded</u>
		 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction)
		64. Other:
		24" x 36" – copy(ies), <u>folded</u>
		11" x 17" – copy(ies), <u>folded</u> (quality suitable for reproduction)
		$ a \frac{1}{2} copy(ies) $ (quality suitable for reproduction)
		Digital – ① copy (see handout instructions)
		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.
		 65. Paint Color Drawdowns 1 set of 5" x 7" (minimum size) of each paint color and material identification names and numbers.
		66. Other:
		PART IV – 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.
Ø		67. 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
Ø		68. Submit all items indicated on this checklist pursuant to the submittal requirements.
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Ø		69. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon
Ŋ		70. 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.
		71. Other:
Ŋ		72. 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:
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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: D 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/building-resources/forms

Planning and Development Services 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)





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Development Applications Process Standard Application Review Development Review (DR and PP)





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Public Participation - DR, PP



Public participation ensures early notification and involvement prior to the filing of a formal application, which is an integral component of Scottsdale's public hearing process.

Step 1: Complete Neighborhood Involvement Outreach

Hold a minimum of 1 Open House Meeting prior to formal application submittal

- Send open house invite via 1st Class Letter to property owners & HOAs within 750', to the City's interested parties list, and to the City project coordinator. Invitations need to be sent at least 10 calendar days prior to the open house meeting, and include the following information:
 - Project request and description 0
 - Pre-application number (xx-PA-xxxx) 0
 - 0 Project location (street address)
 - Size (e.g. Number of Acres of project, Square Footage of Lot)
 - Zoning
 - Applicant and City contact names, phone numbers, and email addresses
 - Scheduled open house(s) including time, date, and location 0
- Post Project Under Consideration sign at least 10 calendar days prior to your Open House Meeting (See Project Under Consideration (White Sign) posting requirements)
- E-mail open house information to the Project Coordinator and to: planninginfo@scottsdaleaz.gov
- Provide sign-in sheets and comment sheets at the open house meeting •
- Avoid holidays, weekends, and working hours ٠
- Maintain contact with neighbors during the process and make as many contacts that are warranted to achieve productive neighborhood involvement
- Hold additional open house meetings as necessary to ensure public participation

- OR -

Complete Neighborhood Notification Outreach

- Mail Neighborhood Notification 1st Class Letter to property owners & HOAs within 750', the City's standard interested parties list, and to the City project coordinator at least 10 calendar days prior to formal application submittal (include the following information):
 - Project request and description
 - Pre-application number (xx-PA-xxxx)
 - Project location (street address) 0
 - Size (e.g. Number of Acres of project, Square Footage of Lot)
 - Zoning 0
 - Conceptual site plan/elevations
 - Applicant and City contact names and phone numbers

Public Participation - DR, PP



Step 2: Document your Project Notification efforts as follows:

- Provide a list of names, phone numbers/addresses of contacted parties
- Provide a map showing where notified neighbors are located
- Provide the dates contacted, and the number of times contacted
- Indicate how they were contacted (e.g. letter, phone call). If certified mail was used, provide receipts of delivery
- Provide copies of letters or other means used to contact parties
- Provide originals of all comments, letters, and correspondence received

City will post public hearing sign notices and provide other public notification

- Mailing out postcards to property owners within 750 feet
- Posting case information on the City website
- Posting on social media
- Sending to email subscribers





Open House Sign-In Sheet 7-PP-2007#3 08/01/19

Date:

Location:

This Sign-In Sheet is a Public Record			
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail
Name		Business Name	
Address & Zip	Phone		E-mail



Minor Subdivision (MD) Development Application Checklist



¥3

08/01/19

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 Preliminary Plat 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; 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 10 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.

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.
M		1. Preliminary Plat Application Checklist (this list)
Ŋ		2. Application Fee \$ (subject to change every July)
		 Checklist for Minimal Information to be Accepted for Review – Development Applications (form provided)
Ŋ		 4. Completed Development Application Form (form provided) The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review). If a review methodology is not selected, the application will be review under the Standard Application Review methodology. 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.

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		/-PP-200/#

Image: Second state		5. Request to Submit Concurrent Development Applications (form provided)
		6. Letter of Authorization (from property owner(s) if property owner did not sign the
		application form)
Ø		7. Affidavit of Authorization to Act for Property Owner (required if the property owner is a
Ø		corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an
$\mathbf{\nabla}$		applicant that will act on behalf of the property owner (form provided)
		8. Appeals of Required Dedications or Exactions (form provided)
$\mathbf{\Lambda}$		9. Commitment for Title Insurance – No older than 30 days from the submittal date
		(requirements form provided)
		• 8-1/2" x 11" – ①copy
		Include complete Schedule A and Schedule B.
\mathbf{N}		10.Legal Description: (if not provided in Commitment for Title Insurance)
		• 8-1/2" x 11" – ②copies
$\mathbf{\Lambda}$		11. Results of ALTA Survey (24" x 36") FOLDED
		 24" x 36" – ①copy, <u>folded</u> (The ALTA Survey shall not be more than 30 days old)
$\mathbf{\Lambda}$		12. Preliminary Plat Notification Affidavit (form provided)
Ŋ		13. Request for Site Visits and/or Inspections Form (form provided)
		14. Addressing Requirements and Addressing Request Application (forms provided)
		15.Design Guidelines
		☑ Design Standards and Policies Manual □ Environmentally Sensitive Land
		Ordinance
		MAG Supplements (see Zoning Ordinance)
		• The above reference design guidelines, standards, policies, and additional information
		may be found on the City's website at: http://www.scottsdaleaz.gov/design
A		16. Public Participation
		Step 1: Complete Neighborhood Notification
		Notify surrounding property owners & HOAs of the project request and description
		 Document notification on Community Input Certification form (provided) Provide one copy of the Neighborhood Notification Report
		• I Tovide one copy of the Neighborhood Notification Report
	l	
	l .	Step 2: <u>City</u> will post public hearing sign and provide other public notification
		including:
		 including: Mailing out postcards to property owners within 750 feet
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided)
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) 8-1/2" x 11" - ①copy of the set of prints See the attached Photo Exhibit of Existing Conditions graphic showing required
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) 8-1/2" x 11" - ①copy of the set of prints See the attached Photo Exhibit of Existing Conditions graphic showing required photograph locations and numbers.
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) 8-1/2" x 11" - ①copy of the set of prints See the attached Photo Exhibit of Existing Conditions graphic showing required photograph locations and numbers. 8-1/2" x 11" - ①copies of the set of prints (Delayed submittal). At the time your
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) 8-1/2" x 11" - ①copy of the set of prints See the attached Photo Exhibit of Existing Conditions graphic showing required photograph locations and numbers. 8-1/2" x 11" - ①copies of the set of prints (Delayed submittal). At the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator Your Project Coordinator
		 including: Mailing out postcards to property owners within 750 feet Posting case information on the City website Posting on social media Sending to email subscribers 17. Request for Neighborhood Group Contact information (form provided) 18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (example provided) 8-1/2" x 11" - ①copy of the set of prints See the attached Photo Exhibit of Existing Conditions graphic showing required photograph locations and numbers. 8-1/2" x 11" - ①copies of the set of prints (Delayed submittal). At the time your
		including:

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		19. Archaeological Resources (information sheets provided)
		Cultural Resources Survey and Report - ③ copies
		Archaeology 'Records Check' Report Only - ③ copies
		Copies of Previous Archaeological Research - ① copy
		20. Historic Property
		Historic Property Certificate of No Effect Application (form provided)
		Historic Property Certificate of Appropriateness Application (form provided)
		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. Short form)
		22. ESL Overlay Wash Modifications Development Application (application provided)
		The ESL Overlay Wash Modifications Development Application is to be submitted
		concurrently with this Preliminary Plat Application.
		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.
		23. Plan & Report Requirements For Preliminary Plat Applications Checklist (form
		provided)
N		24. Application Narrative
		• 8 ½" x 11" – ①copies
		 The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided)
		2. The application narrative shall provide and explanation and justification for any
		proposed amended development standard(s)
		3. 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. 25. Proposed Development Standards / Amended Development Standards (Example
		provided)
		(Must adhere to the Maricopa County Recorder requirements)
		 8 ½" x 11" – ②copies (quality suitable for reproduction)
Ŋ		26. Context Aerial with the proposed site improvements superimposed
		 24" x 36" – ②color copies, <u>folded</u>
		 11" x 17" – ①color copy, <u>folded</u>
		 11" x 17" – ①color copy, <u>folded</u> 8 ½" x 11" – ①color copy (quality suitable for reproduction)
		 8 ½" x 11" – ①color copy (quality suitable for reproduction) 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
		 8 ½" x 11" – ①color copy (quality suitable for reproduction) 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:

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Ø		27. Preliminary Plat
		 24" x 36" – ① copies, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ①copy (quality suitable for reproduction)
		• Digital - ①copy (Text and drawing shall be black and white, and in the DWF format)
		28. Construction Envelope Plan (ESL Areas)
		 24" x 36" – ② copies, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ①copy (quality suitable for reproduction)
		 Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
		29. Natural Area Open Space Plan (ESL Areas)
		 24" x 36" - ② copies, <u>folded</u> 24" x 47" - ③ copies, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction) 8 ½" x 11" – ①copy (quality suitable for reproduction)
		 Digital – ①copy (Text and drawing shall be black and white, and in the DWF format)
		30. Site Plan
		 24" x 36" – ②copies, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ①copy (quality suitable for reproduction)
		 Digital - ①copy (Text and drawing shall be black and white, and in the DWF format)
		(A site plan for non-residential subdivision shall include information to demonstrate that
		each lot complies with its Property Development Standard of its associated zoning district.)
		31. Open Space Plan
		 24" x 36" – ②copies, <u>folded</u>
		 Digital - ①copy (Text and drawing shall be black and white, and in the DWF format)
		(An Open Space Plan for non-residential subdivision shall include information to
		demonstrate that each lot complies with its open space Property Development Standard of its associated zoning district.)
		32. Topography and slope analysis plan (ESL Areas)
	Ц	 24" x 36"- ①copy, folded
		33. Landscape Plan
		 24" x 36" – ②copies, <u>folded</u> of <u>black and white line drawings</u>
		(a grayscale copy of the color Landscape Plan will not be accept.)
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ①copy (quality suitable for reproduction)
		 Digital – ①copy (Text and drawing shall be black and white, and in the DWF format)
		34. Wall Elevations and Details and/or Entry Feature Elevations and Details
		• 24" x 36" – ②copies, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 8 ½" x 11" – ①copy (quality suitable for reproduction)

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	35. Exterior Lighting Site Plan (including exterior building mounted fixtures)
	 24" x 36" – ①copy, <u>folded</u>
	 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
	 8 ½" x 11" – ①copy (quality suitable for reproduction)
	36. Exterior Lighting Photometric Analysis
	• 24" x 36" – ①copy, <u>folded</u>
	 11" x 17" – ①copy, folded (quality suitable for reproduction)
	37. Manufacturer Cut Sheets of All Proposed Lighting
	• 24" x 36" – ①copy, <u>folded</u>
	 11" x 17" – ①copy, folded (quality suitable for reproduction)
	• $8\frac{1}{2}$ " x 11" – (1)copy (quality suitable for reproduction)
	38. Drainage Report (information provided)
	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.
	 8-1/2" x 11" - ②copies of the Drainage Report including full size plans/maps in pockets
	39. Basis of Design Report for Water and Wastewater
	See the City's Design Standards & Policies Manual for specific submittal and content
	requirements for Design Report for Wastewater. The report must include all required exhibits and plans.
	Submit by one of the options below:
	Email – See hand-out instructions
	CD/DVD
	• 8-1/2" x 11" - ③copies – the report shall be bound, all full size plans/maps provided in
	pockets.
	40. Basis of Design Report for Wastewater
	See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Design Report for Wastewater. The report must include all required
	exhibits and plans.
	Submit by one of the options below:
	Email – See hand-out instructions
	CD/DVD
	 8-1/2" x 11" - ③copies – the report shall be bound, all full size plans/maps provided in pockets.
	41. Expansion of Participation for Water and Wastewater (form provided)

Minor Subdivision Application Checklist

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		42. Native Plant Submittal: (information provided)
		• 24" x 36" – ①copy, <u>folded</u> .
		(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)
		See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
		43. Revegetation Site Plan, including Methodology and Techniques
		• 24" x 36" – ①copy, <u>folded</u>
		 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		44. Landform Types Maps
		• 24" x 36" – ①copy, <u>folded</u>
		45. Cuts and Fills Site Plan
		 24" x 36" – ①copy, <u>folded</u> 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		46. Cuts and Fills Site Cross Sections
		 24" x 36" – ①copy, <u>folded</u> 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		47. Unstable Slopes / Boulders Rolling Map
		 24" x 36" – ①copy, <u>folded</u> 11" x 17" – ①copy, <u>folded</u> (quality suitable for reproduction)
		 48. Bedrock & Soils Map 24" x 36" – ①copy, folded
		 11" x 17" – ①copy, folded (quality suitable for reproduction)
		 49. Conservation Area, Scenic Corridor, Vista Corridor Plan 24" x 36" – ①copy, folded
		 11" x 17" - ①copy, folded (quality suitable for reproduction)
		50. Other:
		 24" x 36" copy(ies), <u>folded</u> 11" x 17" copy(ies), <u>folded</u> (quality suitable for reproduction)
		\square 8 ½" x 11" – copy(ies) (quality suitable for reproduction)
		□ Digital – ①copy (Text and drawing shall be black and white, and in the DWF format)
		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.
		 51. Paint Color Drawdowns ①set of 5" x 7" (minimum size) of each paint color and material identification names and numbers.

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		52. Other					
PART IV – 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.					
		53. 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					
Ŋ		54. Submit all items indicated on this checklist pursuant to the submittal requirements.					
Ŋ		55. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon					
Ø		56. 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.					
		57. Other					
M		58. 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, orA 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. 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/building-resources/forms

Planning and Development Services One Stop Shop Planning and Development Services Director 7447 E. Indian School Rd, Suite 105 Scottsdale, AZ 85251 Phone: (480) 312-7000

Development Application Process Standard Application Review Staff Review Applications: SA, WM, & MD



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Condominium Plat, Lot Tie, Map of Dedication

Plan Review Application Checklist

A PRE-SUBMITTAL MEETING IS REQUIRED FOR THE SUBMITTAL OF THE MAP FOR PLAN REVIEW. THE APPLICANT SHALL CONTACT THE RECEPTIONIST TO SCHEDULE THE PRE-SUBMITTAL MEETING WITH THE ENGINEER AT 480-312-2500.							
Offici	ial U	se:	OK to S	ubmit: 🛛			
Staff Contact: Review			vers: S	Staff signature			
□ GIS Phone: □ Ma			ps r	(The City's project coordinator's signature is required in order to submit this application.)			
□ Sur Email: □ Pla □ Civi			nning il				
Previ	ous	Case Number:	rmwater				
Proje	ct N	ame:					
Prope	erty'	s Address:			A.P.N.:		
Prope	erty'	s Zoning District Designation:					
Appli	catio	on Request:					
Owne	er:			Applicant:			
Comp	bany	:		Company:			
Addre	ess:			Address:			
Phon	e:	Fax:		Phone:	Fax:		
E-mai	il:			E-mail:			
Subr	nitt	al Requirements:					
þ,	'n,	Description of Documents Required for Com	plete Appl	lication. No appli	ication shall be accepted without all information		
Req'd	Rec′d	in above section and without all items marke					
		1. Completed Application (this form) and Application Fee - \$ (fee subject to change every July)					
M		2. Narrative – Describing nature of request	Narrative – Describing nature of request				
	3	ALTA Survey – No older than 30 days. Minimum Requirements – At the following website, under the Most Requested					
		heading, please select: Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys: http://www.alta.org/forms/index.cfm					
Ø		4. Commitment for Title Insurance – No old	ler than 30) days, and shall ir	nclude complete Schedule A and Schedule B.		
Ø		5. Policy for Appeal of Required Dedication	s or Exacti	ions			
M		6. 3 copies of the Condominium plat map, L	6. 3 copies of the Condominium plat map, Lot Tie Land Division Map, or Map of Dedication – (24' X 36")				
		7. CD of Final Plat					
		8. Affidavit of Authority to Act for Property Owner, Letter of Authorization, and signature below					
		9. Covenants, Conditions, & Restrictions (CC&R's) [For Condominium Plats Only]					
		10. Certificate of Termination of Condominium Declaration					
		11. Other					
Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2):							
Enhanced Application Review:			orize the City of Solication Review n	cottsdale to review this application utilizing the methodology.			
		Standard Application Review.		rize the City of Scottsdale to review this application utilizing the ication Review methodology.			
Owner Signature				Agent/Applicant Signature			
Planning and Development Services							

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CITY OF SCOTTSDAL

Condominium Plat, Lot Tie, Map of Dedication

Plan Review Application Checklist

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. <u>Standard Application Review Methodology:</u>

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.

Required Notice

Pursuant to A.R.S. §9-836, an applicant may receive a clarification from the City regarding interpretation or application of a statute, ordinance, code or authorized substantive policy statement. A request to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning and Development Services shall be submitted in writing to the One Stop Shop to the attention of the Planning and Development Services Director or designee. 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/ Planning and Development Services One Stop Shop Planning and Development Services Director 7447 E. Indian School Rd, Suite 105 Scottsdale, AZ 85251

 Planning and Development Services

 7447 E. Indian School Road, Suite 105, Scottsdale, AZ
 85251 • www.ScottsdaleAZ.gov

 Condominium Plat, Lot Tie, Map of Dedication

 Page 2 of 3

 Revision Date: 10/5/2017

 (-11-2007#3)

Condominium Plat, Lot Tie, Map of Dedication

Plan Review Application Checklist



§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.



Removal of City of Scottsdale Covenant

Plan Review Application



Recommend Pre-Submittal Meeting: Prior to submitting any of the applications types below, it is advised that the application's surveyor of record schedules a pre-submittal meeting with the City's Plat Coordinator and Surveyor to discuss the application. (480-312-7767)						
Project Name:						
Property's Address:	A.P.N.:					
Subdivision:	Lot Number(s):					
Property's Zoning District Designation:						
Quarter Section(s):	Flood Zone(s):					
Application Request:						
Owner:	Applicant:					
Company:	Company:					
Address:	Address:					
Phone: Fax:	Phone: Fax:					
E-mail:	E-mail:					
Request to remove a City of Scotts	Request to remove a City of Scottsdale Covenant submittal requirements					
Completed Application (this form) and Application Fee	Completed Application (this form) and Application Fee – \$ hourly review fee – <i>minimum 2 hours</i> (fee subject to change every July)					
 Narrative – describing nature of request 						
• Commitment for Title Insurance – No older than 30 days, and shall Include complete Schedule A and Schedule B.						
Copy of recorded Covenant	Copy of recorded Covenant					
Certificate/Affidavit of Cort	Certificate/Affidavit of Correction submittal requirements					
Completed Application (this form) and Application Fee – \$ (Certificate of Correction fee subject to change every July)						
• Commitment for Title Insurance – No older than 30 days, and shall Include complete Schedule A and Schedule B.						
Affidavit of Correction – Original signed and sealed document that complies with Maricopa County Recorder requirements						
Owner Signature	Agent/Applicant Signature					

Required Notice

1. Pursuant to A.R.S. §9-836, an applicant may receive a clarification from the City regarding interpretation or application of a statute, ordinance, code or authorized substantive policy statement. A request to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning and Development Services shall be submitted in writing to the One Stop Shop to the attention of the Planning and Development Services Director or designee. All such requests must be submitted in accordance with the A.R.S. §9-839 and the City's applicable administrative policies available and Development Services' at the Planning One Stop Shop, or from the city's website: http://www.scottsdaleaz.gov/bldgresources/forms.

Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 • www.ScottsdaleAZ.gov

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Application Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

	\$ 00
Pre-Application	\$90
Records Packet	\$22
Abandonment of Right of Way	¢4,000
Single Family Lot	\$1,690
All Other Abandonments, including	* •••• •
Subdivisions	\$2,385
Annexation / De-annexation	\$2,065
Board of Adjustment	•
Appeal	\$160
Residential Variance (Single Family	,
All Other Variances	\$1,310
Building Advisory Board of Appea	
Commercial	\$335
Residential	No charge
Conditional Use Permit	
Major	\$2,550
Minor	\$650
Development Review (DRB)	
Land Division (Preliminary Plat)	
Major Subdivision	\$2,540 + \$20 per lot
Minor Subdivision	\$1,270 + \$20 per lot
New Construction	\$1,600
Revision	\$485
Time extension	\$320
Development Review (Minor) – Sta	<u>ff Approval</u>
Major	\$325
(includes new Master Sign Progra	am)
Minor	\$90
Amendment to Master Sign Program	n \$90
Cuts/Fills	\$485
Wash Modification	\$485
Time extension	\$90
Small Wireless Facility "SWF" on str	reet
light or utility poles	No charge
Small Wireless Facility "SWF" on ne	W
monopoles	\$250
Wireless Communications Facilities	\$485

Major\$4,130Non-major\$2,065Hardship Exemption\$160In-lieu Parking\$160Minor Amendment\$160Records Changes\$265Address Change Residential\$50Address Change Commercial\$105Special Exception\$160Zoning District Map Amendment\$160Industrial District\$1,205 + per acre feeCommercial District\$2,265 + per acre feeIndustrial District\$2,265 + per acre feeMixed-use District\$2,265 + per acre feeSupplementary District\$2,265 + per acre feeParking P-1\$2,265 + per acre feeNestern Theme Park\$2,265 + per acre feeOpen Space\$1,205 + per acre feeSL Density Transfer\$2,265 + per acre feeESL Density Incentive\$1,205 + per acre feeAll otherUnderlying district fees onlyTime extension/revision\$775Rezoning per acre\$500-20No additional fees21-100\$70101-600\$55601 + acres\$50Zoning Text Amendment\$2,585Minor\$925	General Plan Amendments	5
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All otherUnderlying district fees onlyTime extension/revision\$775Rezoning per acre\$700-20No additional fees21-100\$70101-600\$55601+ acres\$50Zoning Text Amendment\$2,585	ESL Density Transfer	\$2,265 + per acre fee
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Rezoning per acre No additional fees 0-20 No additional fees 21-100 \$70 101-600 \$55 601+ acres \$50 Zoning Text Amendment ¥2,585	All other	Underlying district fees only
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21-100 \$70 101-600 \$55 601+ acres \$50 Zoning Text Amendment ¥2,585	Rezoning per acre	
101-600 \$55 601+ acres \$50 Zoning Text Amendment \$2,585	0-20	No additional fees
601+ acres\$50Zoning Text Amendment\$2,585	21-100	\$70
Zoning Text Amendment Major \$2,585	101-600	\$55
Major \$2,585	601+ acres	\$50
•	Zoning Text Amendment	
Minor \$925	Major	
	Minor	\$925

Note: This schedule is not all-inclusive and other fees may apply.

Planning & Development Services

7447 E Indian School Road, Suite 100, Scottsdale, AZ 85251 • www.ScottsdaleAZ.gov

Customized Expedited Plan Review Program



Official Schedule of City of Scottsdale Rates and Fees at: www.ScottsdaleAZ.gov - keyword "Fees".

Customized Expedited Plan Review Program:

Per the Planning & Development Services fee schedule, the fee is two times the amount for the type of plan submitted.

For phased plan submittals, the base fee is considered to be phased plan review fee.

An additional 20% of the expedited plan review will be charged if a 3rd review is required.

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services 7447 E Indian School Road, Suite 100, Scottsdale, AZ 85251



Scottsdale Fire Department Fees & Charges Schedule

18/19

Number	Description	Fee/Charge
	Description	
1	CPR Class	\$45.00
2	First Aid Class	\$45.00
3	Babysitting Class	\$45.00
		· · · · ·
4	Combo Class (CPR and First Aid)	\$45.00
· ·		φ10.00
5	Operations Insident Reports	\$5.00
5	Operations Incident Reports	\$5.00
		4- - - -
6	EMS Encounter Report	\$5.00
7	Fire Scene Investigation Reports first 30 pages, \$.25/page	\$5.00
		· · · · ·
8	Fire Scene Investigation Photos on CD	\$5.00
		\$5.00
		
9	Special Event Staffing - Range	\$35 - \$100
		(Actual)
12	After-hours & Weekends Fire Inspections Hourly Rate (min 2-hrs)	\$125.00
		•
13	Fire Service Sefety Dermite Pagie Bate	\$165.00
13	Fire Service Safety Permits Basic Rate	\$165.00
14	Tent Fire Safety Permit	
	1 to 9 tents	\$165.00
	10 plus tents	\$495.00
		÷
15	Vahiala Dianlay Safaty Darmit	
15	Vehicle Display Safety Permit	¢405.00
	1 to 9 vehicles	\$165.00
	10 plus vehicles	\$495.00
16	Fire Service Safety Permits Rush Rate (Under 10-days)	\$330.00
		·
17	Fire Service Re-Inspection Fee	\$200.00
		φ200.00
- 10		
18	Fire Review not associated with Building Permit	\$105.00
19	Fire Service Activity History Search per location	\$10.00
20	County Island Response Fee-per unit	\$1,347.00
		\$1,011.00
04	Subagang Reguest	ሮፈ ዓ ዓ ዓ
21	Subpoena Request	\$12.00
22	CERT Bags	\$35.00
	We accept cash, money order or personal check made payable to City	
	of Scottsdale	

Permit Fee Schedule

Commercial



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> – keyword "Fees".

Commercial Building Permit		Foundation Only		
Area with A/C	\$0.66 Sq Ft	Foundation (Area with A/C above)	\$0.66 Sq. Ft. x 25%	
Covered area non A/C	\$0.36 Sq Ft	Base Fee	\$165	
Base fee	\$165	GIS Fee	\$270	
Certificate of Occupancy	\$135	Lowest Floor Certificate Review	\$250	
GIS Fee	\$270	Phasing Fee	\$250	
Lowest Floor Certificate Review	\$250			
Permission to Work in R.O.W. Base fee \$165 +		Shell Only for Commercial & Mu	<u>llti-Family</u>	
(based on quantities)	itemized fees	Area with A/C	\$0.66 Sq. Ft. x 95%	
		Covered area non A/C	\$0.36 Sq. Ft.	
Commercial Addition		Base Fee	\$165	
Commercial Addition		GIS Fee	\$270	
Area with A/C	\$0.66 Sq Ft	Certificate of Shell	\$135	
Covered area non A/C	\$0.36 Sq Ft	Lowest Floor Certificate Review	\$250	
Base fee	\$165			
Certificate of Occupancy	\$135	Commercial T.I. (New) & Multi-F	amily Build Out	
GIS Fee	\$270	Base fee		
Lowest Floor Certificate Review	\$250		\$165	
		Area with A/C	\$0.66 Sq. Ft. x 30%	
		Covered area - non A/C	\$0.36 Sq. Ft.	
Commercial Remodel (Existing)		Certificate of Occupancy	\$135	
Base fee	\$165			
Area with A/C	\$0.66 Sq. Ft. x 30%	Commercial Vanilla Shell T.I.		
Covered area - non A/C	\$0.36 Sq. Ft.	Base fee	\$165	
Certificate of Occupancy	\$135	Area with A/C	\$0.66 Sq. Ft. x 30%	
GIS Fee	\$270	Covered area - non A/C	\$0.36 Sq. Ft.	
		Certificate of Shell	\$135	
Wa	lls & Fences always r	equire a separate permit.		
Fence Walls		Retaining Walls		
Linear Footage	\$0.18 LF	Linear Footage	\$1.80 LF	
Base Fee	\$165	Base Fee	\$165	
LF = linear footage				
Note: Thi	s schedule is not all-in	clusive and other fees may apply.		
	-	lopment Services uite 100, Scottsdale, AZ 85251		

Permit Fee Schedule

Miscellaneous



Official Schedule of City of Scottsdale Rates and Fees at: www.ScottsdaleAZ.gov - keyword "Fees".

Miscellaneous Permit Fees

Active Permits Records Change \$83 Residential \$135 Commercial After Hours Civil Inspections \$238 per hour After Hours Building Inspections \$238 per hour Reinspection \$83 Annual Facilities Permit (renewals expire on 12/31 of calendar year) Pro-rated by date of purchase January - March \$4,000 April - June \$3,000 July - September \$2,000 October - December \$1,000 **Building Permit Extension Request** \$255 Certificate of Occupancy (visual inspection only) \$135 Change of Occupant Permit \$135 **Civil Permit Extension Request** 50% of original permit fee **Demolition Permit** \$83 each discipline (or \$250 for building, plumbing, electrical, and mechanical) Dirt Haul \$165 base fee + \$0.09 per cubic yard P.W.R. Permit (Encroachment) \$165 base fee + itemized fees on approved plans P.W.R. Permit, Annual in R.O.W. (Encroachment) \$2,000 Industrial Racking Permit \$270 Minimum Permit (one discipline) \$83 Minimum Combination (all disciplines) \$250 Minimum On Site Grading \$83 Native Plant Permit \$35 + \$1 for each plant affected + \$165 base fee Native Plant Permit Modification \$35 + \$1 for each plant affected + \$165 base fee Native Plant Relocation Methodology \$35 Pools & Spas Attached \$0.54 Sq Ft + \$135 planning insp. fee + \$165 base fee Administrative Site Review Fee 15.0% of Sq Ft / LF fee Pools & Spas-Base Fee \$165 Pools & Spas-Planning Inspection Fee \$135 Stand Alone Spas \$106 Stock Pile \$165 base fee + \$0.09 per cubic yard Solar Residential \$150 Commercial \$300 **Temporary Power Pole** \$83 Water Heaters \$44 Solar Water Heaters \$80 Over Dimensional Load Permits \$30 (single trip) \$59 (30 day)

<u>Signs</u>

Base fee

0-10 Sq. Ft. 11-20 Sq. Ft. 21-30 Sq. Ft. 31 Sq. Ft. and Over Grand Opening Banner \$165 base fee (Base fee applied once per permit application, not per sign)
\$25 per sign
\$125 per sign
\$180 per sign
\$270 per sign

\$270 per sign \$30

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services

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Permit Fee Schedule

Single Family Residential

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~ =+	
q Ft	
	• • • • • • • • • • • • • • • • • • • •
	\$0.66 Sq Ft x 30%
	\$0.36 Sq Ft
•	\$165
q Ft	
Single Family Remodel with Ro	of Modification
Livable area with A/C	\$0.66 Sq Ft x 70%
Covered area non A/C	\$0.36 Sq Ft
Base Fee	\$165
g Ft	
	an 500 Sg. Ft.
	\$0.66 Sq Ft
	\$0.36 Sq Ft
	\$165
	\$250 special flood
	hazard areas only
n Ft	hazard areas only
ased on square rootage	
-	
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-	
Si Li	Livable area with A/C Covered area non A/C

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services

Right of Way/Improvement Permits Permission to Work in Right of Way (P.W.R.) Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

IMPROVEMENT PLANS

The following inspection and permit fees are required for the specified encroachments and must be paid in addition to all other required fees.

Item	Unit	Fee
Paving, Asphaltic concrete (single course)	Square yard	\$0.68
Paving, Overlay or top course of multicourse paving	Square yard	\$0.21
Paving, Portland cement concrete	Square yard	\$0.52
Decorative sidewalk or paving (Bomanite, Terrazzo, etc)	Square foot	\$0.21
Sidewalk and bicycle path	Square foot	\$0.16
Curb and gutter	Linear foot	\$0.31
Valley gutter	Square foot	\$0.97
Concrete apron including curb and/or wheelchair ramps	Each	\$25.16
Scuppers & building drains	Each	\$20.00
Alley surfacing (non A.C.)	Square yard	\$0.16
Cutoff walls	Linear foot	\$0.47
Slope protection (riprap, gabions, gunnite, cobbles, etc.)	Square yard	\$0.83
Dry wells (Maxwell or similar types)	Each	\$118
Irrigation and storm drain pipe	Linear foot	\$2.27
Pressure manholes	Each	\$118
Catchbasins, headwalls, irrigation, S.D. and water manholes	Each	\$53
Sanitary Sewer (except truss and PVC pipe)	Linear foot	\$0.88
Sanitary Sewer (truss and PVC pipe)	Linear foot	\$1.17
Sanitary Sewer taps and service line (from main to property line)	Linear foot	\$0.49
Sanitary Sewer manholes, without drop connection	Each	\$78
Cleanouts and drop connections	Each	\$47.31
Pipe encasements (in twenty-linear-foot sections)	Each	\$18.76
Water line	Linear foot	\$0.67
Water service line	Linear foot	\$0.49
Tapping sleeves and valves	Each	\$78
Fire hydrants and lines from existing mains	Linear foot	\$12.80
Borings	Linear foot	\$6.68
Sprinkler system, piping (for landscaping)	Linear foot	\$0.23
Telecommunications, Cable TV, or other communications underground cable of conduit (placed in trench excavated by or for party laying cable or conduit; includes trenching & backfill)	Linear foot	\$0.44
Barricading (permanent-wooden)	Each	\$36
Guard Rail	Linear foot	\$0.36

Planning & Development Services

Right of Way/Improvement Permits Permission to Work in Right of Way (P.W.R.) Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

	Iten	1	Unit	Fee
Trash Enclosure – Single Enclosure		Each	\$217	
Trash Enclosure – Double Enclosure		Each	\$286	
Utility trenching and b	packfill		Linear Foot	\$0.47
Splice and repair pits	(backfill and patch)		Each	\$57
Survey monuments			Each	\$12.80
Adjustments: Manho	oles, valves, cleanouts, r	nonuments, etc.	Each	\$20.34
Signs (regulatory, wa	rning, street, etc.)		Each	\$8.56
Television inspection	s for sewer lines		Linear foot	\$0.60
Haul Permits			Cubic Yard	\$0.09
Excavation and fill in	public right-of-way and	easements		
	Less than 100	No charge		
	101 - 1,000	\$133 for first 100 cubic vards, plus \$56 for each additional 100 cubic		100 cubic
Cubic Yards	1,001 – 10,000	\$650 for first 1,000 cubic yards, plus \$56 for each additional 1,000 cubic yards or fraction thereof		al 1,000
	10,001 – 100,000	\$1 175 for first 10 000 cubic yards, plus \$255 for each additional		
	100,001 or more \$3,345 for first 100,000 cubic yards, plus \$255 for each additional 10,000 cubic yards or fraction thereof		lditional	
Small Wireless Facility "SWF" Right-of-Way Permit		\$298		
As Builts (GIS)			\$278	
Planning Inspection		\$135		
		38 per hour		
Base Fee \$165, plus itemize		emized fees		
reinspection is nece	ermit is required for a	single project, only the highest base fe tion with a total permit fee less than \$7 ase fee.		
Miscellaneous imp the following rate so	provements not cove chedule, based on the 000 or portion thereof	ered by the fees listed above shall be of e estimated or actual cost of building the plus 5% of the portion between \$20,0	he improvements	S:

Planning & Development Services

Right of Way/Improvement Permits Permission to Work in Right of Way (P.W.R.) Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: www.ScottsdaleAZ.gov - keyword "Fees".

Street Cut Surcharge (In addition to any permit fees)

New paving less than 12 months old

- Openings 9 square feet to 9 lineal feet: \$1,640 each 50 feet
- Openings over 9 lineal feet than A-1 plus: \$4,100 each 50 feet

New paving 12 to 24 months old

- Openings 9 square feet to 9 lineal feet: \$1,040 each 50 feet
- Openings over 9 lineal feet then B-1 plus: \$2,640 each 50 feet

New paving 25 to 48 months

- Openings 9 square feet to 9 lineal feet: \$525 each 50 feet
- Openings over 9 lineal feet then C-1 plus: \$1,310 each 50 feet

Phased Engineering Permits

A surcharge will be charged for the phased construction of infrastructure (grading, water/sewer, streets/curb/sidewalk and trails). The surcharge will be 25% (per phase) in addition to the permit value of the requested phase.

Planning & Development Services 7447 E Indian School Road, Suite 100, Scottsdale, AZ 85251

Plan Review Fee Schedule

Commercial

CITY OF SCOTTSDALE

Official Schedule of City of Scottsdale Rates and Fees at: www.ScottsdaleAZ.gov - keyword "Fees".

Livable area with A/C Covered area (non A/C)	\$0.37 Sq. Ft. \$0.21 Sq. Ft.		
Foundation Only	\$0.37 Sq. Ft. x 25% + \$2	250	
<u>Shell Only</u> Livable area with A/C Covered area (non A/C)	\$0.37 Sq. Ft. x 95% \$0.21 Sq. Ft.		
<u>Commercial Addition</u> Livable area with A/C Covered area (non A/C)	\$0.37 Sq. Ft. \$0.21 Sq. Ft.		
<u>Commercial Remodel / Tenant Improvement</u> Livable area with A/C	\$0.37 Sq. Ft. x 30%		
Apartments/Condos Livable Area with A/C Covered area (non A/C) *Apts/Condos with 4 or more units & reoccu sq. ft. of livable space & 25% for livable squa			fee for 0-100,000
Engineering Site Review (per sheet)			
Per ESL Desert Land Form	NON/LOWER	UPPER	HILLSIDE
Paving	\$730	\$755	\$800
Grading/Drainage	\$730 \$730	\$755 \$755	\$800
Water/Sewer	\$730	\$ / 55	
Traffic (sing (string))	-		\$800
Traffic (sign/stripe)	\$730	\$755	\$800
Landscape	\$730 \$730	\$755 \$755	\$800 \$800
Landscape Map of Dedications/Releases	\$730 \$730 \$730	\$755 \$755 \$755	\$800 \$800 \$800
Landscape Map of Dedications/Releases Condominium Plat	\$730 \$730 \$730 \$730 \$730	\$755 \$755 \$755 \$755 \$755	\$800 \$800 \$800 \$800
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading	\$730 \$730 \$730 \$730 \$250	\$755 \$755 \$755 \$755 \$755 \$250	\$800 \$800 \$800 \$800 \$250
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan	\$730 \$730 \$730 \$730 \$730	\$755 \$755 \$755 \$755 \$755	\$800 \$800 \$800 \$800
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan Master Plan Review (per set)	\$730 \$730 \$730 \$730 \$250 \$250	\$755 \$755 \$755 \$755 \$250 \$250	\$800 \$800 \$800 \$800 \$250 \$250
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan	\$730 \$730 \$730 \$730 \$250 \$250 \$250	\$755 \$755 \$755 \$755 \$250 \$250 \$250	\$800 \$800 \$800 \$250 \$250 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan	\$730 \$730 \$730 \$250 \$250 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$250 \$1,035 \$1,035	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan	\$730 \$730 \$730 \$250 \$250 \$250 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan	\$730 \$730 \$730 \$250 \$250 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$250 \$1,035 \$1,035	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan Drainage Master Plan	\$730 \$730 \$730 \$250 \$250 \$945 \$945 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035 \$1,035	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan Drainage Master Plan Environmental Design Master Plans	\$730 \$730 \$730 \$250 \$250 \$945 \$945 \$945 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan Drainage Master Plan Environmental Design Master Plans <u>Small Wireless Facility - "SWF"</u>	\$730 \$730 \$730 \$250 \$250 \$945 \$945 \$945 \$945 \$945 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$365	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$365
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan Drainage Master Plan Environmental Design Master Plans <u>Small Wireless Facility - "SWF"</u> <u>Complete Master Plan Package</u> <u>Minor Revision to Approved Master Plans</u>	\$730 \$730 \$730 \$250 \$250 \$945 \$945 \$945 \$945 \$945 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$4,175	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$365 \$4,330
Landscape Map of Dedications/Releases Condominium Plat Preliminary Grading Revision to Approved Engineering Plan <u>Master Plan Review (per set)</u> Water Master Plan Sewer Master Plan Circulation Master Plan Drainage Master Plan Environmental Design Master Plans <u>Small Wireless Facility - "SWF"</u> <u>Complete Master Plan Package</u>	\$730 \$730 \$730 \$250 \$250 \$945 \$945 \$945 \$945 \$945 \$945 \$945 \$945	\$755 \$755 \$755 \$250 \$250 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$1,035 \$4,175	\$800 \$800 \$800 \$250 \$250 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$1,080 \$365 \$4,330

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services

Plan Review Fee Schedule

Miscellaneous



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

Miscellaneous Plan Review Fees

After 3 rd Review Barricade Plan Review	50% of original fee \$83 per hour	
Benchmark Revision	\$83 per hour	
Dry Utility Review	\$83 per hour	
Fence Only	\$83 per hour + \$0.14 LF	
Retaining Walls	\$83 per hour + \$0.14 LF	
Minimum Plan Review	\$83 per hour	
Minor Revision to Approved Civil Plans	\$83 per hour (requires m	anagement approval)
Native Plant Review	\$83 per hour	
Pool Blan Bayiaw Extension Bagyaat	\$83 per hour	
Plan Review Extension Request Revision to Approved Building Plans	\$270 \$83 per hour	
Solar Review: Residential	\$153	
Commercial	\$305	
Update Expired Improvement Plans (no changes)	\$83 per hour	
Plat Fees		
Final Plat		
Major Subdivision	\$5,000 + \$143 per lot	
Minor Subdivision	\$2,500 + \$143 per lot	
Certificate of Correction	\$83 per hour	
Land Combination: Residential	\$600	
Commercial	\$1,200	
Recordation Fees (May vary based upon specific s	•	
Maps of Dedications/Releases	First set	\$15 per sheet
& Land Divisions	Additional set	\$3 per sheet
Standard aize (9.1/ yr.1.1)	Administrative fee	\$34 ¢7
Standard size (8 ½ x 11)		\$7
Release of Easement	\$1,035	
Signs		
0-20 Sq. Ft.	\$30 per sign	
21-30 Sq. Ft.	\$60 per sign	
31 Sq. Ft. & over	\$90 per sign	
Revision	\$83 per hour	
Note: This schedule is not all in	clusive and other fees m	av apply.

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services

Plan Review Fee Schedule

Single Family Residential



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

Single Family Custom Homes			
Livable area with A/C	\$0.37 Sq. Ft.		
Covered area (non A/C)	\$0.21 Sq. Ft.		
Fences	\$0.14 Ln. Ft.		
Retaining walls	\$0.14 Ln. Ft.		
Single Family Addition			
Livable area with A/C	\$0.37 Sq. Ft.		
Covered area (non A/C)	\$0.21 Sq. Ft.		
Single Family Remodel			
Livable area with A/C	\$0.37 Sq. Ft. x 309	6	
Single Family Standard Plan			
Livable area with A/C	\$0.37 Sq. Ft.		
Covered area (non A/C)	\$0.21 Sq. Ft.		
Additional elevations (maximum 5)	\$83 each		
		<u>Upper</u>	<u>Hillside</u>
	ESL Desert Land Form)	<mark>Upper</mark> \$755	<u>Hillside</u> \$770
Engineering Site Review (per sheet as per Civil and Improvement Plans	ESL Desert Land Form) <u>Non / Lower</u>		
Engineering Site Review (per sheet as per Civil and Improvement Plans	ESL Desert Land Form) <u>Non / Lower</u>		
Engineering Site Review (per sheet as per Civil and Improvement Plans Miscellaneous Plan Reviews	ESL Desert Land Form) <u>Non / Lower</u> \$730	\$755	
Engineering Site Review (per sheet as per Civil and Improvement Plans Miscellaneous Plan Reviews Native plant	ESL Desert Land Form) <u>Non / Lower</u> \$730 \$83 per hour	\$755 14 LF	
Engineering Site Review (per sheet as per Civil and Improvement Plans Miscellaneous Plan Reviews Native plant Fence only	ESL Desert Land Form) <u>Non / Lower</u> \$730 \$83 per hour \$83 per hour + \$0.	\$755 14 LF	
Engineering Site Review (per sheet as per Civil and Improvement Plans Miscellaneous Plan Reviews Native plant Fence only Retaining walls only	ESL Desert Land Form) <u>Non / Lower</u> \$730 \$83 per hour \$83 per hour + \$0. \$83 per hour + \$0.	\$755 14 LF	
Engineering Site Review (per sheet as per Civil and Improvement Plans Miscellaneous Plan Reviews Native plant Fence only Retaining walls only Revision to approved plan	ESL Desert Land Form) <u>Non / Lower</u> \$730 \$83 per hour \$83 per hour + \$0. \$83 per hour + \$0. \$83 per hour	\$755 14 LF	

Note: This schedule is not all inclusive and other fees may apply.

Planning & Development Services

Records Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: www	v.ScottsdaleAZ.gov - keyword "Fees".
Copies (black and white)	
$8 \frac{1}{2}$ x 11" (more than 24 copies)	\$0.20
11" x 17"	\$1.00
24" x 36"	\$4.50
	+
Copies (color)	
8 1⁄2" x 11"	\$1.00
11" x 17"	\$2.00
Acricle	
Aerials 8 ½" x 11"	\$2.00
11" x 17"	\$3.00
30" x 36"	\$3.00 \$15.00
50 X 50	\$15.00
Aerials – Custom	
Regular Paper – 30" x 36"	\$35.00
Photo Paper – 30" x 36"	\$65.00
Aerials – Topography	* 4 00
8 ½" x 11"	\$4.00
Maps – Topography	
8 ½" x 11"	\$2.00
15" x 18"	\$7.00
30" x 36"	\$15.00
Offsite Records Box Retrieval	
Retrieve and Refile	\$4.00
Deliver	\$10.00
Staff Time (one hour)	\$17.00
Microfiche Imaged Records Copies (per sheet)	
8 ½" x 11"	\$0.50
0 /2 X 11 11" X 17"	\$0.50 \$1.00
11 X 17	\$1.00
General Plan	
CD-Rom	\$10.00
Summary Map	\$10.00
General Plan (Book)	\$45.00
Compact Discs	¢۲ ۵۵
Custom CD	\$5.00
Ordinance	
Zoning (Book)	*\$75.00
Floodplain	\$5.00
Commercial Records Research (non-refundable)	•
Commercial Research Base Fee	\$85.00
Research	\$30.00 per hour
Note: This schedule is not all inclusive and other fees may apply.	*Current Production Cost

Planning & Development Services

Stormwater Management Fee Schedule



Official Schedule of City of Scottsdale Rates and Fees at: <u>www.ScottsdaleAZ.gov</u> - keyword "Fees".

Appeal of Floodplain Administrator's Interpretation of Special Flood Hazard Area Provisions

Appeal	\$250	
Variance from Floodplain Management Re	gulations in a Special Flood Hazard Area	
Variance Continuance (Applicant's Request) New Posting Required	\$2,600 \$50 \$170	
Conditional Letter of Map Revision Review (CLOMR)		
CLOMR (MT-1) CLOMR (MT-2)	\$880 \$3,000	
Letter of Map Revision Review (LOMR)		
LOMR (MT-1) LOMR (MT-2)	\$880 \$3,000	
Stormwater Storage Waiver		
In-lieu fee	\$3.00 per cubic foot	
Stormwater Water Quality Charge		
This is the fee that will be dedicated to Drainage and Flood Control capital projects.	\$3.10 per customer/per month	

Planning & Development Services

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Annual Fees For SWF & WCF

In The Right-Of-Way



Annual Right-of-Way Use Fees for Small Wireless Facilities (SWF)

Small Wireless Facility (SWF) on City-owned Pole in the ROW

Antenna area 6 cubic feet or less with associated equipment 28 cubic feet or less.

- A. <u>\$50.00</u> per SWF site per calendar year for use of the right-of-way.
- B. <u>\$50.00</u> per SWF site per calendar year for the co-location of a SWF on a City-owned streetlight, traffic signal pole or other City-owned wireless support structure.

<u>Small Wireless Facility (SWF) on a Third Party-owned Pole in the ROW</u> Antenna area 6 cubic feet or less with associated equipment 28 cubic feet or less.

<u>\$50.00</u> per SWF site per calendar year for the co-location of a SWF on a Third Party-owned utility pole of wireless support structure in the ROW. Wireless provider shall provide documentation from the Third Party pole owner authorizing the use of the pole as a SWF.

Annual Right-of-Way Use Fees for non-SWF Wireless Communication Facilities (WCF)

<u>Category 1</u> – WCF with antennas(s) mounted on an EXISTING vertical element or pole and any associated ground equipment. Each WCF site will have an Antenna Base Fee of \$3,900 for a WCF site on the ROW, plus a Ground Equipment Fee (if applicable) for the cubic feet of ground equipment in the ROW, as set forth below:

	Antenna Base Fee	Equipment Fee	Total WCF Annual Fee
A. Total is 29 c.f. up to 50 c.f.	Included	Included	\$3,900
B. Total is 51 c.f. up to 200 c.f.	\$3,900	\$7,400	\$11,300
C. Total is 201 c.f up to 300 c.f.	\$3,900	\$11,050	\$14,950
D. Total is 301 c.f. up to 400 c.f.	\$3,900	\$14,750	\$18,650
E. Total is 401 c.f. or more	\$3,900	\$18,400	\$22,300

<u>Category 2</u> – WCF with antennas(s) mounted on a NEW vertical element that is stealth or utilizes alternative concealment when existing vertical elements are not available, and any associated ground equipment. Each WCF site will have an Antenna Base Fee of \$4,200 for a WCF site on the ROW, plus a Ground Equipment Fee (if applicable) for the cubic feet of ground equipment in the ROW, as set forth below:

	Antenna Base Fee	Equipment Fee	Total WCF Annual Fee
A. Total is 29 c.f. up to 50 c.f.	Included	Included	\$4,200
B. Total is 51 c.f. up to 200 c.f.	\$4,200	\$7,400	\$11,600
C. Total is 201 c.f up to 300 c.f.	\$4,200	\$11,050	\$15,250
D. Total is 301 c.f. up to 400 c.f.	\$4,200	\$14,750	\$18,950
E. Total is 401 c.f. or more	\$4,200	\$18,400	\$22,600

<u>Category 3</u> – WCF with antennas(s) mounted on a NEW vertical element that is neither stealth nor concealed in appearance, and any associated ground equipment. Each WCF site will have an Antenna Base Fee of \$5,600 for a WCF site on the ROW, plus a Ground Equipment Fee (if applicable) for the cubic feet of ground equipment in the ROW, as set forth below:

	Antenna Base Fee	Equipment Fee	Total WCF Annual Fee
A. Total is 29 c.f. up to 50 c.f.	Included	Included	\$5,600
B. Total is 51 c.f. up to 200 c.f.	\$5,600	\$7,400	\$13,000
C. Total is 201 c.f. up to 300 c.f.	\$5,600	\$11,050	\$16,650
D. Total is 301 c.f. up to 400 c.f.	\$5,600	\$14,750	\$20,350
E. Total is 401 c.f. or more	\$5,600	\$18,400	\$24,000
Note: This sched	ule is not all-inclusive and othe	r fees may apply.	

Annual Fees for WCF in the ROW (Instructions) For Non-SWF Wireless Communication Facilities

The annual encroachment permit fees for wireless communications facilities in the rights-of-way categories above shall be administered according to the following rules:

1) The fee structure shall apply to the installation of any antennas, antenna structures, ground equipment, electronics, cabinets, and other appurtenances required or associated with the operation of a wireless communications facility (WCF) in the City's rights-of-way (ROW).

2) Antenna Structures and Base Fee – In cases where the existing vertical element is replaced for structural purposes with a pole designed to support the antennas and cabling, the WCF will be categorized as being installed on an existing vertical element. The Antenna Base Fee includes up to 50 cubic feet of ground equipment and any electrical conductors necessary to operate the WCF site.

3) Ground Equipment Fee – The ground equipment measurement is calculated by the size of a flat, four- sided "box" (parallel sides of equal length) with a top panel that is parallel to the ground so that the box will cover the ground equipment from the top of the equipment to the ground (non-improved dirt surface), and from side-to side, including any foundation or pad for the equipment. For situations where there is more than one ground equipment fixture or cabinet (adjacent to each other or within the same use area), the equipment fixtures, cabinets and generators are deemed to be part of the same contiguous ground equipment space and will be measured together within the same box. Any Remote Radio Heads or Remote Radio Units mounted to a cabinet, post or wall in the same area with the ground equipment shall be included in the measurement for the ground equipment. Electrical meters and telecom pedestals are not included in the ground equipment.

4) WCF site that has both the vertical element and ground equipment in the ROW will be assessed an amount equal to the Antenna Base Fee plus the Ground Equipment Fee, except that:

A) WCF sites that have the antennas installed on a vertical element in the ROW but the ground equipment installed on private property will be assessed the Antenna Base Fee only.

B) WCF sites with antennas on a vertical element located on private property but with the ground equipment in the ROW, will be assessed the Ground Equipment Fee only. If the ground equipment is less than 50 cubic feet, the annual Ground Equipment Fee shall be the actual cubic feet of the ground equipment multiplied by the FY 2018/19 fee of \$35 per cubic foot. If the ground equipment is greater than 50 cubic feet, the applicable ground equipment fee shall apply as provided in the schedule on page 1 of the Annual Fees for WCF in the ROW document.

5) All WCF in the ROW must have an Antenna Site Right-of-Way License Agreement (ARLA) document submitted to the City for each WCF site installed and operated in the ROW.

6) An invoice for the annual WCF in the ROW permit fee is sent to the person and address provided on the ARLA document, one month prior to the anniversary of the ARLA permit issuance date.

7) The ARLA is an encroachment permit allowing the WCF to be in the ROW; a WCF owner or applicant must obtain a "Permission to Work in the ROW" permit to construct, repair or maintain the WCF site.

8) The annual WCF in the ROW permit fee does not include fees and charges for any other planning & development fees, permits, plan review fees, inspection fees, or any other services or approvals that may be required by the City of an owner or applicant of a WCF in the ROW.

Note: This schedule is not all-inclusive and other fees may apply.



Development Application



Please check the a		-	pplication Type: ype(s) of Application(s) vou	are requesting
Zoning		elopment Revie		Sigr	
Text Amendment (TA)			Review (Major) (DR)	Π	Master Sign Program (MS)
□ Rezoning (ZN)		 Development Review (Minor) (SA) 			Community Sign District (MS)
□ In-fill Incentive (II)					er:
Conditional Use Permit (UP)		Historic Property (HP)			Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance	Lan	d Divisions (PP)			General Plan Amendment (GP)
Hardship Exemption (HE)					In-Lieu Parking (IP)
Special Exception (SX)		Condominium	Conversion		Abandonment (AB)
□ Variance (BA)		Perimeter Exce]	er Application Type Not Listed
Minor Amendment (MA)		Plat Correction	•		
			i ne noton		
Project Name:					
Property's Address:					
Property's Current Zoning District Desig	nation:				
The property owner shall designate an ag					
for the City regarding this Development	• •	- · ·	applicant shall be respo	onsible	e for communicating all City
information to the owner and the owner	applicat	ion team.			
Owner:			Agent/Applicant:		
Company:			Company:		
Address:			Address:		
Phone: Fa	ax:		Phone: Fax:		
E-mail:			E-mail:		
Designer:			Engineer:		
Company:			Company:		
Address:			Address:		
Phone: Fax:			Phone:		Fax:
E-mail:			E-mail:		
 Please indicate in the checkbox below the follow This is not required for the follow 	ving Dev	elopment Applic	cation types: AN, AB, B	A, II, G	P, TA, PE and ZN. These
applications ¹ will be reviewed in					
Enhanced Application Review:		authorize the C ion Review met		iew th	is application utilizing the Enhanced
Standard Application Review:	L hereby authorize the City of Scottsdale to review this application utilizing the Standard				
Owner Signature			Agent/Applica	nt Sign	ature
Official Use Only Submittal Date	:		Development Applica	ation N	lo.:
	•			• .	
7447 East Indian Scho	_		elopment Serv		

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Revision Date: 8/23/2017

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. <u>Standard Application Review Methodology:</u>

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 • www.ScottsdaleAZ.gov

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Revision Date: 08/23/2017

7-PP-2007#3 08/01/19

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

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Revision Date: 08/23/2017

7-PP-2007#3 08/01/19



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	
🔲 Text Amendment (TA)	Development Review (Major) (DR)	Master Sign Program (MS)	
🛛 Rezoning (ZN)	Development Review (Minor) (SA)	Community Sign District (MS)	
In-fill Incentive (II)	Wash Modification (WM)	Other	
Conditional Use Permit (UP)	Historic Property (HP)	Annexation/De-annexation (AN)	
Exemptions to the Zoning Ordinance	Land Divisions (PP)	General Plan Amendment (GP)	
Hardship Exemption (HE)	Subdivisions	In-Lieu Parking (IP)	
Special Exception (SX)	Condominium Conversion	Abandonment (AB)	
Variance (BA)	Perimeter Exceptions	Other Application Type Not Listed	
🔲 Minor Amendment (MA)	Plat Correction/Revision		
0			

Owner:	
Company:	
Address:	
Phone:	Fax:
E-mail:	

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):	Title:		
	Date:		
Signature			
Official Use Only:	Submittal Date:		
Request: Approved or Denied			
Staff Name (Print):			
Staff Signature:	Date:		
Planning and	d Development Services		
7447 East Indian School Road Suite 105	5, Scottsdale, Arizona 85251 • www.ScottsdaleAZ.gov		
Request to Submit Concurrent Development Applications	Page 1 of 1 Revision Date: 02/02/2015		



Affidavit of Authorization to Act for Property Owner



- 1. This affidavit concerns the following parcel of land:
 - a. Street Address:
 - b. County Tax Assessor's Parcel Number: ____
 - c. General Location:
 - d. Parcel Size:
- 2. I am the owner of the land or I am the duly and lawfully appointed agent of the owner of the land and have authority from the owner to sign this affidavit on the owner's behalf. If the land has more than one owner, then I am the agent for all of the owners, and the word "owner" in this affidavit refers to all of them.
- 3. I have authority from the owner to act for the owner before the City of Scottsdale with regard to any and all reviews, zoning map amendments, general plan amendments, development variances, abandonments, plats, lot splits, lot ties, use permits, building permits and other land use regulatory or related matters of every description involving the land, or involving adjacent or nearby lands in which the owner has (or may acquire) an interest, and all applications, dedications, payments, assurances, decisions, agreements, legal documents, commitments, waivers and other matters relating to any of them.
- 4. The City of Scottsdale is authorized to rely on my authority as described in this affidavit until three work days after the day the owner delivers to the Director of the Scottsdale Planning & Development Services Department a written statement revoking my authority.
- 5. I will immediately deliver to the Director of the City of Scottsdale Planning & Development Services Department written notice of any change in the ownership of the land or in my authority to act for the owner.
- 6. If more than one person signs this affidavit, each of them, acting alone, shall have the authority described in this affidavit, and each of them warrant to the City of Scottsdale the authority of the others.
- 7. Under penalty of perjury, I warrant and represent to the City of Scottsdale that this affidavit is true and complete. I understand that any error or incomplete information in this affidavit or any applications may invalidate approvals or other actions taken by the City of Scottsdale, may otherwise delay or prevent development of the land, and may expose me and the owner to other liability. I understand that people who have not signed this form may be prohibited from speaking for the owner at public meetings or in other city processes.

Name (printed)	Date		Signature	
		_, 20		
		_, 20		
		_, 20		
		_, 20		
	Planning and D	evelopr	nent Services	
7447 E Indian	School Road, Suite 105,	Scottsdale	AZ 85251 • www.ScottsdaleAZ.gov	



Appeals of Dedication, Exactions or Zoning Regulations



Rights of Property Owner

In addition to the other rights granted to you by the U.S. and Arizona Constitution, federal and state law and city ordinances or regulations, you are hereby notified of your right to appeal the following City actions relating to your property:

- Any dedication of exaction which is required of you by an administrative agency or official of the city as a condition of granting approval of your request to use, improve or develop your real property. This appeal right does not apply to a dedication or exaction required as part of a city legislative act (for example a zoning ordinance) when an administrative agency or official has no discretion to determine the dedication or exaction.
- 2) The adoption or amendment of a zoning regulation that creates a taking of property in violations of Arizona and federal court decision.

Appeal Procedure

The appeal must be in writing and specify the City action appealed and the date final action was taken, and must be filed with or mailed to the hearing officer designated by the city within 30 days after the final action is taken

- No fee will be charged for filing
- The city Attorney's Office will review the appeal for compliance with the above requirements, and will notify you if your appeal does not comply
- Eligible appeals will be forwarded to the hearing officer, and a hearing will be scheduled within 30 days of receipt by the hearing officer of your request. Ten days notice will be given to you of the date, time and place of the hearing unless you indicate that less notice is acceptable to you.
- The City will submit a takings impact report to the hearing officer.
- In an appeal from a dedication or exaction, the City will bear the burden of proving that the dedication or exaction to be imposed on your property bears an essential nexus between the requirement and a legitimate governmental interest and that the proposed dedication or exaction is roughly proportional to the impact of the use, improvement or development you proposed.
- In an appeal from the adoption or amendment of a zoning regulation, the City will bear the burden of proving that any dedication of exaction requirement in the zoning regulation is roughly proportional to the impact of the proposed use, improvement, or development, and that the zoning regulation does not create a taking of property in violation of Arizona and federal court cases.
- The hearing officer must render his decision within five working days after the appeal is heard.
- The hearing officer can modify or delete a dedication or exaction or, in the case of an appeal from a zoning regulation, transmit a recommendation to the City Council.
- If you are dissatisfied with the decision of the hearing officer, you may file a complaint for a trial nevo with the Superior Court within 30 days of the hearing officer's decision.

For questions, you may contact:

City's Attorney's Office 3939 Drinkwater Blvd. Scottsdale, AZ 85251 480-312-2405 Address your appeal to: Hearing Officer, C/O City Clerk 3939 Drinkwater Blvd Scottsdale, AZ 85251

Please be aware that City Staff cannot give you legal advice. You may wish, but are not required, to hire an attorney to represent you in an appeal.

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

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

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

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

Signature of Property Owner

Date



Requirements for Submitting Evidence of Title to the City of Scottsdale Planning Department



The City of Scottsdale planning department requires applicants for various zoning applications, building permits and other approvals to provide evidence of land ownership. Unless city staff directs otherwise, the required evidence shall be a title insurance commitment meeting the following requirements:

- 1. The applicant shall instruct the title insurance company to prepare a normal title insurance commitment.
- 2. The title commitment must cover the whole project site, just as if the city were a commercial real estate developer who was going to buy the whole site from whoever owns it today.
- 3. The title insurance commitment must be in the same form and have the same wording that the title insurer usually uses when a sophisticated real estate purchaser is buying land from a sophisticated seller. For example, it must not have any extra notes, disclaimers or other language that is not in a normal title insurance commitment for a straightforward land purchase.
- 4. The City of Scottsdale must be listed as the proposed insured.
- 5. The proposed insurance amount must be a reasonable estimate of the actual dollar value of the whole site. (The price for the most recent arms-length sale of the whole site is usually an acceptable amount.)
- 6. The Schedule B requirements must call for:
 - a. A deed from the current owner to the city.
 - b. Releases of all liens, as if the city were going to pay cash for the land and not assume any liens or take subject to any liens.
 - c. Termination of all leases. (Leases with 24 or fewer months remaining in their term may be listed in the Schedule B exceptions instead.)
 - d. Any other specific payments or specific document recordings that the title insurer would normally call for (such as payment of delinquent property taxes).
- 7. The Schedule B exceptions must show any other specific title matters that may exist.
- 8. Title companies sometimes state in their title commitments that they will update the title search before issuing a title insurance policy. That's o.k. if the language is clear that the update will only include new title documents that are recorded after the title commitment date. For example, it is o.k. to have wording that says: "Additional items may be added based on new documents recorded before closing." But there must not be vague wording such as this: "Check with title examiner for additional items before closing."
- 9. The title search date on the title commitment must be less than 30 days old.
- 10. Both "standard coverage" and "extended coverage" title commitments are acceptable. (The title information on an extended coverage commitment must be identical to the title information that would be on a standard coverage commitment. The only difference is that the Schedule B requirements for an "extended coverage" commitment will call for a survey and will allow the title company to add Schedule B exceptions or requirements for any problems the survey reveals.)
- 11. There is no need to open an escrow to make a routine dedication. The city will record the dedication directly without sending it through the title company. Often, the city will not actually buy the title insurance described in the commitment or require the applicant to buy it. But, if the city decides to do it (or require the applicant to do it), then the city or the applicant will follow up with the title insurer to pay the insurance premium and satisfy the Schedule B requirements so that the title insurer will issue the policy.
- 12. The applicant shall inform city staff in writing of any and all title changes that occur after the title commitment is issued.
- 13. The city reserves the right for city staff to require additional evidence of title, including but not limited to an extended title insurance policy in favor of the city.

Revised October 12, 2006



Preliminary Plat Notification Affidavit



ubdivision	y plat of has been delivered to the following ag	gencies for their review.
	AGENCY	DATE NOTIFIEI
	SALT RIVER PROJECT (2)	·····
	ARIZONA PUBLIC SERVICE	······
	SOUTHWEST GAS CORPORATI	ON
	ARIZONA DEPARTMENT OF TR	ANSPORTATION
	MARICOPA COUNTY ENVIRON	MENTAL SERVICES
	MARICOPA COUNTY PLANNIN	G DEPARTMENT
	MARICOPA COUNTY FLOOD C	ONTROL DISTRICT
	SCOTTSDALE POSIMASIEK	
	CAVE CREEK SCHOOL DISTRIC	
	PARADISE VALLEY SCHOOL D	ISTRICT
	CENTRAL ARIZONA WATER CO	DNSERVATION DISTRICT
	OTHER	
ignature		Date
C		
ddress		Dhone
ladress		Phone



Preliminary Plat Notification Mailing List



Scottsdale School District 8500 E. Jackrabbit Rd. Scottsdale, AZ. 85250

480-484-6100 https://www.susd.org/

Paradise Valley School District 15002 N. 32nd Street Phoenix, AZ. 85032 602-449-2000 http://cmweb.pvschools.net/siteweb/

Scottsdale Postmaster

1776 N. Scottsdale Road Scottsdale, AZ. 85257-2115 480-949-1448

Salt River Project Attn: Susana Ortega, Mail Stop PAB106 P.O. Box 52025 Phoenix, AZ. 85072-2025 602-236-2962

Salt River Project Attn: Bill Santistevan, Mail Stop XCT330 P.O. Box 52025 Phoenix, AZ. 85072-2025 602-236-0810

Arizona Public Service P.O. Box 53933

Phoenix, AZ. 85072-3933 602-493-4400

Cave Creek School District P.O. Box 426 Cave Creek, AZ. 85327 480-575-2000 www.ccusd93.org

Southwest Gas Corporation 1600 E. Northern Ave. Phoenix, AZ. 85020-3982 www.swgas.com

Az Department of ADOT Transportation Right-of–Way Group

205 S. 17th Avenue Phoenix, AZ. 85007 602-712-7316 www.azdot.gov

Maricopa County Environmental Services 1001 N. Central Avenue Suite 201 Phoenix, AZ. 85004 www.maricopa.gov/envsvc

Maricopa County Planning & Development 501 N. 44th Street #200 Phoenix, AZ. 85008 602-506-3301 pdcustomerservice@mail.maricopa.gov

Maricopa County Flood Control 2801 W. Durango Street Phoenix, AZ. 85009 602-506-1501 www.fcd.maricopa.gov

Central Az Water Conservation District

Bureau of Reclamation P.O. Box 43020 Phoenix, AZ. 85080-3020 623-869-2555 2555@cap-az.com

Century Link 135 W. Orion Street Tempe, AZ. 85283 602-630-0492 bics@centuylink.com

Planning and Development Services

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Request for Site Visits and/or Inspections

Development Application (Case Submittals)



This request concerns all property identified in the development application.

Pre-application No: _____-PA-_____

Project Name: ______

Project Address: ______

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: ______

Print Name

Signature

 City Use Only:

 Submittal Date:
 ______Case number:

 Planning and Development Services

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Rev. 02/02/2015





Current Planning Services Long Range Planning Services

NOTICE OF INSPECTION RIGHTS A.R.S. § 9-833

You have the right to:

- Have the City staff member present a photo ID.
- Have the City staff member state the purpose for the planning inspection and legal authority to conduct it.
- Know the amount of inspection fees if applicable.
- An on-site representative may accompany the City staff member during the inspection except during confidential interviews and may:
 - Receive copies of any documents taken during the inspection.
 - Receive a split of any samples taken during the inspection.
 - Receive copies of any analysis of the samples taken when available.
- Be informed if statements are being recorded.
- Be given notice that any statements may be used in an inspection report.
- Be presented with a copy of your inspection rights.
- Be notified of the due process rights pertaining to an appeal

You are hereby notified and informed of the following:

- The inspection is conducted pursuant to the authority of A.R.S § 9-462.05. and/or Scottsdale Revised Code, Appendix B, Article I. Section 1.203.
- Any statements made by anyone interviewed during this inspection may be included in the inspection report.
- Information on appeal rights related to this inspection is found under Scottsdale Revised Code, Appendix B, Article I. Section 1.801.
- There is no inspection fee associated with this inspection.

I acknowledge I have been informed of my inspection rights. If I decline to sign this form, the inspector(s) may still proceed with the inspection.

If I have any questions, I may contact the City staff member, ______

at the following number ______.

Signature: _____ Date: _____

Printed Name:

Check box if signature refused

Copy of Bill of Rights left at: _____

A.R.S § 9-833. Inspections; applicability

- A. A municipal inspector or regulator who enters any premises of a regulated person for the purpose of conducting an inspection shall:
 - 1. Present photo identification on entry of the premises.
 - 2. On initiation of the inspection, state the purpose of the inspection and the legal authority for conducting the inspection.
 - 3. Disclose any applicable inspection fees.
 - 4. Except for a food and swimming pool inspection, afford an opportunity to have an authorized on-site representative of the regulated person accompany the municipal inspector or regulator on the premises, except during confidential interviews.
 - 5. Provide notice of the right to have:
 - (a) Copies of any original documents taken from the premises by the municipality during the inspection if the municipality is permitted by law to take original documents.
 - (b) A split or duplicate of any samples taken during the inspection if the split or duplicate of any samples, where appropriate, would not prohibit an analysis from being conducted or render an analysis inconclusive.
 - (c) Copies of any analysis performed on samples taken during the inspection.
 - 6. Inform each person whose conversation with the municipal inspector or regulator during the inspection is tape recorded that the conversation is being tape recorded.
 - 7. Inform each person interviewed during the inspection that statements made by the person may be included in the inspection report.
- B. On initiation of, or two working days before, an inspection of any premises of a regulated person, except for a food and swimming pool inspection that has up to one working day after an inspection, a municipal inspector or regulator shall provide the following in writing or electronically:
 - 1. The rights described in subsection A of this section.
 - 2. The name and telephone number of a municipal contact person available to answer questions regarding the inspection.
 - 3. The due process rights relating to an appeal of a final decision of a municipality based on the results of the inspection, including the name and telephone number of a person to contact within the municipality and any appropriate municipality, county or state government ombudsman.
- C. A municipal inspector or regulator shall obtain the signature of the regulated person or on-site representative of the regulated person on the writing prescribed in subsection B of this section indicating that the regulated person or on-site representative of the regulated person has read the writing prescribed in subsection B of this section and is notified of the regulated person's or on-site representative of the regulated person's or on-site representative of the regulated person's or on-site representative of the regulated person's inspection and due process rights. The municipality shall maintain a copy of this signature with the inspection report. Unless the regulated person at the time of the inspection is informed how the report can be located electronically, the municipality shall leave a copy with the regulated person or on-site representative of the regulated person. If a regulated person or on-site representative of the regulated person or or regulator shall note that fact on the writing prescribed in subsection B of this section.
- D. A municipality that conducts an inspection shall give a copy of, or provide electronic access to, the inspection report to the regulated person or on-site representative of the regulated person either:
 - 1. At the time of the inspection.
 - 2. Notwithstanding any other state law, within thirty working days after the inspection.
 - 3. As otherwise required by federal law.

- E. The inspection report shall contain deficiencies identified during an inspection. Unless otherwise provided by law, the municipality may provide the regulated person an opportunity to correct the deficiencies unless the municipality determines that the deficiencies are:
 - 1. Committed intentionally.
 - 2. Not correctable within a reasonable period of time as determined by the municipality.
 - 3. Evidence of a pattern of noncompliance.
 - 4. A risk to any person, the public health, safety or welfare or the environment.
- F. If the municipality allows the regulated person an opportunity to correct the deficiencies pursuant to subsection E of this section, the regulated person shall notify the municipality when the deficiencies have been corrected. Within thirty working days of receipt of notification from the regulated person that the deficiencies have been corrected, the municipality shall determine if the regulated person is in substantial compliance and notify the regulated person whether or not the regulated person is in substantial compliance, unless the determination is not possible due to conditions of normal operations at the premises. If the regulated person fails to correct the deficiencies or the municipality determines the deficiencies have not been corrected within a reasonable period of time, the municipality may take any enforcement action authorized by law for the deficiencies.
- G. A municipality's decision pursuant to subsection E or F of this section is not an appealable municipal action.
- H. At least once every month after the commencement of the inspection, a municipality shall provide the regulated person with an update, in writing or electronically, on the status of any municipal action resulting from an inspection of the regulated person. A municipality is not required to provide an update after the regulated person is notified that no municipal action will result from the municipality's inspection or after the completion of municipal action resulting from the municipality's inspection.
- I. This section does not authorize an inspection or any other act that is not otherwise authorized by law.
- J. This section applies only to inspections necessary for the issuance of a license or to determine compliance with licensure requirements. This section does not apply:
 - 1. To criminal investigations and undercover investigations that are generally or specifically authorized by law.
 - 2. If the municipal inspector or regulator has reasonable suspicion to believe that the regulated person may be or has been engaged in criminal activity.
 - Inspections by a county board of health or a local health department pursuant to section 36-603.
- K. If a municipal inspector or regulator gathers evidence in violation of this section, the violation shall not be a basis to exclude the evidence in a civil or administrative proceeding, if the penalty sought is the denial, suspension or revocation of the regulated person's license or a civil penalty of more than one thousand dollars.
- L. Failure of a municipal employee to comply with this section:
 - 1. Constitutes cause for disciplinary action or dismissal pursuant to adopted municipal personnel policy.
 - 2. Shall be considered by the judge and administrative law judge as grounds for reduction of any fine or civil penalty.

- M. A municipality may adopt rules or ordinances to implement this section.
- N. This section:
 - 1. Shall not be used to exclude evidence in a criminal proceeding.
 - 2. Does not apply to a municipal inspection that is requested by the regulated person.



Addressing Requirements



Make all addressing requests using the city's online application form online: <u>www.ScottsdaleAZ.gov</u> and search: address request form

Prior to your application submittal to Current Planning for your entitlement approval (Development Review Board, Planning Commission, City Council) the City will need to assign an address to your property. This will be used for all future submittals and permit issuance. Prior to final plan submittal the records department will work with applicants on assigning suite, units, or apartment numbers and any additional addresses.

The City is responsible for assigning addresses/units, suite, and apartment numbers. If any developer/builder or owner performs this, it is subject to change by the City. Any and all costs associated with these changes will be the responsibility of the developer/builder or owner.

The City of Scottsdale utilizes the Maricopa Association of Government Standards (MAG) for all addressing. This policy was developed to aid emergency and first responders. We have a Mutual Aid agreement with the City of Phoenix Fire Department, it is essential that we maintain this policy.

To provide the commercial suite assignments please provide the records department with a floor plan showing the different suites within your building. The second floor being in the 200 range, and the third floor 300 range, etc. Suite numbering for commercial suites will be provided in a sequence of fives to allow for future suite division. For example: if you had 5 suites on the first floor we would assign them as 100, 105, 110, 115 & 120.

Individual living spaces (Condominiums and Apartments) are designated as <u>units</u> and numbered in the thousand ranges (4 digits). First floor units get 1000 numbers; second floor units get 2000 numbers, etc.

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PROTECTION OF ARCHAEOLOGICAL RESOURCES



Applicant Fact Sheet

Scottsdale Revised Code, Chapter 46, Article VI

To help identify, preserve, and protect archaeological sites, an **archaeological survey and report** by a qualified archaeologist is required to be submitted for all public or private development project applications within the City of Scottsdale. A qualified archaeologist is an individual or firm meeting the Arizona State Museum's standards and professional qualifications for an archaeologist. The qualifications for archaeologists and a list of qualified archaeological consultants are available from the Arizona State Museum (statemuseum.arizona.edu/services/cultural-resources-services).

Please contact the Historic Preservation Office at 480-312-2831 or your Project Coordinator for more information on archaeology requirements. The attached list of questions includes the answers to commonly asked questions about the ordinance. For complete information regarding the Preservation of Archaeological Resources Ordinance, please refer to the Scottsdale Revised Code.

Applicable Development Projects Requiring an Archaeology Survey and Report:

A development project is anything leading to potential ground disturbance, including:

- Rezoning, use permits, master plans, and general plan amendments
- Development Review Board cases, preliminary and final plats
- Lot splits and infrastructure improvements
- Building and grading permits, and native plant removal

Development Projects Exempt from Requiring an Archaeology Survey and Report (See attached ordinance text if needed):

- <u>Pending Applications:</u> Applications for building permits, single family lot splits, development review board, and final plats that are submitted or approved prior to effective date of Ordinance 3243(August 12, 1999).
- <u>Single Family Homes</u>: A private single family residence on a single family lot.
- Less than 1 Acre Disturbed: Non-residential development with 1 acre or less ground disturbance. A report by a qualified archaeologist on a records check is still required to identify potential archaeological resources.
- <u>Previously Developed Sites</u>: Projects on previously disturbed land where 50% or more of the land was already built. A report by a qualified archaeologist on a records check is still required to identify potential archaeological resources.
- <u>Approved Master Plan</u>: Master planned development with a previously completed Archeological Survey and Report within the past five (5) years (depending on what is being disturbed). *A mitigation plan may necessary.*
- <u>Development/Redevelopment Agreements</u>: Projects subject to a development or redevelopment agreement that already contain specific provisions on archaeological resources.
- <u>Mapped Exempt Area</u>: Projects within a land area that has been mapped by the Historic Preservation Commission to be exempt based upon prior surveys and research. As of August 1999 there are no areas mapped as exempt from surveys and reports. *Note: Requirements on discoveries during construction are applicable to all developments (no exemptions).*

Review of Archaeology Survey and Report

The archaeology survey and report is submitted along with the development project application. The City Historic Preservation Officer and/or City Archaeologist review the archaeological survey and report for completeness, significant sites identified within the project, and the impacts of the project on identified sites prior to the application acceptance date.

Archaeological Impact Assessment

- <u>No Impacts</u>: If it is determined that survey and report are complete, and the project has no significant resources, or it is documented that the project will not impact significant archaeological resources, then the Preservation Division will sign and issue a Certificate of No Effect. With a Certificate of No Effect, the application may be accepted and the project may proceed.
- <u>Mitigation Plan</u>: If it is determined that the project has archaeological impacts, the applicant must submit a mitigation plan. The
 Historic Preservation Officer and/or City Archaeologist may approve the mitigation plan. More complicated mitigation plans require
 approval by the Historic Preservation Commission before the application can be accepted. Upon approval of the mitigation plan,
 the application may be accepted and the project may proceed. Land disturbance can not proceed until the Certificate of Approval
 is signed. When the approved mitigation plan is satisfactorily completed, a Certificate of Approval can be signed.
- <u>Economic Hardship</u>: The Historic Preservation Commission may issue a Certificate of Economic Hardship following a hearing that grants an exemption from the requirement to implement a mitigation plan for reasons of economic hardship. Upon issuance of a Certificate of Economic Hardship, the application may be accepted and the project may proceed.

Planning and Development Services

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City of Scottsdale

ARCHAEOLOGY REQUIREMENTS FOR DEVELOPMENT PROJECTS WITHIN MASTER PLANNED DEVELOPMENTS OR LARGER PROJECT AREAS THAT HAVE A PREVIOUS ARCHAEOLOGICAL SURVEY

PURPOSE:

Since some master planned and other projects in Scottsdale completed archaeology surveys as an ESL requirement prior to August 1991, the archaeology survey reports were not reviewed according to current ordinance standards and there is no signed Certificate of No Effect. Therefore this review process was developed to ensure ordinance compliance for new applications on land within larger developments.

SCOPE OF PROCEDURE

The intent of this process is to review development project applications that are within larger approved project areas for their compliance with the city's archaeology ordinance requirements. The procedure applies to projects on land within larger projects that have previously submitted an archaeology survey to the City of Scottsdale to meet local requirements. The procedures apply to: 1. Rezonings, use permits and development review board (DRB) applications, including plats, within master planned developments, and 2. Development applications for pads or parcels within a larger property (20 acres or larger property).

SUBMITTAL REQUIREMENTS

Applicants for projects on land that is part of a larger project should submit map(s) and text with their application submittal as follows:

- 1. Proof that an archaeology report was previously submitted and/or approved (Submit a copy of the prior report or a copy of the approved Certificate of No Effect)
- 2. Map showing the current project location within the total land area covered by the prior archaeology report.
- 3. Map clearly identifying within the current project area any significant or potentially significant surveyed sites and any recorded archaeological sites with their AZ Site or other reference number.
- 4. If there are significant, potentially significant or recorded sites within the project area, a narrative describing how the recorded site(s) will be impacted by the proposed development and describing any measures that will be taken to protect the site(s), such as placing the site in an Natural Area Open Space (NAOS) or conservation easement.
- Map(s)/narrative for any archaeological resources within a Master Planned Development or larger project 1 copy

CITY REVIEW OF SUBMITTAL

The Preservation Division is responsible for managing the archaeology review process. The purpose of the review will be to determine the following:

- 1. The location of the current project within the larger project land area and if there are any recorded sites on the development parcel.
- 2. Determine what measures are proposed to protect any sites on the development parcel and whether the proposed measures are adequate to satisfy the requirements of the Scottsdale Revised Code (SRC), Chapter 46, Article VI.
- 3. If a significant recorded site will be impacted by the project, are a Mitigation Plan and a Certificate of Approval now required to comply with the SRC? *Note: A Mitigation Plan or any additional work will not be required if the larger project area already has an approved Certificate of No Effect.*

The applicant can satisfy the archaeology requirements if the larger area has a Certificate of No Effect, if there are no recorded sites located on the project and if there are no impacts from the project on archaeological resources. If the protection measures proposed are inadequate and/or the project will have an impact on significant or potentially significant archaeological resources, the applicant will be asked for additional information and may be asked to prepare and implement a Mitigation Plan to meet the archaeology requirements that took effect in August 1991.

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Revised 16-Feb-05



For development projects within 20,000 feet of Scottsdale Airport NOT located on an Airpark taxilane or adjacent to airport property

The owner of developments within the Airport Influence Area shall complete forms required by the City and Scottsdale Airport to comply with the Scottsdale Revised Code, Chapter 5 – Aviation and the Airpark Rules and Regulations; and submit the completed forms with final plans to the assigned city project manager.

Project Name:	Pre-App:
Site Address:	
Contact name:	Phone:

1. HEIGHT ANALYSIS, CH. 5, SEC. 5-354. GENERAL REQUIREMENTS

- □ Applicants must conduct a height analysis for all projects located within 20,000 feet of Scottsdale Airport.
 - Complete a height analysis for all structures, appurtenances or construction equipment through the FAA at: <u>https://oeaaa.faa.gov/oeaaa/external/portal.jsp</u>, click on the Notice Criteria Tool (left side). If you do not exceed criteria, submit this FAA response from the website with your packet or you must complete step 2.

IF required by FAA, complete Step 2

2. Submit an FAA form 7460-1 Notice of Proposed Construction or Alteration for review and determination. Please allow about 45 days for this process. A copy of the FAA's response will be required prior to final plan approval.

2. AIRCRAFT NOISE AND OVERFLIGHT DISCLOSURE, CH. 5, SEC. 5-356 & SECT. 5-357

- □ Incorporate the Airport Disclosure for Development around Scottsdale Airport language into the CC&Rs or other procedural documents and provide a copy. *Exhibit A*
- An avigation easement will need to be granted to the city. If not already recorded for property, submit a notarized Avigation Easement form with packet to your project manager. *Exhibit B*

3. APPLICANT'S SIGNATURE

Signature: Aviation Approval:

Date:

Date:

Comments:

For questions regarding this form or aviation-related requirements, contact Scottsdale Airport at 480-312-2321.



Rev. July 2015 Page 2

SCOTTSDALE AIRPORT MASTER PLAN



Noise Sensitive Uses	AC ¹ -3	AC-2	AC-1
Dwelling unit*	NP	P (1) (2)	P (1)
Manufactured home*	NP	P (1) (2)	P (1)
Elementary and secondary school*	NP	P (1) (2)	P (1)
Hospital*	NP	P (1) (2)	Р
Travel accommodation*	NP	P (1) (2)	Р
Place of worship	NP	P (1) (2)	P (1)
Cultural, civic, and social organization	NP	P (1) (2)	P (1)

* The terms dwelling unit, manufactured home, elementary and secondary school, hospital and travel accommodation defined in the Basic Zoning Ordinance. ¹AC - Airport Compatibility District

SOURCE: Scottsdale Revised Code; August 2012

AIRPORT INFLUENCE AREA AND NOISE OVERLAY ZONES



EXHIBIT A

SAMPLE FAIR DISCLOSURE FOR DEVELOPMENT AROUND SCOTTSDALE

AIRPORT NOTICE TO PURCHASERS

OF PROXIMITY TO THE SCOTTSDALE AIRPORT

To include in CC&R's or disclosure notice:

Proximity to Airport.

Each Owner of a Lot in the Airport Influence Area identified in Chapter 5 of the Scottsdale Revised Code acknowledges that, as of the date of this notice:

(a) The Lot is close to the Scottsdale Airport (the "Airport"), located generally between Frank Lloyd Wright Boulevard on the north, Pima Road on the east, Thunderbird Road on the south and Scottsdale Road on the west.

(b) The Airport is operated as a general aviation reliever/commercial service airport for Scottsdale and North Phoenix, and used generally for airplanes, jets and helicopters.

(c) Aircraft using the Airport may fly over the Lot and adjacent properties at altitudes that vary for several reasons, including weather conditions, aircraft type, aircraft performance and pilot proficiency.

(d) The majority of takeoffs and landings occur between 6:00 a.m. and 11:00 p.m., but the Airport is open 24 hours each day, so takeoffs and landings may occur at any time.

(e) The number of takeoffs and landings at the Airport average approximately 400 each day, but that number varies and may increase.

(f) Aircraft using the Airport will generate noise, the volume, pitch, amount and frequency of which will vary for several reasons, including weather conditions, aircraft type, aircraft altitude and aircraft number.

(g) Airport management attempts to minimize aircraft noise and its influence on Lots in the Airport Influence Zone, but there is no guarantee that such attempts will be effective or remain in place.

The Owner accepts and assumes any and all risks, burdens and inconvenience caused by or associated with the Airport and its operations (including noise), and agrees not to assert or make any claim arising out of the Airport and its operations against the City of Scottsdale, its elected and appointed officials, officers, directors, commissioners, representatives, employees, and agents.

Any questions regarding the operation of the Airport can be directed to the Airport Administration office at 480-312-2321.

WHEN RECORDED, RETURN TO:

CITY OF SCOTTSDALE ONE STOP SHOP/RECORDS

(_____) 7447 E. Indian School Road, Suite 100 Scottsdale, AZ 85251

Exempt from Affidavit of Value under A.R.S. § 11-1134(A)(2, 3)



CITY OF SCOTTSDALE AVIGATION EASEMENT

Project No.

Q.S._____

FOR ONE DOLLAR (\$1.00) and other good and valuable consideration received

(collectively "Grantor") does hereby grant to the City of Scottsdale, an Arizona municipal corporation ("Grantee"), a perpetual, non-exclusive easement upon, over, under and across the parcel of land (the "Property") described on the legal description and the sketch attached hereto as Exhibits "A" and "B". The purpose of the easement is for a right of flight for the passage of aircraft in the airspace above the surface of the Property as follows:

- 1. "Aircraft" means any manned or unmanned contrivance or device now known or hereafter invented, used or designed to navigate or fly in the air.
- 2. Without limitation, the right of flight shall include the right to operate aircraft over and near the Property and to cause within or without said airspace any noise, vibration, fumes, light, exhaust, odors, fuel vapor particles, electronic interference, dust, annoyances, nuisances, emissions, or other effects of any description relating to the operation, use or function of any aircraft in or near the said airspace (collectively the "Aircraft Effects").
- 3. All Aircraft Effects are included within the scope of the easement, including without limitation those that reach or affect the surface of the Property or improvements to the Property, those that interfere with other uses of the Property, those that annoy users of the Property, and those that are caused or made worse by any of the following:
 - 3.1. Any and all temporary and permanent increases and other changes and variations in the size, number, method of propulsion, weight, noisiness, design, fuel, category, type or other characteristics of aircraft and any permanent, temporary, seasonal, time-of-day or other practices, laws, rules, policies, circumstances, customs, protocols or procedures related thereto.
 - 3.2. Any and all temporary and permanent changes and variations in airport size, orientation, configuration, layout, location, runway length, boundaries, improvements or other characteristics and any permanent, temporary,

seasonal, time-of-day or other practices, laws, rules, policies, circumstances, customs, protocols or procedures related thereto.

- 3.3. Any and all temporary and permanent changes and variations in flight paths, flight frequency, flight timing, airport operations, climbing and descending, altitudes, takeoff and landing, air traffic control and any permanent, temporary, seasonal, time-of-day or other practices, laws, rules, policies, circumstances, customs, protocols or procedures related thereto.
- 3.4. Changes in Grantor's or others' personal perceptions of Aircraft Effects or sensitivity to Aircraft Effects.
- 4. Grantor shall not cause or allow the Property to be used in a way that causes a discharge of fumes, smoke, dust, electronic emissions, light emissions, or other land use of any description that obstructs visibility or adversely affects or interferes with the operation of aircraft or any navigational facilities used for aircraft operation. No building, mast or other thing upon the Property shall exceed ______ feet in height.
- 5. Grantor has been advised and is of the opinion that:
 - 5.1. All or a portion of the Property is located in a noise-influence area.
 - 5.2. Aircraft Effects might be annoying to users of the Property and might interfere with the unrestricted use and enjoyment of the Property.
 - 5.3. Aircraft Effects will likely increase over time.
- 6. Grantor waives, remises and releases any right, cause of action, or other claim that Grantor has now or may have in the future against, and covenants not to sue, Grantee regarding Aircraft Effects. Grantor makes all of such covenants waivers, remises, and releases on behalf of itself and its successors and assigns in favor of Grantee and its past, present, or future officers, officials, directors, employees, agents, lessees, sublessees, permittees, invitees, successors and assigns.

Grantor hereby warrants and covenants to Grantee and its successors and assigns that Grantor is lawfully seized and possessed of the Property; that Grantor has a good and lawful right to make the conveyance described herein; and that Grantee shall have title and quiet possession against the claims of all persons.

The person executing this document on behalf of a corporation, trust or other organization warrants his or her authority to do so and that all persons necessary to bind Grantor have joined in this document. This document runs with the land in favor of Grantee's successors and assigns.

DATED this ____ day of _____, 20___.

GRANTOR:

for _____

for _____

STATE OF ARIZONA)		
) ss. County of Maricopa)		
This document was acknowledged before me this for and on behalf of		
My commission expires:		NOTARY PUBLIC
STATE OF ARIZONA)) ss.		
County of Maricopa)		
This document was acknowledged before me this for and on behalf of	_ day of	, 20, by

My commission expires:

NOTARY PUBLIC



CITY OF SCOTTSD

ESL Overlay Wash Modifications (Administrative Staff Approval)

Development Application Checklist

City Staff Contact:	Email:
Phone:	
Project Name:	
Property's Address:	A.P.N.:
Property's Zoning District Designation:	
Application Request:	
Owner:	Applicant:
Company:	Company:
Address:	Address:
Phone: Fax:	Phone: Fax:
E-mail:	E-mail:
Submittal Requirements: Please submit mater	
Completed Application (this form) and Application Fee – \$(fee subject to change every July)	Site plan 24" x 36" 2 color copies folded. Indicate the extent and location of antenna additions, buildings
x Affidavit of Authority to Act for Property Owner, letter of	
authorization, or signature below	Site plan shall indicate dimensions of existing and
Narrative - Description of request	proposed structures, dimensions of existing and proposed ROW, setbacks and sight distance visibility
x Request for Site Visits and/or Inspections form	triangles. Indicate any improvements, easements, and
	drainage facilities on adjacent properties within 100 feet of the site.
E Description of Alternatives Considered.	Drainage Report. – 2 Copies
Other watercourse management/engineering techniques	The Drainage Report shall be prepared in accordance
considered.	with the Design Standards and Policies Manual.
Justification Form (provided)	Revegetation Plan.
Color photographs of site –on 8-1/2" x 11" sheets	Contours at 1-foot intervals.
(showing existing site, structures & adjacent properties)	Native Plant Submittal 24" x 36" 1 – copy, folded.
 24" x 36" – 2 color copies, folded 	
 8 ½" x 11" – 1 color copy (quality suitable for reproduction) 	
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: 750 foot radius from site	
1/4 mile radius from site	
Other:	
Please indicate in the checkbox below the requested review me	ethodology (please see the descriptions on page 2):
Enhanced Application Review: I hereby authorize the C Application Review meth	ity of Scottsdale to review this application utilizing the Enhanced nodology.
	ity of Scottsdale to review this application utilizing the Standard
Owner Signature	Agent/Applicant Signature
Owner Signature Planning and Deve	Agent/Applicant Signature

Development Review

Methodologies and Required Notice



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. <u>Standard Application Review Methodology:</u>

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.

Notice

1. Pursuant to A.R.S. §9-836, an applicant may receive a clarification from the City regarding interpretation or application of a statute, ordinance, code or authorized substantive policy statement. A request to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning and Development Services Division shall be submitted in writing to the One Stop Shop to the attention of the Planning and Development Services director designee. 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 Division's One Stop Shop, or from the city's website: http://www.scottsdaleaz.gov/building-resources/forms

Planning and Development Services One Stop Shop Planning and Development Services Director 7447 E. Indian School Rd, Suite 105 Scottsdale, AZ 85251

Planning and Development Services 7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 • www.ScottsdaleAZ.gov ESL Overlay Wash Modification Application Form Page 2 of 6 Revision Date: 05/18/201 Pp_2007#3

Development Application Process

Enhanced Application Review Staff Review Applications: SA, WM, & MD





Development Application Process

Standard Application Review Staff Review Applications: SA, WM, & MD





ESL Overlay Wash Modifications



Justification for Modification

The Zoning Administrator may authorize a Wash Modification if ALL of the following criteria are met. Use the space provided to present your evidence that the requested exemption satisfies the modification requirements; please attach all supporting documentation.

1. Proposed modifications will result in an equal or enhanced quality of open space:

2. Modifications will include restoration of the watercourse with vegetation of the same type and density removed:

3. Is the wash being redirected or modified? No Yes If yes, the wash must enter and exit the site at the historic locations, and the result of the modifications shall not impact drainage considerations for adjacent properties:

4. Is the wash being diverted into a structural solution (e.g. underground pipe)? No Yes If yes, the change must not impact the drainage conditions on adjacent properties and shall not reduce the integrity of any upstream or downstream corridor as meaningful open space:

Planning and Development Services

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ESL Overlay Wash Modification Application Form Page 5 of 6 Revision Date: 05/18/2015



§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 • www.ScottsdaleAZ.gov ESL Overlay Wash Modification Application Form Page 6 of 6 Revision Date: 05/18/2015

Plan & Report Requirements for Preliminary Plat Development Applications



0 30 60

The following information may be utilized as a guide, but shall not be considered a complete list of required information. Since each development/project is different, the City of Scottsdale reserves the right to request additional information to ensure a project is in compliance with all City requirements, codes, ordinances, and approvals. The information contained within is not the requirements for final plan approval. Contact the Planning and Development Services Department for the Quality Submittal information.

- Additional information may be required depending on zoning district, development, Zoning Case (ZN), Use Permit (UP), Master Environmental Design Concept Plan (MEDCP), Building and Fire codes, and/or previous Development Review Board (DRB) stipulations.
- All plans shall be label and dated.
- All plans shall be on 24" x 36" paper
- All fonts shall be 12 point CAPITAL LETTERS unless otherwise indicated.
- All plans shall contain a written and bar scale on each plan sheet. (Example 1" = 30'-0" and)
- All plans shall contain the project name, design professional(s), and Owner.
- The site plan shall contain the following information indicated with an "\["" under the project data. The information that is not marked may be required by the district and shall be provided as required.

PRELIMINARY PLAT PLAN

- The Preliminary Plat Plan shall address all Zoning Ordinance requirements, ZN, and UP stipulations. The site plan shall match the civil plans, landscape plans, open space plan, Natural Area Open Space (NAOS) plan, and electrical site plan.
 - The Preliminary Plat Plan shall be provided in accordance with the Design Standards and Policies Manual
 - All required easement in accordance with the City of Scottsdale's requirements shall be shown.
 -] When Scenic Corridors, Buffered Setbacks, Desert Scenic Roadways Setback, and Vista Corridors are required, they shall be identified on the Preliminary Plat Plan. Scenic Corridors, Buffered Setbacks, Desert Scenic Roadways Setback shall be contained in a Scenic Corridors Easement, and Vista Corridors shall be contained with a Vista Corridor Easement.
 - NAOS Easements that will be dedicated on the Final Plat shall be shown
 - Boulder, boulder outcrops, unstable slopes, and protected peaks and ridges that are required to be preserved in accordance with the zoning ordinance shall be contained within NAOS Easement that will be dedicated on the Final Plan.

Show the existing and proposed location of the fire hydrants on the preliminary plat

BUILDING ENVELOPE EXHIBIT

Other:

(Environmentally Sensitive Land Overlay (ESL) area)

The building envelope exhibit shall comply with the requirements of the Zoning Ordinance

\square	The building envelope shall be dimensioned to each property line. Irregular shaped envelopes shall
	include multiple dimensions to the adjacent property lines; if multiple dimensions are not provided,
	the furthest distance from a property line will be utilized as the envelopes setback for the entire length
	from the adjacent property line.

- The allowable building envelope area shall be identified
- The design of the building envelopes shown on the exhibit shall take into account all requirements of the NAOS dedication, revegetation, and Naos setback requirements of the Design Standards and Policy Manual (DSPM).
- Boulder, boulder outcrops, unstable slopes, and protected peaks and ridges that are required to be preserved in accordance with the zoning ordinance shall be identified on the Building Envelopment Exhibits.
- Other: _____

SITE PLAN

(For Gate Houses and Gated Entries if Proposed as Part of the Development)

\boxtimes	Scale minimum 1″=40″
\boxtimes	North arrow
\ge	Parcel Dimensions
\ge	Dimension and label all right-of-ways, tracts, and easements
\geq	Dimension from building(s) to each property line
\ge	Indicate sidewalk locations, pavement types, and size
\geq	Dimension between each structure/building
	Dimension parking aisle and stalls
	Label the NAOS easement
	Label and dimension the Scenic Corridor easement
	Show the location of the proposed trails
\geq	Lowest finished floor for each building is labeled (may be provided on the civil plans)
\ge	Perimeter wall(s) and screen wall(s) locations shall be shown graphical
\ge	Show all right-of-way improvements (street, sidewalk, driveway, etc)
\boxtimes	Indicate location of above ground utility equipment and screening
	Provide a minimum of three top-of-curb elevations (large site will require more) on each adjacent street
	(may be provided on the civil plans)
	Fountains/water features shall be in conformance with section 49-242. All fountains require the
	approval of City of Scottsdale's Water Resource Department
\geq	
	(DS&PM Figure 5.3-26 at driveway entrances, and DSPM Figures 5.3-26 and 5.3-27 at
	intersections).
\geq	
	the City of Scottsdale's (COS) Supplements to MAG Specifications and Details.
\geq	
	conformance with the C.O.S. Supplement to the MAG detail (the detail number shall be
	provided on the plan).
	For all development in the Downtown Area that has buildings with a façade width of two
	hundred (200) feet or greater, shall provide separate Site Plan that includes the Prevailing
	Setbacks for Buildings Adjacent to a Public Street as defined by the Downtown District "D" of
	Zoning Ordinance. The area utilized to calculate the Prevailing Setback shall be graphically
F	shown, hatched, and dimensioned.
	Fire Department requirements. (see requirements at the end of this packet).
L	Other:

SITE DETAILS

• The site details may be provided on the site plan or a separate sheet.

When provided, screen wall, site wall, retaining walls, and site fencing elevation details shall be provided, call out colors and material finishes. The colors and materials shown shall match the color and material board.

- Building colors and materials shall address the Zoning Ordinance requirements, and their locations shall be clearly indicated on the elevations.
- Lot light pole details.
- Other: _____

NAOS PLAN (ELS AREAS)

- When an NAOS plan is required, the following information indicated with an "\[]" shall be provided on the NAOS plan. Requirements may vary and additional information may be required, depending on the zoning district, development, ZN and UP stipulations.
- The NAOS plan and the Open Space Plan address different Zoning Ordinance requirements and are to not be combined in to one plan.
 - A slope analysis graphic shall be provided with the NAOS plan.
 - The slope analysis shall be sealed and signed by a Civil Engineer, Landscape Architect, or Surveyor Registered in Arizona.
 - The slope analysis graphic shall clearly identify all slope categories, as defined by the Zoning Ordinance, by hatching, separate colors, etc.
 - Based on the gross lot area, the slope analysis shall identify all slope category total square footage to the hundredth place. The chart shall be representative of the Section 6.1060 Table A.
 - Total NAOS area are required in sqft (show calculations based on the slope category), and the total area provided shall be identified on the plan.
 - The total allowable revegetated NAOS In sqft (show calculations) and the total provided revegetated NAOS areas shall be identified on the plan.
 - Each total calculated NASO area on the NAOS plan shall be separately identified, and each area's individual square footage shall be identified to the hundredth place.
 - Each calculated area's revegetated NAOS on the NAOS plan shall be separately identified, and each area's individual square footage shall be identified to the hundredth place.
 - Each calculated area minimum square footage and width must meet the Zoning Ordinance requirements.
 - Sidewalks, drive aisles, rip rap, drainage structures, streets, paved path, and similar shall not be counted as NAOS.
 - NAOS that is to be dedicated adjacent to a wall shall be identified as revegetated NAOS for a width of 5'-0" and the length of the wall
 - NAOS that is to be dedicated adjacent to a driveway or parking lot shall be identified as revegetated NAOS for a minimum width of 5'-0" and the length of the driveway or parking lot.
 - NAOS that is to be dedicated over public utility, water line, and sewer line easements shall be identified as revegetated NAOS for a width and length of the easement within the NAOS easement.
 - NAOS that is to be dedicated over private utilities shall be identified as revegetated NAOS for a minimum width of 10'-0" and the length of the improvement within the NAOS easement. Additional area may be required based of the type and size of the improvements.
 - NAOS shall not be dedicated within 5'-0" of a building
 - NAOS dedicated within 10'-0" of a building shall be identified as revegetated NAOS
 - Application that propose to dedicate NAOS on lot at the time of lot development shall provide at table on the NAOS plan that includes the following column headings:

7-PP-2007#3

08/01/19

- Lot number.
- > Lot Area in square feet. (To be provided to the hundredth place.)
- > Total NAOS to be dedicated on lot in square feet. (To be provided to the hundredth place.)
- Total Revegetated NAOS allow on lot in square feet (To be provided to the hundredth place.)
- Undisturbed NAOS dedicate on lot with the Final Plat in square feet. (To be provided to the hundredth place.)
- Revegetated NAOS dedicate on lot with the Final Plat in square feet. (To be provided to the hundredth place.)

The table shall also include the following rows:

- > Total all of the columns except the lot number column.
- > Provide the total NAOS required without amended development standards
- Provide the total NAOS provided in order to obtain the amended development standards; only if the application is requesting amended development standards.
- Provide the total revegetated NAOS allowed

Other:

GATE HOUSE ELEVATIONS (IF PART OF THE DEVELOPMENT)

- The following information indicated with an "X" shall be provided on the elevations for all developments. Requirements may vary and additional information may be required, depending on the zoning district, development, ZN and UP stipulations
 - The elevations shall address Zoning Ordinance requirements, ZN and UP stipulations.
 - The building height shall be measured pursuant to the Zoning Ordinance. Dimensions, at a minimum, shall be provided from the Lowest Finished Floor (as identified by the Civil Engineer) to the top of building. Additional dimensions may be required.
 - Building colors and materials shall address the Zoning Ordinance requirements, and their locations shall be clearly indicated on the elevations.
 - All roof-mounted equipment shall be dashed in on elevations. Roof-mounted equipment shall be completely screened by parapet or a screen wall. Screen walls shall utilize architectural colors and material finishes that match the building. (Line of sight is not a recognized method of screening.)
 - Any wall-mounted lights shall be labeled and dimensioned to the top of the fixture. Exterior wallmounted lights are considered site lighting and shall be included in the photometric calculations.
 - Other: _

ELECTRICAL SITE PLAN

- The following information indicated with an "X" shall be provided on the electrical site plan for all developments. Requirements may vary and additional information may be required depending on the zoning district, development, ZN, and UP stipulations.
 - The electrical site plan shall address the Zoning Ordinance, ZN, and UP stipulations regarding onsite lighting
 - $oxed{N}$ The electrical site plan shall match the architectural site plan, and shall provide a light fixture schedule.
 - All exterior lighting shall be identified on this plan.
 - The locations of the light poles shall not be located in the parking stall overhang.
 - All exterior lights shall include an identifier (symbol or letter, ex. \ominus or SA) that shall be cross-referenced to the light schedule and photometrics.
 - Landscape lighting is considered on site lightning and shall be identified on the Plans. Landscape lighting maybe shown on a separate plan sheet.
 - Other:



EXTERIOR ON SITE LIGHTING DETAILS

- All exterior lighting manufacture cut sheets shall address the Zoning Ordinance, ZN, and UP stipulations. All cut sheet information shall be legible. Information that is not legible shall not be accepted. (State law prohibits Mercury Vapor Lighting.)
- The manufacture fixture cut-sheets for each exterior fixture utilizes shall be provided on a separate full size plan sheet. 8 ^{1/2} x 11" separate sheets will not be accepted. All cut-sheet must be legible, illegible information will not be accepted. The manufacture cut-sheets must indicate the:
 - Light fixture manufacture number
 - > Plan identification symbol or abbreviation
 - Fixture graphic
 - Fixture type
 - Fixture add-ons if utilize
 - Lamp type utilized
 - All photometric data
 - Candela distribution curve

Up-lighting, if proposed, must be identified at the time of the DRB application. (State law prohibits the use of High Intensity Discharge up-lights over 70 watts.)

SUBMITTAL REQUIREMENTS:

EXTERIOR LIGHTING DETAILS

- All exterior fixture lighting manufacture cut sheets (to be provided on 24"x36" paper). Each cut sheet shall clearly identify the light fixture manufacture number utilized, the plan cross-reference identification, and be legible. (State law prohibits Mercury Vapor lighting.)
 - Plan identification symbol or abbreviation
 - > Fixture graphic
 - Fixture type
 - Fixture add-ons if utilize
 - Lamp type utilized
 - All photometric data
 - Candela distribution curve

PHOTOMETRICS

- Photometric plans shall be provided for the entire site addressing Zoning Ordinance, ZN, UP, DRB, Design Guidelines, and Staff Policy for Site Lighting. Additional information may be required by staff after they have evaluated the design.
- There is a minimum of two photometric studies required for each project. They are (1) the horizontal illuminance on the site, and (2) the vertical light trespass around the perimeter of the site. Each plan requires the following information:
 - A point-by-point foot-candle reading. The horizontal photometric plan grid points, utilizing distinctive grip point symbols (example: *), shall have a maximum spacing of 10'-0" between each point across the entire site, and 10'-0" past the property line. The vertical photometric plan grid point shall be provided only along the property line with a maximum spacing of 10'-0" between each point.
 - > A foot-candle reading shall also be provided under at least one of each light fixture type.

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- The plan shall include the lighting templates generated by the lighting design software program to calculate the foot-candle readings. The template shall be for the fixture and lamp specified on the plans. The plan's fixture type identification shall match the cut sheets, electrical site plans, and the lighting schedule. This information shall be provided in a summary table.
- > The plan shall identify the initial maximum, minimum, and average illuminance on the horizontal photometric plan and vertical photometric plan.
- > The plan shall identify the total maintenance (light loss) factor utilized.
- The maintained light loss factor for all horizontal photometric analysis shall not be below 0.70.

Plans shall only include one horizontal reading across the entire site. Only the building footprint shall masked out from the reading. (Acceptable additional horizontal reading grids may be: gas station canopies, ATM drive -thrus, walk-up ATMs, and parking garage entries/exits. When separate grids are utilized on the same plan, a separate grid symbol (example: %) must be utilized, and a separate maintained maximum, minimum, average illuminance shall be provide for the grid.)

- The Light Trespass plan (vertical illuminance) shall provide point-by-point foot-candle readings 6'-0" above grade along the entire property line, with the reader at 90-degrees nadir and aimed perpendicular into the site. All light trespass plans reading shall be based on the initial illuminance, 1.00.
- The horizontal illuminance photometric plan, and the vertical light trespass plan may be combined into one sheet if the readings utilize distinctive symbols, a separate summary table for all fixtures utilized, and separate total light loss factures utilized.
- The Photometrics plan shall provide a lighting fixture summary table that presents the following information:
 - Plan identification symbol or abbreviation
 - Fixture type (include the manufacture product identification catalog number)
 - > Lamp type (include the manufacture product identification catalog number and wattage)
 - Lamp Lumens
 - Lamp degree Kelvin
 - Fixture lens height above lowest adjacent finished grade
 - Total Light loss facture utilized.

LANDSCAPE PLAN

• The following information indicated with an "X" shall be provided on the landscape plan. Requirements may vary and additional information may be required, depending on the zoning district, development, ZN and UP stipulations.

Plant Palette:

- The landscape plans shall contain an over plant palette.
- Each plant type shall be identified by its common and botanical name
- Each plant type including salvage plant material shall have its own individual symbol. (When the same plant is utilized in multiple sizes, each size shall be identified separately.)
- All plants shall be assigned a planting size.
- Trees over 15 gallons shall be identified by the trunk caliper size.
- Turf shall be identified by the total square footage (sqft) provided.
- All plants utilized in the right-of-way shall be listed on the Arizona Department of Water Resource's (ADWR) Phoenix Active Management Area plant list. All plant material utilized in the right-of-way in Environmental Sensitive Lands (ESL) areas shall be on the ADWR and ESL Overlay plant lists.

- All plants utilized on site shall be listed on the Arizona Department of Water Resource's (ADWR) Phoenix Active Management Area plant list.
- If water-intensive plants (any plant not on the ADWR) are utilized, the maximum allowable square feet (sqft) shall be indicated adjacent to the plant list, pursuant to the City of Scottsdale City Code Section 49-245, 49-246, and 49-247 (show the calculation). The total growth area in sq ft of the water intensive plants shall be provided.
- All plant palettes in the ESL overlay zoning shall utilize plants from the City of Scottsdale's ESL Overlay Plant List.
- Hydro-seed mixtures shall be identified separately from the plant list. Each plant in the Hydro-seed mixture shall be identified by it its common and botanical name. Depending on the location in the city, the mixture may be required to be selected from the ESL Overlay plant list.
- When water- intensive plants are utilized, the total landscape water usage shall be provided on the plans. The maximum water usage for the entire development shall not exceed 10 acre-feet per year. If usage exceeds this amount, written approval must be obtained from the City of Scottsdale's Water Resource Department (SWRD).

Landscape Planting Plan

- Show the location of all plants to be planted in accordance with the Zoning Ordinance and any landscaping to remain.
- Hydro-seed area shall be clear indicated on the plans by hatching, etc. The maximum separation of planted plants in a hydro-seed area is 10 feet.
- Scenic Corridors shall be maintained and/or revegetated in accordance with the City of Scottsdale's Scenic Corridors Design Guidelines.
- Medians landscaping shall be provided in accordance with the DS&PM.
- \boxtimes All easements shall be shown and labeled.
- All NAOS areas, natural and revegetated shall be shown and labeled.
- Trees shall not be planted in the Public utility Easements(s).
- All right-of-way improvements (streets, sidewalks, trails, etc.) adjacent to the project shall be shown and dimensioned.
- Sight visibility triangles (SVT), drawn pursuant to the Design Standards and Policy Manual (DS&PM), shall be shown to the curb line. (DS&PM Figure 5.3-26 at driveway entrances, and DS&PM Figures5.3-26 and 5.3-27 at intersections).
- Multi-truck trees shall not be provided in the SVT.
- Trees shall not be planted within 7'-0" of a public water line and/or sewer line.
- Boulders are considered fixed objects and shall not be placed within the roadside clear zone. Refer to DS&PM for placement criteria.
- Other:

CIVIL GRADING AND DRAINAGE PLAN

• The civil grading and drainage plan shall be prepared in accordance with the DS&PM requirements. The plan shall also address the City of Scottsdale's City Code; additional information may be required, depending on the zoning district, development, ZN and UP stipulations.

DRAINAGE REPORT

• The drainage report shall be prepared in accordance with the DS&PM requirements.

FIRE DEPARTMENT REQUIREMENTS

• The following information is to be utilized as a guide; all projects are subject to the City of Scottsdale's Fire Ordinance and shall be designed accordingly.

Show the proposed and existing fire hydrate locations on the site plan.

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\square	A knox and strobe access system shall be provided for all gates.	The location is to be shown on the site
	plan.	

- Two points of fire department access shall be provided unless otherwise determined by the Fire Department. These locations shall be shown on the site plan and shall address all Fire Ordinance requirements.
 - > There shall be no parking within a fire lane. Fire lane shall be indicated on the site plan.
 - A minimum cross section for two-way traffic for drive aisle without parking adjacent shall be 20feet. When parking is provided adjacent to the drive aisle, additional width requirements are required.
 - The minimum street cross section for one-way traffic shall be 20-feet in width from the face of curb to the face of curb.
 - > The gate opening for gated entries shall be a minimum of 20-feet.
 - > Looped water systems shall be provided on site as required by the Fire Ordinance.

Other:

July 2016
Preliminary Plat Checklist



Submittal Requirements

The listed items are required for all Preliminary Plat submittals.

General Information:

The following information should be utilized as a guide but shall not be considered a complete list of required information. Since each subdivision/project is different, the City of Scottsdale reserves the right to request additional information to ensure the project follows all City requirements, codes, ordinances, policies, and approvals.

- Additional information may be required depending on zoning district, Development Agreement, Zoning Case (ZN), Use Permit (UP), Master Design Concept Plan (MDCP), Building and Fire codes, previous Development Review Board (DRB) stipulations, and/or the Design Standards & Policy Manual (DSPM).
- 2. All fonts shall be 12-point unless otherwise indicated.
- 3. All plats shall contain a written and bar scale on each sheet. The scale range shall be professionally accepted (i.e. 1" = 10', 1" = 20', 1" = 30', etc.) and shall not be greater than 1" = 100'.
- 4. The plat shall be plotted to produce an overall drawing measuring 24"x36".

All Sheets:

- 1. Note the plat as a "Preliminary Plat."
- 2. Provide a north arrow (oriented either to the top or right of the sheet), scale, date of preparation, and date of revision.
- 3. Provide a key map if the plat consists of multiple pages.
- 4. Provide the seal and signature of the person or firm preparing the plat.
- 5. Identify current zoning of adjacent properties not subject to the plat.
- 6. Check to insure all lots are numbered in consecutive order with the last lot number circled.
- 7. Check to insure all tracts are lettered in consecutive order. All areas within the plat boundary not occupied by lots or public streets shall be shown as a tract.
- 8. Check to insure all widths/distances/curves are shown for all line work.
- 9. Label all streets with the correct and approved street names.

Cover Sheet:

- 1. Identify the proposed name of the subdivision.
- 2. Identify the location of the subdivision as defined by section, township, range, meridian, city, county, and state.
- 3. Provide the name, address, and phone number of the property owner of record.
- 4. Provide the name, address, and phone number of the developer.
- 5. Provide the name, address, and phone number of the person or firm preparing the plat.
- 6. Provide a legend that clearly identifies all symbols and acronyms being used within plat.
- 7. Provide a legal description of the property involved, including Maricopa County record references if the property overlays a previously recorded plat.
- 8. Identify the City of Scottsdale case number applicable to the plat along the right-hand edge of the sheet.
- 9. Provide a vicinity or site location map with north arrow, scale, site location, and existing points of reference.

Planning and Development Services

- 10. Provide a land use data table identifying:
 - a. Gross and net acreage;
 - b. Current (or proposed) zoning;
 - c. Current (or proposed) General Plan classification;
 - d. Percentage of total acreage in each zoning district (if multiple districts exist on the property);
 - e. Total number of dwelling units (residential only);
 - f. Minimum setbacks of the current (or proposed) zoning district;
 - g. Lot coverage required and proposed; and,
 - h. Open space/landscape area, acreage and percentage of total area.
- 11. Provide a tract use table identifying proposed tract use, acreage, and ownership.
- 12. Provide a typical lot exhibit with minimum dimensions and easements identified.
- 13. Provide the basis of bearing.
- 14. Identify elevations based upon NVAD 1988 datum, and meeting FEMA Benchmark Maintenance (BMM) criteria.
- 15. Provide perimeter traverse data for the entire subdivision boundary. Tangents must have bearings and distances; curves must have radii, delta angles, chord bearing and distance, and curve lengths; and, non-tangent curves must have radial bearings.

Existing Conditions Sheet:

- 1. Show city limits, when they are adjacent to or near (within 150') the subdivision boundary.
- 2. Show existing on-site and off-site (within 150' of the subdivision boundary) property lines and tracts to include name, book, and page number of any recorded subdivision or Map of Dedication.
- 3. Show the location and size of existing on-site and off-site (within 150' of the subdivision boundary) easements, rights-of-way (private and public), and man-made structures.
- 4. Show and note any existing rights-of-way that are to be abandoned and/or existing easements that are to be released.
- 5. Show existing on-site and off-site (within 150' of the subdivision boundary) improvements, including:
 - a. Sidewalks, multi-use paths and trails, sidewalk ramps;
 - b. Driveways, pavement, curbs, gutters, traffic signal equipment;
 - c. Buildings, structures, fences, wells, lakes, ditches, powerlines, trees, or other significant structures/objects and natural features;
 - d. Sizes and types of existing utilities with dimensional ties to the street centerlines; and,
 - e. Water wells and their Arizona Department of Water Resources registration number. Note if the well is not registered.
- 6. Show existing topography on-site and off-site (within 150' of the subdivision boundary) with contours at the following minimum intervals:
 - a. 1' intervals for subdivisions outside of the geographic part of the city planned for the Environmentally Sensitive Lands (ESL) zoning overlay;
 - b. 2' intervals for subdivisions within the ESL zoning overlay;
 - c. 2' intervals for subdivisions within the Hillside District (HP) zoning overlay; and,
 - d. 10' intervals for subdivisions within the Hillside Conservation easement boundary.

Spot elevations may be used when the topography cannot be clearly defined by contours. More refined intervals

(e.g. 1' intervals within either the ESL or HD zoning overlays) may be used when approved by staff.

Planning and Development Services

Preliminary Plat Sheets:

1. Streets/Access/Transportation:

- a. Identify proposed streets (public and private), access easements, non-access easements, and driveways. Private streets will be dedicated within tracts.
- b. Identify proposed right-of-way dedications, releases, and abandonments.
- c. Identify curve radii for all right-of-way at the bubbles and cul-de-sacs, and on street monumentation line.
- d. Identify all existing on-site and off-site (within 250' of the subdivision boundary) street and driveway intersections.
- e. Provide full and partial dimensioned street cross sections showing right-of-way including type of curb and gutter, and sidewalk or shoulders.
- f. Identify proposed multi-use and pedestrian trails and paths, with appropriate easements. Note if subdivision is within the Scottsdale Airport Influence Area. If so, identify the appropriate avigation easement over the property.

2. Utilities (sewer and water)/Fire:

- a. Show existing fire hydrants within 150' of the subdivision.
- b. Show proposed fire hydrants.
- c. Identify (sizes and types of pipes) all existing and proposed water lines including valves, meter vaults, Pressure Reducing Valves (PRVs), service lines, and meters.
- d. Identify (sizes, types of pipes, and flow arrows) all existing and proposed sewer lines including grades, manhole locations, cleanouts, slopes, and depths.
- e. Show proposed method of sewage disposal.
- f. Identify all proposed Water + Sewer Facility (WSF) and Public Utility (PU) easements.

3. Stormwater:

- a. Identify the location, extent, and frequency of areas subject to inundation.
- b. Identify areas that are within the FEMA 100-year flood zones.
- c. Identify street drainage pattern and direction by arrows and indicate those points where concentrated flow is added or removed from the street.
- d. Indicate by arrows the location, direction, and amount of flow of all-natural washes and existing or planned manmade drainage channels that flow through, are adjacent to, or begin within the subdivision.
- e. Identify areas used for surface drainage, storm drainage retention, or detention. Sufficient dimensions and other information must be provided to describe the size of the area, the approximate depth, and the slope of the sides.
- f. Identify all proposed Drainage and Flood Control (DFC) easements.

4. Phasing Plan, if proposed:

- a. Identify proposed phasing, which will be used for permitting and construction.
- b. Phasing must:
 - i. Maintain dual access;
 - ii. Loop the water system;
 - iii. Stub the sewer system to accommodate future phases; and,
 - iv. Provide for temporary turnarounds in compliance with the cul-de-sac requirements of the DSPM.

Planning and Development Services

5. Planning

- a. Proved a table of lots and tracts indicating area of each lot/tract, total number of lots/tracts, total area of subdivision, and corresponding zoning for each lot/tract.
- b. Identify minimum lot width and minimum setbacks for all irregular lots.
- c. For subdivisions with amended development standards approved through a separate Zoning case approval or requested as part of the Preliminary Plat case approval, prepare a building envelope exhibit that identifies the typical maximum building envelope containing minimum building setbacks and maximum lot coverage permitted.
- d. Provide an open space exhibit identifying the location and sizes of designated private common areas, landscaped areas, and entry features.

Planning and Development Services

Project Narrative

Development Review Board

While preparing the project narrative, please refer to the Development Review Board Criteria (Attachment A), which serve as the basis for the review and approval of your proposal. Provide information, descriptions, and explanations that are indicated by the Project Coordinator.

Ordinances, Master Plans, General Plan, and Standards

Describe how the proposed development will comply with the design and character elements of the General Plan, the appropriate character area plan, all applicable city-wide master plans, the zoning ordinance development standards, the Design Standards and Policies Manual, all applicable city-wide design guidelines, and the appropriate Master Environmental Design Concept Plan.

Architectural Character, Landscaping, and Site Design

Explain how the proposed development has been designed so that it:

- Promotes a desirable relationship of structures to one another, to open spaces and topography, both on the site and in the surrounding neighborhood;
- Avoids excessive variety and monotonous repetition;
- Recognizes the unique climatic and other environmental factors of this region to respond to the Sonoran Desert environment, as specified in the Sensitive Design Principles;
- Conforms to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and
- Incorporates unique or characteristic architectural features, including building height, size, shape, color, texture, setback, or architectural details, in the Historic Property Overlay District.

□ Ingress, Egress, On-Site Circulation, Parking, and Pedestrians

Describe how the site layout of the proposed development has been designed to promote safety and convenience, relative to ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas, and pedestrian ways.

Mechanical and Utility Equipment

Describe how the proposed development will locate mechanical equipment, appurtenances, and utilities so that these elements will not conflict with street frontage open space, pedestrian amenities, resident amenities, landscape features, or on-site circulation, and has utilized screening devices that are integral to the design of the building, in order to screen mechanical equipment, appurtenances and utilities.

Downtown Area

- If the development proposal is within the Downtown Area, explain how the proposed development:
- Demonstrates conformance with the Downtown Plan Urban Design & Architectural Guidelines;
- Incorporates urban and architectural design that address human scale and incorporates a pedestrianoriented environment at the street level;
- Reflects contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
- Reflects the design features and materials of the urban neighborhoods in which the development is located; and
- Integrates building mass, height, materials, and intensity transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.

Location of Artwork (refer to Zoning Ordinance Sections 1.905 and 7.1010) If the development proposal is required to participate in the Cultural Improvement Program or Public Art Program, then determine whether or not the proposed location of artwork complies with the following criteria:

- Accessible by the public;
- Location near pedestrian circulation routes consistent with existing or future development or natural features;
- Location near the primary pedestrian or vehicular entrance of a development;
- Location in conformance with the Design Standards and Policies Manual for locations affecting existing utilities, public utility easements, and vehicular sight distance requirements; and
- Location in conformance to standards for public safety.

Development Review Board Criteria

(Scottsdale Zoning Ordinance Sec. 1.904) (December 14, 2012)

- 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 applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.
 - 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;
 - b. Avoid excessive variety and monotonous repetition;
 - 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;
 - d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and
 - e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.
 - 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.
 - 4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design.
 - 5. Within the Downtown Area, building and site design shall:
 - a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;
 - b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;
 - c. Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
 - d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and
 - e. Address building mass, height, materials, and intensity transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.
 - 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 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 to standards for public safety.
- B. The burden is on the applicant to address all applicable criteria in this section.

Attachment A

Example of Amended Development Standards



Submittal Requirements

AMENDED DEVELOPMENT STANDARDS FOR

SUBDIVISION NAME, CASE______ -PP-_____

Modifications are made in Changes are shown in BOLD CAPS and strike throughs.

Sec. 5.030. R1-70 SINGLE-FAMILY RESIDENTIAL DISTRICT.

Sec. 5.031. Purpose.

This district is intended to promote and preserve residential development. Large lots are required to maintain low density of population. The principle land use is single-family dwellings and uses incidental or accessory thereto together with required recreational, religious, and educational facilities.

Sec. 5.032. Use regulations.

A. Permitted uses. Buildings, structures or premises shall be used and buildings and structures shall hereafter be erected, altered, or enlarged only for the following uses:

Any use permitted in the (R1-190) single-family residential district. (See section 5.012A)

B. Uses subject to conditional use permit. Any use permitted by conditional use permit in the (R1-190) single-family residential district (see section 5.012B).

Sec. 5.033. Approval required.

Prior to development of any municipal use, or any use requiring a conditional use permit, Development Review Board approval shall be obtained as outlined in article I, section 1.900 hereof.

Sec. 5.034. Property development standards

The following property development standards shall apply to all land and buildings in the R1-70 district:

- A. Lot area.
 - 1. Each lot shall have a minimum lot area of not less than seventy thousand (70,000) SIXTY THOUSAND (60,000) square feet.
 - 2. If a parcel of land or a lot of record in separate ownership has less width or area than herein required and has been lawfully established and recorded prior to the date of the passage of this ordinance, such lot may be used for any purpose permitted in this section.

B. Lot dimensions

Width. All lots **EXCEPT FLAG LOTS** shall have a minimum width of two hundred and fifty (250) **ONE HUNDRED AND EIGHTY-SEVEN AND ONE-HALF (187.5) FEET. FLAG LOTS SHALL HAVE A MINIMUM WIDTH OF TWENTY (20) FEET.**

C. Density. There shall be not more than one (1) single-family dwelling unit on any one (1) lot.

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Example of Amended Development Standards





- D. Building height. No building shall exceed thirty (30) **TWENTY-FOUR (24)** feet in height, except as otherwise provided in article VII.
- E. Yards.
 - 1. Front Yard.
 - a. There shall be a front yard having a depth of not less than sixty (60) FOURTY-FIVE (45) feet.
 - b. Where lots have a double frontage on two (2) streets, the required front yard of sixty (60) FOURTY-FIVE (45) feet shall be provided on both streets.
 - c. On a corner lot, the required front yard of sixty (60) FOURTY-FIVE (45) feet shall be provided on each street. No accessory buildings shall be constructed in a front yard. Exception: On a corner lot which does not abut a key lot or an alley adjacent to a key lot, accessory buildings may be constructed in the yard facing the side street.
 - 2. Side Yard. There shall be a side yard of not less than thirty (30) **TWENTY-TWO AND ONE-HALF (22.5)** feet on each side of a building.
 - 3. Rear Yard. There shall be a rear yard having a depth of not less than sixty (60) FORTY-FIVE (45) feet.
 - 4. Other requirements and exceptions as specified in article VII.
- F. Distance between buildings.
 - 1. There shall be not less than ten (10) feet between an accessory building and main building.
 - The minimum distance between main buildings on adjacent lots shall be not less than sixty (60) FOURTY-FIVE (45) feet.
- G. Buildings, walls, fences and landscaping.
 - 1. Eight-foot walls, fences, and hedges are allowed on the property line or within the required side and rear yard. Walls, fences, and hedges up to twelve (12) feet are allowed subject to a twenty-foot setback from the side and rear property line. Walls, fences and hedges shall not exceed three (3) feet in height on the front property line or within the required front yard, except as provided in article VII. The height of the wall or fence is measured from the inside of the enclosure. Exception: Where a corner lot does abut a key lot or an alley adjacent to a key lot, the height of walls, fences and hedges in the yard facing the side street need only conform to the side yard requirements.
 - 2. A minimum of five (5) percent of all parking lot area shall be landscaped as determined by use permit. All landscaped areas shall be maintained by city standards
- H. Access. All lots shall have vehicular access on a dedicated street, unless a secondary means of permanent vehicular access has not been approve on a subdivision plat.
- I. Corral. Corral not to exceed six (6) feet in height shall be permitted on the property line or within the required front, side or rear yard.

Sec. 5.035. Off-street parking.

The provisions of article IX shall apply.

Sec. 5.036. Signs.

Planning and Development Services

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Revision Date: 12/14/2016

7-PP-2007#3 08/01/19



7-PP-2007#3 08/01/19



Development Application

Transportation Impact and Mitigation Analysis Submittal Information



Purpose:

The purpose of the information document is to assist applicants and City Staff determine what Transportation Impact and Mitigation Analysis information will be required with a Development Application to demonstrate compliance with the Scottsdale Revised City Code and the Design Standards and Policies Manual. This is a guide. Final determination will be provided by City Staff on the application checklist. Additional information may be required upon review of a formal application.

The detailed guidelines for the preparation of the analysis are contained in Chapter 5-1, Transportation Impact Studies, of the City's *Design Standards and Policies Manual*. For additional information about the analysis requirements, contact Traffic Engineering staff at 480-312-7645.

- □ Category 1 Study:
 - o Site Plan
 - o Adjacent Street Volumes
 - Trip Generation Comparison Proposed development plan vs. existing development, previously approved development plan, and allowed development under current zoning (all that are applicable).
- □ Category 2 Study:
 - Site Plan
 - Adjacent Street Volumes
 - Collision History
 - Trip Generation Comparison Proposed development plan vs. existing development, previously approved development plan (if applicable), and allowed development under current zoning.
 - Traffic Impact Analysis Analysis of on-site circulation, site driveways, roadway segments and major intersections located adjacent to the site; signalized intersections located within one mile of the site.
- □ Category 3 Study:
 - Site Plan
 - Adjacent Street Volumes
 - Collision History
 - Trip Generation Comparison Proposed development plan vs. existing development, previously approved development plan (if applicable), and allowed development under current zoning.
 - Traffic Impact Analysis Analysis of on-site circulation, site driveways, roadway segments and major intersections located adjacent to the site; signalized intersections located within one mile of the site.
 - Additional issues to be addressed by the analysis:
 - Need for right-turn deceleration lanes.
 - o Traffic signal warrant analysis.
 - o Pedestrian and bicycle access to site.
 - o Proposed driveway locations; conflicts with existing intersections.
 - o Left turn storage for site driveways or at nearby intersections.
 - o Impacts on adjacent residential neighborhood streets.
 - o Other:

Planning and Development Services

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Development App TIMA

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Revision Date: 11/03/2016



Development Application



Drainage Submittal Information

Purpose:

The purpose of the information document is to assist applicants and City Staff determine what drainage information will be required with a Development Application to demonstrate compliance with the Scottsdale Revised City Code and the Design Standards and Policies Manual. This is a guide. Final determination will be provided by City Staff on the application checklist. Additional information may be required upon review of a formal application.

Pre Development Site Condition		Case Type	Development Application Requirements	Comments
	Any project site having a 50 cfs wash or is designated as SFHA.	ZN, DR, PP, II, UP, AB, BOA	Drainage Report per the DSPM.	
	Any project that will increase the amount of impervious area on the site.	ZN, UP	No Drainage report per the DSPM.	Adding pavement or buildings over natural or landscaped areas. Assuming a drainage report will be provided with the DR, PP, or II case.
	Any project that will increase the amount of impervious area on the site.	DR, PP, II, AB, BOA	Drainage report per the DSPM.	Adding pavement or buildings over natural or landscaped areas.
	Any project that disturbs or alters an existing water course or drainage easement.	ZN, DR, PP, II, UP, AB, BOA	Drainage report per the DSPM.	Cell sites disturbing a water course or drainage easement.
	Any small project that will not increase the impervious area. Less than 1 acre of disturbed area.	ZN, UP, AB, BOA	No drainage report per the DSPM.	Includes new and redevelopment type projects.
	Any small project that will not increase the impervious area. Less than 1 acre of disturbed area.	DR, PP, II	A detailed grading and drainage plan showing the lowest floor elevations for all structures, per the DSPM. No drainage report.	Includes new and redevelopment type projects. Cell Sites.
	Any large project, that will not increase the impervious area. More than 1 acre of disturbed area.	ZN, DR, PP, II, UP, AB, BOA	Drainage Report per the DSPM.	Includes new and redevelopment type projects. Drainage report is needed to ensure pre development flowrates don't exceed post development flowrates.

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Revision Date 02/02/2015 7-PP-2007#3

08/01/19



Native Plant Submittal

Requirements



This information pertains to submittals made for native plant permit with the exception of a single-family custom home. Submittals must be complete and submitted at the One Stop Shop for review and approval.

Sec. 7.500. Native Plant Materials.

- 1. Native Plant narrative and Application Form.
- 2. Three (3) copies of the site plan aerial with plat overlay indicating the location by tag number of each plant, which is required to be protected by the Native Plant Ordinance.
- 3. Three (3) copies of the plant inventory performed by a salvage contractor*, (which corresponds to the tag number on the site plan) indicating the following:
 - a) plant type
 - b) Plant size in caliper inches
 - c) Plant salvage ability*
 - d) Whether the plant will remain in place, be moved to another location, or be destroyed**
- 4. Plant nursery location
- 5. Copy of vicinity map indicating the location of the project.
- 6. Copy of Natural Area Open Space exhibit if applicable for the site.
- 7. Notice when plant materials have been tagged in the field for City staff review with the following:
 - a) Plastic tape to correspond to the determinations made in 3.d.above:
 - White tape remain in place
 - Red tape moved to another location
 - Blue tape destroyed
 - b) Tag numbers that correspond to the site plan and to the plant inventory
 - c) Tag number is to be transferred to the side of the box when side boxing is completed
- 8. Letter of Authorization from the property owner identifying the salvage contractor* for the project and verifying that all plants are to be re-planted on site.
- 9. A copy of the form notifying the Arizona Department of Agriculture, Native Plant section at 602-542-4373, of the Notice of Intent to Clear Land.

**Any plant that is determined to be unsalvageable must have an explanation of the present status of the plant material

**Any plant that is destroyed must have an explanation detailing why the plant cannot remain in place or be moved

*Salvage contractor must be listed on the "Native Plant Salvage Contractor's With Acceptable methodologies on File with the City of Scottsdale's list.

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Revision Date 02/02/2015 7-PP-2007#3



Section 404 Certification Form



Before the City issues development permits for a project, the developer's Engineer or the property owner must certify that it complies with or is exempt from Section 404 of the Clean Water Act of the United States. Section 404 regulates the discharge of dredged or fill material into a wetland, lake (including dry lakes), river, stream (including intermittent streams, ephemeral washes and arroyos) or other waters of the United States.

Prior to submittal of improvement plans to Project Review, this form must be completed (and submitted with the improvement plans) as evidence of compliance.

Certification of Section 404 Permit Status:

Owner's Name: _____ Phone No.: _____

Project Name/Description: _____ Case No.:_____

Project Location/Address:

A registered Engineer or the property owner must check the applicable condition and certify by signing below that:

1. Section 404 does apply to the project because there will be a discharge of dredged or fill material to waters of the U.S., and:

□ A Section 404 Permit has already been obtained for this project.

or

□ This project gualifies for a "Nationwide Permit," and this project will meet all terms and conditions of the applicable nationwide permit.

2. Section 404 does not apply to the project because:

- □ No watercourse waters of the U.S. exist on the property.
- □ No jurisdictional waters of the U.S. exist on property. Attached is a copy of the COE's Jurisdictional Determination.
- U Watercourses or other waters of the U.S. do exist on the property, but the project will not involve the discharge of dredged or fill material into any of these waters.

I certify that the above statement is true.

Engineer's Signature and Seal, or Owner's Signature

Date

Title/ Company

Planning and Development Services





ONE SCOTTSDALE

HOTEL MASTER PLAN - PLANNING UNIT III

DEVELOPMENT REVIEW BOARD

PROJECT NARRATIVE

JULY 30, 2019

REQUEST

On behalf of RKCCLL Investments LLC ("Property Owner"), DMB Associates, Inc. ("DMB") is requesting the approval of an office, commercial, parking structure and hotel master site plan and hotel site plan for the remainder of Planning Unit III, which is north of Legacy Boulevard within One Scottsdale ("Property"). The proposal, approximately 22 acres, requests Development Review Board ("DRB") approval for the master site plan for the commercial, office and parking garage plans and elevations for the hotel building ("Project").

Previous DRB Approval

Case # 61-DR-2015 approved a master site plan for four (4) three (3)-story office buildings, five (5) commercial pads and two (2) parking garages. The northern parking structure was two levels down, one at grade and three levels above grade. The southern parking structure was two levels down, 1 at grade and five levels above grade. The previous approval placed the parking garages at the southeast and northeast corner of the property. The request approved the first phase that included four (4) office building and parking garage elevations with the elevations of the commercial pads along Scottsdale Road to be submitted at a further date for DRB review and approval. The site plan configuration is a bit different in this DRB proposal, but essentially the same major uses (office), parking structures and commercial uses with the addition of the hotel.

DEVELOPMENT OVERVIEW

One Scottsdale

One Scottsdale is located at the northeast corner of Scottsdale Road and the Loop 101 freeway. One Scottsdale is planned to be a mixed-use development on the north side of the Loop 101 freeway along Scottsdale Road. At build-out, it is anticipated there will be approximately 1.8 million square feet of commercial, office and retail uses, 400 hotel rooms and up to 1,100 residential units, all of which is in conformance with the zoning and other regulating documents approved by the City in 2002 ("2002 Entitlements"). One Scottsdale is envisioned as a vibrant destination with active daytime and nighttime uses for its residents and others throughout the area.



Part of the 2002 Entitlements are master plans for water, wastewater, drainage, transportation and environmental design. The Project conforms to these master plans. Master Plans and planning unit plans were approved for Planning Unit III back in 2012 for the multi-family project on the eastern half of Planning Unit III. Addendums to the approved Planning Unit III plans will be provided as part of the DRB submittal. A Master Environmental Design Concept Plan ("MEDCP") was approved by the DRB that includes landscape, hardscape, architectural styles and other design features for One Scottsdale.

One Scottsdale – Planning Unit III

Planning Unit III within One Scottsdale is bounded by Thompson Peak Parkway on the north, Scottsdale Road on the west, Legacy Boulevard on the south and the western boundary of the Grayhawk community on the east. The Land Use Budget ("Budget") for One Scottsdale allows for a mixture of residential, hotel and commercial/retail/office uses within Planning Unit III. The Budget is specific for Planning Unit III as to the maximum number of residential units (750 maximum), residential densities in certain areas and varying height limitations. The multi-family development to the east (Jefferson on Legacy) has utilized the allowed number of residential dwelling units within Planning Unit III. The Project is located on the western portion of Planning Unit III and includes a mixture of hotel, office, service, commercial, retail and restaurant uses and conforms to all the requirements and development standards set forth in the 2002 Entitlements.

The Project and Surrounding Improvements

The net site area to be developed for this portion of Planning Unit III is approximately 22 acres. The site is directly west of the Jefferson on Legacy apartment community. To the north is the Discount Tire headquarters and Honor Health hospital. To the west, across Scottsdale Road is the City of Phoenix which is planned for dense and intense mixture of land uses. To the south is the remainder of One Scottsdale within Planning Unit II. The access points to the Property from Scottsdale Road are existing and were approved as part of the 2002 entitlements.

REQUEST

<u>Site Plan</u>

The request is to approve a revised master site plan for the remainder of PU III. Included in the revised plan is a hotel proposed off the main (central) driveway access off Scottsdale Road. The hotel will be the initial phase of development, which includes enhancing the Scottsdale Road scenic corridor along PU III. The remainder of the site plan includes two (2) major office buildings on the north and south end of the Property. The previous master plan approval placed the parking structures on the northeast and southeast corner of the Property, which served four (4) smaller office buildings. The central portion of the master plan depicts future inline shops, pads and some drive-through business possibilities. The overall site plan would create a mixed-use environment of hospitality, office, service, dining and retail uses.

The site plan is configured with three (3) access driveways off Scottsdale Road. Other site access is directed towards an internal roadway that runs north/south along the west side of the adjacent apartment complex from Legacy Boulevard on the south to Thompson Peak Parkway on the north. With



the Scottsdale Road frontage including as scenic corridor and paths and trails, significant landscape setbacks are proposed along Thompson Peak Parkway and Legacy Boulevard.

Architecture

One Scottsdale has four (4) architectural styles approved as part of the overall MEDCP. They include traditional, urban, contemporary and a mixture of traditional and contemporary or con-trad. The architectural style of the proposed hotel is contemporary. This contemporary style fits contextually with the currently approved architectural character of Planning Unit III of One Scottsdale. The southern portion of the multi-family project utilized the contemporary architectural character also.

Parking

The parking for the hotel will consist of surface parking with significant setbacks off Scottsdale Road around the building. Parking for the future phases includes approximately 2,000+ parking spaces in the parking structures for the office buildings. Small sections of surface parking spaces are provided for the commercial and office uses.

Open Space

The residential development within Planning Unit III was developed with several parks, open and social spaces for the residents to enjoy. The proposed mixed-use commercial office site will create additional pedestrian connections to and from the site to allow the residents access to the paths around One Scottsdale and other points to the north, south and west.

DEVELOPMENT REVIEW BOARD CRITERIA

The City's zoning ordinance states that the Development Review Board shall be guided by the following criteria when considering an application. They are as follows:

1. The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.

One Scottsdale has an approved zoning case and development agreement which sets for the zoning entitlements for the Property. Master plan requirements and amended development standards provide for a cohesive yet flexible construct for development on the Property. The Request is within the character approved for One Scottsdale through its approved MEDCP and zoning entitlements.

- 2. The architectural character, landscaping and master plan 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;
 - b. Avoid excessive variety and monotonous repetition;

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;

The design character of the area will be enhanced and strengthened by the new development through the continuation of a distinctive design quality of the surrounding context. The architectural character of the various buildings will be contemporary in nature, in keeping with the currently approved architectural character of Planning Unit III of One Scottsdale.

The project Master Plan provides an average setback along Scottsdale Road of 100' to help the natural flow of existing habitats. The development integrates alternative modes of transportation, including bicycles, within the pedestrian network that encourage social contact and interaction within the community.

The design of the Master Plan's built environment responds to the desert environment and pedestrian environment through the use of overhangs and enhanced landscape at pedestrian connections. The use of high performance glazing will help to reduce building energy consumption and promote a sustainable approach to building systems and lifecycle.

- d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and
- e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.

The Property is neither in the ESL or the Historic Property Overlay.

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.

One Scottsdale access points to the surrounding public roadways were pre-determined with the 2002 Entitlements. The existing driveways along Scottsdale Road were constructed when the widening of the roadway occurred in the mid-2000's. The site is surrounded by access with Legacy Boulevard to the south, Scottsdale Road to the east, Thompson Peak Parkway to the north and a private road (73rd Street) to the east that serves the Property and the existing multi-family project to the east. The design of the site plan will enable full access through the site for residents of the multi-family project from 73rd Street to Scottsdale Road. A new left-in driveway will be cut into the median on Thompson Peak Parkway to 73rd Street as part of this project per the zoning stipulations.

4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design. Ground mounted mechanical equipment will be screened either thru the use of architectural site walls, or if located on the roof thru the use of architectural screening compatible with the architecture of the building.

This portion of One Scottsdale restricts building height per the 2002 Entitlements. The Property has height restrictions of 45' primarily on the north portion with an additional height limitation of not exceeding a 1710' elevation above sea level requirement. The 'not to exceed above sea level requirement' was agreed upon at the time of zoning and is reinforced in a deed restriction on the property with the Grayhawk



community. Future phase buildings along Scottsdale Road will have to take into consideration the height restrictions and their effect on mechanical equipment and the required screening.

- 5. Within the Downtown Area, building and site design shall:
 - a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;
 - b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;
 - c. Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
 - d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and
 - e. Incorporate enhanced design and aesthetics of building mass, height, materials, and intensity with transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.

The Property is not within the Downtown Area.

- 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 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 to standards for public safety.

There is no proposed Cultural Improvement Program or Public Art Program.

Additional Project Narrative Development Review Board Criteria

The Development Review Board has specific criteria within the zoning ordinance, which serve as the basis for the review and approval of a DRB application. The following are the listed criteria and responses to each of the listed criteria.



 Describe how the proposed development is consistent with the Character and Design Chapter of the Scottsdale General Plan, the Zoning Ordinance, any pertinent master plan, scenic corridor guideline, or streetscape guideline.

Response: The zoning case was approved in 2002 in conformance with the City's General Plan. The zoning also pre-dates the applicable Greater Airpark Character Area Plan ("GACAP"). The GACAP indicates this area as an Airpark Mixed Use – Residential (AMU-R) land use. With the residential project to the east, the proposed employment and support commercial uses implements the desired land uses indicated with the AMU-R goals and policies. The GACAP Conceptual Development Types map designates the Property as a mixture of higher scale (southern portion) and medium scale (norther portion). The proposed building heights and site design are consistent with this designation and the more restrictive height stipulations from the zoning case. The amended development standards are a part of the zoning designation for the Property. The Request complies with and implements the MEDCP character and design. The zoning case stipulated an average 100' wide scenic corridor with a 60' wide minimum. This Request is consistent with this scenic corridor requirement and will implement a sidewalk and trail as part of the design.

• Explain how the proposed development will contribute to the general health, welfare, safety and convenience of persons residing or working in the vicinity.

Response: The City's General Plan, GACAP and existing zoning entitlements will allow the Property to develop as a part of a larger mixed-use core. The Request is a component of an overall One Scottsdale master plan that envisions a mixture of uses providing residents, employees, employers and tourists alike a place to live, work, play and shop. This type of development plan creates a sustainable environment to reduce vehicle trips and creates a mixture of uses in one development creating convenience of persons residing or working in the vicinity. The set of zoning restrictions and master plan requirements for the infrastructure of One Scottsdale ensures the City is allowing a development plan that contributes to the health, safety and welfare of the community. There is a need for a hotel in this area for corporate users, the hospital and visitors to the area.

• Describe the spatial relationship that will exist between nearby structures and the proposed development, as well as open spaces, and topography, both within the project site and in the surrounding context.

Response: The Request creates a large employment center directly adjacent to residential development within One Scottsdale and the surrounding Grayhawk community. The office development is benefitting from Scottsdale Road exposure but implements 360 degree architecture to respond to its adjacent residential neighbor and the views to the east to the McDowell Mountains. View corridors into the site from Scottsdale Road and from the east will enable adjacent uses convenient and easy access by vehicle, bicycle, and pedestrians. A generous scenic corridor and gradual stepping of the site from north to south will ensure the development plans fit into the existing surrounding and developed context of the area.



• Explain how the site layout will promote safety and convenience relative to ingress, egress, internal circulation for pedestrians and vehicles, parking areas, loading and service areas.

Response: The site plan is designed with several access points on all sides of the project. Although there is no direct access to Thompson Peak Parkway, 73rd Street on the eastern side of the Property provides for access from Thompson Peak Parkway to the Project. A left-in median cut will be designed as part of the Request per the 2002 Entitlements. The scenic corridor will provide for a sidewalk and trail. The master pedestrian plan demonstrates the many paths within the site and connections off the Property. The design and function of 73rd Street to the east provides for convenient vehicle and pedestrian access from other One Scottsdale uses. The multiple access points from Scottsdale Road, Legacy Boulevard and 73rd Street provides for safe and convenient access plan and fulfills this DRB criterion.

• Describe how the architectural characteristics of the proposed development relate to character elements and design features of the structures that are within the surrounding context.

Response: One Scottsdale has four (4) architectural styles approved as part of the overall MEDCP. They include traditional, urban, contemporary and a mixture of traditional and contemporary or con-trad. The architectural style of the proposed hotel is contemporary, as will be the future buildings located in Planning Unit III of One Scottsdale. This contemporary style fits contextually with the currently approved architectural character of Planning Unit III of One Scottsdale.

• Describe how the design features and details of the proposed development have been utilized to screen all mechanical equipment, appurtenances and utilities.

Response: Mechanical equipment and their associated screening shall be integral to the building design. Ground mounted mechanical equipment will be screened either thru the use of architectural site walls, or if located on the roof thru the use of architectural screening compatible with the architecture of the building.

• Describe how the proposed development is consistent with the Sensitive Design Principles, pertinent Architectural Design Guidelines and other design guidelines.

Response: Within Planning Unit III of One Scottsdale, overall building massing and architectural features will express and celebrate the natural horizontal features of this portion of the Sonoran Desert. Exterior building materials, colors, and textures will echo the desert environment also. Pedestrian areas and building entrances will be heavily shaded thru the use of landscape features and/or architectural building elements. The scale of the buildings within Planning Unit II will be in keeping with the existing residential development directly to the east of the site. All sides of the buildings will have consistent architectural detail and character for "four-sided-architecture". Changes in the use or location of exterior building materials, paint colors, and/or textures will occur in a logical and well thought out fashion.

• If the proposed development is located within the environmentally sensitive lands (ESL) district, explain how the proposed development complies with the recommendations and guidelines that are described in the environmentally sensitive lands (ESL) ordinance.



Response: The Property is not located within the City's ESL area.

• If the proposed development is located within the HP, historic property district, then describe how the proposed development has utilized any unique or characteristic architectural features throughout the design of the project.

Response: The Property is not located within a historic property designation.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated urban character and pedestrian orientation throughout the design of the project.

Response: The Property is not located within the downtown district.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated traditional or southwestern design vernaculars, subdivided the building form into smaller character elements, emphasized fine-grain detailing, and utilized recessed fenestrations.

Response: The Property is not located within the downtown district.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated the urban design and architectural design guidelines.

Response: The Property is not located within the downtown district.

Summary

The request is to approve a master site plan for the remainder of One Scottsdale's Planning Unit III. The initial phase will be the hotel use along with the approval of the elevations. The elevations for the office buildings, parking structure and commercial pad development on the remaining portion of the master site plan will return for DRB approval for the elevations, building colors and materials, if the site plans are consistent with this master site plan request. The proposed development conforms to the City's General Plan and Character Area Plan for a mixed-use medium to high scale project. When fully developed, the proposed 22 acre site will provide for major employers and support commercial and restaurant users in compliance with the 2002 Entitlements. We respectfully request the DRB's approval of the Request.



ONE SCOTTSDALE

HOTEL MASTER PLAN - PLANNING UNIT III

DEVELOPMENT REVIEW BOARD

PROJECT NARRATIVE

JULY 30, 2019

REQUEST

On behalf of RKCCLL Investments LLC ("Property Owner"), DMB Associates, Inc. ("DMB") is requesting the approval of an office, commercial, parking structure and hotel master site plan and hotel site plan for the remainder of Planning Unit III, which is north of Legacy Boulevard within One Scottsdale ("Property"). The proposal, approximately 22 acres, requests Development Review Board ("DRB") approval for the master site plan for the commercial, office and parking garage plans and elevations for the hotel building ("Project").

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DEVELOPMENT OVERVIEW

One Scottsdale

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One Scottsdale – Planning Unit III

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The Project and Surrounding Improvements

The net site area to be developed for this portion of Planning Unit III is approximately 22 acres. The site is directly west of the Jefferson on Legacy apartment community. To the north is the Discount Tire headquarters and Honor Health hospital. To the west, across Scottsdale Road is the City of Phoenix which is planned for dense and intense mixture of land uses. To the south is the remainder of One Scottsdale within Planning Unit II. The access points to the Property from Scottsdale Road are existing and were approved as part of the 2002 entitlements.

REQUEST

<u>Site Plan</u>

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The site plan is configured with three (3) access driveways off Scottsdale Road. Other site access is directed towards an internal roadway that runs north/south along the west side of the adjacent apartment complex from Legacy Boulevard on the south to Thompson Peak Parkway on the north. With



the Scottsdale Road frontage including as scenic corridor and paths and trails, significant landscape setbacks are proposed along Thompson Peak Parkway and Legacy Boulevard.

Architecture

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Parking

The parking for the hotel will consist of surface parking with significant setbacks off Scottsdale Road around the building. Parking for the future phases includes approximately 2,000+ parking spaces in the parking structures for the office buildings. Small sections of surface parking spaces are provided for the commercial and office uses.

Open Space

The residential development within Planning Unit III was developed with several parks, open and social spaces for the residents to enjoy. The proposed mixed-use commercial office site will create additional pedestrian connections to and from the site to allow the residents access to the paths around One Scottsdale and other points to the north, south and west.

DEVELOPMENT REVIEW BOARD CRITERIA

The City's zoning ordinance states that the Development Review Board shall be guided by the following criteria when considering an application. They are as follows:

 The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.

One Scottsdale has an approved zoning case and development agreement which sets for the zoning entitlements for the Property. Master plan requirements and amended development standards provide for a cohesive yet flexible construct for development on the Property. The Request is within the character approved for One Scottsdale through its approved MEDCP and zoning entitlements.

- 2. The architectural character, landscaping and master plan 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;
 - b. Avoid excessive variety and monotonous repetition;

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;

The design character of the area will be enhanced and strengthened by the new development through the continuation of a distinctive design quality of the surrounding context. The architectural character of the various buildings will be contemporary in nature, in keeping with the currently approved architectural character of Planning Unit III of One Scottsdale.

The project Master Plan provides an average setback along Scottsdale Road of 100' to help the natural flow of existing habitats. The development integrates alternative modes of transportation, including bicycles, within the pedestrian network that encourage social contact and interaction within the community.

The design of the Master Plan's built environment responds to the desert environment and pedestrian environment through the use of overhangs and enhanced landscape at pedestrian connections. The use of high performance glazing will help to reduce building energy consumption and promote a sustainable approach to building systems and lifecycle.

- d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and
- e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.

The Property is neither in the ESL or the Historic Property Overlay.

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.

One Scottsdale access points to the surrounding public roadways were pre-determined with the 2002 Entitlements. The existing driveways along Scottsdale Road were constructed when the widening of the roadway occurred in the mid-2000's. The site is surrounded by access with Legacy Boulevard to the south, Scottsdale Road to the east, Thompson Peak Parkway to the north and a private road (73rd Street) to the east that serves the Property and the existing multi-family project to the east. The design of the site plan will enable full access through the site for residents of the multi-family project from 73rd Street to Scottsdale Road. A new left-in driveway will be cut into the median on Thompson Peak Parkway to 73rd Street as part of this project per the zoning stipulations.

4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design. Ground mounted mechanical equipment will be screened either thru the use of architectural site walls, or if located on the roof thru the use of architectural screening compatible with the architecture of the building.

This portion of One Scottsdale restricts building height per the 2002 Entitlements. The Property has height restrictions of 45' primarily on the north portion with an additional height limitation of not exceeding a 1710' elevation above sea level requirement. The 'not to exceed above sea level requirement' was agreed upon at the time of zoning and is reinforced in a deed restriction on the property with the Grayhawk



community. Future phase buildings along Scottsdale Road will have to take into consideration the height restrictions and their effect on mechanical equipment and the required screening.

- 5. Within the Downtown Area, building and site design shall:
 - a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;
 - b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;
 - c. Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
 - d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and
 - e. Incorporate enhanced design and aesthetics of building mass, height, materials, and intensity with transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.

The Property is not within the Downtown Area.

- 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 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 to standards for public safety.

There is no proposed Cultural Improvement Program or Public Art Program.

Additional Project Narrative Development Review Board Criteria

The Development Review Board has specific criteria within the zoning ordinance, which serve as the basis for the review and approval of a DRB application. The following are the listed criteria and responses to each of the listed criteria.



 Describe how the proposed development is consistent with the Character and Design Chapter of the Scottsdale General Plan, the Zoning Ordinance, any pertinent master plan, scenic corridor guideline, or streetscape guideline.

Response: The zoning case was approved in 2002 in conformance with the City's General Plan. The zoning also pre-dates the applicable Greater Airpark Character Area Plan ("GACAP"). The GACAP indicates this area as an Airpark Mixed Use – Residential (AMU-R) land use. With the residential project to the east, the proposed employment and support commercial uses implements the desired land uses indicated with the AMU-R goals and policies. The GACAP Conceptual Development Types map designates the Property as a mixture of higher scale (southern portion) and medium scale (norther portion). The proposed building heights and site design are consistent with this designation and the more restrictive height stipulations from the zoning case. The amended development standards are a part of the zoning designation for the Property. The Request complies with and implements the MEDCP character and design. The zoning case stipulated an average 100' wide scenic corridor with a 60' wide minimum. This Request is consistent with this scenic corridor requirement and will implement a sidewalk and trail as part of the design.

• Explain how the proposed development will contribute to the general health, welfare, safety and convenience of persons residing or working in the vicinity.

Response: The City's General Plan, GACAP and existing zoning entitlements will allow the Property to develop as a part of a larger mixed-use core. The Request is a component of an overall One Scottsdale master plan that envisions a mixture of uses providing residents, employees, employers and tourists alike a place to live, work, play and shop. This type of development plan creates a sustainable environment to reduce vehicle trips and creates a mixture of uses in one development creating convenience of persons residing or working in the vicinity. The set of zoning restrictions and master plan requirements for the infrastructure of One Scottsdale ensures the City is allowing a development plan that contributes to the health, safety and welfare of the community. There is a need for a hotel in this area for corporate users, the hospital and visitors to the area.

• Describe the spatial relationship that will exist between nearby structures and the proposed development, as well as open spaces, and topography, both within the project site and in the surrounding context.

Response: The Request creates a large employment center directly adjacent to residential development within One Scottsdale and the surrounding Grayhawk community. The office development is benefitting from Scottsdale Road exposure but implements 360 degree architecture to respond to its adjacent residential neighbor and the views to the east to the McDowell Mountains. View corridors into the site from Scottsdale Road and from the east will enable adjacent uses convenient and easy access by vehicle, bicycle, and pedestrians. A generous scenic corridor and gradual stepping of the site from north to south will ensure the development plans fit into the existing surrounding and developed context of the area.



• Explain how the site layout will promote safety and convenience relative to ingress, egress, internal circulation for pedestrians and vehicles, parking areas, loading and service areas.

Response: The site plan is designed with several access points on all sides of the project. Although there is no direct access to Thompson Peak Parkway, 73rd Street on the eastern side of the Property provides for access from Thompson Peak Parkway to the Project. A left-in median cut will be designed as part of the Request per the 2002 Entitlements. The scenic corridor will provide for a sidewalk and trail. The master pedestrian plan demonstrates the many paths within the site and connections off the Property. The design and function of 73rd Street to the east provides for convenient vehicle and pedestrian access from other One Scottsdale uses. The multiple access points from Scottsdale Road, Legacy Boulevard and 73rd Street provides for safe and convenient access plan and fulfills this DRB criterion.

• Describe how the architectural characteristics of the proposed development relate to character elements and design features of the structures that are within the surrounding context.

Response: One Scottsdale has four (4) architectural styles approved as part of the overall MEDCP. They include traditional, urban, contemporary and a mixture of traditional and contemporary or con-trad. The architectural style of the proposed hotel is contemporary, as will be the future buildings located in Planning Unit III of One Scottsdale. This contemporary style fits contextually with the currently approved architectural character of Planning Unit III of One Scottsdale.

• Describe how the design features and details of the proposed development have been utilized to screen all mechanical equipment, appurtenances and utilities.

Response: Mechanical equipment and their associated screening shall be integral to the building design. Ground mounted mechanical equipment will be screened either thru the use of architectural site walls, or if located on the roof thru the use of architectural screening compatible with the architecture of the building.

• Describe how the proposed development is consistent with the Sensitive Design Principles, pertinent Architectural Design Guidelines and other design guidelines.

Response: Within Planning Unit III of One Scottsdale, overall building massing and architectural features will express and celebrate the natural horizontal features of this portion of the Sonoran Desert. Exterior building materials, colors, and textures will echo the desert environment also. Pedestrian areas and building entrances will be heavily shaded thru the use of landscape features and/or architectural building elements. The scale of the buildings within Planning Unit II will be in keeping with the existing residential development directly to the east of the site. All sides of the buildings will have consistent architectural detail and character for "four-sided-architecture". Changes in the use or location of exterior building materials, paint colors, and/or textures will occur in a logical and well thought out fashion.

• If the proposed development is located within the environmentally sensitive lands (ESL) district, explain how the proposed development complies with the recommendations and guidelines that are described in the environmentally sensitive lands (ESL) ordinance.



Response: The Property is not located within the City's ESL area.

• If the proposed development is located within the HP, historic property district, then describe how the proposed development has utilized any unique or characteristic architectural features throughout the design of the project.

Response: The Property is not located within a historic property designation.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated urban character and pedestrian orientation throughout the design of the project.

Response: The Property is not located within the downtown district.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated traditional or southwestern design vernaculars, subdivided the building form into smaller character elements, emphasized fine-grain detailing, and utilized recessed fenestrations.

Response: The Property is not located within the downtown district.

• If the proposed development is located within the downtown district, then describe how the proposed development has incorporated the urban design and architectural design guidelines.

Response: The Property is not located within the downtown district.

Summary

The request is to approve a master site plan for the remainder of One Scottsdale's Planning Unit III. The initial phase will be the hotel use along with the approval of the elevations. The elevations for the office buildings, parking structure and commercial pad development on the remaining portion of the master site plan will return for DRB approval for the elevations, building colors and materials, if the site plans are consistent with this master site plan request. The proposed development conforms to the City's General Plan and Character Area Plan for a mixed-use medium to high scale project. When fully developed, the proposed 22 acre site will provide for major employers and support commercial and restaurant users in compliance with the 2002 Entitlements. We respectfully request the DRB's approval of the Request.

City of Scottsdale Cash Transmittal



120549

Received From	1:	Bill To :				
One Scottsda	le Core LLC					
	BLETREE RD STE 300					
SCOTTSDAL 480-367-7387						
400-307-7387						
Reference #	7-PP-2007#3				Issued Date	8/1/2019
Address	20001 N SCOTTSDALE RD				Paid Date	8/1/2019
Subdivision	ONE SCOTTSDALE, REPLAT				Payment Type	CHECK
Marketing Name		Lot Number	3		Cost Center	
MCR	1115-41	Metes/Bounds	No		Jurisdiction	SCOTTSDALE
APN	215-05-003	Gross Lot Area	0		Water Zone	
Owner Informa	tion	NAOS Lot Area	0		Water Type	
Michael Burke	e	Net Lot Area	0		Sewer Type	
	etree Ranch Rd Ste	Number of Units	1		Meter Size	
Scottsdale, A		Density			QS	
(480) 367-700	J0	2011011			~~	
Code Des	scription	Additional		Qty	Amoun	t Account Number
3150 PR	ELIMINARY PLAT FEES			1	\$2,840.00	0 100-21300-44221

Applicant Signature

Total Amount

\$2,840.00

(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 the construction permit if additional funds are due. Payment will be due within 30 days notification.

TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANSMITTAL # 1205年9-2007#3 08/01/19