

CDRC Submittal Requirements

**** ALL ITEMS IN THE SUBMITTAL PACKAGE MUST BE NO LARGER THAN 8 ½ x 11 FOLDED ****

Please See City of Tucson fold requirements in Development Standards 2-01.0.0

ABBREVIATED SUBMITTAL REQUIREMENTS: See the Planning & Development Services Department Web Page for full submittal requirements at www.tucsonaz.gov/dsd.

REVIEW FEES: Checks shall be made payable to “City of Tucson” and “Pima County Treasurer”.

PIMA COUNTY WASTEWATER: Requires a review fee for each submittal and resubmittal until approved.

PIMA COUNTY ADDRESSING: Requires a review fee for the first and third submittals, Please contact Pima County Addressing at 740-6800 for more information.

◀ **EFFECTIVE JUNE 2010** ▶ : **A WATER HARVESTING PLAN** must be included for all NEW DEVELOPMENT.

TENTATIVE PLAT or MINOR SUBDIVISION

(DEVELOPMENT STANDARD 2-03.0.0 & 2-03.9.0)

- Completed Application Form
- 22 Bond copies of plat (folded 8 ½ x 11)
(23 copies if within (1) one mile radius of a landfill)
- 3 Title Reports
- 2 Drainage Reports
- 6 Landscape Plans (folded 8 ½ x 11)
- 6 Native Plant Preservation Plans (folded 8 ½ x 11)
- 8 Copies Conditions of Rezoning (if applicable)
- Review fees per fee schedule in Development Standard 1-05.0

ADDITIONAL MINOR SUBDIVISION REQUIREMENTS

- 6 Copies of Concept Grading Plan (folded 8 ½ x 11)
- 6 Copies of Topographic Map of Site
- 22 Copies of map w/ Utility Location

NOTE: APPLICANT MUST ATTEND A PRESUBMITTAL CONFERENCE BEFORE SUBMITTING A MINOR SUBDIVISION.

FLEXIBLE LOT DESIGN (FLD)

(DEVELOPMENT STANDARD NO. 2-10.0)

See Tentative Plat Requirements listed above in addition to the following:

- 2 Copies of the Pima County Assessor’s property information (Current Printout).
- 2 Copies of the Pima County Assessor’s map for the property.
- 2 Copies of the letter sent to surrounding owners, the neighborhood associations, and the Council Ward Office.
- 2 Copies of the notarized statement, with the mailing list attached, stating that the letter was sent.
NOTE: Mailing list must be compiled by the City of Tucson Planning and Development Services Department, as lists compiled by applicant will not be accepted.
- 2 Copies of the summary of the meeting with surrounding property owners, including the names of those who attended the meeting.

ADDITIONAL DOCUMENTATION MAY BE REQUIRED AS A RESULT OF THE FOLLOWING:

- Rezoning
- Annexation
- Area, Neighborhood, or Planned Area Development

OR IF THE PROJECT IS LOCATED IN AN OVERLAY ZONE, SUCH AS ANY OF THE FOLLOWING:

- Hillside Development
- Scenic Corridor
- Environmental Resource Zone
- W.A.S.H.

OVERLAY ZONE NOTICE:

If an overlay zone is related to another project they must be submitted together to the CDRC office at the same time. This applies to all new projects and resubmittals.

- 4 Copies of the Privacy Mitigation Plan (if applicable).
- 4 Copies of the Architectural Variation Plan (if applicable).

FINAL PLAT

(DEVELOPMENT STANDARD 2-03.7.0)

- Completed Application Form
- 10 Bond copies of Plat (folded 8 ½ x 11)
- 12 Bond copies of Plat if a **Condo Conversion**
- 12 Sets previously approved site/development plans
- 3 Conditions, Covenants, And Restrictions (CC&R's)
- 2 Title Reports
- 2 Sets of Assurances (if applicable)
- 4 Sets of Elevations, Floor Plans & Cross Sections if Condo's
- Review fees per fee schedule in Development Standard 1-05.0

Additional Fees are required for apartments being converted into condominiums of \$100 per unit.

DEVELOPMENT PLAN or DEVELOPMENT PACKAGE

(DEVELOPMENT STANDARD 2-05.3.0 & 2-01.4.0)

- Completed Application Form
- 22 Bond copies of Plans (folded 8 ½ x 11)
(23 if within (1) mile radius of a landfill.)
- 6 Landscape Plan Prints (folded 8 ½ x 11)
- 6 Native Plant Preservation Plans (folded 8 ½ x 11)
- 2 Drainage Reports
- 8 Copies of Mayor and Council Conditions of Rezoning (if applicable)
- Review fees per fee schedule in Development Standard 1-05.0

Development Package Submittal – All plans submitted are identical, so the same numbers of all plan sheets are submitted. DS 2-01 must be used when preparing a Development Package.

NOTE: PLEASE SEE FULL DEVELOPMENT PACKAGE SUBMITTAL REQUIREMENTS IN DEVELOPMENT STANDARD 2-01.4.0
