

**Neighborhood Notification
Open House Information
Citizen Comments**



**AFFIDAVIT OF POSTING
OFFICE OF THE CITY CLERK**

STATE OF ARIZONA)
)
COUNTY OF MARICOPA) ss

I, Sita Barge, being first duly sworn, depose and say:

That on November 21, 2016, I posted notification poster(s) for the properties indicated below.

Site(s) must be posted on or before: 11/21/16

Case No.	Description and Location of Project	No. of Signs	Date Posted
20-HP-2016	MacAuley Carport Conversion, 4920 N 77th Pl	1	11/21/16

Date of Historic Preservation Commission Public Meeting: _____, AT 5:30 P.M. IN THE COMMUNITY DEVELOPMENT ROOMS 1, 2, 3, SCOTTSDALE, ARIZONA

Sita Barge

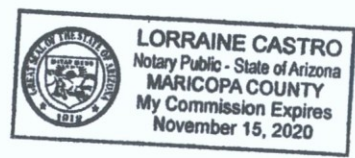
(Signature)

Acknowledged this 5th day of December 2016.

Lorraine Castro

(Notary Public)

My commission expires 11/15/2020



PUBLIC HEARING NOTICE

REQUEST: Approval of a Certificate of Appropriateness-Historic Preservation for the conversion of a carport to an enclosed garage.

CASE#: 20-HP-2016

DATE: December 1, 2016

UNLESS OTHERWISE NOTIFIED, ALL
PUBLIC HEARINGS ARE HELD AT:

ONE CIVIC CENTER
7447 E. INDIAN SCHOOL ROAD

YOUR COMMENTS ABOUT THIS REQUEST
CAN BE MADE PRIOR TO OR AT THE ABOVE
PUBLIC HEARING

HEARING DATE SUBJECT TO CHANGE
PLEASE CHECK OUR WEBSITE FOR LATEST INFORMATION



480-312-7000

POSTED DATE:

11-21-16

Marked by a red "X" on the sign as a City of Phoenix requirement.



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:

- | | |
|--|---|
| <input type="checkbox"/> Abandon of ROW/GLO | <input type="checkbox"/> Development Review Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Hardship Exemption |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Municipal Use Master Site Plan |
| <input checked="" type="checkbox"/> Historic Preservation Commission | |

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 checked="" type="checkbox"/> Interested Party list (provided by Project Coordinator) <input type="checkbox"/> Tenants, employees, and students (*required for all WCF)
---	--

* WCF requirements for Notification shall be completed a minimum of 15 days prior to the application submittal. Notification for all other applications should be within 45 days prior to the date of your formal 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 and Development Services

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 ___ 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.
- 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 and Development Services

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

October 6, 2016

Dear VM Neighbors:

Re: Residence at 4920 North 77th Place

This note is to inform you that I am applying to the Board of VM IV and the City of Scottsdale for permission to convert my carport into a garage. This modification will be consistent with the existing design of my residence.

Similar conversions already exist in my immediate neighborhood.

This will be presented at your scheduled VM4 Board Meeting at 6 PM on October 12th.

I expect to move in during November.

If you have any questions or comments please contact me at (480) 947 7399, (480) 695 3159, or at the address below.

Sincerely,

Amy MacAulay

8738 East Highland Ave.

Scottsdale 85251