ESLO Wash Modifications (WM)
Administrative Staff Approval
Development Application Checklist

CITY OF
SCOTTSDALE

Digital Submittal:

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. Files should be uploaded **individually** and in **order** of how they are listed on this checklist.

Project No.: __1018__ -PA- __2020__   Key Code: __9H511__

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

Minimum 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 deemed incomplete until all items have been submitted. A Development Application is not complete until it is verified that the application meets the minimum submittal requirements for review and the application fee has been processed.

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; and
- Design Standards & Policies Manual; and
- 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.

Name: __Jesus Murillo__   Phone Number: 480-312-__7849__   Coordinator e-mail: __jmurillo__ @scottsdaleaz.gov

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. Visit the city's Planning & Development Services Records Department for assistance: https://www.scottsdaleaz.gov/planning-development/records.

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.
X	☐	1. **ESLO Wash Modification Application Checklist** (this list)
X	☐	2. **Application Fee $** __545.00__ (subject to change every July)
X	☐	3. **Completed Development Application** (form provided) • The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review). • If a review methodology is not selected, the application will be reviewed under the Standard Application Review methodology.
✓	☐	4. **Request to Submit Concurrent Development Applications** (form provided) Associated DRB and CUP
✓	☐	5. **Letter of Authorization** (from property owner(s) if property owner did not sign the application form)

Planning and Development Services
7447 E. Indian School Road, Suite #105, Scottsdale, AZ 85251 ● www.ScottsdaleAZ.gov

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☑	☐	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). Feel free to include all three cases in the
☑	☐	7. **Application Narrative** - description of request same narrative.
☑	☐	8. **Description of Alternatives Considered** - other watercourse management / engineering techniques considered
☑	☐	9. **Justification** (form provided) As much information as possible
☑	☐	10. **Request for Site Visits and/or Inspections** (form provided)
☑	☐	11. **Photo Exhibit of Existing Conditions** • Show existing site, structures & adjacent properties • See attached Existing Conditions Photo Exhibit graphic showing required photograph locations and numbers.

PART II -- REQUIRED NARRATIVE, PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. All Plans, Building Elevations, Perspectives, and Details shall be black-line drawings of suitable quality for reproduction and without gray-tones or shading, except as otherwise noted. **No application shall be accepted without all items marked below.**
☑	☐	12. **Context Aerial with the proposed site improvements superimposed** 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: ☑ 750-foot radius from site ☐ ¼-mile radius from site (lots greater than 1 acre) ☐ Other: _____
☑	☐	13. **Site Plan** Site plans submitted with pre-application Indicate the extent and location of antenna additions, buildings and other structures, including all equipment cabinets. Site plan shall indicate dimensions of existing and proposed structures, dimensions of existing and proposed ROW, setbacks and sight distance visibility triangles. Indicate any improvements, easements, and drainage facilities on adjacent properties within 100 feet of the site.
☑	☐	14. **Drainage Report** See Chapter 4 of the city's Design Standards & Policies Manual for specific submittal and content requirements for drainage reports.
☑	☐	15. **Revegetation Site Plan, including Methodology and Techniques**
☑	☐	16. **Topography and slope analysis plan** (ESLO Areas)
☑	☐	17. **Native Plant Submittal Requirements:** (form provided) (Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development) *See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.*
☐	☐	18. The proposed wash modification has received a Certificate of No Effect-Archaeological Resources. ☐ Yes ☐ No If yes, provide justification below: _____ _____ If no, provide justification below: _____ _____

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☐	☐	~~19. Other.~~ _____
		_____
		_____
		_____
		_____
		_____

PART III – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Rec'd	Description of Documents Required for Complete Application. **No application shall be accepted without all items marked below.**
		20. Notify your coordinator by e-mail after you have completed your submittal.
☒	☐	**21. Submit all items indicated on this checklist pursuant to the submittal requirements.**
☑	☐	**22. Submit all additional items that are required pursuant to the stipulations of any other Development Application upon which this application is reliant.**

23. If you have any questions regarding this application checklist, please contact your Project Coordinator.

Coordinator Name (print): Jesus Murillo _____ Phone Number: 480-312-7849 _____

Coordinator e-mail: jmurillo _____ @scottsdaleaz.gov   Date: 1-19-2020 _____

Coordinator Signature: _____

If the Project Coordinator is no-longer available, please contact the Current Planning Director at the phone number in the footer of this page if you have any question regarding this application checklist.

This application 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