

anthem community council

3701 W. Anthem Way, Anthem, AZ 85086 • Phone: 623-742-6050 • Fax: 623-742-6140
www.OnlineAtAnthem.com

Anthem Non-Residential Properties Design Review

Anthem Design Review Approval is required prior to any non-residential site and building construction, improvements or modifications in Anthem. Non-residential properties include but are not limited to: office centers, office parks, retail centers, educational, civic, institutional, places of worship, and multi-family not located inside the three HOA subdivisions in Anthem.

The following information provides the requirements for document submittal for a project review by the **Anthem Commercial Design Review Advisory Committee (CDRAC)** as expressed in **Anthem Non-Residential Design Guidelines** (Guidelines). The following design review submittal requirements apply to all non-residential building projects in Anthem (Except schools).

Prior to commencing any project design, the design team shall thoroughly review the Guidelines and the City of Phoenix and Maricopa County zoning ordinances. Before commencing any work covered under these provisions, the design team shall prepare the design review documents for submittal to CDRAC for review prior to submittal to the City of Phoenix or Maricopa County for plan review. The submittal materials shall consist of one set of the following:

Design Review Checklist for New Buildings

- Dimensioned architectural site plan to scale no smaller than 1"=30'-0". *Include a vicinity map, north arrow and assessor's parcel number.*
- Dimensioned grading and drainage plan, including storm water detention areas, to scale no smaller than 1"=30'-0, indicate the location and size of all above grade utilities. *Show the location of public utility easements and existing on-site fire hydrants.*
- Site lighting plan with photometrics.
- Dimensioned landscape and screening plan, to scale no smaller than 1"=30'-0". *Show location of all existing trees and cacti. Indicate proposed location and size of trees, shrubs, turf, and groundcovers. Indicate areas to remain undisturbed. Provide a plant material list, selected from the Anthem approved plant list.*
- Dimensioned floor plans, 1/8"=1'-0".
- Dimensioned building elevations, all sides, to scale, 1/8"=1'-0". *Indicate proposed signage locations to scale.*
- Dimensioned building cross sections.
- Colored elevations with building materials labeled and cross-referenced to a building material sample board.

- Colored architectural rendering or sketch illustrating, materials, colors and landscaping. *A 3D CAD model is recommended, but not required.*
- Material sample and color board, maximum size, 18"x24" with building material samples of each exterior finish, 2"x3" minimum. Paint color samples shall be 3"x3" minimum. *Label and cross reference all materials and paint colors to the colored elevations*
- Electronic files of all drawings, i.e. PDF files.

Design Review Checklist for Modifications to Existing Buildings and Site Improvements

- Dimensioned architectural site plan to scale no smaller than 1"=30'-0" showing the location of the improvements. *Include a vicinity map, north arrow and assessor's parcel number.*
- Dimensioned grading and drainage plan.
- Dimensioned landscape plan with proposed site improvements.
- Dimensioned floor plan showing proposed modifications.
- Digital photos showing the portion of the building to be modified and adjoining buildings affected by the proposed modification.
- Dimensioned building elevations of all areas to be modified, to scale, 1/8"=1'-0". *Indicate proposed signage locations to scale.*
- Elevations with all changes clearly illustrated and dimensioned with materials called out and intended signage shown to scale. *Indicate proposed signage locations.*
- Colored elevations with building materials labeled and cross referenced to a building material sample board.
- Electronic files of all drawings, i.e. PDF files.

A design review fee is due and payable to the ACC for plan review of building or site plans after an application is received. The ACC will email an invoice to the applicant, tenant or landlord upon receipt of the design submittal. See below for the design review fees.

Design Review Fees: New Construction - \$2,500.00, Construction of Additions or Modifications - \$1,000.00, Minimal Exterior Modifications - \$300.00, Fence or Wall Modifications - \$150.00, Landscaping Modifications - \$250.00.

NOTE: All drawings shall be 24"x36" and shall include project name, address and date. Revised drawings requiring resubmittal shall include a revision date. Submit the design review package to:

Tony Smith
 Business Services & Code Compliance Specialist
 Anthem Community Council
 3701 W. Anthem Way, Ste.#201
 Anthem, AZ 85086
 Phone: 623-742-6010
 Email: bservices@anthemcouncil.com

NOTE: The approved design documents will be kept on file to be used at project completion to determine that the completed project is in compliance with the approved design.

A separate submittal is required for all exterior signage.

anthem community council

3701 W. Anthem Way, Anthem, AZ 85086 • Phone: 623-742-6050 • Fax: 623-742-6140
www.OnlineAtAnthem.com

Anthem Non-Residential Properties Design Review Application

Date: _____ Project Name: _____

Project Address: _____

Project Description: _____

Applicant Contact Information:

Name: _____

Company Name: _____

Address: _____

Cell: _____ Email: _____

Company Website: _____

Applicant Signature: _____

Print Name: _____

Owner/Business Contact Information:

Name: _____

Company name: _____

Address: _____

Cell: _____ Email: _____

Design Review Fee:

- I acknowledge that a fee for design review services is due and payable to the ACC by the applicant, tenant or landlord after submitting this application.

Applicant Signature: _____ Date: _____

Email this application to bservices@anthemcouncil.com