



Application

Narrative

Cash Transmittal

Development Standards

San Bellara Apartments

Project Narrative

Development Review Board

NWC of 78th Street & Princess Blvd

331-PA-2020

Prepared for:

Mark-Taylor

Prepared by:

Michele Hammond, Berry Riddell LLC

Adapted by:

Rob Orme, Architectural Design Group

6623 N. Scottsdale Rd, Scottsdale, AZ 85251
480-281-5549

I. Purpose of Request

The request is for Development Review Board (“DRB”) approval for a new residential development at the northwest corner of 78th Street and Princess Boulevard (the “Property”). The proposed Mark-Taylor residential community includes approximately 180+/- dwelling units on the 12.1+/- acre site with a density of 14.9 du/ac (23 du/ac permitted).

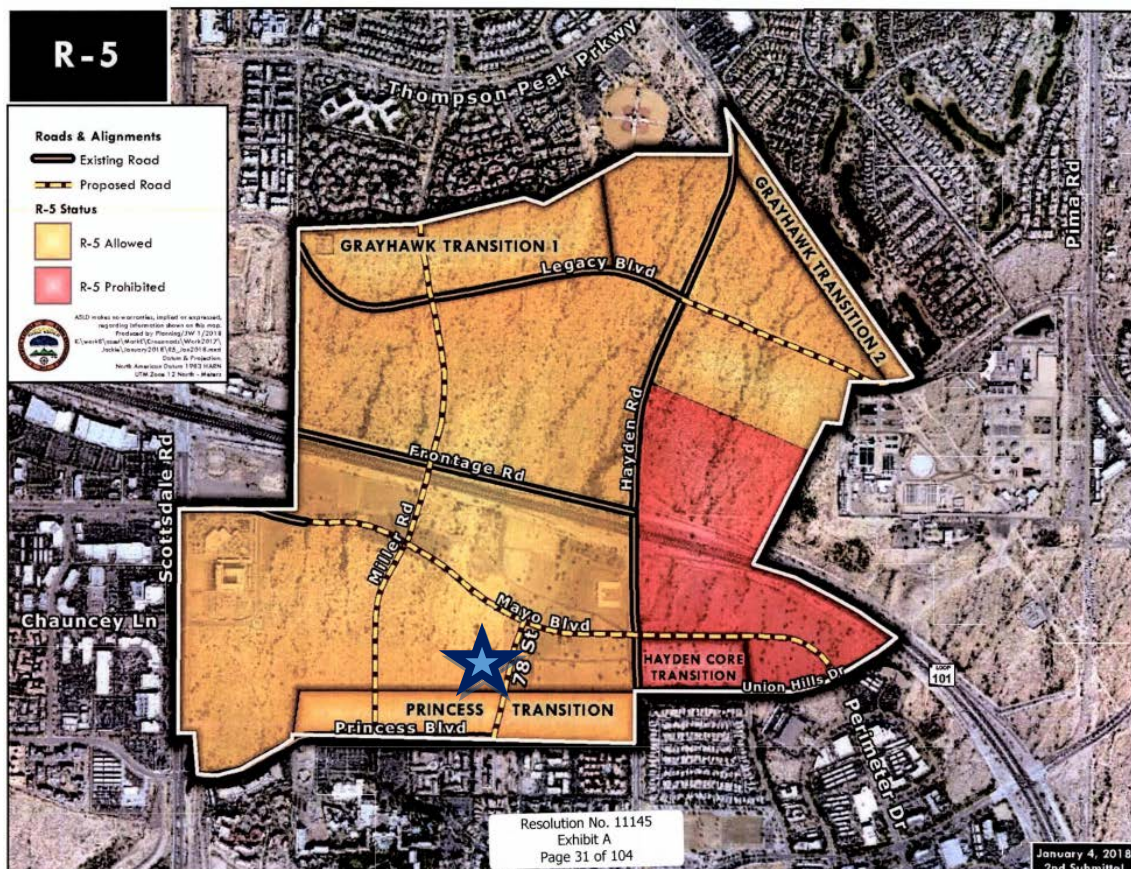
Site Plan



II. Crossroads East Development Plan Summary

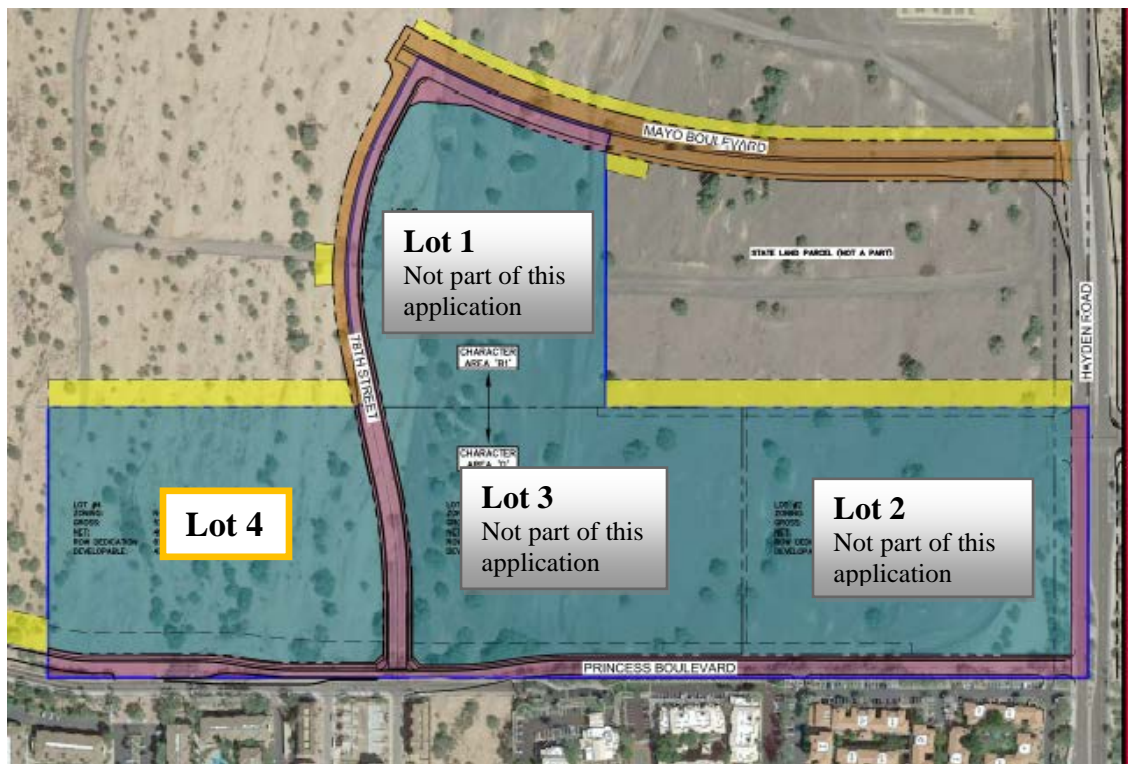
The 2002 Crossroads East master plan established a framework for the 1,000+/- acre area north and south of the Loop 101. As part of the master plan, a land use budget table was approved by City Council identifying the allowable zoning districts for the entire area including maximum acreage and residential densities. Subsequently, there were several amendments approved by City Council: cases 19-ZN-2002#2 through 19-ZN-2002#6. Mark-Taylor processed case 19-ZN-2002#7 to amend the land use budget by shifting 10 acres from C-O to R-5 at the request of ASLD. Below is a graphic that depicts the areas that allow R-5 comparable zoning, which includes all 4 lots purchased by Mark-Taylor. The subject Property falls within this area and is part of Planning Unit VII, which currently allows R-5 zoning.

Crossroads East R-5 Exhibit approved with Case 19-ZN-2002#6



III. Overview & Background

Mark-Taylor Development is a 35 year-old, nationally-acclaimed developer that is headquartered in Scottsdale and only develops property in the state of Arizona. The 46.86+/- gross acre site (Lots 1-4 depicted below) purchased from ASLD at auction by Mark-Taylor is part of the Crossroads East PCD. Mark-Taylor is developing the eastern 3 parcels (Lots 1, 2 and 3) with a multifamily residential community, San Artes, which is currently under construction. This DRB application is for a smaller, separate, multi-family residential community on the westernmost parcel (Lot 4), all with R-5 comparable zoning.



IV. DRB Criteria

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.*

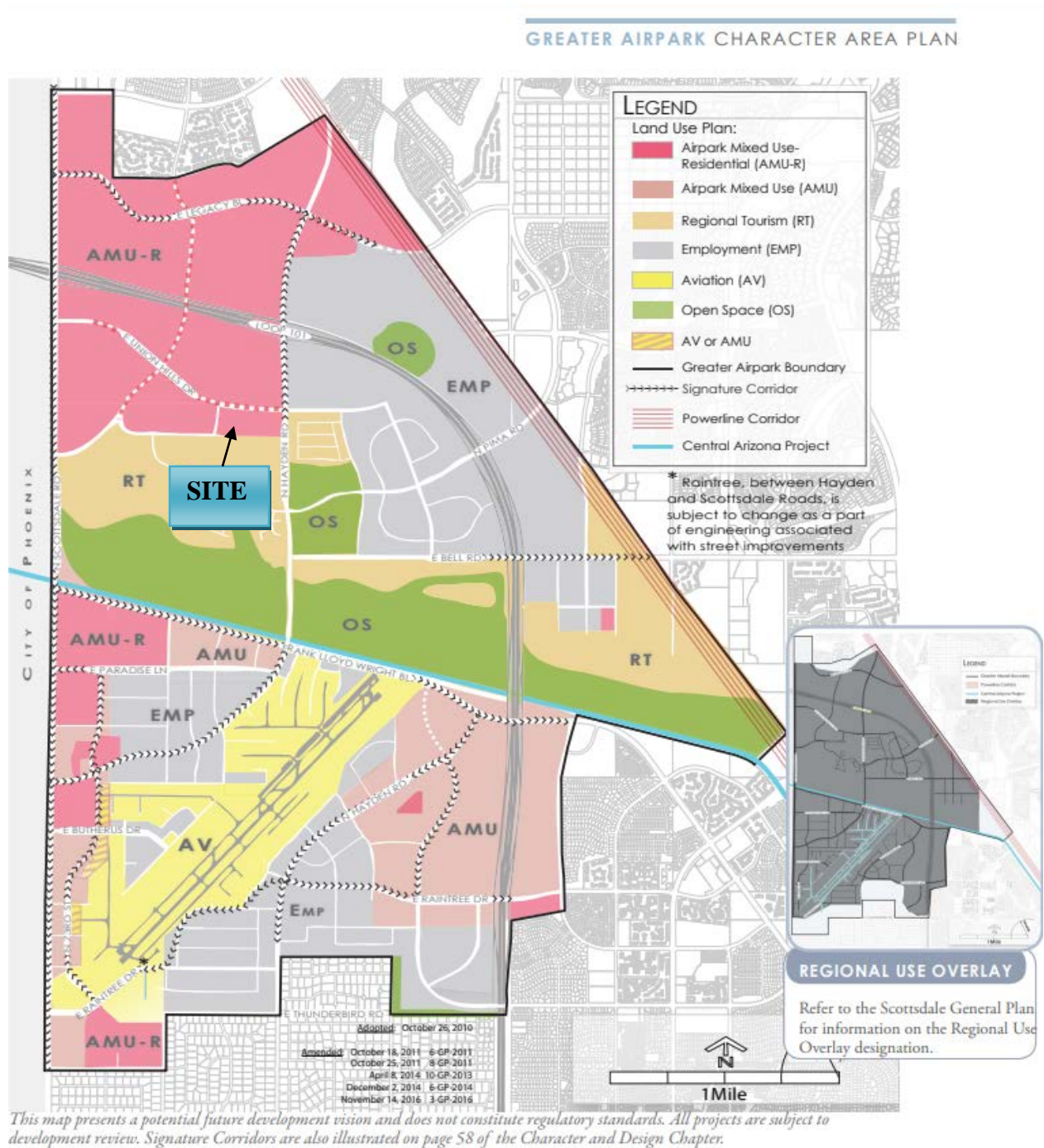
Response: The San Bellara residential community will comply with the applicable guidelines, development standards, Design Standards & Policies Manual, Greater Airpark Character Area Plan and 2001 General Plan. The proposal for residential development fulfills the GACAP goals and policies by bringing additional housing options to a prime Airpark location in Scottsdale. Characteristics of successful master plan developments, like Crossroads East, include a range of land uses and promote the "live, work, play" philosophy. The proposed residential community accomplishes a range of goals including developing, underutilized vacant property, integrating high quality, vibrant architecture and site planning to the area, and creating pedestrian synergy that will complement the surrounding context.

The Santa Barbara-esque architectural style, is complementary to the character of the Scottsdale Airpark and range of architectural styles established in the area. Clusters of smaller residential buildings interspersed with common open space, pathways and community amenities create a more interesting and livable community vs. the higher-density building masses of larger-scale multi-family developments found in the Greater Airpark area.

GACAP Definition:

Airpark Mixed Use Residential (AMU-R) areas are appropriate for the greatest variety of personal and business services, employment, office and institutional, cultural amenities, retail, hotel, and higher density residential. Developments in the AMU-R areas should be pedestrian-oriented have access to multiple modes of transportation and should be located outside of the Airport's 55 DNL contour. Residential and other sensitive uses should be a lesser component of development and include adequate sound attenuation. Design of residential uses in the areas south of the Central Arizona Project Aqueduct should support businesses and tourism uses, such as time-shares, multi family rental units and corporate housing.

Greater Airpark Future Land Use GACAP Page 11



- 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;***

Response:

- Residential land use near the employment core supports the live, work, play philosophy
- Building design includes context appropriate massing, architecture and materials
- Special attention given to pedestrian linkages both internal to the site and to the accessible street frontage on 78th Street.
- Compatibility with surrounding context
- Emphasis on human-scale and pedestrian realm
- Site, and building design focus on Sonoran Desert climate through the use of solar shading, overhangs, recessed windows, articulation, material selection, textures, paint colors, scale and massing

- 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;***

Response: See the Scottsdale Sensitive Design Principle Conformance section below.

- d. *Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and***

Response: Not applicable.

- e. *Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.***

Response: Not applicable.

- 3. *Ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas and pedestrian ways shall be so designed as to promote safety and convenience.***

Response: The site plan has been designed in a manner that pays particular attention to the pedestrian both internally and along the perimeter of the site. Promoting vehicular trip reduction and a sustainable, walkable residential community. Residential land use integrated in this Airpark location will increase the efficient movement of people by locating them close to employment and retail services, thereby minimizing vehicular trips on the regional transportation network. The street system provides a framework for transit, pedestrian and bicycle connections in the immediate area. The development will create a sustainable, walk-friendly environment for its residents with functional, internal pedestrian connections between site amenities. The site has a network of sidewalks that tie from internal sidewalks throughout the residential community to the sidewalks along the street frontage providing linkage to existing and future land uses (see Pedestrian Circulation Plan and Landscape Plan).

IV. Scottsdale's Sensitive Design Principles

The Character and Design Element of the General Plan states that “Development should respect and enhance the unique climate, topography, vegetation and historical context of Scottsdale's Sonoran Desert environment, all of which are considered amenities that help sustain our community and its quality of life.” The City has established a set of design principles, known as the Scottsdale's Sensitive Design Principles, to reinforce the quality of design in our community. The following Sensitive Design Principles are fundamental to the design and development of the Property.

1. The design character of any area should be enhanced and strengthened by new development.

Response: The context appropriate building character and massing fits well with the surrounding development including the area residential, resort and commercial uses. The proposed development will utilize a variety of Sonoran Desert appropriate textures and building finishes, incorporate architectural elements that provide solar shading and overhangs, and celebrate the Southwestern climate by creating outdoor living spaces for each unit, recreational amenities, and gathering places for its residents.

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

Response: Mark-Taylor has taken special consideration in providing meaningful open space with active and passive recreational amenities for the residents. Additionally, the project provides abundant open space with over 28% (133,039s.f.) provided where 22% is required for the entire Mark-Taylor development (this calculation excludes parking lot landscaping and private outdoor open space).

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

Response: All landscaping will consist of low-water use desert appropriate landscaping materials. Respecting the Southwest's climate conditions, a variety of new and salvaged native materials and sizes will be integrated to maintain existing natural landscape character, and create a layering effect to help mitigate the urban heat island effect.

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

Response: To the extent possible, the development will preserve and restore natural habitats and ecological processes through the inclusion of additional desert appropriate landscaping (as well as integration of native plants). Additional landscaping will contribute to the urban habitat for wildlife and improved air quality. Also, desert appropriate plants will be able to withstand the variations of the local climate and as they mature they should become self-sustaining relative to water demand.

5. *The design of the public realm, including streetscapes, parks, plazas and civic amenities, is an opportunity to provide identity to the community and to convey its design expectations.*

Response: Pedestrian circulation along both the perimeter and through the site is an important design feature of the proposed residential development, which is within close proximity to abundant retail, restaurant, resort and employment uses. The design of these public spaces will be contextually appropriate with surrounding developments and will comply with the GACAP and Crossroads East PCD. This development will promote the value of usable open space on several levels. The proposed residential development will provide a walkable community with connectivity to the surrounding public ways at sensible locations that provide natural surveillance while avoiding excess and remote locations which would compromise the safety and security of the community. Additionally, the project provides abundant open space with over 28% (133,039 s.f.) provided where 22% is required for the entire Mark-Taylor development (this calculation excludes parking lot landscaping and private outdoor open space). On-site open space includes a desert-lush plant palette, gathering spaces, amenities, private outdoor living spaces, perimeter landscape buffers, parking lot landscaping and meaningful pockets of internal open space to create privacy and a visual oasis for the residents and an attractive setting for the buildings.

6. *Developments should integrate alternative modes of transportation, including bicycles and bus access, within the pedestrian network that encourage social contact and interaction within the community.*

Response: The Property is located on 78th Street within close proximity to Hayden Road, Frank Lloyd Wright Boulevard and the Loop 101, all of which provide regional access.

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

Response: The proposed development will incorporate design elements that respect human-scale, providing shade and shelter through building, site and landscape design. A detailed pedestrian circulation plan is provided with the application showing connectivity to/from/along the perimeter of the site as well as a vast network of walkways for internal circulation.

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

Response: The proposed use of building massing is compatible to surrounding developments with a maximum 3-story building height (36' plus mechanical and architectural features). Building articulation and stepped massing promote a natural hierarchy. See the elevations for more details.

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

Response: The proposed development will utilize a variety of desert appropriate textures and building finishes, incorporate architectural elements that provide solar shading and overhangs, and celebrate the Southwest climate by creating abundant outdoor living spaces (common open space and private outdoor living space) and amenities for its residents.

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

Response: This residential development promotes land use sustainability by fostering a pedestrian environment and providing residential development near the Airpark employment core. Sustainable strategies and building techniques, which minimize environmental impact and reduce energy consumption, will be emphasized. The developer intends to incorporate sustainable design elements into the building design where feasible.

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

Response: Context appropriate, mature arid-region plant materials will be utilized with the development of the Property. The desert character will be upheld through the careful selection of plant materials in terms of scale, density, and arrangement – including as many as fifty mature native trees to be salvaged from the site.

12. *Site design should incorporate techniques for efficient water use by providing desert adapted landscaping and preserving native plants.*

Response: The proposed development will maintain a low-water use plant palette (see landscape plan). Context appropriate desert plant materials will be utilized with the development of the Property, consistent with the established vegetative pattern within the Crossroads East master plan and throughout the GACAP. The landscaping for the proposed development will be in accordance with the existing City approved landscape palette found in nearby developments. Turf areas will be limited to interior common open space areas for active and passive recreation. Trees and landscaping will be used to provide shade within the parking lot and for the buildings, thereby reducing the heat-island and reducing overall energy consumption for cooling.

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

Response: Lighting will be designed in a manner that is respectful of the surrounding context and minimizing glare while maintaining safety for future residents and in conformance with City standards. Pedestrian level lighting will be used throughout the site as an efficient way to light the pathways and landscape areas while still meeting the dark-sky ordinance.

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

Response: Project identification will be contextually appropriate and processed under a separate approval and permit process.

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



This request concerns all property identified in the development application.

Pre-application No: 331 -PA- 2020

Project Name: 78th & Princess Apartment Community

Project Address: 17800 N. 78th Street

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: Rob Orme

Print Name

Signature

City Use Only:

Submittal Date: _____ Case number: _____

Planning and Development Services

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

Development Application



Development Application Type: Please check the appropriate box of the Type(s) of Application(s) you are requesting		
Zoning	Development Review	Land Divisions
<input type="checkbox"/> Rezoning (ZN)	<input checked="" type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Subdivision (PP)
<input type="checkbox"/> In-fill Incentive (II)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Subdivision (Minor) (MD)
<input type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Wash Modification (WM)	<input type="checkbox"/> Land Assemblage
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Historic Property (HP)	Other
<input type="checkbox"/> Development Agreement (DA)	Wireless Communication Facilities	<input type="checkbox"/> Annexation/De-annexation (AN)
Exceptions to the Zoning Ordinance	<input type="checkbox"/> Small Wireless Facilities (SW)	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Minor Amendment (MN)	<input type="checkbox"/> Type 2 WCF DR Review Minor (SA)	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Hardship Exemption (HE)	Signs	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance/Accommodation/Appeal (BA)	<input type="checkbox"/> Master Sign Program (MS)	Other Application Type Not Listed
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Community Sign District (MS)	<input type="checkbox"/> Other: _____

Project Name: San Bellara Apartment Community

Property's Address: 17800 N. 78th Street, Scottsdale, AZ 85255

Property's Current Zoning District Designation:

The property owner shall designate an agent/applicant for the Development Application. This person shall be the owner's contact for the City regarding this Development Application. The agent/applicant shall be responsible for communicating all City information to the owner and the owner application team.

Owner: Jeff Mark

Agent/Applicant: Chris Brozina

Company: Princess & 78th LLC

Company: Mark-Taylor, Inc

Address: 6623 N. Scottsdale Rd, Scottsdale, AZ 85255

Address: 6623 N. Scottsdale Rd, Scottsdale, AZ 85255

Phone: 480-991-9111

Fax:

Phone: 480-991-9111

Fax:

E-mail:

E-mail:

Designer: Rob Orme

Engineer: Dan Mann

Company: Architectural Design Group

Company: 3-Engineering

Address: 6623 N. Scottsdale Rd, Scottsdale, AZ 85255

Address: 6370 E. Thomas Rd, Ste 200, Scottsdale, AZ 85251

Phone: 480-281-5549

Fax:

Phone: 602-334-4387

Fax:

E-mail:

E-mail: dan@3engineering.com

Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2).

- This is not required for the following Development Application types: AN, AB, BA, II, GP, TA, PE and ZN. These applications¹ will be reviewed in a format similar to the Enhanced Application Review methodology.



Enhanced Application Review:

I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.



Standard Application Review:

I hereby authorize the City of Scottsdale to review this application utilizing the Standard Application Review methodology.

Owner Signature

Agent/Applicant Signature

Official Use Only

Submittal Date:

Development Application No.:

Planning and Development Services

7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 • www.ScottsdaleAZ.gov

Development Application

Page 1 of 3

Revision Date: 5/10/2018

29-DR-2020

9/18/2020

Development Review Board (DRB)

Development Application Checklist



Minimal Submittal Requirements:

At your pre-application meeting, your project coordinator will identify which items indicated on this Development Application checklist are required to be submitted. A Development Application that does not include all items indicated on this checklist may be rejected immediately and may result in additional fees. A Development Application that is received by the City is not complete until it is verified that the application meets the minimum submittal requirements to be reviewed.

In addition to the items on this checklist, to avoid delays in the review of your application, all Plans, Graphics, Reports and other additional information that is to be submitted shall be provided in accordance with the:

- requirements specified in the Plan & Report Requirements for Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, including any additional submittal requirements identified in the stipulations, of any Development Application approved that this application is reliant upon; and
- the city's design guidelines.

If you have any questions regarding the information above, or items indicated on this application checklist, please contact your project coordinator. His/her contact information is on the page 12 of this application.

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.

Digital Submittal:

For applications submitted digitally, please follow the plan and document submittal requirements below. All files shall be uploaded in PDF format. Provide one (1) full-size copy of each required plan document file. Application forms and other written documents or reports should be formatted to 8.5 x 11. A digital submittal Key Code is required to upload your documents and will be provided by your coordinator.

Key Code: _____

Submit digitally at: <https://eservices.scottsdaleaz.gov/bldgresources/Cases/DigitalMenu>

PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Development Review Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$ <u>1,700.00</u> (subject to change every July)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Completed Development Application Form (form provided) <ul style="list-style-type: none"> • 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. • Digital – ① copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4. Request to Submit Concurrent Development Applications (form provided) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Letter of Authorization (from property owner(s) if property owner did not sign the application form) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Affidavit of Authorization to Act for Property Owner (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner. (form provided) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Appeals of Required Dedications or Exactions (form provided) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Commitment for Title Insurance – No older than 30 days from the submittal date (requirements form provided) <ul style="list-style-type: none"> 8-1/2" x 11" – ① copy Include complete Schedule A and Schedule B. Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> 8-1/2" x 11" – ② copies Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Results of ALTA Survey (24" x 36") FOLDED <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Request for Site Visits and/or Inspections Form (form provided) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12. Addressing Requirements (handout provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> 13. Design Guidelines <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sensitive Design Program <input checked="" type="checkbox"/> Design Standards and Policies Manual <input type="checkbox"/> Commercial Retail <input type="checkbox"/> Gas Station & Convenience Stores <input type="checkbox"/> Environmentally Sensitive Land Ordinance <input type="checkbox"/> Old Town Scottsdale Urban Design and Architectural Guidelines <input type="checkbox"/> Greater Phoenix Metro Green Infrastructure Handbook </div> <div style="width: 35%;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> MAG Supplements <input type="checkbox"/> Scenic Corridors Design <input type="checkbox"/> Office Design Guidelines <input type="checkbox"/> Restaurants <input checked="" type="checkbox"/> Lighting Design Guidelines <input checked="" type="checkbox"/> Shading <input type="checkbox"/> Desert Parks Golf Course </div> </div> <p>The above reference design guidelines, standards, policies, and additional information may be found on the City's website at: http://www.scottsdaleaz.gov/design</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	14. Public Participation Process Requirements (see Attachment A)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15. Request for Neighborhood Group Contact information (form provided)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	16. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper (form provided) <ul style="list-style-type: none"> 8-1/2" x 11" - ① copy of the set of prints See attached <u>Existing Conditions Photo Exhibit</u> graphic showing required photograph locations and numbers. 8-1/2" x 11" - ⑪ copies of the set of prints (Delayed submittal). At the time your Project Coordinator is preparing the public hearing report(s), he/she will request these items, and they are to be submitted by the date indicated in the request. Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	17. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <input type="checkbox"/> Cultural Resources Survey & Report - ③ copies <input type="checkbox"/> Archaeology 'Records Check' Report Only - ③ copies <input type="checkbox"/> Copies of Previous Archaeological Research - ① copy Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18. 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) <ul style="list-style-type: none"> <input type="checkbox"/> Airport Data Page <input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form <input type="checkbox"/> Heliport (requires a Conditional Use Permit) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19. ESLO Wash Modifications Development Application (application provided) The ESLO Wash Modifications Development Application is to be submitted concurrently with this Development Review Application. Digital – ① copy (CD/DVD, PDF Format)

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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	20. Plan & Report Requirements for Development Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. Application Narrative <ul style="list-style-type: none"> 8 1/2" x 11" – ④ copies Digital – ① copy (CD/DVD, PDF Format) 1. The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided) 2. Historic Property. If the property is an existing or potential historic property, describing how the proposal preserves the historic character or compliance with property's existing Historic Preservation Plan. 3. Design Guideline Conformance. The application narrative shall specify through narrative and/or graphical exhibits how the proposal addresses the Design Guidelines marked on DRB Development Application Checklist item number 13 (above).

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	22. Context Aerial with the proposed site improvements superimposed <ul style="list-style-type: none"> 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) Digital – (1) copy (CD/DVD, PDF Format) <p>Aerial shall not be more than 1 year old and shall include an overlay of the site plan showing lot lines, tracts, easements, street locations/names and surrounding zoning for a radius from the site of:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 750-foot radius from site <input type="checkbox"/> ¼-mile radius from site <input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. Site Plan <ul style="list-style-type: none"> 24" x 36" – (12) 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. Refuse Plan <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	25. Site Details (Elevations of screen walls, site walls, refuse enclosure, carport, lot light pole, trellis, etc.) <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. Open Space Plan (Site Plan Worksheet) (Example Provided) <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. Site Cross Sections <ul style="list-style-type: none"> 24" x 36" – (1) copy, <u>folded</u> 11" x 17" – (1) copy, <u>folded</u> Digital – (1) copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	28. Natural Area Open Space Plan (ESL Areas) <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	29. Topography and slope analysis plan (ESL Areas) <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	30. Phasing Plan <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	31. Landscape Plan <ul style="list-style-type: none"> 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 ½" x 11" – ① copy (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	32. Hardscape Plan <ul style="list-style-type: none"> 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 ½" x 11" – ① copy (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	33. Transitions Plan <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	34. Parking Plan <i>on site plan</i> <ul style="list-style-type: none"> 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) Digital – ① copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	35. 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. <ul style="list-style-type: none"> 8-1/2" x 11" - ② copies Digital - ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36. Pedestrian and Vehicular Circulation <ul style="list-style-type: none"> 24" x 36" - ④ copies, <u>folded</u> 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction) 8 1/2" x 11" - ① copy (quality suitable for reproduction) Digital - ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	37. Bikeways & Trails Plan <ul style="list-style-type: none"> 24" x 36" - ② copies, <u>folded</u> 11" x 17" - ① copy, <u>folded</u> (quality suitable for reproduction) 8 1/2" x 11" - ① copy (quality suitable for reproduction) Digital - ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	38. Building Elevations <ul style="list-style-type: none"> 24" x 36" - ② copies, <u>folded</u> black and white line drawing (a grayscale copy of the color elevations will not be accepted.) 24" x 36" - ② color copies, <u>folded</u> 11" x 17" - ① color copy, <u>folded</u> (quality suitable for reproduction) 11" x 17" - ① copy, <u>folded</u> black and white line drawing (quality suitable for reproduction) 8 1/2" x 11" - ① color copy, (quality suitable for reproduction) 8 1/2" x 11" - ① copy black and white line drawing copy (quality suitable for reproduction) Digital - ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	39. Building Elevations Worksheet(s) Required for all Development applications to zoned Planned Unit Development (PUD) and in the Downtown Area. <ul style="list-style-type: none"> 24" x 36" - ② copies, <u>folded</u> Digital - ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	40. Perspectives <ul style="list-style-type: none"> 24" x 36" - ① color copy, <u>folded</u> 11" x 17" - ① color copy, <u>folded</u> (quality suitable for reproduction) 8 1/2" x 11" - ① color copy (quality suitable for reproduction) Digital - ① copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	41. Streetscape Elevation(s) <ul style="list-style-type: none"> • 24" x 36" – ① color copy, <u>folded</u> • 11" x 17" – ① color copy, <u>folded</u> (quality suitable for reproduction) • 8 ½" x 11" – ① color copy (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	42. Wall Elevations and Details and/or Entry Feature Elevations and Details <ul style="list-style-type: none"> • 24" x 36" – ① color copy, <u>folded</u> • 11" x 17" – ① color copy, <u>folded</u> (quality suitable for reproduction) • 8 ½" x 11" – ① color copy (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	43. Floor Plans <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	44. Floor Plan Worksheet(s) <i>patios/balconies</i> (Required for restaurants, bars or development containing there-of, and multi-family developments): <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input type="checkbox"/>	<input type="checkbox"/>	45. Roof Plan Worksheet(s) <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • Digital – ① copy (CD/DVD, PDF Format)
<input type="checkbox"/>	<input type="checkbox"/>	46. Sign Details <ul style="list-style-type: none"> • 11" x 17" – ① color copy, <u>folded</u> (quality suitable for reproduction) • 11" x 17" – ① copy, <u>folded</u> black and white line drawing (quality suitable for reproduction) • 8 ½" x 11" – ① color copy (quality suitable for reproduction) • 8 ½" x 11" – ① copy black and white line drawing (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	47. Exterior Lighting Site Plan (including exterior building mounted fixtures) <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	48. Exterior Lighting Photometric Analysis (policy provided) <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	49. Manufacturer Cut Sheets of All Proposed Lighting <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	50. Cultural Improvement Program Plan <ul style="list-style-type: none"> <input type="checkbox"/> Conceptual design of location <ul style="list-style-type: none"> 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) 8 ½" x 11" – ① color copy (quality suitable for reproduction) ① copy of the approval letter for the artwork design from Scottsdale Cultural Council (Scottsdale Public Art) Digital – ① copy (CD/DVD, PDF Format) <input type="checkbox"/> Narrative explanation of the methodology to comply with the requirement/contribution. Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	51. Sensitive Design Concept Plan and Proposed Design Guidelines (Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.) <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	52. Master Thematic Architectural Character Plan <ul style="list-style-type: none"> 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)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	53. 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. <ul style="list-style-type: none"> 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)

and separate
Prelim G&D
Plan

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	54. Master Drainage Plan <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Master Drainage Report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets.</p> <ul style="list-style-type: none"> 8-1/2" x 11" - ① copy of the Drainage Report including full size plans/maps in pockets Digital - ① copy (see handout submittal instructions)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	55. Final Basis of Design Report for Water <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Basis of Design Report for Water. The report must include all required exhibits and plans.</p> <ul style="list-style-type: none"> Digital – ① copy (CD/DVD, PDF Format) <p>OR</p> <ul style="list-style-type: none"> 8-1/2" x 11" - ④ copies – the report shall be bound, all full-size plans/maps provided in pockets.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	56. Final Basis of Design Report for Wastewater <p>See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Design Report for Wastewater. The report shall be bound and must include all required exhibits and plans.</p> <ul style="list-style-type: none"> Digital – ① copy (CD/DVD, PDF Format) <p>OR</p> <ul style="list-style-type: none"> 8-1/2" x 11" - ④ copies – the report shall be bound, all full-size plans/maps provided in pockets.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	57. Water Sampling Station <ul style="list-style-type: none"> Show location of sample stations on the site plan. Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	58. Water of Approval For Fountains Or Water Features from the Water Conservation Office <p>Please contact office at 480-312-5685</p> <ul style="list-style-type: none"> ① copy of the approval from the Water Conservation Office Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	59. Native Plant Submittal: <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> Digital – ① copy (CD/DVD, PDF Format) <p>(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)</p>

and separate
Prelim Utility
Plan

Included for
reference
Previously
submitted
#5965-20

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	60. 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. <input type="checkbox"/> Category 1 Study <input type="checkbox"/> Category 2 Study <input type="checkbox"/> Category 3 Study <ul style="list-style-type: none"> • 8-1/2" x 11" - ③ copies of the Transportation Impact & Mitigation Analysis including full size plans/maps in pockets. • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	61. Revegetation Site Plan, including Methodology and Techniques <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	62. Cuts and Fills Site Plan <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	63. Cuts and Fills Site Cross Sections <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	64. Environmental Features Map <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	65. Geotechnical Report <ul style="list-style-type: none"> • 8-1/2" x 11" - ① copy of the Geotechnical Report including full size plans/maps in pockets • Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	66. Unstable Slopes / Boulders Rolling Map <ul style="list-style-type: none"> • 24" x 36" – ① copy, <u>folded</u> • 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format)

Planning and Development Services

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

DRB Development Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	67. Bedrock & Soils Map <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	68. Conservation Area, Scenic Corridor, Vista Corridor Plan <ul style="list-style-type: none"> 24" x 36" – ① copy, <u>folded</u> 11" x 17" – ① copy, <u>folded</u> (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	69. Other: _____ <input type="checkbox"/> 24" x 36" – _____ copy(ies), <u>folded</u> <input type="checkbox"/> 11" x 17" – _____ copy(ies), <u>folded</u> (quality suitable for reproduction) <input type="checkbox"/> 8 ½" x 11" – _____ copy(ies) (quality suitable for reproduction) <input type="checkbox"/> Digital – ① copy

PART III – SAMPLES & MODELS

Req- d	Rec- d	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	70. Color Cards or Paint Color Drawdowns <ul style="list-style-type: none"> 1 set of 5" x 7" (minimum size) of each paint color and material identification names and numbers. Digital – ① copy of the digital images
<input checked="" type="checkbox"/>	<input type="checkbox"/>	71. Exterior Building Color & Material Sample Board(s): <ul style="list-style-type: none"> 8-1/2" x 14" material sample board(s) <p>The material sample board shall include the following:</p> <ul style="list-style-type: none"> A color elevation of one side of the building 3" x 3" Glass samples mounted on the board with reflectivity identify 3" x 3" of each the building materials mounted on the board (i.e. split face CMU, Stucco, EIFS, etc.) 2"x 2" of proposed paint colors All material manufacture names and material identification names and numbers shall be keynoted on the individual materials and the elevation. 11" x 17" – ① copy, <u>folded</u> of a printed digital photo of the material board 8 ½" x 11" – ① copy of a printed digital photo of the material board Digital - ① copy of a digital image
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	72. Electronic Massing Model: <ul style="list-style-type: none"> 11" x 17" – ① color copy, <u>folded</u> 8 ½" x 11" – ① color copy (quality suitable for reproduction) Digital – ① copy (CD/DVD, PDF Format)

Planning and Development Services

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



DRB Development Application Checklist

		<p>Scaled model indicating building masses on the site plan and the mass of any building within:</p> <p><input type="checkbox"/> 750-foot radius from site</p> <p><input type="checkbox"/> Other: _____</p> <p>(The electronic model shall be a computer-generated Sketch-up® model or other electronic modeling media acceptable to the Current Planning Services department.)</p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>73. Electronic Detail Model:</p> <ul style="list-style-type: none"> • 11" x 17" – ① color copy, <u>folded</u> • 8 ½" x 11" – ① color copy (quality suitable for reproduction) • Digital – ① copy (CD/DVD, PDF Format) <p>Scaled model indicating building masses on the site plan and the mass of any building within:</p> <p><input type="checkbox"/> 750-foot radius from site</p> <p><input type="checkbox"/> Other: _____</p> <p>(The electronic model shall be a computer-generated Sketch-up® model or other electronic modeling media acceptable to the Current Planning Services department.)</p>
PART IV – SUBMITTAL OF THE DEVELOPMENT APPLICATION		
Req- d	Rec- d	<p>Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>74. 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: <u>331</u>-PA-<u>2020</u></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>75. Submit all items indicated on this checklist pursuant to the submittal requirements including one copy of all items in a digital format.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>76. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>77. Delayed Submittal. Additional copies of all or certain required submittal indicated items above will be require at the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.</p>
		<p>78. Other _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

Planning and Development Services

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

DRB Development Application Checklist

	<p>79. If you have any questions regarding this application checklist, please contact your Project Coordinator.</p> <p>Coordinator Name (print): <u>Blumenberg</u> Phone Number: <u>480-312-4306</u></p> <p>Coordinator email: <u>gblumenberg</u> @scottsdaleaz.gov Date: _____</p> <p>Coordinator Signature: _____ </p> <p>If the Project Coordinator is no-longer available, please contact the Current Planning Director at the phone number in the footer of this page if you have any question regarding this application checklist.</p> <p>This application need a: <input checked="" type="checkbox"/> New Project Number, or <input type="checkbox"/> A New Phase to an old Project Number: _____</p>
---	--

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/planning-development/forms>

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

Planning and Development Services

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

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
 - Pre-application number (xx-PA-xxxx)
 - 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
- 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
- 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)
 - Size (e.g. Number of Acres of project, Square Footage of Lot)
 - Zoning
 - Conceptual site plan/elevations
 - Applicant and City contact names and phone numbers

☒ 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

Public Participation - DR, PP



- 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



Development Services

One Civic Center
7447 E Indian School Road
Scottsdale, AZ 85251

Date: 7/23/2020

Address Assignment

Parcel Number: 215-07-016E
Quarter Section: 38-46
Subdivision & Lot: Hayden 50, Lot 1
MCR; 1447-40

This is to advise you that the following address has been assigned to this parcel.

Address Assignment: **17800 N 78th St**

I have attached a copy of a map showing the assigned address.

Since municipal boundaries do not always coincide with postal boundaries, it is your responsibility to contact your local post office for **correct city and ZIP Code** mailing information to complete the assigned address.

Sincerely,

Records Department Staff
City of Scottsdale
RecordsAddressing@scottsdaleaz.gov



Development Services

One Civic Center
7447 E Indian School Road
Scottsdale, AZ 85251

