

 Green Valley Council
The logo for the Green Valley Council, featuring a stylized 'GVC' monogram in white on a blue background.

PLANNING & ARCHITECTURAL COMMITTEE

...Your Community Voice

As of November 2006

TO: Developers and other interested parties who wish to develop or renovate structures in Green Valley, Arizona

Preface

The Planning & Architectural Committee of the Green Valley Council was created to review all new construction planned in the Green Valley Specific Area. By virtue of agreements adopted by the Pima County Board of Supervisors, all projects within the Green Valley Specific Area are to be reviewed by the Green Valley Council and a recommendation sent to the Pima County Development Services Department prior to any formal action by the County Planning & Zoning Commission and Board of Supervisors. Local copies of the Pima County Planning and Zoning ordinances affecting your project [may be found on the Pima County Website and] are on file at the Green Valley Office and the Conrad Joyner Public Library in Green Valley. The County has sole responsibility to approve any project proposed in Green Valley and all formal submittals must be made first to the Pima County Development Services Department in Tucson.

Review Responsibilities

This committee serves as an architectural and site planning review body to insure that the architecture and site development proposals for new and revised residential, commercial and other developments in Green Valley are:

- In character with the existing southwestern architectural style of Green Valley.
- Compatible with existing development in the surrounding area.

This document has been reformatted for the website. The Green Valley Community Coordinating Council, Inc., and the Architectural Review Committee have been revised as Green Valley Council and Planning & Architectural Committee, respectively.

- Sensitive and contain an architectural and landscape design/theme that includes the character, scale and quality of design which will relate to and be compatible with the existing site and the character of adjacent buildings and neighborhoods. No structure shall exceed a 24 foot height limit.
- Compatible with local issues that are important in Green Valley (flood control, native plant preservation, traffic circulation, open space buffers, topographic and grading concerns, etc.) and can demonstrate Pima County Development Staff concurrence with appropriate design elements of the plans.

Procedures

We review all site plans and subdivision plots except individual one, two or three family residential units. All submittals should include site plans, building elevations, and a preliminary landscape plan according to the attached submittal requirements. These requirements closely follow required submittals that developers must submit to the Pima County Development Services Department for necessary entitlements.

Procedures for handling your project are as follows:

- Schedule the Committee review with the Green Valley Council office upon **COMPLETION** of the required documents. Failure to submit complete documents will result in a loss of time for the development of the project as the Committee will have no choice but to postpone approval. There is no fee involved at the Green Valley level.
- If the Committee feels that the submitted information is inadequate, the developer shall be required to resubmit within 30 days or by the next regularly scheduled meeting of the Committee.
- Apply for a Planning & Architectural Committee review no later than the second Thursday with the Green Valley Council. For the convenience of all concerned, the Committee meets regularly on the fourth Thursday of each month. Documents are to be filed in the Green Valley Council office no later than the third Thursday so ARC members will be able to pre-review them prior to the scheduled meeting. Once a submittal has been presented, the Committee will consider a special meeting, if needed, to act upon a re-submittal for compliance, all in the interest of facilitating your construction schedule.
- Upon the favorable action of the ARC, the chair will (within 7 working days) submit a letter of approval to the Pima County Development Services. The ARC review documents will remain on file in the GVCCC office to assist in monitoring compliance

until such time as the project is completed.

Submittal Requirements

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.