



This handout outlines the format and submittal requirements for a Single Family Design Review (SFDR). Questions regarding this handout may be directed to the Planning and Development Department at (602) 262-7811 (voice) or 7-1-1 (TTY).

### **Format and Submittal Requirements**

Submit the SFDR Diversity Exhibit at the Payment and Submittal Counter (2<sup>nd</sup> Floor of City Hall) with the applicable submittal fees (pursuant to the current Fee Schedule/Appendix A.2. of the Phoenix City Code). Two copies of the Diversity Exhibit are required for submittal and shall consist of two 8 1/2 "x 11" pressboard file folders with fasteners and numbers 1-8 tabbed, including the following:

1. A site plan including dimensions, drawn to scale, reduced to 8 1/2" x 11, or 11" x 17", and folded in half.
2. A narrative describing the approach used in preparing the Diversity Exhibit. The narrative should also describe how each goal is being addressed and list each standard plan proposed for use in this development, including the City standard plan review numbers if already assigned.
3. For each standard house plan proposed, submit:
  - a. A floor plan drawn to scale with dimensions of the house and garage projections.
  - b. A typical plot plan drawn to scale showing setbacks on all sides of the house, the location and dimensions of driveways, sidewalks, and easements in relationship to the property lines.
  - c. For each elevation option, submit:
    - 1) Front, rear, and side elevations.
    - 2) A colored elevation of the front façade.

Please assemble the Diversity Exhibit booklet and organize it by plan – not by type of drawing (i.e. place the floor plans, plot plan, and elevations for a given house plan together). Use dividers with labeled tabs for each house plan.

4. Actual paint samples of color schemes for the body, trim, and door colors (no color photocopies accepted).
5. Roof tile and accent material "cut" sheets (manufacturer specification sheets). Indicate which tile options and accents will be offered.
6. Garage door "cut" sheets (manufacturer specification sheets). Indicate which door options will be offered.
7. Landscape palettes for front yards, if provided for compliance with SFDR requirements. Provide plan(s) indicating the location and type of plant materials offered.
8. Details of alternative driveway surfaces, if provided for compliance with SFDR requirements.