
Case Research



Pre-Application Request

Development Application Type:
Please check the appropriate box of the Type(s) of Application(s) you are requesting

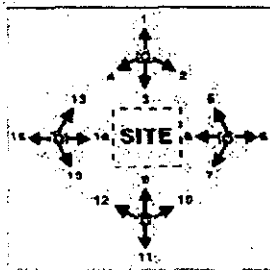
Zoning	Development Review	Signs
<input type="checkbox"/> Text Amendment (TA)	<input checked="" type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input checked="" type="checkbox"/> Development Review (Minor) (SA)	<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)	Other Application Type Not Listed
<input type="checkbox"/> Minor Amendment (MA)	<input type="checkbox"/> Lot Tie or Lot Line Adjustment	<input type="checkbox"/>

Submittal Requirements: (fees subject to change every July)

- Pre-Application Fee: \$ _____
- 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)
- Aerial 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, Neighborhood & Transportation Division

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

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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.

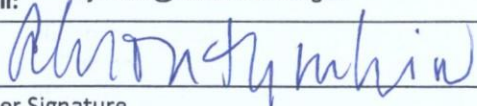
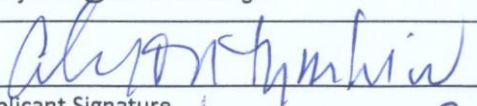
In accordance with the Zoning Ordinance, no development application shall be accepted before a Pre-Application has been submitted, and a Pre-Application meeting has been conducted with City Staff, unless the Pre-Application meeting has been waived by the Zoning Administrator.

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. 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: Raintree Drive Extension	
Property's Address: Raintree Drive from Scottsdale Rd to 101 Freeway	APN: _____
Property's Zoning District Designation: I-1 and C-4	
Property Details:	
<input type="checkbox"/> Single-Family Residential	<input type="checkbox"/> Multi-Family Residential
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial <input checked="" 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: Alison Tymkiw	Applicant: Alison Tymkiw
Company: City of Scottsdale	Company: City of Scottsdale
Address: 7447 E. Indian School Rd Suite 205	Address: 7447 E. Indian School Rd Suite 205
Phone: 480-312-3481 Fax: 480-312-7971	Phone: 480-312-3481 Fax: 480-312-7971
E-mail: atymkiw@scottsdaleaz.gov	E-mail: atymkiw@scottsdaleaz.gov
 Owner Signature	 Applicant Signature
Official Use Only Submittal Date: _____	Application No.: 626 -PA- 2013
Project Coordinator: _____	

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Project Narrative

This document will be uploaded to a Case Fact Sheet on the City's web site.

Date: 9/11/13

Project No: _____-PA_____

Coordinator: _____

Case No: _____

Project Name: Raintree Drive Extension Project

Project Location: Raintree Drive from Scottsdale Road to the 101

Property Details: Single-Family Residential Multi-Family Residential Commercial Industrial

Current Zoning: I-1 and C-4 Proposed Zoning: N/A

Number of Buildings: N/A Parcel Size: N/A

Gross Floor Area/Total Units: N/A Floor Area Ration/Density: N/A

Parking Required: N/A Parking Provided: N/A

Setbacks: N - _____ E - _____ S - _____ W - _____

Description or Request:

The Raintree Drive Extension project will provide a direct connection between the SR 101L Freeway and Scottsdale Road. This extension will simplify the route from Hayden to Scottsdale Road and help relieve some of the traffic congestion currently experienced on Frank Lloyd Wright Boulevard.

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Project Narrative Development Review Board

While preparing the project narrative, please refer to the Development Review Board Criteria (refer to attachment #A), which serve as the basis for the review and approval of your proposal. Provide information, descriptions, and explanations that are indicated by the Project Coordinator.

- Describe how the proposed development is consistent with the Character and Design Chapter of the Scottsdale General Plan, the Zoning Ordinance, any pertinent master plan, scenic corridor guideline, or streetscape guideline.
- Explain how the proposed development will contribute to the general health, welfare, safety and convenience of persons residing or working in the vicinity.
- Describe the spatial relationship that will exist between nearby structures and the proposed development, as well as open spaces, and topography, both within the project site and in the surrounding context.
- Explain how the site layout will promote safety and convenience relative to ingress, egress, internal circulation for pedestrians and vehicles, parking areas, loading and service areas.
- Describe how the architectural characteristics of the proposed development relate to character elements and design features of the structures that are within the surrounding context.
- Describe how the design features and details of the proposed development have been utilized to screen all mechanical equipment, appurtenances and utilities.
- Describe how the proposed development is consistent with the Sensitive Design Principles, pertinent Architectural Design Guidelines and other design guidelines.
- If the proposed development is located within the environmentally sensitive lands (ESL) district, explain how the proposed development complies with the recommendations and guidelines that are described in the environmentally sensitive lands (ESL) ordinance.
- If the proposed development is located within the HP, historic property district, then describe how the proposed development has utilized any unique or characteristic architectural features throughout the design of the project.
- If the proposed development is located within the downtown district, then describe how the proposed development has incorporated urban character and pedestrian orientation throughout the design of the project.
- If the proposed development is located within the downtown district, then describe how the proposed development has incorporated traditional or southwestern design vernaculars, subdivided the building form into smaller character elements, emphasized fine-grain detailing, and utilized recessed fenestrations.
- If the proposed development is located within the downtown district, then describe how the proposed development has incorporated the urban design and architectural design guidelines.