



APPLICATION CHECKLIST	REZONE/SPECIFIC PLAN
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SUBMITTAL REQUIREMENTS

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| <input type="checkbox"/> Completed application |
| <input type="checkbox"/> Owner authorization letter if applicable |
| <input type="checkbox"/> Submittal fee |
| <input type="checkbox"/> Archeological information submitted under separate cover |
| <input type="checkbox"/> All submittal requirements requested at the pre-application meeting
<i>Note: Additional information may be requested based on the complexity and impact of the proposed project</i> |

GENERAL STANDARDS FOR MAPS, ILLUSTRATIONS AND EXHIBITS

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| <input type="checkbox"/> Must include legends, titles, North arrow, scale, dimensions and contour intervals, where applicable |
| <input type="checkbox"/> Aerial photographs must be less than two years old |
| <input type="checkbox"/> Topographic maps must reflect a 1 or 2 foot contour level |
| <input type="checkbox"/> Maps and exhibits should be located within the sub-section to which they apply |
| <input type="checkbox"/> A Site Resource Inventory (SRI) and accompanying map shall be prepared in accordance with the requirements of Title 7, Chapter 17.01.02 of the Land Development Code |
| <input type="checkbox"/> Cultural, Archaeological and Historic Resources – Submit under separate cover and include the following: <ul style="list-style-type: none"> o Generally describe and map location of resources on the site o Provide a letter from a qualified archaeologist stating probability of locating archaeological resources on the site and his/her recommendations o Within the site analysis document or specific plan, discuss the following: <ul style="list-style-type: none"> ➢ Measures that will be taken to protect all cultural and historical resources on the site ➢ How the resources may be incorporated into the development o Describe what measures will be taken if any archaeological survey has been recommended |

REPORT INTRODUCTION

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| <input type="checkbox"/> Narrative or overview of the project which identifies the primary objectives <ul style="list-style-type: none"> o Anticipated benefits to the community o Adherence to Town plans including the General Plan and Strategic Plan o Proposed densities and maximum number of units for residential projects o Impacts of commercial and industrial uses to the community, as well as mitigation to adjacent uses o Discuss anticipated employment numbers, hours of operation, etc. |
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DEVELOPMENT CAPABILITY INVENTORY ANALYSIS – CURRENT SITE CONDITIONS AND EXISTING LAND USES

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| <input type="checkbox"/> Provide a description and map(s) of the site location |
| <input type="checkbox"/> Describe and map existing land uses on-site |



Provide the following information on all property within ¼ mile of the site:

- o Existing zoning (describe and map)
- o General Plan land use (describe and map)
- o Existing land use (describe and map)
- o Number of stories for existing structures
- o Pending rezoning cases
- o Conditional rezoning cases (approved)
- o Subdivisions/development plans (approved)
- o Architectural styles used in adjacent projects

Map and describe the location of existing septic systems and wells with Arizona Department of Water Resources (ADWR) registration number

Topography and slope - Describe and map:

- o Hillside and conservation areas
- o Any rock outcrops
- o Slopes of 15% or greater
- o All other significant topographic features
- o Provide a statement of pre-development cross-slope calculations

Hydrology - Describe and map:

- o Perimeter of all off-site watersheds affecting or affected by the site, upstream and downstream. Include notation of all balanced and critical basins. Provide the acreage of upstream off-site watershed with 100-year discharges greater than 50 cfs
- o Significant off-site features, natural or man-made, with the watersheds discussed above affecting or affected by the site
- o Characteristics of on-site hydrology including:
 - 100-year floodplains with discharges greater than or equal to 50 cfs
 - Areas of sheet flooding and average depth
 - Federally mapped floodways and floodplains
 - 100-year peak discharges exceeding 50 cfs
- o A qualitative description of existing drainage conditions along the downstream property boundary

Vegetation - Describe and map:

- o Vegetative communities and associations on the site
- o Significant cacti and groups of trees and federally-listed threatened or endangered species
- o Provide the vegetative densities by percentage of plant cover

Wildlife - Describe and map any wildlife concerns expressed by Arizona Department of Game and Fish

Wildlife - Provide a letter from a habitat specialist pertaining to the following:

- o Presence of any listed threatened or endangered species or designated habitat
- o High densities of a given species population
- o Aquatic or riparian ecosystems
- o Wildlife corridor

Soils and Geology - Describe and map the general geotechnical conditions on the site

Viewsheds - Describe and map:

- o Viewsheds onto and across the site from adjacent areas
- o Views which may be blocked by the proposed development
- o Areas of high visibility from adjacent off-site locations



Viewsheds - Provide a site photo key map and corresponding photos of viewsheds

Traffic - Describe and map:

- o All existing off-site streets between the development and the nearest arterial streets
- o All arterial streets within one mile of the project site and provide the following information on each:
 - Existing rights-of-way widths
 - Whether or not said widths conform to minimum requirements
 - Ownership
 - Whether or not rights-of-way jog or are continuous
 - Number of travel lanes and theoretical capacity and posted speed for existing roads
 - Current average daily traffic volumes for existing streets
 - A description of the surface conditions of existing roadway providing access to the site
 - A description of any proposed roadway improvements to be provided by the applicant
- o Existing and proposed intersections on arterial within one mile and most likely to be used by traffic from this site.
- o Existing bicycle and pedestrian ways adjacent to the site and their connections with arterial streets, parks and schools

Recreation and trails - Describe and map all trails, parks, and recreation areas, their size and type within one mile of site

Cultural, Archaeological and Historic Resources – “Submitted under separate cover.”

Existing Infrastructure and Public Facilities

- o Describe the existing utilities and public services that serve the project area.
- o Provide a sewer capacity letter from the wastewater provider

Composite Constraints (McHarg) Map - Intended to show the characteristics discussed above and must include the following constraints:

- o Topography
- o Hydrology
- o Vegetation
- o Wildlife
- o Viewsheds

PROPOSED LAND USE PLAN

Provide an overview or narrative of the proposed zoning and land use

Describe the relationship of the proposed project to Town of Marana adopted plans including, but not limited to, the Marana General Plan and the Marana Strategic Plan

Describe the compatibility and impact of the plan with the adjoining properties

Provide a conceptual land use plan and discuss how the plan addresses and identifies any constraints. Submit one 11"x17" copy within the report. Two full-size copies (24"x36") should be submitted with application. The plan must include the following:

- o Boundaries and dimensions of the subject property
- o Name of right-of-way width of all adjacent and internal streets
- o All existing and proposed land uses. Provide data tables as necessary
- o Locations and dimensions of all existing and proposed buildings and structures (both on-site and on adjacent properties)
- o Existing topography



- Proposed parking layout including: number of spaces required; vehicular, pedestrian and service access; driveways and maneuvering areas; loading and refuse areas
- Proposed screening including landscaping, walls, etc. Include materials, design and height
- Current and proposed locations of all utilities to serve the project and include easements
- Location and dimensions of proposed signage

Topography

- Describe how the conceptual land use plan responds to the topographic characteristics identified in the Development Capability Inventory Analysis
- Map encroachment areas of any buildings, lots, driveways, etc. onto slopes of 15% or greater
- Provide new average cross-slope, calculations and values if allowances are to be made under Title 19 of the Land Development Code
- Map perimeter of area used in new cross slope calculations and label areas to be left natural.

Hydrology

- Describe how the conceptual land use plan responds to the hydrologic characteristics identified in the Development Capability Inventory Analysis
- Provide information for encroachment/modification of drainage patterns
- Map the potential drainage impacts to off-site land uses upstream and downstream
- Describe how the conceptual land use plan conforms to the Pima County detention/retention manual and the Town of Marana Northwest Area Drainage Policy, as applicable

Vegetation

- Discuss how the conceptual land use plan responds to vegetative characteristics identified in the Development Capability Inventory Analysis
- Discuss how the conceptual land use plan responds to Title 17.02 Native Plant Protection of the Land Development Code
- Map the buffer areas, if used, and describe techniques used to mitigate sound, visibility, lighting and traffic
- Provide cross-section illustrations showing proposed treatments to be used adjacent to existing developments and/or streets, to include:
 - Buffer width
 - Height of all structural screening devices used
 - Size and types of plantings
 - Earth berms (maximum slope 2:1)
 - Setbacks

Wildlife - Describe how the conceptual landscape plan mitigates impact to wildlife which were identified in the Development Capability Inventory Analysis and Site Resource Inventory

Viewsheds

- Describe any mitigation measures taken to minimize impacts to the viewsheds of surrounding properties
- Describe any areas of high visibility from surrounding properties

Traffic - Include a traffic report if required by the Traffic Engineering Division. If a traffic report is not required at this time; then the following information will need to be provided:

- Proposed internal circulation and access to/from arterial street, explaining location and rationale for placement
- Any future off-site road improvements required to be built to support the rezoning and the projected time frames for construction of those improvements



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- Projected Average Daily Trip (ADT) for internal circulation systems at build-out and level of service for all of the adjacent collector and arterial streets. Include a projection of traffic volumes and capacity analyses for adjacent intersections
- Description of roadway and traffic control improvements required for those streets and intersections described above
- Party/agency responsible for making necessary roadway and traffic control improvements
- Description of on-site street rights-of-way widths, including typical roadway sections, and indicate proposed ownership
- A description of any proposed bicycle and pedestrian pathways within the development and indicate whether they are connected to external pathways, arterial streets, parks and schools

Public Utilities - Describe how utilities will be provided (sewer, water, gas and electric service) to the project area

Public Service Impacts - Describe impacts to police, fire, refuse services, schools and parks

Recreation and Trails

- Describe recreation areas to be provided within the development
- Discuss the ownership of natural/modified open space within the development
- Discuss how the development will provide access to off-site trails and how access will be maintained

Cultural, Archaeological and Historic Resources – “Submitted under separate cover.”

Development and Design Regulations – Specific Plan only

Implementation and Administration – Specific Plan only

FOR OFFICIAL USE ONLY

Project No. _____

Date Received _____

Revision Date 3/14/2017