



KIVA #: \_\_\_\_\_ Project Name: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Engineer: \_\_\_\_\_ Phone: \_\_\_\_\_

The purpose of this checklist is to offer comments for hillside lot slope analysis and to set the minimum submittal requirements for Slope Analysis plans. The source of the Slope Analysis design policy is city of Phoenix Zoning Ordinance Section 710, City Code Chapter 32, city of Phoenix Zoning Ordinance Chapter 5, as well as the specific zoning district of the property.

This checklist serves to minimize redline comments on the check prints and to maintain consistency among plan reviewers on plans for slope analysis. Plan approval, issuing permits, and certain grading clearances depend on compliance with the comments made on the check prints and this checklist. The designer of record shall satisfy themselves of the completeness and accuracy of the information provided.

Plan review correction cycles and/or approvals are valid for 180 days. Additional review fees (see Fee Schedule – Phoenix City Code, Chapter 9, Appendix A.2) shall be charged for extensions/reinstatements to update expired plan reviews.

A completed checklist must be attached to the Slope Analysis plans when submitted for first and subsequent reviews. The following Certification Statement must be signed by the Designer of record certifying that all applicable requirements on this checklist have been met.

**CERTIFICATION**

**I CERTIFY THAT THE REFERENCED PLANS COMPLY WITH ALL APPLICABLE CITY ORDINANCES AND STANDARDS, INCLUDING FEDERAL, STATE AND COUNTY REQUIREMENTS AND REGULATIONS. IN ADDITION, I CERTIFY THAT THIS CHECKLIST HAS BEEN COMPLETED ENSURING ALL ITEMS LISTED ARE PROPERLY ADDRESSED. I UNDERSTAND THAT IF I FAIL TO ADDRESS ALL APPLICABLE ITEMS IN THIS CHECKLIST, THE PLANS MAY BE IMMEDIATELY RETURNED TO ME WITHOUT ANY FORMAL REVIEW BEING PERFORMED.**

**Designer's Name:** \_\_\_\_\_

**Designer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please complete and return this checklist and the check prints with each submittal. Discussion of redline comments on plans or this checklist should be directed to the plan reviewer listed above.

Designer of record (**DES**) must fill out all boxes in the first column as either  (Addressed) or  (Not Applicable).

Civil plan reviewer (**RVW**) shall check the second column as  (Required) when requirements have not been properly addressed.

**REQUIRED SUBMITTALS**

**DES RVW**

- Plan sheets shall be 24" X 36"; submit three (3) sets of Slope Analysis plans, any supporting documentation – past and present (i.e., historical topography, aerial photos, e-mails, reports, archives, etc.), a slope analysis color or black and white diagram showing 10-35% slope lines for a residential development, and a completed and signed Slope Analysis Plan Checklist.

**Note:** If submitting through the Electronic Plan Review system, multiple copies of submittal documents are not required.

**GENERAL REQUIREMENTS**

**DES RVW**

- A non-refundable fee (see current fee schedule) will be charged at the time of submittal.
- Orientation of each plan sheet shall be shown by a north arrow (up or to the right) and a scale of the drawing in the lower right hand corner. Provide a graphic and written scale. Scale shall be 50 scale maximum for all projects. Additional sheets may be required at no additional charge.
- Original plan sheets shall be sufficiently clear to allow legible prints to be reproduced from microfilm. The size of lettering and symbols shall be 1/8 inch (12 pt.) minimum.
- Each sheet shall be numbered consecutively with total number of sheets in the lower right hand corner.
- Provide zoning stipulations, zoning case information, appeal decisions, variance documentation, and use permits (if applicable) with the plan submittal.
- When submitting plans in color, the plans and information must be conveyed without the use of color coding since the plans will be scanned in black and white.

**COVER SHEET REQUIREMENTS**

**DES RVW**

- Provide a project title block with a name and address of the project
- Provide a vicinity map and sheet layout, properly oriented with north up or to the right.
- Provide a key map and sheet index if there are more than one (1) plan sheets.
- Provide the Owner's and Developer's name, address, telephone number, and e-mail.
- Provide the Designer's name, address, telephone number, and e-mail.
- Provide Approval Signature Block shown below on the cover sheet:

\_\_\_\_\_  
**Slope Analysis Approval, City of Phoenix  
Hillside Slope Lines/Categories ONLY Approved**

\_\_\_\_\_  
**Date**

- If the Slope Analysis plan was prepared by an Arizona Registrant, the Slope Analysis plans shall be signed, dated, and sealed by the Arizona Registrant.
- Provide the following information in the lower right hand corner of each sheet:
  - Consecutive numbers and total number of sheets
  - Hillside Preservation # H\_\_\_\_\_
  - The appropriate processing numbers including:
    - KIVA# \_\_\_\_\_
    - SDEV# \_\_\_\_\_
    - ENVR# \_\_\_\_\_
    - City Quarter Section # \_\_\_\_\_
  - Current Zoning \_\_\_\_\_
  - Zoning Case Number(s): Z/ZA \_\_\_\_\_, if applicable
  - Zoning Stipulations and/or Variance info \_\_\_\_\_, if applicable
  - Appeal Number(s): \_\_\_\_\_, if applicable

- Regulatory Overlay District(s): \_\_\_\_\_, if applicable

**CITY NOTES FOR SLOPE ANALYSIS PLAN**

**NOTE: PLACE THE FOLLOWING CITY NOTES FROM THIS CHECKLIST ON THE COVER SHEET UNDER THE TITLE, 'CITY OF PHOENIX GENERAL SLOPE ANALYSIS NOTES'.**

**DES RVW**

- The city of Phoenix General Notes are the only notes approved on this plan. Additional general notes generated by the sealant and placed on the plans are not approved as part of this plan and are noted as such on the plans.
- Lot layouts, roads, residences, driveways, walls, pools, or any other accessory structures/amenities are not approved as part of slope analysis plans.
- Subdivision design and density requires preliminary site plan approval.

**RESIDENTIAL DEVELOPMENT PLAN SHEET REQUIREMENTS**

**DES RVW**

- Slope analysis submittal should be generated using topographical contours existing on the site in 1972 or prior. Most historical aerials are available for purchase on the 7<sup>th</sup> Floor of Phoenix City Hall at the Central Records Counter.
- Provide a slope analysis legend.
- At minimum, indicate two-foot contour lines for slopes less than 20% and five-foot intervals for slopes greater than 20%, and call out the contour interval.
- Allow contours to extend at least 50 feet outside the property lines.
- For residential developments, indicate 10%, 15%, 20%, 25%, 30%, 35%, plus average slope lines across the site. For non-residential developments, indicate the 10% average slope line across the site.
- Provide separate hillside and non-hillside tabulations in your density calculations.
- Outline property boundaries on plans and note undisturbed areas and disturbed area.
- Dimension and label all Right-Of-Way and easements on the plan. Do not show lot lines on the Slope Analysis Plan. Development details can be provided if illustrated as background. Such as, streets identified by name, etc.
- Show all coordinates, property lines, townships, and significant natural features (rock outcroppings, washes, etc.) and identify all city, state, county, and federal lands.
- Zoning case, Zoning Adjustment, and/or appeal stipulations met.
- Section 710 of the city of Phoenix Zoning Ordinance describes the process for Manual Slope Analysis and Computer Generated Slope Analysis. Regardless of the method used, the applicant shall manually draw the slope category lines.
- Slopes categories are based on the overall area between slope categories, not small areas of slope change. Hillside computations shall not include isolated topographic features, such as hills, pits, or washes, where the feature is less than 100 feet wide.

PLACE THE FOLLOWING SLOPE CALCULATIONS ON THE RESIDENTIAL PLANS:

TOTAL HILLSIDE AREA: \_\_\_\_\_ SQ.FT.

TOTAL NON-HILLSIDE AREA: \_\_\_\_\_ SQ.FT.

Slope of Land	Allowable Density Units/Acre	Acreage in the Slope Category	Product of Density x Acreage	Total # Allowable Hillside Lots	Total # Allowable Non-Hillside Lots
Under 10%	*				
10% to 14.9%	1.80**				
15% to 19.9%	1.10**				
20% to 24.9%	0.70				
25% to 29.9%	0.50				
30% to 34.9%	0.30				
35% and Over	0.20				
TOTAL:					

\* Per Zoning District.

\*\* Unless the Zoning District requires less.

**NOTES FROM THE SLOPE ANALYSIS AND HILLSIDE SECTIONS OF THE ORDINANCE FOR REFERENCE**

Note: If the table above results in a fraction of a lot, the lot quantity cannot be rounded up. For example, 1.75 lots cannot be rounded up to 2 lots.

Note: The maximum number of lots, or dwelling units into which hillside development area land shall be the sum of the number of lots or dwelling units allowed by the zoning district or the sum of the number of lots or dwelling units allowed in each category of land as shown in the table above.

Note: There shall be no more lots or dwelling units created than permitted by the slope category, except that lots or dwelling units not placed in a slope category may be placed in a lower slope category so long as the total number of lots or dwelling units in the hillside development area shall not exceed the sum of the lots or dwelling units permitted in each slope category.

Note: Refer to Section 710 C.2 Table 1 of the city of Phoenix Zoning Ordinance for special yard, height, area, and coverage requirements for developments in the hillside areas in any zoning district.

Note: The development of the lot shall preserve ridgeline views and visible significant natural features such as mountain peaks. Show and note on the plan how the ridgeline views and significant features are being preserved.

Note: Generally driveways in hillside areas should not exceed 12 feet in width. Driveways should provide safe access while minimizing grading, visible cuts/fills, and retaining walls.

**PLANS FOR REVISION**

DES RVW

Any changes to the slope analysis will require a new submittal with new fees.

**EXTENSIONS**

DES RVW

Slope Analysis plans do not need to be extended since slope analysis plans do not expire.