



## TOWN OF PARADISE VALLEY HILLSIDE DEVELOPMENT

**DATE:** \_\_\_\_\_

**SUBDIVISION NAME:** \_\_\_\_\_

**ADDRESS OF PROPERTY** \_\_\_\_\_

**ASSESSOR'S PARCEL NUMBER:** \_\_\_\_\_

**LEGAL DESCRIPTION:** \_\_\_\_\_

**ARCHITECT:** \_\_\_\_\_

NAME

PHONE NUMBER

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS

**ENGINEER/OTHER:** \_\_\_\_\_

NAME

PHONE NUMBER

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS

**OWNER:** \_\_\_\_\_

PRINT NAME

PHONE NUMBER

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS

*Chad Horstman* \_\_\_\_\_

SIGNATURE OF OWNER OR REPRESENTATIVE

DATE

**SCOPE OF WORK:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **STAFF/ARCHITECT HILLSIDE PLAN REVIEW**

### **HILLSIDE PLANS SHALL BE ORGANIZED IN THE FOLLOWING ORDER:**

#### **CONCEPT REVIEW:**

1. COVER SHEET WITH VICINITY MAP
2. SITE PLAN
3. ARCHITECTURAL RENDERINGS
4. AERIAL PHOTO WITH IMPROVEMENTS AND TOPO

#### **FORMAL/COMBINED REVIEW:**

1. COVER SHEET WITH VICINITY MAP
2. PHOTOGRAPHS OF PROPERTY
3. ARCHITECTURAL RENDERINGS
4. AERIAL PHOTO WITH IMPROVEMENTS AND TOPO
5. LEGAL SURVEY
6. GRADING & DRAINAGE PLAN
7. SITE PLAN
8. CROSS SECTIONS
9. BUILDING LIGHTING PLAN
10. LANDSCAPE AND LANDSCAPE LIGHTING PLAN(S)
11. MATERIAL SAMPLE BOARD

#### **SOLAR COMBINED REVIEW:**

1. COVER SHEET
2. SITE PLAN
3. CROSS SECTIONS
4. AERIAL PHOTO WITH IMPROVEMENTS
5. SITE PHOTOS
6. DETAILS

#### **SAFETY IMPROVEMENT PLAN:**

1. SEE HILLSIDE "SAFETY IMPROVEMENT MEASURES AND PROCESS MANUAL" (MUST BE REVIEWD AND APPROVED PRIOR TO FORMAL OR COMBINED HILLSIDE BUILDING COMMITTEE REVIEW)

## **SUBMITTALS NEEDED FOR CONCEPT REVIEW MEETING**

- \_\_\_\_\_ TITLE REPORT (IF ROADWAY DEDICATION IS REQUIRED)
- \_\_\_\_\_ PROVIDE A WRITTEN PROJECT NARRATIVE DESCRIBING SCOPE OF WORK.
- \_\_\_\_\_ VICINITY MAP SHOWING LOCATION AND ADDRESS OF THE PROPERTY
- \_\_\_\_\_ SITE PLAN WITH TOPOGRAPHY (MAXIMUM 1-FOOT INTERVALS), BUILDING FOOTPRINT, TOTAL FLOOR AREA, DRIVEWAY, POOL AND WATER FEATURES, ACCESSORY BUILDING LOCATIONS, PROPOSED DISTURBED AREA CALCULATIONS, AND PROPOSED DRAINAGE. (Section 2206-II-B)
- \_\_\_\_\_ MASS MODEL OR A 3-DIMENSIONAL RENDERING OR COMPUTER-GENERATED MODEL. IF A MASS MODEL IS USED THE APPLICANT MUST FURNISH PICTURES OF THE MODEL AND INCLUDE THEM IN THE SUBMITTAL WITH THE SEVEN SETS. (A STUDY MODEL WILL BE REQUIRED AT THE FORMAL HILLSIDE COMMITTEE). (Section 2206-II-C)
- \_\_\_\_\_ AERIAL PHOTO-LESS THAN 1-YEAR OLD WITH TOPOGRAPHY, LOT LINES, BUILDING FOOTPRINT, DRIVEWAY, ANY NATURAL FEATURES, AS WELL AS ADJACENT LOTS AND STRUCTURES WITHIN 100 FEET OF PERIMETER OF SUBJECT PROPERTY ON 24"X 36" SHEET. (Section 2206-II-D)
- \_\_\_\_\_ FIRE MARSHAL SITE PLAN REVIEW
- \_\_\_\_\_ NOTIFICATION LETTERS MAILED 3 WEEKS PRIOR TO HILLSIDE MEETING. (APPLICATION AND NOTICE MUST BE REVIEWED AND DEEMED COMPLETE BY TOWN STAFF PRIOR TO MAILING). SEE SAMPLE NOTIFICATION BELOW. (Section 2206-II-A)

### **NOTE**

The purpose of the Concept Review Meeting is to discuss, review and give suggestions and guidance to the applicant regarding the proposed development, location of the building pad, accessory structures and any other items of discussion. The owner or his representative should be prepared to demonstrate how this application relates to site conditions, significant natural features, preservation of existing vegetation, grading concepts and their adaptation to the natural hillside topography.