

**Application
Narrative
Cash Transmittal
Pre-Application
Pre-App Narrative
Pre-App Cash Transmittal
Development Standards**

8-UP-2012#12

Submittal Date: _____ Project No.: 485-PA-16



Conditional Use Permit

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. A Development Application that is received by the City does not constitute that the application meets the minimum submittal requirements to be reviewed.

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

- requirements specified in the Plan & Report Requirements For Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, include any additional submittal requirements identified in the stipulations, of any Development Application approved prior to the submittal of this application.

If you have any question regarding the information above, or items indicated on this application checklist, please contact your project coordinator. His/her contact information is on the page 8 of this application.

Please be advised that a Development Application received by the City that is inconsistent with information submitted with the corresponding pre-application may be rejected immediately, and may be required to submit a separate: pre-application, a new Development Application, and pay all additional fees.

Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.

PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Conditional Use Permit Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$ <u>615.00</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. <p>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.</p>

Planning and Development Services

8-UP-2012#2
12/8/16

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7001

Conditional Use Permit Application Checklist

<input type="checkbox"/>	<input type="checkbox"/>	4. Request to Submit Concurrent Development Applications (form provided)
		5. Proposition 207 wavier or refusal (Delay submittal until after the Planning Commission Hearing (sample agreement information provided)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6. Letter of Authorization (from property owner(s) if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7. 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)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8. Appeal of Required Dedications, Exactions, or Zoning Regulations (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Legal Description: (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> • 8-1/2" x 11" – 2 copies
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11. Request for Site Visits and/or Inspections (form provided)
		12. Addressing Requirements (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	13. Neighborhood Notification Process Requirements: (form provided) <ul style="list-style-type: none"> • Provide one copy of the Neighborhood Notification Report • If substantial modifications are made to an application, additional notification may be required by the Zoning Administrator, or designee. When required, provide one copy of the Neighborhood Notification Report addendum.
		14. Request for Neighborhood Group/Homeowners Association (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	15. Site Posting Requirements: (form provided (white and red signs) <ul style="list-style-type: none"> • Affidavit of Posting for Project Under Consideration • Affidavit of Posting for Planning Commission Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to Planning Commission hearing) • Affidavit of Posting for City Council Public Hearing (Delayed submittal). Affidavit must be turned in 20 days prior to City Council hearing)
<input checked="" type="checkbox"/>	<input checked="" 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"> • Provide 1 color original set and 1 - 8-1/2" x 11"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17. Archaeological Resources (information sheets provided) <ul style="list-style-type: none"> <input type="checkbox"/> Archaeology Survey and Report - 3 copies <input type="checkbox"/> Archaeology 'Records Check' Report Only - 3 copies <input type="checkbox"/> Copies of Previous Archeological Research - 1 copy
<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

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Conditional Use Permit Application Checklist

PART II -- REQUIRED NARRATIVE, PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
		19. Plan & Report Requirements For Development Applications Checklist (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	20. Results of ALTA Survey (24" x 36") FOLDED <ul style="list-style-type: none"> • 24" x 36" –1 copy, folded (The ALTA Survey shall not be more than 30 days old)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. Application Narrative <ul style="list-style-type: none"> • 8 ½" x 11" – 4 copies ✓ a. The application narrative shall include: <ul style="list-style-type: none"> • A one paragraph explanation of the request. This shall be no greater than a half page. • Each of the Conditional Use Permit criteria specify in Section 1.401 of the Zoning ordinance. After each criterion, provide narrative response. • Each of the Additional Conditional Use Permit criteria specify in Section 1.403 of the Zoning ordinance. After each additional criterion, provide narrative response. <ul style="list-style-type: none"> <input type="checkbox"/> Bar <input type="checkbox"/> Live Entertainment <input checked="" type="checkbox"/> Other <i>Medical Marijuana</i> b. 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	22. Security, Maintenance & Operations Plan (form provided) <i>Revised</i> <ul style="list-style-type: none"> • Required for any of the following uses: <ul style="list-style-type: none"> ▪ Live entertainment (other than DJ) ▪ Medical Marijuana Use / Caregiver Cultivation • The Security, Maintenance & Operations Plan shall accepted and signed by the Scottsdale Police Department prior to the submittal of the Conditional Use Permit application. See the provided form for instructions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. Public Safety Plan (form provided) <ul style="list-style-type: none"> • Required for any of the following uses: <ul style="list-style-type: none"> ▪ Establishments that require age verification for admittance, such as a Bar ▪ Teen dance centers ▪ Adult uses ▪ Establishments that have a Disc Jockey (DJ) • The Public Safety Plan accepted and signed by the Scottsdale Police Department prior to the submittal of the Conditional Use Permit application. See the provided form for instructions.

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>24. Context Aerial with the proposed site improvements superimposed</p> <ul style="list-style-type: none"> • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy • 8 ½" x 11" – 1 color copy (quality suitable for reproduction) <p>Aerial shall not be more than 1 year old and shall include and overlay of the site plan showing lot lines, tracts, easements, street locations/names and surrounding zoning for a radius from the site of:</p> <p><input checked="" type="checkbox"/> 750 foot radius from site</p> <p><input type="checkbox"/> 1/4 mile radius from site</p> <p><input type="checkbox"/> Other: _____</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>25. Site Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 11 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copies (quality suitable for reproduction) • Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>26. Open Space Plan (Site Plan Worksheet) (sample provided)</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>27. Natural Area Open Space Plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction)
<input type="checkbox"/>	<input type="checkbox"/>	<p>28. Topography and slope analysis plan (ESL Areas)</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded
<input type="checkbox"/>	<input type="checkbox"/>	<p>29. Landscape Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded 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, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input type="checkbox"/>	<input type="checkbox"/>	<p>30. Hardscape Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 2 copies, folded 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, folded (Text and drawing shall be black and white, and in the DWF format)

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>31. Parking Plan <i>on site plan</i></p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>32. Parking Master Plan</p> <p>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.</p> <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>33. Pedestrian and Vehicular Circulation Plan</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 copy (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>34. Elevations</p> <ul style="list-style-type: none"> • 24" x 36" – 2 folded black and white line drawing copies (a grayscale copy of the color elevations will not be accepted.) • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy, (quality suitable for reproduction) • 8 ½" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>35. Floor Plans</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" - 1 copy, folded (quality suitable for reproduction)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>36. Floor Plan Worksheet(s)</p> <p>(Required for restaurants, bars or development containing there-of, and multi-family developments):</p> <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" - 1 copy, folded (quality suitable for reproduction) • Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	37. Exterior Lighting Site Plan (policy provided) <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	38. Exterior Lighting Photometric Analysis <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	39. Manufacturer Cut Sheets of All Proposed Lighting <ul style="list-style-type: none"> • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded ((Text and drawing shall be black and white, and in the DWF format)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	40. Drainage Report (information provided) See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for drainage report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets. <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	41. Master Drainage Plan See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Master Drainage Report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets. <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	42. Basis of Design Report for Water and Wastewater 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 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. <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies of the Basis of Design Report for Water including full size plans/maps in pockets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	43. Basis of Design Report for Wastewater See the City's <u>Design Standards & Policies Manual</u> for specific submittal and content requirements for Design Report for Wastewater. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, and plans. <ul style="list-style-type: none"> • 8-1/2" x 11" - 2 copies of the Basis of Design Report for Wastewater including full size plans/maps in pockets

if applicable

Planning and Development Services

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>44. Transportation Impact & Mitigation Analysis (TIMA) (information provided)</p> <p>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.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Category 1 Study <input type="checkbox"/> Category 1 Study – Bar & Live Entertainment <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
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>45. Native Plant Submittal Requirements (form provided)</p> <ul style="list-style-type: none"> • 24" x 36" 1 – copy, folded. <p>(Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development)</p> <ul style="list-style-type: none"> • See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>46. Other Plans and Report Requirements</p> <ul style="list-style-type: none"> • Please submit all plans, reports, and graphics stipulated in an associated Development application (such as a rezoning, Conditional Use Permit, abandonment, preliminary plat, etc) • 24" x 36" 1 – copy, folded. (Plans and graphics) • 8-1/2" x 11" - 3 copies of any report
<input type="checkbox"/>	<input type="checkbox"/>	<p>47. Other:</p> <hr/> <hr/> <hr/> <hr/>

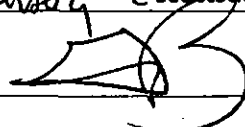
PART III – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>48. An appointment must be scheduled to submit this application. To schedule your submittal meeting please call 480-312-7000. Request a submittal meeting with a Planning Specialist and provide your case pre-app number; <u>485 -PA- 16</u>.</p>

Planning and Development Services

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Conditional Use Permit Application Checklist

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>49. Submit all items indicated on this checklist pursuant to the submittal requirements.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>50. Delayed Submittal. Additional copies of all or certain required submittal indicated items above will be required 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>
<input type="checkbox"/>	<input type="checkbox"/>	<p>51. Other:</p> <hr/>
<input checked="" type="checkbox"/>		<p>52. If you have any question regarding this application checklist, please contact your Project Coordinator.</p> <p>Coordinator Name (print): <u>Greg Blumenberg</u> Phone Number: <u>480-312-4306</u></p> <p>Coordinator email: <u>gblumenberg</u> @scottsdaleaz.gov Date: <u>6-5-16</u></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 needs a: <input type="checkbox"/> New Project Number, or <input type="checkbox"/> A New Phase to an old Project Number: _____</p> <p>Required Notice</p> <p>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, Neighborhood and Transportation Division, 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, Neighborhood & Transportation Administrator. 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, Neighborhood and Transportation Division's One Stop Shop, or from the city's website: http://www.scottsdaleaz.gov/bldgresources/forms.</p> <p>Planning, Neighborhood and Transportation Division One Stop Shop Planning, Neighborhood & Transportation Administrator 7447 E. Indian School Rd, Suite 105 Scottsdale, AZ 85251 Phone: (480) 312-7000</p>

Planning and Development Services

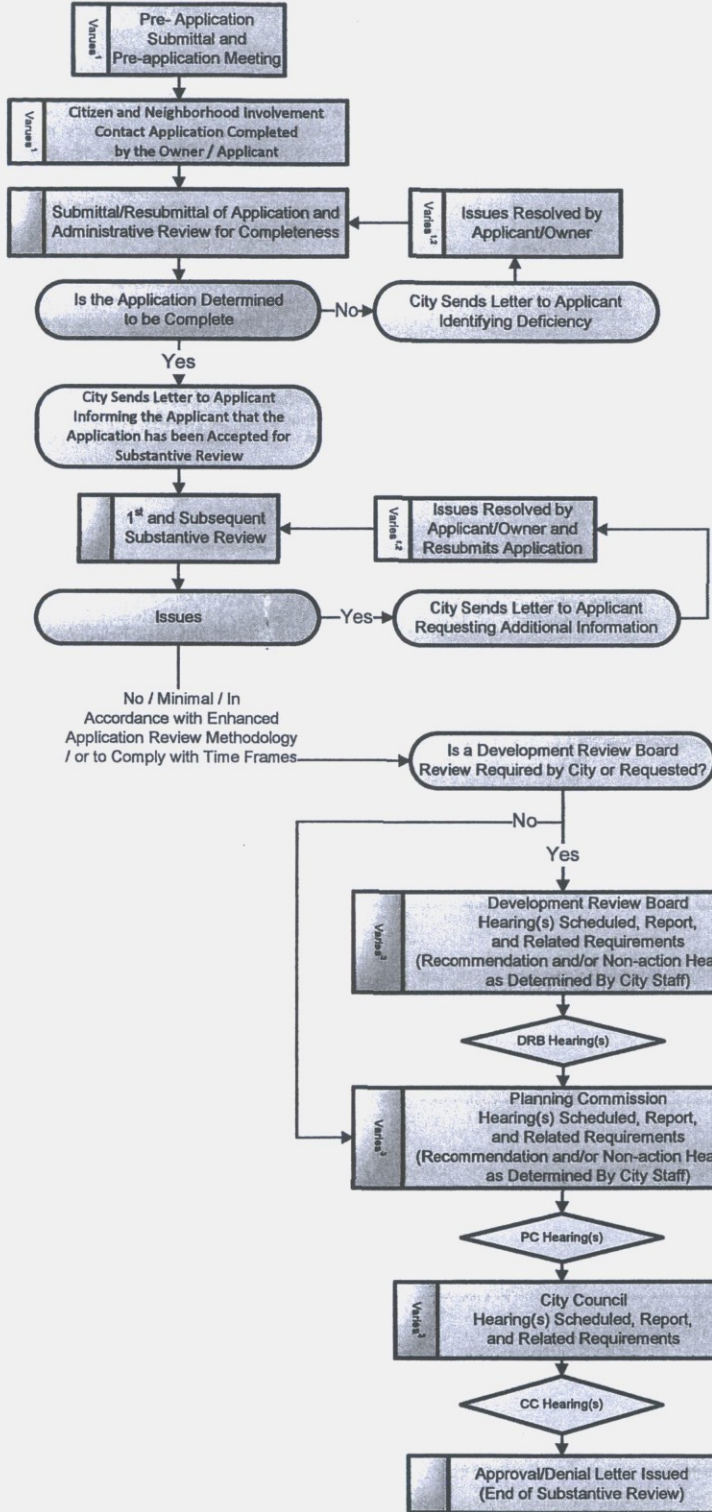
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Development Applications Process

Enhanced Application Review

Conditional Use Permit (UP)



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.

- Note:**
1. Time period determined by owner/applicant.
 2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
 3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
 4. Owner/applicant may agree to extend the time frame by 25 percent

Time Line

Administrative Review 15 Staff Working Days Per Review	Substantive Review 95 Total Staff Working Days, Multiple Reviews in This Time Frame ^{2,3,4}	Public Hearing Process Time Frames Vary ³	Approval/Denial Letter Issued
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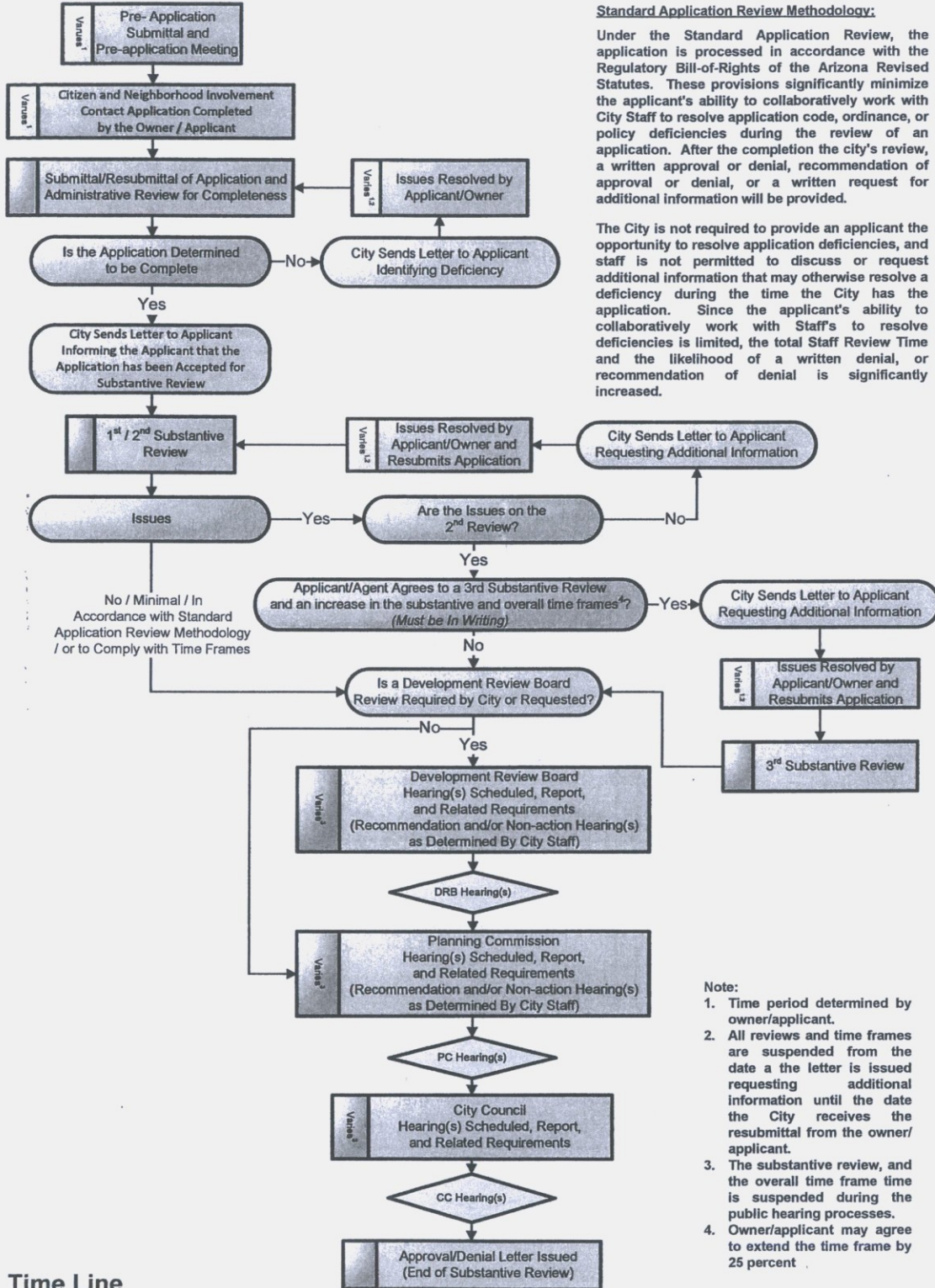
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Development Applications Process

Standard Application Review

Conditional Use Permit (UP)



Standard Application Review Methodology:

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 ability to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.

- Note:**
1. Time period determined by owner/applicant.
 2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
 3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
 4. Owner/applicant may agree to extend the time frame by 25 percent

Time Line

Administrative Review 15 Staff Working Days Per Review	Substantive Review 95 Total Staff Working Days, Two Reviews in This Time Frame ^{2,3,4}	Public Hearing Process Time Frames Vary ²	Approval/Denial Letter Issued
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Submittal Fee



Project Name: MONARCH Wellness Center Pre-App#: 485-PA-2016
Fee Type: UP MINOR Fee Amount: \$ 615.00
Staff Name: _____ Signature: Romaine Phone: x 762 Date: 12/8/16

Planning and Development Services

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City of Scottsdale Cash Transmittal

108919

12/8/2016 09:00:24
12/8/2016 12:00:00
3175 USE PERMITS
12/8/2016 1:54 PM
\$615.00

Received From :

MONARCH WELLNESS CENTERS
5013 E WASHINGTON ST STE 100
PHOENIX, AZ 85034
480-991-3752

Bill To :

Reference # 485-PA-2016
Address 8729 E MANZANITA DR
Subdivision RANCH OFFICE PARK II AMENDED
Marketing Name
MCR 283-04
APN 174-04-952
Owner Information
Real Estate Holdings Group LLC
8729 E. Manzanita Drive
Scottsdale, AZ 85258
480-240-5585

Issued Date 12/8/2016
Paid Date 12/8/2016
Payment Type CHECK
Cost Center
County No
Metes/Bounds No
Water Zone
Water Type
Sewer Type
Meter Size
QS 25-48

Code	Description	Additional	Qty	Amount	Account Number
3175	USE PERMIT APPLICATION	RENEWAL REVISION	1	\$615.00	100-21300-44221

City of Scottsdale
7447 E. Indian School Rd.
Scottsdale, AZ 85251
(480) 312-2500
One Stop Shop

Date: 12/8/2016
Office: PLN-1STOP
Tran #: 1
Cashier: KPETERS
Mach ID: HPTC6005125
Batch #: 57857
Receipt: 00964424 Date: 12/8/2016 1:54 PM
108919
3175 USE PERMITS \$615.00

TENDERED AMOUNTS:

Check Tendered: \$615.00
MONARCH WELLNESS CENTERS
Chk #: 10891
Transaction Total: \$615.00

Thank you for your payment.
Have a nice day!

8-UP-2012#2
12/8/16

SIGNED BY JENNIFER HALL ON 12/8/2016

Total Amount

\$615.00

(When a credit card is used as payment I agree to pay the above total amount according to the Card Issuer Agreement.)

TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANSMITTAL # 108919



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

This request concerns all property identified in the development application.

Pre-application No: 485 - PA - 16

Project Name: Monarch Dispensary CUP renewal

Project Address: 8729 E. Manzanita Drive

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 owners agent: Michael Smith, Real Estate Holdings Group, LLC

Print Name

Michael Smith

Signature

City Use Only:

Submittal Date: _____ Case number: _____

Planning, Neighborhood & Transportation Division

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

MONARCH WELLNESS CENTERS



APPLICATION TO RENEW CONDITIONAL USE PERMIT

SUBMITTED: December 8, 2016

PROPERTY ADDRESS

8729 E Manzanita Rd.

Scottsdale, AZ. 85258

APN 174-04-972

APPLICANT

Monarch Wellness Centers, INC

A Not-For-Profit Corporation

**8-UP-2012#2
12/8/16**



OVERVIEW

In November of 2010, Arizona voter passed Proposition 203, making it the 15th state in the nation to legalize marijuana for medical use. In an effort to avoid the pitfalls of other state's medical marijuana models, the Arizona Department of Health Services (AZDHS) created a very stringent set of rules and regulations. These rules and regulations set forth very specific requirements governing the licensing of patients as well as dispensary, cultivation and infusion facilities.

One of the stipulations outlined in the AZDHS regulations, is that all facilities must be in compliance with the zoning requirements of the municipalities in which they are located. Therefore, Monarch Wellness Center, LLC is currently requesting the renewal of their existing Conditional Use Permit in order to continue to operate a dispensary at 8729 E Manzanita Rd in Scottsdale. There are no changes proposed to the current operation of this facility. It will not be used for cultivation, and will only continue to serve in a dispensary capacity.

This existing facility is and will continue to be a not-for profit medical marijuana dispensary that serves as a model operation, maintaining the highest standards of professionalism while operating in full compliance of the law. It is Monarch's goal to offer affordable, consistent, and quality medicine to state certified patients in an environment that is focused on safety, privacy, convenience, and comfort. The dispensary's interior environment and facilities function very similarly to a medical clinic and wellness center. Monarch will continue to inspire, counsel, and educate patients on matters such as the health effects of medical cannabis, alternative methods of receiving the medication, legal requirements, and patient rights.

One of Monarch's main objectives is to be recognized as a responsible service provider and good neighbor. As such, this organization is a proud member of Scottsdale's Chamber of Commerce. Furthermore, Monarch has supported and been actively involved in numerous organizations around the Valley since its inception. These charitable organizations include ICAN, Singleton Moms, The Crohn's & Colitis Foundation, and the POSA, just to name a few. Most recently in 2016, Monarch was the premium sponsor for the Singleton Moms "Fun Run", and actively involved in their "Christmas in July - Bare Necessities" Drive. Additionally, Monarch participated in the 2016 annual "Take Steps for Crohn's and Colitis Foundation - Walk at the Phoenix Zoo" with a team made up of staff and patients who collectively raised money for this great local cause. Monarch plans to continue their hard work and dedication with local charities and will continue to have a positive impact on Scottsdale and the greater community.

Monarch has also taken the necessary steps to insure that the operation and security requirements indicated by the AZDHS are greatly exceeded. Detailed operational manuals, patient privacy policies, and employee guidelines have been developed with the assistance of industry leaders and experts. We have developed benchmark training and human resource

tools along with systems that ensure consistency, compliance, and high performance throughout the entire staff. The safety of patients, employees, and the community are of top priority. Our security plan ensures the uncompromised safety of patients, staff, and the surrounding community. It is extensive and thorough, and includes a variety of topics covering video surveillance systems, transportation security, patient safety, and natural disaster preparedness plans; just to name a few. Monarch pledges to work continuously and diligently with members of local law enforcement and other security experts to provide constant review and updates to these security procedures.

Monarch Wellness initially made the decision to pursue a Conditional Use Permit for a dispensary facility in Scottsdale with the sole intent to set a standard of excellence for the entire industry. Through quality leadership, extensive research, significant funding, and a commitment to excel, Monarch has far exceeded this internal goal and welcomes the opportunity to continue to maintain it.

ZONING COMPLIANCE

Monarch Wellness is requesting to renew their existing Conditional Use Permit (case #8-UP-2012) for a dispensary at 8729 E Manzanita Rd. Scottsdale, 85258; parcel number 174-04-972. The site is currently zoned C-O, and is situated in a private and discreet location. Furthermore, this active dispensary continues to operate in full compliance with the recently adopted text amendment to Section 1.403 of the City's Zoning Ordinance as outlined below.

Section 1.403.M. Medical Marijuana Use Criteria

1. Active Medical Marijuana uses legally established and operating under a valid Conditional Use permit before September 30, 2016, including extensions, renewals and amendments to existing approvals, shall be subject to the following conditions:

All operations are conducted within a completely enclosed building;

This facility is not within 500 feet of any residential zoning district or residential portion of a Planned Community (PC) or any portion of a Planned Residential Development (PRD);

This facility is not within 500 feet of any elementary or secondary school or pre-school;

This facility is at least 1,320 feet from another medical marijuana use;

Monarch has provided a written public safety plan that was approved by Scottsdale's Police Department;

Monarch's hours of operation will continue to be no earlier than 6:00am and no later than 7:00pm;

There will never be a drive-through service, take-out window or drive-in service at this facility.

Additionally, Monarch does not allow on-site consumption of medication as well as prohibits loitering on the property.

CONDITIONAL USE PERMIT COMPLIANCE

Monarch Wellness will continue to meet or exceed all Conditional Use Permit requirements as set forth in Section 1.401 of the City's Zoning Ordinance as outlined below.

Section 1.401 Conditional Use Permit Issuance Criteria

A. The granting of this Use Permit will in no way be detrimental to the public health, safety or welfare of the surrounding area.

1. This use does not create damage or nuisance caused from noise, odor, dust, vibration or illumination. Monarch dispensary has been operating since 2012 with no issues or complaints regarding noise, odor, dust, vibration or illumination. It will continue to operate without nuisance just as any other medical office.

2. No Impact on surrounding area from traffic. Monarch is located in a commercialized area and is surrounded by other office type uses. This facility has not and will not generate abnormal amounts of increased traffic. It will operate just like every other business in the McCormick Ranch Office Park.

B. This use is compatible with surrounding uses. Again, this facility has been operational since 2012 and is surrounded by other office type businesses. There have been no concerns or complaints issued to the city.

C. This location meets all other additional conditions. As stated above, this location complies with all of the City of Scottsdale's zoning requirements.

CONCLUSION

Monarch Wellness is committed to the task of creating the benchmark by which all other medical marijuana facilities are measured. The goal is to maintain the highest standards of professionalism while operating in full compliance with all local and state laws and regulations. There are numerous stakeholders involved in this unique industry, including patients,

neighbors, legislators, law enforcement, the medical community, and the general public. Monarch Wellness continuously strives to present more than a mere idea based on speculative contingencies, but a well planned and achievable model that will adequately serve all those involved.

Monarch Wellness respectfully requests the renewal of their existing Conditional Use Permit for another five (5) years. This renewal will allow Monarch the opportunity to continue to be a positive role model to other facilities throughout the city and even throughout the state of Arizona.