



 **FILE COPY**

September 27, 2007

34-DR-2007  
Aaron Garcia  
Action Lighting Inc  
710 W Broadway Rd Ste 504  
Mesa, AZ 85210

**RE: DRB APPROVAL NOTIFICATION**

**Case Reference No:** 34-DR-2007 Target At The Summit

The Development Review Board approved the above referenced case on September 6, 2007. For your use and reference, we have enclosed the following documents:

- Approved Stipulations/Ordinance Requirements
- Construction Document Submittal Requirements/Instructions
  - These instructions are provided to you so that you may begin to assemble information you will need when submitting your construction documents to obtain a building permit. For assistance with the submittal instructions, please contact your project coordinator Greg Williams, 480-312-4205.
- Table: "About Fees"
  - A brief overview of fee types. A plan review fee is paid when construction documents are submitted, after which construction may begin. You may review the current years fee schedule at:  
<http://www.scottsdaleaz.gov/bldgresources/Fees/default.asp>  
Please note that fees may change without notice. Since every project is unique and will have permit fees based upon it's characteristics, some projects may require additional fees. Please contact the One Stop Shop at 480-312-2500.

**Finally, please note that as the applicant, it is your responsibility to distribute copies of all enclosed documents to any persons involved with this project, including but not limited to the owner, engineers, architect, and developer.**

Sincerely,

  
Greg Williams  
Senior Planner  
gwilliams@ScottsdaleAZ.gov

**About Fees -**

The following table is intended to assist you in estimating your potential application, plan review, and building permit fees. Other fees may also apply, for example Water Resources non-Residential Development, Parking-in-Lieu Fees, or Assessment District Fees; and those fees are not listed in this package the plan review staff is responsible for determining additional applicable fees.

Type of Activity	Type of Fee	Subcategory	When paid?
Commercial	Application	<ul style="list-style-type: none"> <li>▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Commercial, foundation, addition, tenant improvement/remodel</li> <li>▪ Apartments/Condos</li> <li>▪ Engineering site review</li> <li>▪ Signs</li> <li>▪ Plat fees</li> <li>▪ Misc. Plan Review</li> <li>▪ Lot Tie/Lot Split</li> <li>▪ Pools &amp; Spas</li> <li>▪ Recordation</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Commercial addition, remodel, tenant improvement, foundation only, shell only</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins
Residential	Application	<ul style="list-style-type: none"> <li>▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, standard plans</li> <li>▪ Engineering site review</li> <li>▪ Misc. plan reviews</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, detached structure, standard plans</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins

**Stipulations for Case:  
Target at The Summit  
Case 34-DR-2007**

These stipulations are in order to protect the public health, safety, welfare, and the City of Scottsdale. Unless otherwise stated, the applicant agrees to complete all requirements prior to final plan approval, to the satisfaction of Project Coordinator and the Final Plans staff.

**PLANNING**

**APPLICABLE DOCUMENTS AND PLANS:**

**DRB Stipulations**

1. Except as required by the City Code of Ordinances, Zoning Regulations, Subdivision Regulations, and the other stipulations herein, the site design and construction shall substantially conform to the following documents:
  - a. Architectural elements, including dimensions, materials, form, color, and texture, shall be constructed to be consistent with the building elevations submitted by Pacific Neon with a date provided on the plans by City Staff of 8/23/2007.
  - b. The location and configuration of all site improvements shall be constructed to be consistent with the site plan submitted by Pacific Neon with a date provided on the plans by City Staff of 8/23/2007.
  - c. Landscaping, including quantity, size, and location of materials shall be installed to be consistent with the conceptual landscape plan submitted by eGroup with a date provided on the plans by City Staff of 8/23/2007.

**ARCHITECTURAL DESIGN:**

**DRB Stipulations**

2. All exterior conduit and raceways shall be painted to match the base of the sign.

**N.A.O.S.:**

**DRB Stipulations**

3. The NAOS shall be releases in the location of the sign.

**Ordinance**

- A. NAOS shall not be dedicated within 5'-0" of a sign.
- B. NAOS located between 5'-0" and 10'-0" from the face of a building shall be counted as revegetated NAOS for the length of the sign.

**LANDSCAPE DESIGN:**

**DRB Stipulations**

4. Upon removal of the salvageable native plants, the salvage contractor shall submit completed Native Plant Tracking Form, as well as a list identifying the tag numbers of the plants surviving salvage operations, to the City's Inspection Services Unit within three (3) months from the beginning of salvage operations and/or prior to the issuance of the Certificate of Occupancy.
5. Cut and fill slopes shall be rounded to blend with the existing contours of the adjacent natural grades.

**EXTERIOR LIGHTING DESIGN:**

**Ordinance**

C. Light sources shall be shielded fro view and shall not allow spillage beyond signage, per Section 8.411





A copy of these construction document submittal requirements must accompany your first Construction Document Application submittal. Provide each item listed on the submittal checklists at your first final plan review application.

### **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

To modify these requirements, the applicant must contact the City of Scottsdale's Project Coordinator in the Planning and Development Services Department. **The applicant must have Construction Document Application Requirements document revised prior coming into the City of Scottsdale to submitting the first Construction Document Application review.** The City of Scottsdale's Planning and Development Services Staff reserves the right to refuse to modify these requirements.

All Zoning Ordinance and Development Review Board stipulations and requirements *may not be listed below*. It is the applicants responsibility to demonstrate compliance with all Zoning Ordinance requirements, associated Building and Fire Codes, Design Standards and Policies Manual requirements, Civil Plan requirements, City Code requirement, and Development Review Board stipulations prior to the issuance of any building and / or civil encroachment permit. The city of Scottsdale reserves the right to request additional information in order to verify Zoning Ordinance, Building and Fire Codes, and City Code requirements, Development Review Board requirements, Civil Requirements, and associate information for documentation and records purposes.

- **The following plans must be submitted with the first final plan review application in separate packages** - see the sections below for each of the application submittal content requirements:
  - Items To Be Completed Prior To First Construction Document Application Submittal (Section 1) (CIVIL AND PLANNING)
  - Native Plant Plan Application (Section 2) (PLANNING)
  - Architectural Plan Application (Section 3) (PLANNING)

**The COVER SHEET for Civil, Landscape, Architectural, and Native Plant PLANS must contain:**

1. County Assessor parcel number of property on which improvements are being proposed.
2. Full street address assigned by the City of Scottsdale Records Department.
3. The complete Development Review Board case number 34-DR-2007, in the right hand margins. The pre-application number is not needed on the plans. All numbers must be in 1/4-inch letters. Leave additional space on your right hand margin for the plan check number that will be assigned after Construction Document Application has been submitted.
4. Provide space for the City of Scottsdale Plan check number, and Native Plant Case number in the right hand margin. The numbers will be provided with all applicable case numbers must be in 1/4-inch letters.
5. On the appropriate plan, provide the name, address, phone number, and email address of the owner, and the party preparing the plans (architect, engineer, landscape architect, salvage company, etc.).

**\*\*Detailed instructions for construction plan preparation can be found in the city of Scottsdale's DESIGN STANDARDS AND POLICIES MANUAL**, available at [www.scottsdaleaz.gov/design/DSPM](http://www.scottsdaleaz.gov/design/DSPM), or at the Records counter (call 480-312-2356).

## **SECTION I.**

### Native Plant Application Requirements



This information pertains to submittals made for salvage plant (native plant) permit. Submittals must be complete and submitted to the Permit Services Division of the Planning and Development Services

Department with the appropriate plan check fees. **The Native / Salvage Plant Submittal may be submitted prior to or concurrent with the first construction document submittal.**

### NATIVE PLANT APPLICATION (PLANNING)

**Submit Native / Salvage Plans**

- **The Native / Salvage Plant Plan Application may be submitted prior to the first submittal of the Construction Document Application.**
- Contact the City of Scottsdale's Native plant specialist at 480-312-7000 or go to the City of Scottsdale's web site for the most recent Native Plant Submittal requirements:  
[www.scottsdaleaz.gov/codes/NativePlant/Forms/NP\\_Requirements.pdf](http://www.scottsdaleaz.gov/codes/NativePlant/Forms/NP_Requirements.pdf)

## **SECTION II.**

### Architectural Plan Application Requirements

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Items listed must be submitted at first submittal of construction document application, with a copy of this list. All plans must be signed and sealed. **Incomplete application will not be accepted.** If necessary, the plan reviewer may require additional information and plans after the first submittal of the applicant. **The applicant is strongly encouraged consult [www.scottsdaleaz.gov/bldgresources/planreview](http://www.scottsdaleaz.gov/bldgresources/planreview) for minimal submittal and construction document preparation requirements.**

### ARCHITECTURAL PLAN APPLICATION (PLANNING)

- FOUR (4) complete sets** (Building, Planning, and Fire Reviews), each on **24 x 36 paper, and at 1/8" scale or larger** so plans are legible when reduced. **Incomplete submittals will not be accepted.**

**Architectural Construction Document Plans shall include:**

- Architectural Plans
- Elevations
- Retaining Walls
- Civil & Landscape Plans
- Exterior Lighting Manufacture Cut Sheets (on 24 x 36 paper minimum)
- Complete Improvement plans (civil and landscape / Irrigation plans) included in each set for reference.
- Details
- Mechanical Plans
- Electrical Plans

**Architectural Construction Document Calculations for Building Code Review:**

- One (1) copy of structural, electrical, and water calculations (may be on drawings)
- Construction Specifications - 8 1/2" x 11" bound copies or on plan sheets



## SECTION III.

### Improvement Plan Application Requirements

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Items listed must be submitted at first submittal of construction document application, with a copy of this list. **Incomplete application will not be accepted.** If necessary, the plan reviewer may require additional information and plans after the first submittal of the applicant.

- **Required Plan Size: 24" X 36"**
- **Minimum Horizontal Scale: 1" = 20'**
- **Minimum Vertical Scale: 1" = 2'**
- **Landscape & Civil Plans At Same Scale.**

#### IMPROVEMENT PLANS APPLICATION

- THREE (3) complete sets** (CIVIL, Planning, and Fire Reviews). Plans shall be prepared in accordance with the Design Standard and Policy Manual and the submittal requirements checklist on the City's Web Site: <http://www.scottsdaleaz.gov/design/DSPM>.

#### Improvement Construction Document Plans shall include:

- A sealed engineer's statement on the cover sheet of all civil plan sets stating that, "The engineer of record on these plans has received a copy of the approved stipulations for this project and has designed these plans in conformance with the approved stipulations." (CIVIL)**
- Landscape and Irrigation plans: (PLANNING)  
(Retaining walls, fence walls and fences over 3-feet, monuments over 3-feet, entry gate features, building structures, and high voltage electrical or panel electrical must be included a the Architectural Plan Application for review and approval. Walls may be designed by a Landscape Architect, but shall not be included in the Landscape plans. High voltage connections, electrical panels, electrical meters, and high voltage electrical shall be design by an electrical Engineer and submitted for building code review) (PLANNING)
- Slope Analysis (PLANNING)
- NAOS graphic & calculation worksheet (PLANNING)
- ALTA Survey Plan (no older than 1 year from the date of the 1<sup>st</sup> submittal of the Improvement Plan Application, for reference only)
- Copy of the No-Conflict Form (Originals must be signed by each utility prior to plan approval) (CIVIL)