



Green Valley Council, Inc.

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**Submittal Requirements
Architectural Review Committee
Green Valley Council, Inc.**

**(Note: These requirements follow Development Plan checklist
Requirements required by the Pima County Development
Services Department)**

Vicinity Map (1 copy) showing the site in relation to nearest cross streets.

Site Plan (2 copies) drawn to 1" = 20' or 40' on 24 X 36" sheets scale and fully dimensioned. The plans shall be prepared and signed by a licensed civil engineer, surveyor, architect, or designer, unless the site is less than one acre, or has less than 14,000 square feet of new graded area. The plans should graphically and understandably describe the proposal. The plans shall show the following:

- a. North arrow and scale
- b. Location and arrangement of existing and proposed land uses, including front, rear and side yards
- c. Location and arrangement of existing and proposed land uses within 100 feet beyond the district boundary
- d. Contours
- e. Limits of grading
- f. Boundary survey with dimensioned property lines and adjacent streets.
- g. Location, setback and dimensions of all existing and proposed structures on the site.
- h. Parking information, including:
 - parking provided
 - parking required by Pima County codes, including bicycle parking
- i. Loading/receiving areas:
 - dock location and truck access
 - truck well(s)
 - turnaround area dimensions
 - trash compactor
 - porte cochere (if necessary)
- j. Location, setback and dimensions of all existing and proposed:
 - roadways
 - structures
 - driveways
 - parking
 - median openings
 - loading areas
 - handicapped ramps
 - sidewalk/pathways
 - pedestrian circulation
 - landscaped areas
 - fences
 - retaining walls
 - signage
 - trash enclosures and locations/screening
- k. Location, setbacks and dimensions of all existing roadways and intersecting streets and driveways within 150 feet of the project.

Preliminary Grading/Drainage Plan (2 copies) showing:

- a. Existing topography
- b. Proposed or finish grade contours
- c. Utility easements
- d. Boundaries of all cut and fill areas
- e. Cross-sections of site where topographic changes exceed 5%
- f. Direction and path of drainage on, through and off the site (indicate any proposed and existing flood prone areas, drainage catch basins and pipe) and existing nearby washes
- g. Retaining walls with critical spot elevations
- h. Pad elevations for appurtenances (i.e. transformer, generator, etc.) if on the ground

Preliminary Landscaping Plan (2 copies) This plan shall be consistent with the site plan and architectural plans for the proposed project at a scale of 1" = 50 feet. The plan shall demonstrate clearly the character, massing and site compatibility of the proposed landscaping program and shall include the following:

- a. A native plant preservation section
- b. Design layout showing the desired landscaping program in terms of location of proposed landscaping and hardscape, as well as any proposed natural open space
- c. Plant palette with the location, size and name of the proposed plants and trees (both common and botanical)
- d. Locations of proposed berms, concrete curbs, paths, fencing, and miscellaneous structures (including above grade utility structures such as transformers).
- e. Percent of landscaping (and how it is allocated)
- f. Statement of overall design theme
- g. Areas proposed for outdoor use
- h. Commercial outdoor patio details
- i. Lighting plan including pedestrian level, security and parking lot lighting

Building Footprints and Elevations (2 copies) fully dimensioned and with building height, number of floors and square footage of individual buildings. Include all sides of all proposed structures with finished floor elevations. Elevations shall include building materials, colors, trash enclosures, fencing, roof screening details and signage.

Color and Material Palette (1 set) indicating the proposed finishes of all exterior materials including roof and walls) and color samples of paint or manufactured products to be applied on the building exterior (including fascia and trim.

Floor Plans (2 copies) fully dimensioned, drawn to scale, showing exterior doors and windows, stairways, mechanical rooms and hall ways. Include internal orientation and room identification.

Roof Plan (2 copies) drawn to scale showing the direction of slope of roof elements and location of mechanical equipment, ducts and vents.

Site Color Photographs (1 set) showing views of and from site, including neighboring development.

A current Aerial Photo at a scale of 1" = 60 feet, legibly showing a direct overhead view of the proposed district and 100 feet beyond its boundary showing sufficient topographic data to indicate clearly the character of the terrain; the type, location, and condition of mature trees, and other natural vegetation; and the location of existing development.