



**City Auditor**

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TO: Chair Klapp and Members of the Audit Committee  
FROM: Sharron Walker, City Auditor  
DATE: January 15, 2015  
RE: Development Review Board Sunset Review

This Board's purpose, as provided in Sec. 1.901 of Scottsdale's Zoning Ordinance, is to:

- Review all aspects of the proposed design of a development including, but not limited to, site planning and the relationship of the development to the surrounding environment and the community, guided by the Development Review Board criteria.
- Establish design policies and guidelines that support the character and design goals and policies of the General Plan.
- Recognize the interdependence of land values, aesthetics and good site planning, for it is a well-known fact that Scottsdale's economic and environmental well-being depends a great deal upon the distinctive character and natural attractiveness which contribute substantially to its potential as a recreational resort area and regional trade center. Development review is intended to enrich the lives of all the citizens of Scottsdale by promoting harmonious, safe, attractive and compatible development, and is therefore considered to be in furtherance of public health, safety and general welfare.

(Ord. No. 2830, § 1, 10-17-95; Ord. No. 4117, § 1 (Res. No. 9563, Exh. A, § 1), 11-19-13)

The Board's staff liaison has provided Attachment 1 - the Board's calendar year 2014 annual report that was approved at its January 15 meeting, and Attachment 2 - the applicable Zoning Ordinance sections as supplementary information. As additional information, I have also attached the Board's annual reports for calendar years 2013 and 2012.

**ACTION:**



The Audit Committee is to evaluate whether the board or commission being reviewed is serving its intended purpose; whether the board or commission purpose should be maintained or modified; and whether the purpose has been served or is no longer required.

Specifically, the Audit Committee is to recommend to the City Council whether to continue or terminate the board or commission.



**Planning and Development Services**

7447 East Indian School Road, Suite 105  
Scottsdale, Arizona 85251

**To:** City Council Audit Committee  
**From:** Steve Venker, Development Review Board Coordinator   
**Through:** Tim Curtis, AICP, Current Planning Director   
**Date:** January 7, 2015  
**Re:** Audit Committee's Sunset Review of the Development Review Board

This memorandum is to provide you and the Audit Committee background information regarding the Development Review Board ahead of the Audit Committee's Sunset Review schedule for January 26, 2015.

The purpose of the Development Review Board is to review all aspects of the proposed design of a development including, but limited to, site planning and the relationship of the development to the surrounding environment and the community, guided by the Development Review Board criteria. In addition, Development Review Board establishes design policies and guidelines that support the character and design goals and policies of the General Plan. The Development Review Board recognizes the interdependence of land values, aesthetics and good site planning, for it is a well-known fact that Scottsdale's economic and environment well-being depends a great deal upon the distinctive character and natural attractiveness which contribute substantially to its potential as a recreational resort area and regional trade center. Development review is intended to enrich the lives of all the citizens of Scottsdale by promoting harmonious, safe, attractive and compatible development, and is therefore considered to be in furtherance of public health, safety and general welfare.

**Attachments:**

1. Development Review Board draft 2014 Annual Report
2. Scottsdale Zoning Ordinance Sections 1.900-1.911 – Development Review Board



## Development Review Board Annual Report

Prepared by Steve Perone, Planning Assistant on 1/6/15

Approved by the Development Review Board on 1/15/15

Web Site Address: [www.scottsdaleaz.gov/boards/DRB](http://www.scottsdaleaz.gov/boards/DRB)

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**Number of Meetings Held: 20**

**Public Comments: 11**

### Major Topics of Discussion / Action Taken:

Reviewed all aspects of proposed development applications including site planning and the relationship of the development to the surrounding environment and community, and approved or denied development applications as referenced below:

- **Public Facilities and Infrastructure**, including: Arizona Canal-North Canal Bank Improvements; Arizona Canal Path
- **Mixed-use Developments**, including: Scottsdale Quarter-Phase 3, Blocks L & M; Eldorado on First; Scottsdale Quarter Block M Garage; Scottsdale Quarter Block M American Girl
- **Guidelines and Development Standards**, including: Design Standards and Policies Manual
- **Commercial Development**, including: Paseo Village; Don & Charlie's Patio; Harley Davidson of Scottsdale; Pinnacle of Scottsdale Phase 2; GOAZ Motorcycle Support Facility; Miller Plaza Redevelopment; DC Ranch Lots 8 & 9; Brown's Classic Autos; Crossroads South Pad; Kneaders Bakery and Café; Desert Storage – Evans; Fate Brewing Company; Safeway #2032 Fuel Center; Scottsdale Plaza; Toy Barn
- **Residential Development**, including: Sierra Reserve Resort; 74th Street & McDowell Road Redevelopment; Andaluza; Boulder Villas; Diamante; Scottsdale Mountain Villas; Arcadia Ridge; Las Aguas; First Avenue Townhomes; Aerium Townhomes; Reata Ranch Guest Ranch; Sonoran Sky; Whisper Ridge; Sereno Canyon; Zara Court; Envy; Cochise Estates; 88<sup>th</sup> Place; Chazal Scottsdale New Leasing Office; Sienna Hills; Aerium Encore Condominiums; The Enclave at Borgata; El Regalo West
- **Communication Facilities**, including: Verizon; T-Mobile; AT&T; Sprint; NewPath Networks
- **Medical Facilities**, including: Scottsdale Memory Care; North Scottsdale Medical Office Building
- **Places of Worship**, including: Shepherd of the Desert
- **Scottsdale programs and policies**, including: Annual Ethics Training; 2014 General Plan; Scottsdale Environmental Design Awards

### Current Member Attendance:

Member Name, Title	Present	Absent/Tardy	Service Dates
Eric Gerster (Vice-Chair)	11	2	From Jan. to Sept. 4*
Chris Jones	11	2	From Jan. to Sept. 4
Ali Fakh	12	1	From Jan. to Sept. 4
David Gulino	11	2	From Jan to Sept. 4
Kevin Bollinger	18	2	From Jan. to Dec.*
Paul Alessio	7	0	From Sept. 18 to Dec.
Matthew Mason	6	1	From Sept. 18 to Dec.
Joe Young	6	1	From Sept. 18 to Dec.
Kelsey Young	7	0	From Sept. 18 to Dec.

- \* Eric Gerster was elected Vice-Chair 2/20/14
- \* Kevin Bollinger was elected Vice-Chair 9/18/14

**Planning Commission Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Erik Filsinger, Commissioner	2	0	From Jan. to Feb.
David Brantner, Commissioner	5	1	From March to May*
Ed Grant, Commissioner	3	2	From June to Aug.
Mike Edwards, Commissioner	5	1	From Sept. to Nov.*
Mike Minnaugh, Commissioner	2	0	From Dec. to Dec.
Larry Kush, Commissioner	1	1	As a substitute
Michael D'Andrea, Commissioner	1	0	As a substitute

- \* Commissioner Edwards substituted for Commissioner Filsinger on February 20, 2014
- \* Commissioner Edwards substituted for Commissioner Brantner on May 1, 2014
- \* Commissioner D'Andrea substituted for Commissioner Grant on June 5, 2014
- \* Commissioner Kush substituted for Commissioner Grant on August 21, 2014
- \* Commissioner Kush substituted for Commissioner Edwards on September 18, 2014

**City Council Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Robert Littlefield, Councilman	1	1	From Jan. to Feb.*
Suzanne Klapp, Councilwoman	3	2	From March to May
Dennis Robbins, Councilman	3	1	From June to Aug.
Guy Philips, Councilman	5	1	From Sept. to Nov.
Virginia Korte, Councilmember	2	0	From Dec. to Dec.

- \*Councilwoman Klapp substituted for Councilman Littlefield on February 20, 2014

**Subcommittees:** Briefly describe the subcommittee(s) purpose, justification, membership, and when its work is anticipated to be complete. If no subcommittees, than insert "None"

None

**Ethics Training:** Yes. Computer-based training completed 1/31/ 2014

**Selected Officers:** Yes on 2/20/2014.

**Reviewed Bylaws/City Code:** No

**Anticipated Key Issues:**

**Future Significant Work Products:** Design Standards and Policies Manual; Downtown Urban Design and Architectural Guidelines

**Upcoming Opportunities, Challenges, or Outcomes:**

**Additional Comments/Recommendations:** If the Board/Commission wishes to add additional comments or recommendation(s) to the City Council, it can go in this section.

Zoning Administrator and the Planning and Development Services General Manager from whom the appeal is taken. The Board shall fix a reasonable time for hearing the appeal and give notice thereof.

C. An appeal hearing pursuant to this subsection shall be conducted by the Board of Adjustment following the notice and hearing procedures of section 1.803, except posting on the subject property is not required when no specific property is at issue.

D. The Board shall determine whether:

- (1) The Zoning Administrator's interpretation of the Zoning Ordinance or other decision is arbitrary, capricious or an abuse of discretion;
- (2) The Planning and Development Services General Manager's interpretation of the land divisions ordinance, or other decision is arbitrary, capricious or an abuse of discretion.

E. A concurring vote of a majority of all the members of the Board shall be necessary to reverse an interpretation of the zoning ordinance by the Zoning Administrator, a decision of the Zoning Administrator, an interpretation of the land divisions ordinance by the Planning and Development Services General Manager, or a decision of the Planning and Development Services General Manager on appeals. Unless a majority of the board affirmatively votes to reverse the Zoning Administrator's or the Planning and Development Services General Manager's interpretation or decision, the decision of the Board shall be to uphold the interpretation or decision.

F. The decision of the Board of Adjustment may be appealed as provided in section 1.806 of this ordinance.

(Ord. No. 2830, § 1, 10-17-95; Ord. No. 3225, § 1, 5-4-99; Ord. No. 3314, § 1, 4-18-00; Ord. No. 3788, § 3, 5-20-08)

**Sec. 1.806. Appeals of Board of Adjustment decisions.**

Any person aggrieved by a decision of the Board of Adjustment, or any taxpayer, city officer or department affected by a decision of the Board,

may appeal the Board's decision to the Superior Court at any time within thirty (30) days after the Board has rendered its decision.

(Ord. No. 2332, 2-5-91; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3314, § 1, 4-18-00; Ord. No. 3457, § 1(Exh. 1), 6-18-02)

Note—Formerly § 1.807.

**Sec. 1.900. Development Review Board.**

(Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 5), 11-14-12)

**Sec. 1.901. Purpose.**

The purpose of the Development Review Board is to review all aspects of the proposed design of a development including, but not limited to, site planning and the relationship of the development to the surrounding environment and the community, guided by the Development Review Board criteria. In addition, Development Review Board establishes design policies and guidelines that support the character and design goals and policies of the General Plan. The Development Review Board recognizes the interdependence of land values, aesthetics and good site planning, for it is a well-known fact that Scottsdale's economic and environmental well-being depends a great deal upon the distinctive character and natural attractiveness which contribute substantially to its potential as a recreational resort area and regional trade center. Development review is intended to enrich the lives of all the citizens of Scottsdale by promoting harmonious, safe, attractive and compatible development, and is therefore considered to be in furtherance of public health, safety and general welfare.

(Ord. No. 2830, § 1, 10-17-95; Ord. No. 4117, § 1(Res. No. 9563, Exh. A, § 1), 11-19-13)

**Sec. 1.902. Powers of the Development Review Board.**

A. The Development Review Board has authority to:

1. Approve, approve with stipulations, or deny:
  - a. Applications for development review;

- b. Development standard modifications only as set forth in the districts where the Development Review Board is specifically authorized;
  - c. Applications for the location of art-work provided in accordance with the Cultural Improvement Program or Public Art Program;
2. Make recommendations to the Planning Commission or City Council on:
- a. Municipal use master site plans;
  - b. Design components of development plans associated with an application for a zoning district map amendment or Conditional Use Permit;
3. Adopt by resolution:
- a. Design policies and guidelines that support the character and design goals and policies of the General Plan;
  - b. The Design Standards and Policies Manual; and
4. Hear appeals from the administrative design decisions of the Zoning Administrator's approval of a minor development application.

B. The Development Review Board, upon hearing an application, may impose such reasonable stipulations as it may deem necessary to provide compatible development with adjacent properties, preserve neighborhood character or mitigate adverse environmental impacts. Violation of any such stipulations shall be a violation of this ordinance and such violation shall render any related permit null and void.

C. The Development Review Board may continue any matter to a later date.

D. Prior to the development, construction, remodel, change or alteration of any proposed or existing development within a zoning district that is subject to development review, the property owner or agent shall secure approval of the Development Review Board.

E. The Development Review Board does not have authority to interpret, or grant variances from, the provisions of the Zoning Ordinance or the Scottsdale Revised Code. (Ord. No. 2301, § 1, 7-17-90; Ord. No. 2305, § 1, 2-19-91; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3225, § 1, 5-4-99; Ord. No. 3395, § 1, 12-11-01; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 6), 11-14-12)

**Sec. 1.903. Organization.**

A. There is hereby created a Development Review Board.

- 1. The Development Review Board shall consist of seven (7) members. The membership shall consist of a City Council member; a Planning Commission member; five (5) public members, three (3) of whom shall be architects, landscape architects, environmental scientists or persons otherwise qualified by design background training, or experience; and two (2) of whom shall be land developers, builders, or contractors.
- 2. The five (5) public members of the Development Review Board shall be appointed by the City Council. The length and term and other conditions of appointment are set forth in Section 2-241 of the Scottsdale Revised Code. The City Council member and the Planning Commission member shall serve three-month revolving terms. The five (5) public members shall serve without compensation.
- 3. The Development Review Board may adopt by-laws and rules that are consistent with the Scottsdale Revised Code as it deems necessary for matters relative to its work and administration of its duties.

(Ord. No. 2305, § 1, 2-19-91; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 7), 11-14-12)

Charter reference—Boards, commissions, etc., art. 5, § 1 et seq.

**Sec. 1.904. Criteria.**

A. In considering any application for development, the Development Review Board shall be guided by the following criteria:

1. The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.
2. The architectural character, landscaping and site design of the proposed development shall:
  - a. Promote a desirable relationship of structures to one another, to open spaces and topography, both on the site and in the surrounding neighborhood;
  - b. Avoid excessive variety and monotonous repetition;
  - c. Recognize the unique climatic and other environmental factors of this region to respond to the Sonoran Desert environment, as specified in the Sensitive Design Principles;
  - d. Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District; and
  - e. Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.
3. Ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas and pedestrian ways shall be so designed as to promote safety and convenience.
4. If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design.
5. Within the Downtown Area, building and site design shall:
  - a. Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines;
  - b. Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level;
  - c. Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations;
  - d. Reflect the design features and materials of the urban neighborhoods in which the development is located; and
  - e. Incorporate enhanced design and aesthetics of building mass, height, materials, and intensity with transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area.
6. The location of artwork provided in accordance with the Cultural Improvement Program or Public Art Program shall address the following criteria:
  - a. Accessibility to the public;
  - b. Location near pedestrian circulation routes consistent with existing or future development or natural features;
  - c. Location near the primary pedestrian or vehicular entrance of a development;
  - d. Location in conformance with the Design Standards and Policies Manual for locations affecting existing utilities, public utility easements, and vehicular sight distance requirements; and



- e. Location in conformance to standards for public safety.

B. The burden is on the applicant to address all applicable criteria in this section. (Ord. No. 2305, § 1, 2-19-91; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3395, § 1, 12-11-01; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 8), 11-14-12; Ord. No. 4117, § 1(Res. No. 9563, Exh. A, § 2), 11-19-13)

**Sec. 1.905. Findings.**

A. The Development Review Board may approve, or approve with stipulations, a development application or portion thereof, if it finds the development application complies with the criteria in this Article and applicable design components of the character plans, master plans, design guidelines and the Design Standards and Policies Manual.

B. The Development Review Board may deny a total development, or a portion of a development if it finds that the development application fails to comply with the criteria in this Article or applicable design components of the General Plan, character plans, master plans, design guidelines or the Design Standards and Policies Manual.

C. The Development Review Board may approve, approve with stipulations, or deny the location of artwork that is provided in accordance with the Cultural Improvement Program or Public Art Program, if it finds the location addresses the criteria in this Article.

(Ord. No. 1950, § 1, 7-6-87; Ord. No. 2034, § 1, 7-19-88; Ord. No. 2287, § 1, 6-5-90; Ord. No. 2301, § 1, 7-17-90; Ord. No. 2663, § 1, 6-6-94; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 9), 11-14-12)

**Sec. 1.906. Additional findings in the Downtown Area.**

A. In addition to the findings of Section 1.905. for all development in the Downtown Area, the Development Review Board may approve, or approve with stipulations, a development or portion thereof, if it finds that the development application:

- 1. Is in substantial conformance with the applicable design components of the Downtown Plan and Downtown Plan Urban Design & Architectural Guidelines; and

- 2. Incorporates building(s) compatible with the urban form, human scale, design features, and materials of the urban neighborhoods within which the development is located; and
- 3. Incorporates site design elements, within the design of public and primary pedestrian access areas, that promote pedestrian character and comfort through the use of microclimatic design, and shade, that is appropriate for the Sonoran Desert climate.

B. In addition to the findings of Section 1.906.A. for all development in the Downtown Area, the Development Review Board may approve, or approve with stipulations, a development or portion thereof, if it finds that the development application offers sensitive architectural, site, and landscape design solutions to address transitions of building mass, height, intensity and complementary material to adjacent/abutting properties and properties beyond the Downtown Area, for:

- 1. Development within one hundred (100) feet of a property within a Downtown Plan Type 1 Area, and
- 2. Development within three hundred fifty (350) feet of a property beyond the Downtown Area.

(Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 10), 11-14-12)

**Sec. 1.907. Appeals of Development Review Board decisions.**

A. The Development Review Board's decision shall be final unless:

- 1. Within thirty (30) days after the Board's decision, the applicant submits to the City Clerk a written appeal of the Board's decision; or
- 2. At the next regularly-scheduled City Council meeting at least fifteen (15) days after the Board's decision, the City Council votes to review the Board's decision.

B. The applicant's appeal of the Development Review Board decision shall include a statement of the grounds of the appeal, and the relief requested.

C. City Council initiation of a review of a Development Review Board decision.

1. At the next regularly-scheduled City Council meeting at least fifteen (15) days after the Board's decision, the City Council shall decide by majority vote of those present whether to review a Development Review Board decision.
2. Within five (5) days after the City Council votes to review the Development Review Board decision, the Zoning Administrator shall notify the applicant of the date and time of the City Council meeting to review the Board's decision.

D. City Council review of a Development Review Board decision.

1. The City Clerk shall schedule the applicant's appeal, or the City Council review, of a Development Review Board decision on the next regularly-scheduled City Council meeting at least thirty (30) days after the appeal or City Council vote to review.
2. The City Council at its meeting, shall affirm, modify, or reverse the decision of the Development Review Board. The decision of the City Council shall be final.  
(Ord. No. 2830, § 1, 10-17-95; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 11), 11-14-12)

**Sec. 1.908. Zoning Administrator review of minor development applications.**

A. The Zoning Administrator shall have the authority to approve, approve with stipulations, or deny minor development applications. The Zoning Administrator shall have the discretion to determine if a development application is minor. Minor development applications which do not reduce any development standard and do not significantly alter previous Development Review Board decisions, or other previous approvals, may include, but are not limited to:

1. Exterior finish and color changes;

2. Minor additions;
3. Landscaping;
4. Signs;
5. Site plan revisions;
6. Satellite receiving earth stations in excess of one (1) meter in diameter in all districts; or
7. Type 1 and Type 2 wireless communications facilities, subject to Article VII.

(Ord. No. 2830, § 1, 10-17-95; Ord. No. 3103, § 1, 1-6-98; Ord. No. 3493, § 1, 3-4-03; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 12), 11-14-12)

**Sec. 1.909. Appeals of Zoning Administrator decisions on minor development applications.**

A. The Zoning Administrator's decision regarding a minor development application shall be final unless, within thirty (30) days after the date of the written decision, the applicant files an appeal of the decision in writing to the Zoning Administrator.

B. The Zoning Administrator shall schedule an appeal to the Development Review Board on the second regularly-scheduled Development Review Board meeting after the appeal has been filed.

C. The Development Review Board at its meeting, shall affirm, modify, or reverse the decision of the Zoning Administrator.

(Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 13), 11-14-12)

**Sec. 1.910. Expiration of approval.**

A. If a building permit has not been issued, development plans expire two (2) years after approval by the Development Review Board or Zoning Administrator unless the Development Review Board or Zoning Administrator specifies a different time period.

B. The Zoning Administrator may grant one (1) extension of up to one (1) year for a Development Review Board approval, if the applicant files a written request for an extension with the Zoning Administrator before the approval expires.

C. The Zoning Administrator may grant one (1) extension of up to one (1) year for a minor development application approval, if the applicant files a written request for an extension with the Zoning Administrator before the approval expires.  
(Ord. No. 2830, § 1, 10-17-95; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 14), 11-14-12)

**Sec. 1.911. Enforcement.**

- A. A building permit shall be issued only if:
1. The plans presented for the building permit are in conformance with the plans that were approved by the Development Review Board or Zoning Administrator, and
  2. All applicable time limits have not expired.

B. The Zoning Administrator is responsible for enforcing the Zoning Ordinance, and all conditions and stipulations related to approvals of development applications. In addition to other enforcement mechanisms, a stop work order may be issued.  
(Ord. No. 2830, § 1, 10-17-95; Ord. No. 3920, § 1(Exh. § 15), 11-9-10; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 15), 11-14-12)

**Sec. 1.1000. Historic Preservation Commission.**

**Sec. 1.1001. Purpose and powers.**

The Scottsdale Historic Preservation Commission shall advise the Planning Commission and the City Council in all matters concerning historic and archaeological preservation, shall consider and make recommendations to the Planning Commission and the City Council about applications to designate and rezone property as HP District, and exercise the powers the City Council has delegated to the Commission.  
(Ord. No. 3242, § 4, 7-13-99)

**Sec. 1.1002. Historic Preservation Officer and City Archaeologist.**

A. The City Council hereby authorizes the City Manager, or designee, to designate an Historic Preservation Officer and a City Archaeologist.

B. The Historic Preservation Officer and City Archaeologist shall assist the Historic Preservation Commission in carrying out its duties, and perform administrative duties required by Chapter 46, Article VI of the Scottsdale Revised Code and by the Zoning Ordinance of the City of Scottsdale.  
(Ord. No. 3242, § 4, 7-13-99)

**Sec. 1.1003. Procedures; notice and hearing.**

A. All applications for Historic Property (HP) District zoning shall be considered by the Historic Preservation Commission pursuant to the requirements of Section 6.100 of the Zoning Ordinance of the City of Scottsdale.

B. All applications for development of property within an HP District are subject to the provisions of Section 6.100 of the Zoning Ordinance of the City of Scottsdale.  
(Ord. No. 3242, § 4, 7-13-99)

**Sec. 1.1100. CONSTRUCTION DOCUMENT APPROVAL AND PERMITS ISSUANCE.\***

**Sec. 1.1101. Required approvals and permits.**

A. When required by the Scottsdale Revised Code or the Design Standards and Policies Manual, a property owner shall submit an application and construction documents. The application and construction documents shall include all information necessary to demonstrate compliance with applicable provisions of the Scottsdale Revised Code and Design Standards and Policies Manual, and any conditions of a development application approval.

B. When one or more approvals or permits are required by the Scottsdale Revised Code, it is unlawful to do the following without the approval(s) and permit(s): construct, alter, repair, re-

\*Note—Ord. No. 3242, § 5, adopted July 13, 1999, renumbered §§ 1.1001—1.1003 as §§ 1.1101—1.1103. See the Code Comparative Table. Subsequently, Ord. No. 4117, § 1(Res. No. 9563, Exh. A, § 3), adopted November 19, 2013 amended the title of § 1.1100 to read as herein set out. Prior to this ordinance, § 1.1100 was titled "Building Permits."



## Development Review Board Annual Report for 2013

Prepared by Steve Perone, Planning Assistant, on December 27, 2013.

Approved by the Development Review Board on February 20, 2014

Web Site Address: <http://www.scottsdaleaz.gov/boards/DRB>

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### Number of Meetings Held:

### Public Comments:

#### Major Topics of Discussion / Action Taken:

Reviewed all aspects of proposed development applications including site planning and the relationship of the development to the surrounding environment and community, and approved or denied development applications as referenced below:

- **Public Facilities and Infrastructure**, including: Scottsdale Road Scenic Drive; Scottsdale's Museum of the West
- **School**: Tonalea Elementary School;
- **Mixed-use Developments**, including: Portales Residential; Residences at Scottsdale Quarter; Alta Scottsdale; The Residences at the Borgata; Scottsdale 92 Lofts; NWC 5<sup>th</sup> Avenue & Scottsdale Road; Industry East; Industry West; El Dorado on 1st
- **Guidelines and Development Standards**, including: Downtown Plan Urban Design and Architectural Guidelines; Architectural Design Guidelines Update; Design Standards & Policies Manual Update
- **Commercial Development**, including: Clean Machine Car Wash; McDonald's Restaurant; Mercedes-Benz; FLW & Pima Plaza; CVS Pharmacy; The Marketplace at Lincoln & Scottsdale; Earnhardt Hyundai; AutoZone; Scottsdale Creative Arts; Jade Palace Restaurant; Chick-fil-A Restaurant; Scottsdale Pinnacle Center; Axis/Radius Remodel and Expansion; The Vig at Paseo Village; Miller Plaza Redevelopment; Scottsdale East Plaza; La-Z-Boy; Jade Palace Restaurant; Reata Ranch Guest Ranch; Dolce Salon & Spa @ Scottsdale Quarter Awnings; Desert Storm Elite; Desert Mountain Club Private Recreational Facility; Salt & Vinegar; The Barrel House; Lolo's Chicken & Waffles; Scottsdale Salon Studios; Ricky's Restaurant; Hilton Village Restaurant; Clean Freak Carwash; Scottsdale Fashion Square; Silverstone Shopping Center
- **Residential Development**, including: Bacara Preliminary Plat; Princess Resort Townhomes; Project MZ; 74<sup>th</sup> Street & McDowell Rd. Redevelopment; Granite Reef Place Preliminary Plat; Echo Condominiums; the Standard at Valley Ho; Whisper Ridge Preliminary Plat; Parcel 2.3C DC Ranch Preliminary Plat; 77 on the Park; The Standard at the Valley Ho; Troon North Tract V Preliminary Plat; Casa Buena Preliminary Plat; Ranch Gate & 128<sup>th</sup> Preliminary Plat; 120<sup>th</sup> St. & Jomax Rd. Preliminary Plat; The Sterling at Silverleaf; Westland Estates Preliminary Plat; Summit Vistas Preliminary Plat; Crossroads Apartments; 91 San Victor; Legacy Cove Preliminary Plat; Carefree 60 Preliminary Plat; Beaufort at Scottsdale Mountain; Matera Villas; Vivendi Apartments; Ironwood Manor Estates Preliminary Plat; Maka Ina/Shiloh Preliminary Plat; Eldorado on 1st
- **Communication Facilities**, including: Verizon; T-Mobile; AT&T; Sprint
- **Medical Facilities**, including: Scottsdale Healthcare Master Sign Program; Ironwood Cancer & Research Centers
- **Places of Worship**, including: Scottsdale Bible Church; Scottsdale Bible Church Preliminary Plat; Islamic Center of the Northeast Valley
- **Scottsdale programs and policies**, including: Principles for Civil Dialogue; Annual Ethics Training

**Current Member Attendance:**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Chris Jones (Vice-Chair)	14	7	From Jan. to Dec
Eric Gerster	21	1	From Jan. to Dec.
Ali Fasih	18	4	From Jan. to Dec.
David Gulino	21	1	From May to Dec.
Kevin Bollinger	18	4	From Dec. to Dec.

**Planning Commission Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Michael D'Andrea, Commissioner	4	1	From Jan. to Feb.*
Mathew Cody, Commissioner	5	1	From March to May*
Jay Petkunas, Commissioner	5	0	From June to Aug.
Mike Edwards, Commissioner	5	0	From Sept. to Nov.
Erik Filsinger, Commissioner	2	0	From Dec. to Dec.

\* Commissioner D'Andrea substituted for Commissioner Cody on March 7, 2013

**City Council Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Dennis Robbins, Councilman	3	1	From Jan. to Feb.*
Guy Philips, Councilman	5	1	From March to May
Linda Milhaven, Councilwoman	4	1	From June to Aug.
Virginia Korte, Councilmember	5	0	From Sept. to Nov.
Robert Littlefield, Councilman	1	1	From Dec. to Dec.*

\*Councilman Robbins substituted for Councilwoman Milhaven on January 5, 2012

\*Councilwoman Milhaven substituted for Councilman Littlefield on December 19, 2013

**Subcommittees:** None.

**Ethics Training:** Yes, on January 17, 2013.

**Selected Officers:** Yes, on February 7, 2013.

**Reviewed Bylaws/City Code:** Yes, on February 7, 2013.

**Anticipated Key Issues:** None

**Future Significant Work Products:** City-wide Design Guidelines Update; Design Standards & Policies Manual Update; Downtown Plan Urban Design and Architectural Guidelines Update

**Upcoming Opportunities, Challenges, or Outcomes:** None

**Additional Comments/Recommendations:** [If the Board/Commission wishes to add additional comments or recommendation(s) to the City Council, it can go in this section.]



## **Development Review Board Annual Report for 2012**

Prepared by Steve Perone, Planning Assistant, on December 27, 2012

Approved by the Development Review Board on January 3, 2013

Web Site Address: <http://www.scottsdaleaz.gov/boards/DRB>

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**Number of Meetings Held:** 22

**Public Comments:** 29

### **Major Topics of Discussion / Action Taken:**

- Reviewed all aspects of proposed development cases including site planning and the relationship of the development to the surrounding environment and community, and approved or denied development cases as referenced below.
- Reviewed and made recommendations on Public Facilities and Infrastructure including: Brown's Ranch Trailhead; Thomas Road Streetscape; North Indian Bend Wash Low Alluvium Unit Granular Activated Carbon (NIBW LAU GAC) Water Treatment System; WestWorld Equidome/Tony Nelssen Equestrian Center Expansion; APS Via Dona Substation; Northsight Boulevard Extension; Water Booster Pump Stations 36-3 and 36-5;
- Reviewed and made recommendations on Schools, including: Copper Ridge School Tennis Courts Facility; Notre Dame Preparatory High School Phase 2
- Reviewed and made recommendations on Mixed-use Developments, including: Scottsdale and Lincoln Mixed Use; BlueSky; Portales Residential; Optima Sonoran Village; Bauhaus Flats & Studios; SkySong Office Buildings 3 and 4; Broadstone at Waterfront; The Industry East; The Industry West;
- Reviewed and made recommendations on Guidelines and Development Standards, including: Downtown Plan Urban Design and Architectural Guidelines; 6-TA-2009#2 a Text Amendment pertaining to the Downtown and related Citywide Requirements; Stormwater and Flood Plain Management Ordinance; Architectural Design Guidelines Update; Design Standards & Policies Manual Update
- Reviewed and made recommendations on Commercial Development, including: Restoration Hardware; Scottsdale Center Phase 2; Crossroads East Planning Unit IV Preliminary Plat; Scottsdale Beach Club; Panda Express; QuikTrip #1418; Portillo's Hot Dogs; EZ Tattoo; Bell Lexus North Scottsdale; The 4333 Building; Terra Verde Office Campus; Shops at Gainey ranch; Paseo Village; America Market Place; Bicycle Haus; Hopdoddy Burger Bar; McDonald's Restaurant; Audigy Group at DC Ranch Corporate Center
- Reviewed and made recommendations for Residential Development, including: Atalon Preliminary Plat; Quisana; Bristol Stadium Lofts; Archstone Apartments at DC Ranch; TDI Apartments at One Scottsdale Phase 2; Liv North Scottsdale; The Reserve Preliminary Plat; Paloma by Cachet Homes; Lots 6 & 7 Troon Ridge Estates; Las Aquas; Hewson Investments; Bacara Preliminary Plat; Cochise Manor Preliminary Plat
- Reviewed and made recommendations for Communication Facilities, including: T-Mobile; Verizon; AT&T; Crown Castle
- Reviewed and made recommendations for a Medical Facility: Sante of Scottsdale; Scottsdale Nursing & Rehabilitation Center
- Received presentations related to City of Scottsdale programs and policies, including: 2012 Scottsdale Environmental Design Awards

**Current Member Attendance:**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
David Ortega (Vice-Chair)	6	0	From Jan. to Mar.*
Eric Gerster (Vice-Chair)	17	4	From Jan. to Dec**
Chris Jones	20	1	From Jan. to Dec.
Ali Fakh	17	4	From Jan. to Dec.
Jessica Hutchison-Rough	12	4	From Jan. to Oct.***
David Gulino	10	1	From May to Dec.****
Kevin Bollinger	1	0	From Dec. to Dec.*****

\* Resigned, replaced by David Gulino

\*\*Elected Vice-Chair 4-5-12

\*\*\*Resigned, replaced by Kevin Bollinger

\*\*\*\*Appointed 5-17-12

\*\*\*\*\*Appointed 12-3-12

**Planning Commission Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Mathew Cody, Commissioner	4	0	From January to February
Michael Edwards, Commissioner	1	0	From March to March
Ed Grant, Commissioner	5	0	From March to May
Erik Filsinger, Commissioner	4	0	From June to August
David Brantner, Commissioner	5	1	From September to November
Michael D'Andrea, Commissioner	1	0	From December to December

**City Council Members are rotated in on a three month rotation**

<b>Member Name, Title</b>	<b>Present</b>	<b>Absent</b>	<b>Service Dates</b>
Linda Milhaven, Councilmember	2	2	From January to February*
Ron McCullagh, Councilmember	4	2	From March to May**
Lisa Borowsky, Councilmember	1	3	From June to August***
Suzanne Klapp, Councilmember	5	1	From September to November
Dennis Robbins, Councilmember	2	0	From December to December

\*Councilman Robbins substituted for Councilwoman Milhaven on January 5, 2012

\*\* Councilwoman Milhaven substituted for Councilman McCullagh on April 5, 2012

Councilwoman Klapp substituted for Councilman McCullagh on April 19, 2012

\*\*\*Councilman Littlefield substituted for Councilwoman Borowsky on June 7, 2012

Councilman McCullagh substituted for Councilwoman Borowsky on June 21, 2012

Councilman Robbins substituted for Councilwoman Borowsky on August 16, 2012

**Subcommittees:** None.

**Ethics Training:** Yes, on January 5, 2012.

**Selected Officers:** Yes, on January 5, 2012, and April 5, 2012.

**Reviewed Bylaws/City Code:** Yes, on January 19, 2012.

**Anticipated Key Issues:** None

**Future Significant Work Products:** City-wide Design Guidelines Update; Design Standards & Policies Manual Update; Downtown Plan Urban Design and Architectural Guidelines Update

**Upcoming Opportunities, Challenges, or Outcomes:** None

**Additional Comments/Recommendations:** [If the Board/Commission wishes to add additional comments or recommendation(s) to the City Council, it can go in this section.]