



**Phoenix City Code Section 32-32**

One review of a Hillside/Grading and Drainage Plan (CPHG) is required prior to submittal of a Hillside Grading Waiver.

Please be advised if there is a rezoning case in process on the subject property a Technical Appeal cannot be filed until the case has been acted on by City Council.

Note that an appeal meeting with staff will be arranged in approximately 1 week.

DATE
DSAP #

PROJECT NAME	PROJECT ADDRESS OR LOCATION	PROJECT #
OWNERS NAME	ADDRESS ZIP CODE	PHONE
APPLICANT'S NAME (NOT COMPANY NAME)	APPLICANT'S ADDRESS SUITE NUMBER	PHONE
APPLICANT'S E-MAIL ADDRESS	P&D STAFF FAMILIAR WITH PROJECT	

**RELATIONSHIP TO PROJECT AND COMPANY NAME**

A request is hereby made for an appeal, to Section(s)  of the Ordinance and/or Code, which require(s) that: **(use attachment if necessary):**

State the factual and/or legal basis for the appeal. Include the alternate design and design parameters based on a recognized standard and the reason(s) why the proposed appeal meets the intent of the Phoenix City Code Section 32-32 C (5)(d)(1):

**(use attachment if necessary):**

<input type="text"/>	<input type="text"/>
If applicant is not the owner or the owner's architect or professional engineer, owner's signature must appear above	Applicant's Signature Title

**CITY USE ONLY – STAFF LOG IN CLEARANCE**

Staff Name  Fee/Fee Code  Date

**ADMINISTRATIVELY COMPLETE**     **INCOMPLETE SUBMITTAL (see Notes below)**

Notes:

Hillside Grading Waiver Appeals are considered Technical Appeals and are submitted electronically through the ShapePHX system as a "Code Modification/Technical Appeal".  
 Fee(s) per Appendix A.2 of Phoenix City Code. >Site Planning Miscellaneous Fees> Appeals> Appeal to City Manager Representative (i.e. Hillside Grading Waiver)  
 Fee Code: **SPAPPCM**

For more information about this publication contact Planning & Development at (602) 262-7811. To request a reasonable accommodation, please contact Saneeya Mir, 602-686-6461, Saneeya.Mir@phoenix.gov TTY: Use 7-1-1.

**Pre-log Checklist:**

**Hillside Grading Waiver**

Phoenix City Code Section 32-32.

**Initial Appeal to City Manager's Representative**

- Narrative and graphic exhibit describing applicant proposal and basis for appeal.
- 1<sup>st</sup> Review Mark Ups of Hillside/Grading and Drainage Plan (CPHG).
- Photographs: On-site, adjacent to site within 300.'
- List of property owners within 300' of site supplied by the Maricopa County Assessor's Office.

▪ Hillside calculations (Per Hillside Checklist)

Total Lot Area (Net):  SF

Hillside Area:  SF

Allowed Coverage Under Roof:  SF ( %)

Proposed Coverage Under Roof:  SF ( %)

Pre-1972 Disturbance (if applicable):  SF ( %)

Allowed Total Area of Disturbance:  SF ( %)

Proposed Total Area of Disturbance:  SF ( %)

Allowed Total Revegetation Area:  SF

Proposed Total Revegetation Area:  SF

**Subsequent Appeal to Development Advisory Board**

- Must submit appeal request within 10 days of the CMR decision.
- 1 copy of City Manager's Representative decision.
- Fee(s) per Chapter 9, Appendix A.2 of Phoenix City Code. >Site Planning Miscellaneous Fees> Appeals>Appeal to Development Advisory Board
- Fee Code: **SPAPPDAB**