



Phoenix City Code Section 32-32

Please be advised if there is a rezoning case in process on the subject property a Technical Appeal cannot be filed until the case has been acted on by City Council.

Note that an appeal meeting with staff will be arranged in approximately 1 week. Please indicate your preference in attending this meeting: Yes No

PROJECT NAME	PROJECT ADDRESS OR LOCATION	PROJECT #
OWNERS NAME	ADDRESS ZIP CODE	PHONE
APPLICANT'S NAME (NOT COMPANY NAME)	APPLICANT'S ADDRESS SUITE NUMBER	PHONE
APPLICANT'S E-MAIL ADDRESS	P&D STAFF FAMILIAR WITH PROJECT	

RELATIONSHIP TO PROJECT AND COMPANY NAME

A request is hereby made for an appeal, to Section(s) _____ of the Ordinance and/or Code, which require(s) that: **(use attachment if necessary):**

State the factual and/or legal basis for the appeal. Include the alternate design and design parameters based on a recognized standard and the reason(s) why the proposed appeal meets the intent of the Phoenix City Code Section 32-32 C (5)(d)(1):
(use attachment if necessary): _____

If applicant is not the owner or the owner's architect or professional engineer, owner's signature must appear on line above _____
Applicant's Signature Title

FOR CITY USE ONLY

Technical Lead Print Name _____ Fee Code _____

APPROVED **APPROVED WITH STIPULATIONS** **DENIED**

Attendees: _____

DATE _____

CITY MANAGER'S REPRESENTATIVE OR DELEGATE _____

Pre-log Checklist:

Hillside Grading Waiver

Phoenix City Code Section 32-32.

Initial Appeal to City Manager's Representative

- 3 copies of narrative and graphic exhibit describing applicant proposal and basis for appeal.
- Photographs: On-site, adjacent to site within 300.'
- List of property owners within 300' of site. Please contact Maricopa County Assessors website at <http://www.maricopa.gov/Assessor/GIS/Map.html>.
- Install Autodesk MapGuide (R) Viewer Active X Control) to obtain a list of property owners.
- Verification must be provided that owners have been notified by certified letter at least 15 days prior to the hearing.
- Dimensioned single-family plot plan or site plan/subdivision.
- Hillside calculations (See Hillside Grading Waiver Submittal Requirements).
Total Lot Area: _____ SF Total Hillside Area: _____ SF
Total Area under Roof: _____ SF (From total lot) _____ %
Proposed Under Roof: _____ SF
Total Area Disturbed Beyond Roof: _____ SF
Total % of Hillside Disturbed: _____ %
- If administrative approval to be done by City Manager Representative, the property must be posted for a period of 15 days prior to the administrative approval date. It shall be the responsibility of the applicant to ensure that the posting remains in place for the entire 15 day period.
- Fee(s) per Chapter 9, Appendix A.2 of Phoenix City Code are:
 - \$600.00 first appeal item plus - **SPAPPCM**
 - \$300.00 each additional appeal item

Subsequent Appeal to Development Advisory Board

- Must submit appeal request within 10 days of the CMR decision.
- 1 copy of City Manager's Representative decision.
- Fee(s) per Chapter 9, Appendix A.2 of Phoenix City Code are:
 - \$600.00 first appeal item plus - **SPAPPDAB**
 - \$300.00 each additional appeal item