

Case Research



Pre-Application Request

Purpose:

The purpose of the Pre-Application submittal, and meeting, is for the applicant and City Staff to discuss a proposed Development Application, and the information and process that is necessary for City Staff to process the proposal.

In accordance with the Zoning Ordinance, no development application shall be accepted before a Pre-Application has been submitted, and a Pre-Application meeting has been conducted with City Staff, unless the Pre-Application meeting has been waived by the Zoning Administrator.

Submittal:

The completed Pre-Application request form, all required materials and fees should be submitted in person to the One-Stop-Shop located at 7447 East Indian School Road; or, may they be submitted digitally at following website: <https://eservices.scottsdaleaz.gov/eServices/PreApps/Default.aspx>

All checks shall be payable to "City of Scottsdale."

Scheduling

After the Pre-Application packet has been accepted at the One-Stop-Shop, a staff member will contact the Applicant within five (5) Staff Working Days to schedule a Pre-Application meeting with the assigned staff member(s). Generally, a Pre-Application meeting is scheduled within five (5) to fifteen (15) Staff Working Days from the date of the submittal.

Project Name: THE VIG @ MCCORMICK RANCH - (TENANT IMPROVEMENT EXPANSION & PATIO EXPANSION)			
Property's Address: 7345 NORTH VIA PASEO DEL SUR		APN: 177-03-218A	
Property's Zoning District Designation: C-1P, NC, PCD			
Property Details:			
<input type="checkbox"/> Single-Family Residential	<input type="checkbox"/> Multi-Family Residential	<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Industrial <input type="checkbox"/> Other
Has a 'Notice of Compliance' been issued? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide a copy with this submittal			
Owner: DIVERSIFIED PARTNERS, LLC		Applicant: ARTIE A. VIGIL	
Company:		Company: AV3 DESIGN STUDIO	
Address: 7500 E. MCDONALD DRIVE, SCOTTSDALE, AZ		Address: PO BOX 16792, PHOENIX AZ 85011	
Phone: 480-947-8800	Fax: 480-947-7423	Phone: 602-326-3387	Fax:
E-mail: KELLY@DPCRE.COM		E-mail: ARTIE@AV3DESIGNSTUDIO.COM	
Owner Signature: 		Applicant Signature: 	
Official Use Only	Submittal Date: 3/11/15	Application No.: 244	-PA- 2015
Project Coordinator:			



Pre-Application Request

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	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions (PP)	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Subdivision (Minor) (MD)	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions (PE)	<input type="checkbox"/> Single-Family Residential
<input type="checkbox"/> Minor Amendment (MA)		<input type="checkbox"/> Other

Submittal Requirements: (fees subject to change every July)

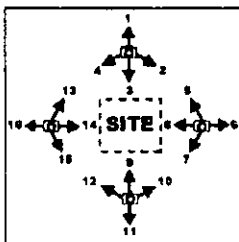
Pre-Application Fee: \$ _____
(No fees are changed for Historic Preservation (HP) properties.)

Records Packet Fee: \$ _____
Processed by staff. The applicant need not visit the Records desk to obtain the packet.
(Only required for ZN, II, UP, DR, PP, AB applications, or otherwise required by Staff)

Application Narrative:
The narrative shall describe the purpose of the request, and all pertinent information related to the request, such as, but not limited to, site circulation, parking and design, drainage, architecture, proposed land use, and lot design.

Property Owner Authorization Letter
(Required for the SA and MS Pre-Applications)

- Site / Context Photographs
- Provide color photographs showing the site and the surrounding properties. Use the guidelines below for photos.
 - Photos shall be taken looking in towards the project site and adjacent to the site.
 - Photos should show adjacent improvements and existing on-site conditions.
 - Each photograph shall include a number and direction.
 - Sites greater than 500 ft. in length, also take the photo locations shown in the dashed lines.
 - Photos shall be provided 8 1/2 x 11 paper, max. two per page.



- *The following list of Additional Submittal Information is not required for a Pre-Application meeting, unless indicated below by staff prior to the submittal of this request.*
- *Applicants are advised to provide any additional information listed below. This will assist staff to provide the applicant with direction regarding an application.*

Additional Submittal Information

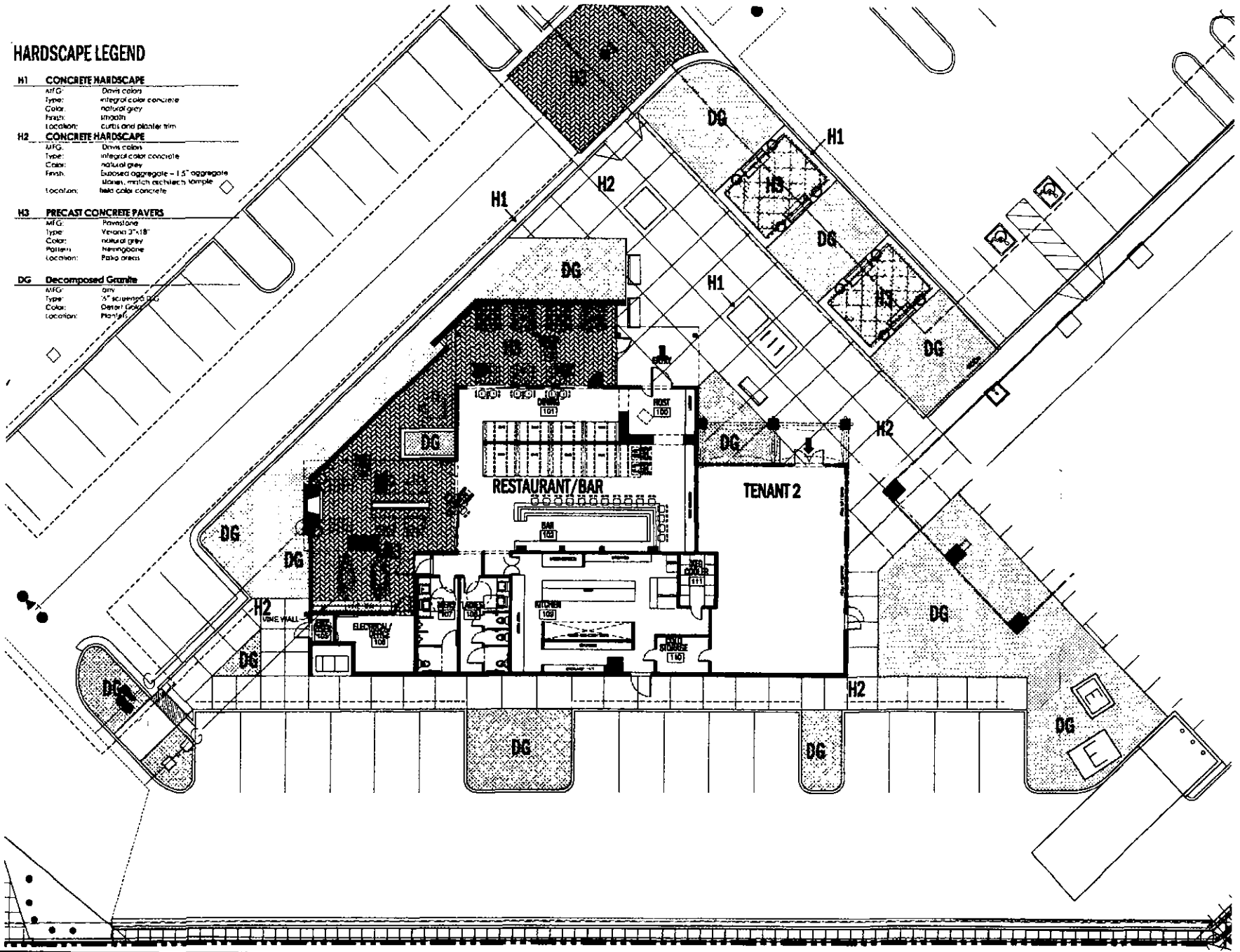
- Site Plan (two copies)
- Subdivision plan (two copies)
- Floor Plans (two copies)
- Elevations (two copies)
- Landscape plans (two copies)
- H.O.A. Approval letter
- Sign Criteria Regulations & Language (two copies)
- Material Samples – color chips, awning fabric, etc.
- Cross Sections – for all cuts and fills
- Conceptual Grading & Drainage Plan (three copies)
- Exterior Lighting – provide cut sheets, details and photometrics for any proposed exterior lighting.
- Boundary Survey (required for minor land divisions)
- Areal of property that includes property lines and highlighted area abandonment request.
- One copy of the recorded document for the area that is requested to be abandoned. Such as: subdivision plat, map of dedication, GLO (General Land Office) federal patent roadway easement, or separate dedication document. A copy of most recorded documents to be abandoned may be purchased at the City of Scottsdale Records Dept. (480-312-2356), or the Maricopa County Recorder's Office (602-506-3535). A copy of the General Land Office (GLO) federal patent roadway easement may be purchased from the Bureau of Land Management (602-417-9200).

Planning and Development Services

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

HARDSCAPE LEGEND

- H1 CONCRETE HARDSCAPE**
 MFG: Dornis color
 Type: integral color concrete
 Color: natural grey
 Finish: smooth
 Location: curbs and planter rim
- H2 CONCRETE HARDSCAPE**
 MFG: Dornis color
 Type: integral color concrete
 Color: natural grey
 Finish: Exposed aggregate - 1.5" aggregate
 Location: match reattach sample
 last color concrete
- H3 PRECAST CONCRETE PAVERS**
 MFG: Pavestone
 Type: Verona 2'x18"
 Color: natural grey
 Pattern: Herringbone
 Location: Plaza areas
- DG Decomposed Granite**
 MFG: DM
 Type: 3" screening
 Color: Desert Gold
 Location: Planting



STUDY AND DESIGN
 RELIANT CONSULTING
 02/10/2010

Hardscape Plan



Neighborhood Notification Checklist

AB, BA, UP, DR, HE, HP, MUMSP, PP

Neighborhood notification is necessary for all Conditional Use Permits, including Municipal Use Master Site Permits, Abandonments, Development Review Board, Board of Adjustment, and Hardship Exemption cases. You are required to return this form with checked items completed, and your Neighborhood notification Report with your application submittal.

If you have questions on these requirements, please contact Planning & Development Services at 480-312-2328.

This application is for a:

- Abandon of ROW/GLO
- Board of Adjustment
- Conditional Use Permit
- Historic Preservation Commission
- Development Review Board
- Hardship Exemption
- Municipal Use Master Site Plan

If you are submitting an application for Re-Zoning, Zoning Ordinance Text Amendments, Zoning Stipulation Amendments, Council Approved Amended Standards, and City Council Site Plan Approval this is not the correct checklist; please obtain a copy of the Citizen Review Checklist from your project coordinator. If you are applying for a General Plan Amendment, please obtain a copy of the Neighborhood Involvement Checklist from your project coordinator.

Complete the following marked items **prior to** submitting your application

Step 1: Neighborhood Notification

<p>Provide information by:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1st Class Letter or Postcard <input type="checkbox"/> In Person <input type="checkbox"/> Phone call <input type="checkbox"/> Certified Mail <input type="checkbox"/> Door Hangers/Flyers 	<p>To:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Property owners and HOAs within 750' (*required for all WCF) <input type="checkbox"/> Adjacent property owners/ tenants/HOAs <input type="checkbox"/> School District(s) <input type="checkbox"/> Interested Party list (provided by Project Coordinator) <input type="checkbox"/> Tenants, employees, and students (*required for all WCF)
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* WCF requirements for Notification shall be completed a minimum of 15 days prior to the application submittal.

Project Notification shall include the following information:

- Project request and description
- Location
- Size (e.g. Number of Acres of project, Square Footage of Lot)
- Zoning
- Site Plan
- Applicant and City contact names and phone numbers
- Any scheduled open house(s) - including time, date, and location

Step 2: Project Under Consideration

- Post sign 10 calendar days prior to your Open House Meeting. (See Sign posting requirements)
- Post sign 15 calendar days prior to your formal application submittal. (See WFC requirements)

Planning, Neighborhood & Transportation Division

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



Neighborhood Notification Checklist

AB, BA, UP, DR, HE, HP, MUMSP, PP

Step 3: Hold An Open House Meeting

You are required to hold a minimum of 2 Open House Meeting(s).

Provide open house date, time, and location to Project Coordinator **at least** 14 calendar days prior to the meeting. E-mail open house information to project coordinator and to: planninginfo@scottsdaleaz.gov.

Step 4: Complete a Neighborhood Notification Report

Provide all of the checked items, in a report, with your submittal

- You are required to submit a Neighborhood Notification Report with your application.
- Submit either the original, or a copy of this marked Neighborhood Notification Packet.
- Document your Project Notification efforts as follows:
 - Provide a list of names, phone numbers/addresses of contacted parties (e.g. neighbors/property owners, School District representatives, and HOA's).
 - 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 neighbors, the school district, and HOA's.
 - Provide originals of all comments, letters, and correspondence received.
 - Provide affidavit(s) of mailing(s).
- Verify the "Project Under Review" Sign Posting or Newspaper listing as follows:
 - Provide affidavit of posting, and pictures of sign, which are date and time stamped.
 - Copy of Newspaper listings with date of publication.
- Document the Open House Meeting(s) as follows:
 - List dates, times, and locations of open house meeting(s).
 - Provide the sign-in sheets, list of people attended the meeting(s), comment sheets, and written summary of the comments, issues and concerns provided at the open house meeting(s).
 - List the method by which the applicant has addressed, or intends to address, the issues, concerns, and problems identified during the process.
 - List dates, times, and locations of any follow-up with interested parties.
- List any other neighborhood, citizen involvement.

Related Resources:

- Project Under Consideration Sign Posting Requirements
- Affidavit of Posting
- Public Hearing Sign Posting Requirements

Planning, Neighborhood & Transportation Division

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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: 294 - PA - 2015

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 owners agent: _____

Print Name

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



Affidavit of Posting

Required: Signed, Notarized originals.
Recommended: E-mail copy to your project coordinator.

Project Under Consideration Sign (White) Public Hearing Notice Sign (Red)

Case Number: 244-PA-2015

Project Name: The Vig

Location: 7345 N. Via Paseo Del Sur

Site Posting Date: June 4, 2015

Applicant Name: Diversified Partners

Sign Company Name: Dynamite Signs, Inc.

Phone Number: 480-585-3031

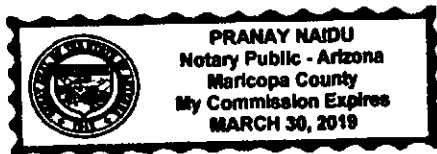
I confirm that the site has been posted as indicated by the Project Manager for the case as listed above.

Pranay Naidu
Applicant Signature

6.4.15
Date

Return completed original notarized affidavit AND pictures to the Current Planning Office no later than 14 days after your application submittal.

Acknowledged before me this the 4TH day of JUNE 2015



Pranay Naidu
Notary Public

My commission expires: 03-30-2019

City of Scottsdale -- Current Planning Division

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

Early Notification of Project Under Consideration

Neighborhood Open House Meeting:

Date: Monday, June 15, 2015
Time: 4:00 PM - 5:00 PM
Location: 7345 N. Via Paseo Del Sur
Suite Adjacent to "THE VIG"

Site Address: 7345 N. Via Paseo Del Sur

Project Overview:

- Request: Expansion of "THE VIG"
- Description of Project and Proposed Use: Minor modifications & expansion of dining patio to the north
- Site Acreage: Less than 1 acre
- Site Zoning: PNC/PCD

Applicant Contact:

Kelly Gantner 480-388-8189
Kelly@dpcrc.com

City Contact:

Meredith Tessier 480-312-4211
mtessier@scottsdaleaz.gov

Pre-Application #: 244-PA-2015 Available at City of Scottsdale: 480-312-7000

Project information may be researched at:
<http://www.scottsdaleaz.gov/projects/>

Posting Date: 6/4/15

-Penalty for removing or defacing sign prior to date of last hearing -Applicant Responsible for Sign Removal-



Affidavit of Posting

Required: Signed, Notarized originals.
Recommended: E-mail copy to your project coordinator.

Project Under Consideration Sign (White) **Public Hearing Notice Sign (Red)**

Case Number: 244-PA-2015

Project Name: The Vig Restaurant

Location: 7345 N Via Paseo Del Sur

Site Posting Date: 7-15-16

Applicant Name: Earl, Curley & Lagarde

Sign Company Name: Dynamite Signs, Inc.

Phone Number: 480-585-3031

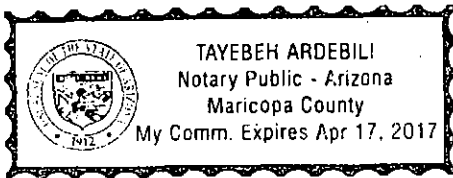
I confirm that the site has been posted as indicated by the Project Manager for the case as listed above.

Meghan Heggatt
Applicant Signature

7/15/16
Date

Return completed original notarized affidavit AND pictures to the Current Planning Office no later than 14 days after your application submittal.

Acknowledged before me this the 15 day of July 2016



Tayebah Ardebili
Notary Public
My commission expires: 04/17/2017

City of Scottsdale -- Current Planning Division

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

Early Notification of Project Under Consideration

Neighborhood Open House Meeting:

Date: August 1, 2016
Time: 6:00 PM
Location: 7345 N. Via Paseo Del Sur (The VIG Restaurant)

Site Address: 7345 N. Via Paseo Del Sur (The Vig Restaurant)

Project Overview:

- **Request:** A Development Review request for approval to allow minor exterior building and minor front patio modifications.
- **Description of Project and Proposed Use:** This request seeks a Development Review application, which is comprised of interior expansion of the existing restaurant into the immediately adjacent vacant suite, minor exterior modifications to this vacant suite, and minor front patio modifications to allow for a better dining experience.
- **Site Acreage:** Overall site +/- 10.37 acres; Subject Site +/- 1.2 acres
- **Site Zoning:** C-1 PNC PCD

Applicant Contact:

Taylor Earl of Earl, Curley & Lagarde
(602) 265-0094 tearl@ecclaw.com

City Contact:

Meredith Tessier 480-312-4211
mtessier@scottsdaleaz.gov

Pre-Application #: 244-PA-2015 Available at City of Scottsdale: 480-312-7000 Posting Date: 7/14/16

Project information may be researched at: <http://www.scottsdaleaz.gov/projects/>

• **Penalty for removing or defacing sign prior to date of last hearing -Applicant Responsible for Sign Removal**