



Development Services Department Commercial Design Review Application & Submittal Requirements

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| Project Information | | |
| Project Name: | | |
| Address/Location: | | |
| Applicant Information (This should be the person authorized to handle any future correspondence.) | | |
| Name: | | |
| E-mail address: | | |
| Address: | | |
| City: | State: | Zip Code: |
| Phone Number: | Fax Number: | |
| Deliverables | | |
| <input type="checkbox"/> Application <input type="checkbox"/> Two (2) copies of each item listed below. <input type="checkbox"/> Fee | | |

Per the City of Buckeye Development Code, Section 5.8 and Section 5.9 certain design criteria are required for all commercial, office and industrial buildings

The following information is provided as a guideline for Design Review Submittal. Additional information may be submitted for clarification purposes.

This application is required for all commercial, office, and industrial requests which modify the exterior of the site/building but do not require administrative, minor, or major site plan review.

1. Builder name, address, and contact information.
2. Elevations (**Collated 24"x36"**)
 - Full Color plan set showing front, rear and side elevations for each proposed building and structure on the project site.
 - Black & white plan set showing front, rear and side elevations for each building/structure on the project site.
 - Elevations shall not show vegetation and must show all building-mounted utilities, drain-pipes, lighting, and architectural features.
 - Line-of-site exhibits to demonstrate full screening of rooftop mechanical units.
3. Color & Materials Palette Packages (81/2"x11")
 - Exhibit of with labeled photographs of all proposed exterior materials (no materials samples unless requested)

- Exhibit of actual paint chips, label to identify brand, color, and pantone color if available.
- 4. Typical site plan showing all required information. Setbacks, adjacent streets, landscaping, parking, mechanical equip, trash enclosures. **(Collated 24"x36")**
- 5. If landscaping is proposed to be modified, provide a conceptual landscaping plan showing trees, shrubs, labeled groundcover, turf area, etc. Plan must include a plant legend identifying total trees, shrubs, species, quantities and size. All proposed landscaping must be in conformance with the Development Code, Section 5.4. **(Collated 24"x36")**
- 6. One (1) set of all submittal plans materials reduced to 11"x17".
- 7. One (1) CD with all submitted materials in PDF format.
- 8. The Commercial Design Review (original or amendment) fee is \$460 and was approved by City Council in the Development User Fee Schedule Effective July 1, 2018. This application can be used for either original or amendments.

The City of Buckeye now accepts all submittals/resubmittals and payments electronically. Please follow process on the Planning and Zoning Webpage. Resubmittals can be directed to your assigned planner rather than to the general submittal contact.

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| Case # | | Submittal Date: | | Fees: | | Accepted By: | |
|--------|--|-----------------|--|-------|--|--------------|--|