

LAYOUT TO BE USED WITH A DEVELOPMENT PACKAGE SUBMITTAL (DS 2-01)

Reasons to use the Development Package:

- Concurrent reviews – use the development package menu to select the types of reviews desired. Reviews required are defined in the City of Tucson Codes and Ordinances.
- Choice of review agencies – use the Development Package Menu to select the review agencies required and desired for the review. Required reviews may not be waived. Required review agencies are defined in the Development Standards.
- Reduction in need for duplicate material – use this layout document along with Development Standard 2-01 so show required information on only one (1) sheet of the plan set. Not only does this make plan easier to review but they are also easier to use in the field by contractors and inspectors.
- Can be used whether a development plan, site plan, tentative plat and/or final plat is needed.
- Revisions will be made to applicable sheets of the development package. This includes field revisions and as-builts.

Items used with a Development Package:

- All plans must be drawn using Development Standard 2-01.
- Use this Layout document to determine which plan sheet to put the items listed in Development Standard 2-01 on.
- Use the Land Use Code, City maps, and other City Codes and Ordinances to determine which of the plan sheets are required.
- Once the needed reviews are determined, use the Development Package Menu to customize the review desired.

Helpful hints on using the Development Package:

- Plan sheets should be drawn to the same scale if possible. Exceptions are made for details and other areas where more clarity is needed.
- There should only be one detail sheet. If one sheet is not possible (due to registrants' seals), there should not be duplicate details and if there are, they must be the identical.
- Cloud and delta may be used for revisions.
- Keynotes and tables maybe used as required or wanted.

Permit and Reviews that are not yet a part of the Development Package:

- PIA.
- Water Plan.
- Signage.

Each Page of the Development Package*:

- Standard title block information w/standard location and a recommended page numbering scheme. Page numbering must be reflected on the index shown on the cover sheet.
- Includes relevant case numbers for reviews or modifications that affect the site.
- Place for city approval stamp.
- Information box for the consultant. This box may contain any of the information the consultant wishes including a space for the revision block. It may be placed anywhere on the sheet except in the lower right corner where the title block goes or the upper right corner where the location map goes.
- Registrant Seal (if preliminary submittal may mark as *PRELIMINARY – NOT FOR CONSTRUCTION*).

Currently Development Standard 2-01 requires the administrative address to be in the title block. Pima County Addressing has asked that it be removed from the title block. Please identify the administrative address as the “COT Administrative Address” and put it near the title block on each sheet of the plan set.

“BASE” Layer*: This layer must contain all the items listed below whether existing and to remain or new with the proposed development. This layer is not a plan sheet but information that must be shown on all plan sheets.

- Property lines.
- Scale and north arrow.
- Curbing and curb openings, and proposed paving area without stripping.
- Delineate adjacent impacts (depict adjacent site development w/stripping and conditions on adjacent land significantly affecting the design of the project will be shown, such as the approximate direction and gradients of ground slope; character and location of adjacent development; and drainage ways, arroyos, ditches, and channels, including their existing conditions.
- Existing and proposed billboards and free-standing signage.
- All proposed and existing walls & fences: location & layout.
- Solid waste collection location (proposed and existing)

(base layer continued)

- Easements – proposed and existing, onsite and offsite as required.
- Building/Structure footprint – proposed & existing.
- Delineate open space areas to be protected or preserved
- 100 year floodplain

Master Cover Sheet*:

- Zoning information / adjacent zoning.
- Consultant team (identify who is responsible for BASE layer). This includes but is not limited to name of firm, contact, phone, address, e-mail for all those involved in the putting the plan together, the registrants and the owners.
- Location map.
- Place for “Page X of Y”.
- Sheet index.
- Key plan (if desired).

General Notes*:

- Conditions of rezoning / original city zoning.
- Development standards requirements for general notes.
- Notes to be organized under a heading indicating which plan the note(s) are for, i.e. Site, Grading, etc.
- All calculations required by the development standards and all applicable city codes.
- All modifications to code listed as detailed in the development standards.

Existing Conditions/Demolition Plan:

This plan sheet is used to show all existing conditions on and off the site. Please identify the items that are to be demolished and those that are to stay as part of the proposed development.

Site Plan*: For large projects, the site plan may be presented on multiple sheets with match lines used and referenced.

- BASE layer.
- Overlay depictions.
- Property Line Dimensions /Distances & Bearings.
- Legend (1st page only).
- Keynotes & tables – page specific.
- Other pages provide keynotes as applicable to page.
- Vehicle use area – fully dimensioned. This includes but is not limited to the following: vehicle and bicycle parking, landscape islands, cart storage, loading zones, pedestrian circulation, outdoor lighting, trash collection and fire access.
- ADA compliance: ramps, pedestrian traversability, truncated domes.
- Setbacks (erosion hazards, shy space, structures, etc.)
- Building information (proposed & existing and to remain) – note in building footprint (such as height and gross floor area).
Also note dimensions/setbacks to all property lines.
- All proposed wall & fence – location and construction composition (includes retaining walls).
- All required landscape areas dimensioned.
- Basin delineations.
- Existing and future R.O.W. improvements, curbs & sight visibility triangles - all dimensioned (existing & future).
- Gated entry information (if applicable).

Grading, Paving, Drainage Plan:

- BASE layer.
- Cut/Fill quantities (cubic yards) on first page.
- Disturbance area (square feet) – delineation & calculations.
- Undisturbed areas (square feet) – delineation & calculations.
- Vertical data:
 - Existing spot elevation and topo/contour lines & interval.
 - Existing grades on adjacent rights-of-way and adjacent sites. If an adjacent right-of-way or site is under construction, show the proposed finish grades.
 - Conditions on adjacent land significantly affecting the design of the project will be shown, such as the approximate direction and gradients of ground slope, locations of existing solar collectors on adjacent property, character and location of adjacent development, and drainage ways, arroyos, ditches, and channels, including their existing conditions.
- Basis of elevation with datum.
- Blue Stake phone number.
- Legend / keynotes / tables (1st page only of sub-cover sheet or master).
- Other pages provide keynotes as applicable to page.
- Drainage Information:
 - Dimension: setback (slope/basin/Erosion Hazard Setbacks, etc), back up spurs, easement widths, and other applicable setbacks.
 - Floodplain limits (FEMA & City flood hazard areas), basin/channel center flow line (width, depth, Q100, weir elevation), basin bottom slope and widths, etc.
 - Slope stabilization treatments.
 - Slope ratios for berms, slopes and drainage features.
 - Scuppers (type and location) and downspouts.

(Grading, Paving, Drainage Plan Continued)

- Depict positive drainage from structures (flow arrows).
- Finished floor elevation.
- Water harvesting, indicate depths.
- Drainage patterns to water harvesting areas including details for routing. Depict if necessary.
- All drainage openings.
- Elevations associated with ADA compliance.
- Construction notes.
- Permanent and temporary barriers to provide landscape and open space protection.
- Delineations, as applicable, of Protected Riparian Areas and regulatory floodplain areas.
- Call out driveway longitudinal slopes, parking stalls cross slopes, entry drive high point elevations.
- Storm drain information (size, alignment, slope, cover, etc...) catch basin location and details.

Details*: Please see introduction for a discussion of details.

- Street / pavement sections.
- Basin details: bottom & top elev, weir detail, Q100 in & out, volume, side slopes.
- Channel details: side slope, material, width, depth, Q100.
- Bridge details: scour structures, low chord elevation, etc.
- Roof drainage / retaining wall weep hole spacing / wall opening sizing.
- Riprap: grouted or with filter fabric.
- Detail for scupper-to-spillway transition with toe down.
- Bicycle parking detail.
- Vehicle parking stall detail (non-ADA).
- Vehicle parking stall with ADA van sign.

(details continued)

- Handicap/disabled ramp.
- Modifications to PC/COT standard details.
- Cross sections for PAAL (can include pedestrian circulation system and parking also), streets, basins and channels.
- Construction details and specifications for landscape plans.

Utilities Plan: (This plan may be combined with the grading plan for small projects.)

- “BASE” layer.
- Proposed and existing utility lines and facilities.
- Coordinate the water and sewer sizes with the mechanical engineer/architect for the building as to what they are showing on their plans.
- Valve boxes/backflow preventers.
- Telephone pedestal locations (existing and new).
- Electrical pads and transformer locations (existing and new).
- Overhead and underground electrical.
- Gas, cable, telephone, location/easements.
- Sewer alignment, manholes, inverts, rim elevations, slopes, etc...

Landscape Plan*:

- “BASE” layer.
- Floodplain limits and EHS.
- Recreation areas.
- Sight visibility triangles.

(Landscape plan continued)

- Bicycle parking.
- Lighting.
- Trails, paths.
- Overlay zone.
- Vegetation plan and schedules.
- Calculations.
- Screening.
- Maintenance schedule.
- Irrigation plan.

Native Plant Preservation Plan (NPPPO)*:

Native Plant Inventory Methodology:

- Viability and transplantability status.
- Native plant analysis and objectives.
- Native plant preservation and salvage plan.
- Salvage and mitigation report.

Plant Appraisal Methodology:

- Native plant inventory/site appraisal.
- Native plant preservation plan.

(native plant preservation plan continued)

Set Aside Submittal:

- Environmental Resource Report.
- Aerial photograph (1" = 100' min.) delineating the natural resource values for areas on the site.
- Covenants, Conditions, and Restrictions.

If there are no protected plants on site, an application for an exception to the native plant preservation plan maybe submitted.

Phasing Plan: will be required if the developer wishes to occupy a portion of the site prior to all elements of the plan being completed. A phasing plan must demonstrate how a site will work if subsequent phases are not built. The review will include Zoning, Landscape, Fire, Traffic (if public streets are involved), Engineering, PCWWM, TEP and ESD.

Stormwater Pollution Prevention Plan (SWPPP): submittals must meet the requirements of the Arizona Pollutant Discharge Elimination System General Permit for discharge from construction activities to waters of the United States and COT ordinances and codes

Environmental Resource Report (Watercourse ERR): is required for sites that propose development within regulatory floodplain areas and Protected Riparian Areas associated with Environmental Resource Zone and Watercourse Amenity, Safety and Habitat (WASH) designated washes.

Hillside Development Zone (HDZ): must demonstrate compliance with the Development Standard and Land Use Code. This includes but is not limited to the average cross slope analysis, height restrictions, grading restrictions, and colors.

Drainage Report/Statement: must meet the minimum requirements of Development Standard 10-02: *City of Tucson Manuel for Drainage Design and Floodplain Managemen* and any associated standards that are referenced within (i.e. DS Sec.10-01 and Chapter 26 of the Tucson Code).

Soils Report: must meet the minimum requirements under Development Standard 10-02.14.2.6 and Development Standards 11-01.4.1 and the 2006 International Building Code Chapter 18.

Last Approved Site Plan: needed for expansions that are less than 25%. For expansions that are less than 25% only the new areas must meet current code. Expansions are cumulative.

*** Indicates that the plan sheet is required. All other plan sheets maybe required based on property location, whether the land is vacant or developed, and/or city codes and ordinances.**

