



**I. Type of Hillside Fact-Finding application:**

- Written Response (response provided approximately two weeks from date of submittal; \$300 fee)
- Meeting with PDD staff (scheduled within approximately three weeks from date of submittal; \$600 fee)

**Hillside Fact Finding requests are optional for applicants to provide conceptual Grading and Drainage, Hillside, Building Elevations and Revegetation Plans and receive feedback from Civil and Hillside disciplines prior to submitting a formal Hillside/Grading and Drainage Plan. Plans are not required to be sealed. The Hillside Fact Finding process is informational only. No approvals would be granted with this review.**

**Review of the provided plans along with all development requirements, zoning case stipulations, necessary entitlements etc. will be provided based on the plans provided with this application.**

**The 1<sup>st</sup> review of the formal Hillside/Grading and Drainage Plan will be required prior to submitting any variances or hillside grading waivers.**

**Submit this application and any associated documents to [pdd.siteplanning@phoenix.gov](mailto:pdd.siteplanning@phoenix.gov).**

**II. Applicant/Contact Information:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**III. Site Information**

Property Address: \_\_\_\_\_  
 Assessor Parcel Number(s) (APN): \_\_\_\_\_

**IV: Review Information**

- Narrative with any specific questions
- Conceptual Grading and Drainage Plan with Hillside information including:
  - PRE-1972 Disturbance Line or Allowed Disturbance Line
  - Hillside/Preservation Disturbance Calculations
  - Construction/Protection Fencing – Showing Disturbance Limits including, Construction Route of Access and a 5' Offset from Proposed Improvements, to Protect the Undisturbed Areas of the Lot.
  - Location and Scope of the Proposed Work
- Conceptual Building Elevations/Cross Sections
- Conceptual Revegetation Plan

**----- Staff Use Only -----**

Date of submittal: \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Staff: \_\_\_\_\_  
 Project No:  New  Existing \_\_\_\_\_ SDEV #:  New  Existing \_\_\_\_\_

<b>Discipline</b>	<b>Fee Code</b>	<b>Discipline</b>	<b>Fee Code</b>
<input type="checkbox"/> Civil	PESTAFF*	<input type="checkbox"/> Hillside/Site	SPSTAFF*

For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.