



Application

Narrative

Cash Transmittal

Development Standards

Development Application



Development Application Type:

Please check the appropriate box of the Type(s) of Application(s) you are requesting

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

Project Name: Osterkamp GLO Abandonment

Property's Address: N. 126th Street (APN 217-32-046A)

Property's Current Zoning District Designation: R1-43 ESL

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: James Osterkamp	Agent/Applicant: Wayne Rosendahl
Company:	Company: Rosendahl Engineering, PLLC
Address: 255 Blue Lakes Blvd. N. #582, Twin Falls, ID 83301	Address: 857 N. Barkley, Mesa, AZ 85203
Phone: 208-320-1976 Fax:	Phone: 480-599-1263 Fax:
E-mail: jim.osterkamp@gmial.com	E-mail: wayne@rosendahlengineering.com
Designer: Jason Lofgreen	Engineer: (see above)
Company: Encore Design Group	Company:
Address: 2921 N. Power Rd, Ste. 101, Mesa, AZ 85215	Address:
Phone: 480-835-8227 Fax:	Phone: Fax:
E-mail: jason@encoredg.com	E-mail:

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.

Signature Pg follows

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 Phone: 480-312-7000 Fax: 480-312-7088

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

April 3, 2020

ABANDONMENT APPLICATION REQUEST NARRATIVE

Abandonment of GLO Easements

James Osterkamp Residence

N. 26th Street

APN 217-32-046A

The owner of this parcel has had a new home with a detached garage and guest quarters on 2.31 acres, designed for this site. His plan will not work without being able to include the 33 foot wide GLO easement, existing along the West boundary of the site and a portion of the South boundary, into the NAOS easement area. The site is in an area designated as environmentally sensitive land so there is a 25% NAOS area designation requirement.

In order to utilize the GLO easements for NAOS purposes, they must be abandoned and to do so must follow the procedures called for by City Ordinance, which involves approval of the Planning & Zoning Commission and subsequent approval of the City Council. This Application Request is the second step in setting that process in motion.

Looking at the aerial map of the area, this particular GLO easement must have been abandoned for 4 other homes North of the subject site as the existing homes actually sit on what at one time must have been the same GLO alignment. Continuing South from this location there is one lot before running into the CAP Canal. I therefore do not believe there will be much opposition to this abandonment from the surrounding property owners, as it is very unlikely that the easement will ever be utilized for access purposes.

Development Application



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Phone: 208-320-1976 Fax:	Phone: 480-599-1263 Fax:
E-mail: 480-599-1263	E-mail: 208-3201976
Designer: Jason Lofgreen	Engineer: (see above)
Company: Encore Design Group	Company:
Address: 2921 N. Power Rd, Ste. 101, Mesa, AZ 85215	Address:
Phone: 480-835-8227 Fax:	Phone: Fax:
E-mail: wayne@rosendahlengineering.com	E-mail: jim.osterkamp@gmail.com

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 Owner Signature

 Agent/Applicant Signature

Official Use Only Submittal Date: Development Application No.:

Planning and Development Services

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Development Application

Review Methodologies



Review Methodologies

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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.

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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

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

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Revision Date: 05/18/2015

5-AB-2020
6/01/2020

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: 05/18/2015

5-AB-2020
6/01/2020

Abandonment 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:

- The General Plan
- The Scottsdale Revised Code, including the Zoning Ordinance
- Stipulations of any Development Application approved before this application is submitted
- Scenic Corridor Design Guidelines
- Transportation Master Plan and related local plans
- The Design Standards & Policies Manual

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 4 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.

When Items 1 through 17 are ready for submittal, call 480-312-7767 to schedule a submittal meeting with a Planning Specialist; provide your pre-application number: _____-PA-_____.

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>

SUBMITTAL REQUIREMENTS

Req'd	Rec'd	Documents required for a complete application. Unless otherwise indicated, all documents shall be provided in an 8 1/2" x 11" format.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Abandonment Development Application Checklist (this checklist)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$_____ (subject to change)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Development Application Form (form provided)
<input type="checkbox"/>	<input type="checkbox"/>	4. Application Narrative <ul style="list-style-type: none"> • Reason for request • Consideration for Abandonment • ④ copies • ① digital copy

Planning and Development Services

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

Abandonment Development Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<p>5. Affidavit of Authorization to Act for Property Owner (form provided; required only for non-city-owned property)</p> <ul style="list-style-type: none"> • Required when the applicant is not the property owner • Required when the applicant is an organization
<input type="checkbox"/>	<input type="checkbox"/>	<p>6. Consideration for Abandonment Information (valuation for area of abandonment)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>7. Legal Description and Graphic of Area(s) to be Abandoned</p> <ul style="list-style-type: none"> • Include required reservations on both legal description and graphic • Comply with all Maricopa County Recorder requirements, including minimum 10-point font, ½" clear borders and acid free paper • _____ copies • ① digital copy
<input type="checkbox"/>	<input type="checkbox"/>	<p>8. Title Insurance Commitment (form provided: Requirements for Submitting Evidence of Title to the City of Scottsdale Planning Department)</p> <ul style="list-style-type: none"> • Include Schedule A and B • Commitment shall be dated no later than 30 days before application submittal.
<input type="checkbox"/>	<input type="checkbox"/>	<p>9. Utility Consent Letters (See the City website for contact information: www.ScottsdaleAZ.gov and search: utility contact)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>10. Request to Submit Concurrent Development Applications (form provided)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>11. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - ① copies of the set of prints • See attached Existing Conditions Photo Exhibit 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.
<input type="checkbox"/>	<input type="checkbox"/>	<p>12. Aerial Photo with Proposed Site Plan Overlay (all photos must be suitable for reproduction)</p> <ul style="list-style-type: none"> • 24" x 36" – ② color copies, <u>folded</u> • 11" x 17" – ① color copy, <u>folded</u> • 8 ½" x 11" – ① color copy <p>Photo shall be the most recent available, and should not be more than 1 year old. Site plan overlay shall show lot lines, tracts, easements, street locations and names, and surrounding zoning:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 750-foot radius from site <input type="checkbox"/> ¼-mile radius from site <input type="checkbox"/> Other _____ radius from site

Planning and Development Services

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

Abandonment Development Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	<p>13. Public Participation</p> <p>Step 1: Complete Neighborhood Notification</p> <div style="border: 1px solid red; padding: 5px;"> <p>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):</p> <ul style="list-style-type: none"> • 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 • Legal graphic • Applicant and City contact names and phone numbers </div> <p>Step 2: City will post public hearing signs and provide other public notification including:</p> <ul style="list-style-type: none"> • Mailing out postcards to property owners within 750 feet • Publishing legal ad in newspaper • Posting case information on the City website • Posting on social media • Sending to email subscribers
<input type="checkbox"/>	<input type="checkbox"/>	<p>14. Request for Neighborhood Group/Homeowners Association (form provided)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>15. Request for Site Visits and/or Inspections (form provided)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>16. Applicable Dedication Legal and Graphic Exhibits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Drainage and Flood Control Easement and Provision for Maintenance <input type="checkbox"/> Natural Area Open Space Easement Including Restored Desert <input type="checkbox"/> Public Right-of-way Dedication <input type="checkbox"/> Public Non-motorized Access Easement <input type="checkbox"/> Public motorized Access <input type="checkbox"/> Public Utility Easement <input type="checkbox"/> Scenic Corridor Easement <input type="checkbox"/> Sewer Line Easement <input type="checkbox"/> Vehicular Non-Access Easement <input type="checkbox"/> Waterline Easement <input type="checkbox"/> Confirmation of Dedication <input type="checkbox"/> Other Easement or Dedication: <ul style="list-style-type: none"> • _____ copies • ① digital copy

5-AB-2020
6/01/2020

Abandonment Development Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	17. Other: <hr/> <hr/>
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If you have any questions regarding this application checklist, please contact your Project Coordinator.

Coordinator Name (print): _____ Phone Number: 480-312- _____

Coordinator email: _____ @scottsdaleaz.gov Date: _____

Coordinator Signature: Andrew Chi

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 needs a: New Project Number, or
 A New Phase to an old Project Number: _____

Required Notice

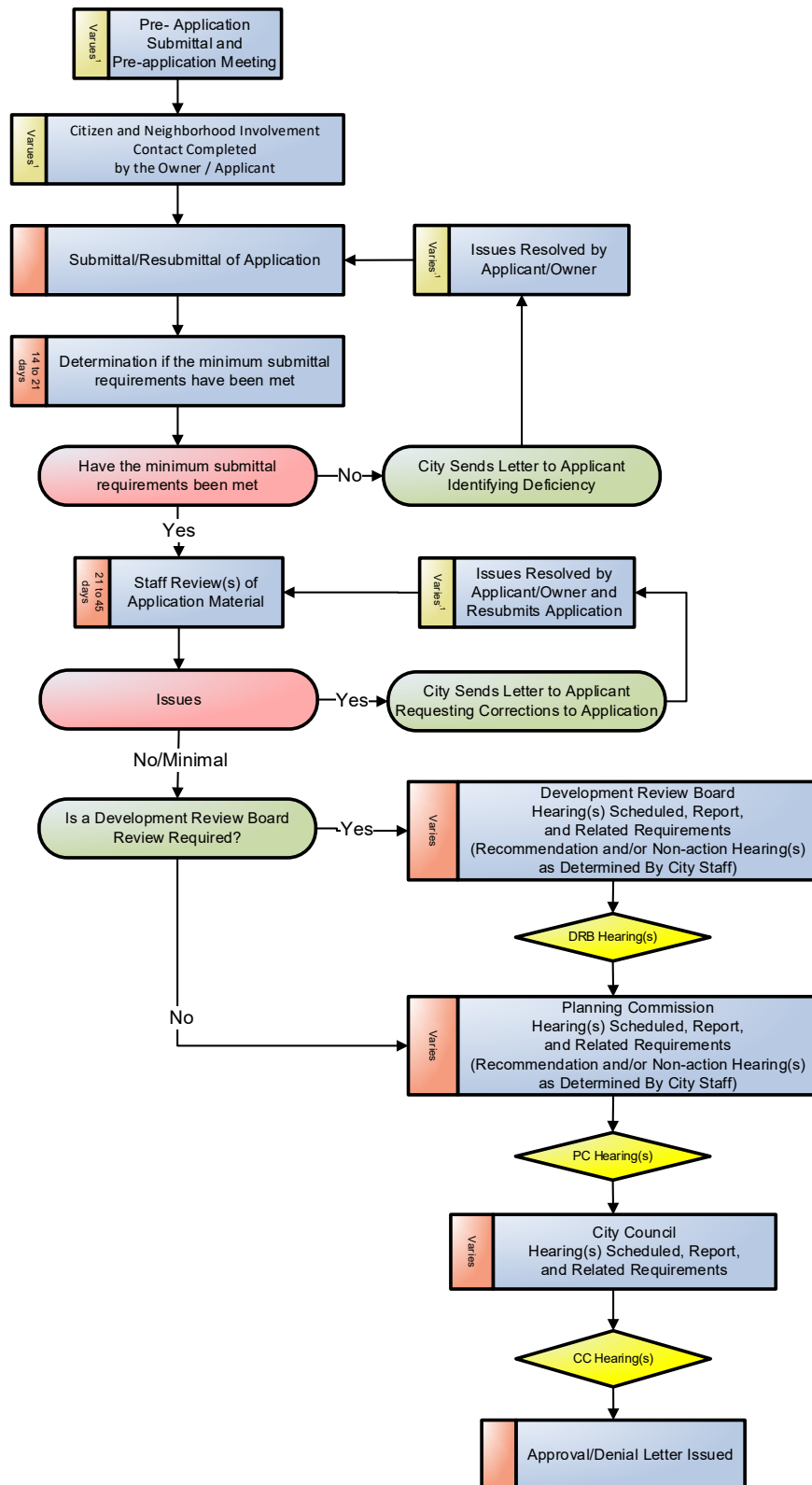
Pursuant to A.R.S. §9-836, an applicant/agent may request a clarification from the City regarding an interpretation or application of a statute, ordinance, code or authorized substantive policy, or policy statement. Requests to clarify an interpretation or application of a statute, ordinance, code, policy 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/planning-development/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

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



Note:

1. Time period determined by owner/applicant.

Planning and Development Services

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



Application Fee Schedule

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

Pre-Application	\$95	Hardship Exemption	\$170
Records Packet	\$23	In-lieu Parking	\$170
Abandonment of Right of Way		Marshalling/Storage Yard	\$1,000 + \$0.10 per square foot per week
Single Family Lot	\$1,775		
All Other Abandonments, including Subdivisions	\$2,525	If development goes beyond the applied timeframe, another application fee applies	\$2,000 + \$0.10 per square foot per week
Annexation / De-annexation	\$2,190	Minor Amendment	\$170
Board of Adjustment		Records Changes	
Appeal	\$170	Street Name Change	\$280
Residential Variance (Single Family Lot)	\$170	Address Change Residential	\$55
All Other Variances	\$1,380	Address Change Commercial	\$110
Building Advisory Board of Appeals		Special Exception	\$170
Commercial	\$350	Zoning District Map Amendment	
Residential	No charge	Residential District	\$1,275 + per acre fee
Conditional Use Permit		Commercial District	\$2,400 + per acre fee
Major	\$2,700	Industrial District	\$2,400 + per acre fee
Minor	\$690	Mixed-use District	\$6,200 + per acre fee
Development Agreement Application	\$2,000	Supplementary District	
Development Review (DRB)		Parking P-1	\$2,400 + per acre fee
Land Division		Parking P-2	\$2,400 + per acre fee
Major Subdivision (Preliminary Plat)	\$2,700 + \$20 per lot	Western Theme Park	\$2,400 + per acre fee
Minor Subdivision	\$1,350 + \$20 per lot	Open Space	\$1,275 + per acre fee
New Construction	\$1,700	Conservation Open Space	\$1,275 + per acre fee
Revision	\$515	ESL Amendments to Map	\$410
Time extension	\$340	ESL Density Transfer	\$2,400 + per acre fee
Development Review (Minor) – Staff Approval		ESL Density Incentive	\$1,275 + per acre fee
Master Plan	\$1,000 per set	All other	Underlying district fees only
Major	\$345	Time extension/revision	\$820
(includes new Master Sign Program)		Rezoning per acre	
Minor	\$95	0-20	No additional fees
Amendment to Master Sign Program	\$95	21-100	\$75
Cuts/Fills	\$515	101-600	\$60
Wash Modification	\$515	601+ acres	\$55
Time extension	\$95	Zoning Text Amendment	
General Plan Amendments		Major	\$2,700
Major	\$4,375	Minor	\$980
Non-major	\$2,190		

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

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

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: _____
 - e. Legal Description: _____
 (If the land is a platted lot, then write the lot number, subdivision name, and the plat's recording number and date. Otherwise, write "see attached legal description" and attach a legal description.)
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 Development Services

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

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, if any. (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 okay 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" or "Additional requirements may be added upon compliance with these requirements."
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.

Request To Submit Concurrent Development Applications

Acknowledgment and Agreement



The City of Scottsdale recognizes that a property owner may desire to submit concurrent development applications for separate purposes where one or more of the development applications are related to another development application. City Staff may agree to process concurrently where one or more the development applications related to the approval of another development application upon receipt of a complete form signed by the property owner.

Development Application Types		
Please check the appropriate box of the types of applications that you are requesting to submit concurrently		
Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Community Sign District (MS)
<input type="checkbox"/> In-fill Incentive (II)	<input type="checkbox"/> Wash Modification (WM)	Other
<input type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance	Land Divisions (PP)	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Condominium Conversion	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions	Other Application Type Not Listed
<input type="checkbox"/> Minor Amendment (MA)	<input type="checkbox"/> Plat Correction/Revision	<input type="checkbox"/>

Owner: _____
 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: <input type="checkbox"/> Approved or <input type="checkbox"/> Denied	
Staff Name (Print): _____	
Staff Signature: _____	Date: _____

5-AB-2020
6/01/2020

Addressing Requirements



Make all addressing requests using the city's online application form online: www.ScottsdaleAZ.gov 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/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 units and numbered in the thousand ranges (4 digits). First floor units get 1000 numbers; second floor units get 2000 numbers, etc.

Planning and Development Services

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

5-AB-2020
6/01/2020

Addressing Request Application



ADDRESS CHANGES OR REVISIONS TO EXISTING ADDRESS

***Required Fields**

*Project Name _____ Date: _____

Current Address & Suites if applicable: _____

Zoning: _____ Associated Case Number: _____

A.P.N.: _____ Quarter Section: _____

***Check all that apply:**

New Verification Suite Assignment Occupied

Change Correction Lot Tie Lot Spli

Single Family Commercial

Change to: _____

Is there an active Permit or Application? Yes No

Permit # _____ Plan Check # _____

***Submittal Requirements:**

Please submit 1 copy of materials below.

Copy of building suite layout

Copy of site plan

*Signature

Date

Check One: Applicant Owner Architect Contractor

Note: A Certificate of Occupancy cannot be issued until address issues are resolved.

***Applicant / Contact Information: (Please Print)**

Name: _____

Title: _____

Phone: _____

Email: _____

***Property Owner:** _____

Company: _____

Phone: _____ Fax: _____

Address: _____

E-mail: _____

If the submit button does not work, please try Internet Explorer or email the completed form with site plan to: RecordsAddressing@Scottsdaleaz.gov

Records / GIS Official Use Only



Notification Dates: GIS _____ Mail Out _____

New Address Assigned: _____

Suite Numbers/Bldg Letters: _____

Notes: _____

Planning and Development Services

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

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



This request concerns all property identified in the development application.

Pre-application No: 185-PA-2020

Project Name: Osterkamp Wash Modification

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: Phillip W. Rosenfeld
Print Name

[Handwritten Signature]
Signature

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

Request To Submit Concurrent Development Applications

Acknowledgment and Agreement



The City of Scottsdale recognizes that a property owner may desire to submit concurrent development applications for separate purposes where one or more of the development applications are related to another development application. City Staff may agree to process concurrently where one or more the development applications related to the approval of another development application upon receipt of a complete form signed by the property owner.

Development Application Types		
Please check the appropriate box of the types of applications that you are requesting to submit concurrently		
Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Community Sign District (MS)
<input type="checkbox"/> In-fill Incentive (II)	<input checked="" type="checkbox"/> Wash Modification (WM)	Other
<input type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance	Land Divisions (PP)	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Condominium Conversion	<input checked="" type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions	Other Application Type Not Listed
<input type="checkbox"/> Minor Amendment (MA)	<input type="checkbox"/> Plat Correction/Revision	<input type="checkbox"/>

Owner: James Osterkamp

Company: _____

Address: 255 Blue Lakes Blvd. N. #582, Twin Falls, ID 83301

Phone: 208-320-1976

Fax: _____

E-mail: jim.osterkamp@gmail.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): James Osterkamp

Title: Owner

James Osterkamp
Signature

Date: 4/16/20

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

5-AB-2020
6/01/2020