### **DEVELOPMENT REVIEW BOARD REPORT**



MEETING DATE December 14, 2006

ITEM NO.

CASE NUMBER/

90-DR-2006

**PROJECT NAME** 

DC Ranch Market Street- Building T

LOCATION

20791 N Pima Road

REQUEST

Request approval of a site plan, landscape plan, and building elevations for

Building T, within the Market Street at DC Ranch

**OWNER** 

DMB Associates Inc

480-367-7000

ENGINEER

Wood Patel & Associates

Inc 602-335-8500

ARCHITECT/

DESIGNER

Circle West Architects

480-609-1000

APPLICANT/

Shelly McTee

COORDINATOR Anderson Brody Buchalter

Nemer

602-296-1836

#### BACKGROUND

#### Context.

The pad is located at the southeast corner of E. Thompson Peak Parkway and N. Pima Road within the DC Ranch Community commercial center called Market Street Commons.

#### Zoning

This property, which is zoned Planned Neighborhood Center Planned Community Development District (PNC PCD), is governed by the DC Ranch Development Agreement. The development standards required and provided are calculated from, and applied to, the commercial center as a whole

## APPLICANT'S PROPOSAL

#### Applicant's Request.

This is a request to obtain approval for a site plan, building elevations and landscape plan for Building T, which is located on the last remaining vacant pad within Market Street Anticipated uses within the 9,500 square foot building include retail and/or restaurant, which will compliment and enhance current uses throughout Market Street

#### **Development Information**

	-	
•	Existing Use	Vacant/ Overflow Parking
•	Proposed Use	Restaurant/Retail
•	Building Size	9,500 Square feet
•	Building Height Allowed	36 Feet
•	Building Height Proposed	30 Feet
•	Parking Required for the center	836 Spaces
•	Parking Provided for the center	1,045 Spaces

#### DISCUSSION

This is the final vacant pad within Market Street at DC Ranch. Development standards, as approved under 54-ZN-89#1-10, are applied and met calculating the center as a whole. Market Street has an average 100-foot scenic setback and an average 150-foot landscape setback along the N. Pima Road frontage. Parking has been approved through the parking master plan submitted by Wood/Patel. Design of the approximately 9,500 square foot building anticipates retail and/or restaurant uses.

The architecture, building design/orientation is consistent to the existing development within Market Street, with building orientation towards the existing shops and restaurants in order to encourage pedestrian activity throughout the center. This new building will also be linked to the existing trail system that encompasses the entire development.

The materials for the building will be stained wood siding, columns and Rafters with a rusted standing seam metal roof and panels. The glass will be one inch clear glazing within a aluminum storefront system. There are 12-foot roof overhangs on the east side and 4-foot roof overhangs on the north, south & west sides of both the north and south buildings. These roof overhangs, along with the proposed landscaping, will assist in providing sufficient shading/ protection against the sun.

STAFF

RECOMMENDATION

Staff recommends approval, subject to the attached stipulations.

STAFF CONTACT(S)

Jeff Ruenger

Planner

Phone: 480-312-4208

E-mail: jruenger@ScottsdaleAZ.gov

**APPROVED BY** 

Report Author

Steve Venker

Development Review Board Liason

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E-mail: svenker@ScottsdaleAZ.gov



### Scottsdale Development Review Board Report

#### Case No. 90-DR-2006

ATTACHMENTS	Α	Stipulations/Zoning Ordinance Requirements

B Fire Ordinance Requirements

Applicant's Narrative
 Context Aerial

2A Aerial Close-Up

3 Zoning Map

4 Site Plan

5 Landscape Plan

6 Elevations

# Stipulations for Case: DC Ranch Market Street- Building T 90-DR-2006

In order to protect the public health, safety and welfare, and unless otherwise stated, the applicant agrees to complete all requirements prior to final plan approval, to the satisfaction of Project Coordinator and the Final Plans staff

#### **PLANNING**

#### APPLICABLE DOCUMENTS AND PLANS

#### **DRB Stipulations**

- Except as required by the City Code of Ordinances, Zoning Regulations, Subdivision Regulations, and the other stipulations herein, the site design and construction shall substantially conform to the following documents
  - a Architectural elements, including dimensions, materials, form, color, and texture, shall be constructed to be consistent with the building elevations submitted by Circle West with a date provided on the plans by City Staff of 11/20/06
  - b The location and configuration of all site improvements shall be constructed to be consistent with the site plan submitted by Circle West with a date provided on the plans by City Staff of 11/20/06
  - c Landscaping, including quantity, size, and location of materials shall be installed to be consistent with the conceptual landscape plan submitted by Circle West with a date provided on the plans by City Staff of 11/20/06

#### ARCHITECTURAL DESIGN

#### DRB Stipulations

- 2 The face of the service entrance section(s) shall be flush with the building façade and painted to match the building
- 3 All exterior mechanical, utility, and communications equipment shall be screened by parapet or wall that matches the architectural color and finish of the building. Wall or parapet height for roof-mounted units shall meet or exceed the height of the tallest unit. Wall height for ground-mounted units shall be a minimum of 1 foot higher than the tallest unit.
- 4 All exterior conduit and raceways shall be painted to match the building
- 5 No exterior roof ladders shall be allowed where they are visible to the public or from an off-site location
- Roof drainage systems shall be interior, except that overflow scuppers are permitted. If overflow scuppers are provided, they shall be integrated with the architectural design.
- 7 Wall enclosures for refuse bins or trash compactors shall be constructed of materials that are compatible with the building(s) on the site in terms of color and texture
- 8 All walls shall match the architectural color, materials and finish of the building(s)

#### SITE DESIGN

#### **DRB Stipulations**

9 Prior to, or concurrent with, final plans any easements in conflict with the proposed improvements shall be released and rededicated to the satisfaction of Plan Review staff

ATTACHMENT A
APPROVED 12/14/2006 - bdf

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#### LANDSCAPE DESIGN

#### **DRB Stipulations**

10 Upon removal of the salvageable native plants the salvage contractor shall submit completed Native Plant Tracking Form as well as a list identifying the tag numbers of the plants surviving salvage operations to the City's Inspection Services Unit within 3 months from the beginning of salvage operations and/or prior to the issuance of the Certificate of Occupancy

11 Cut and fill slopes shall be rounded to blend with the existing contours of the adjacent natural grades

#### EXTERIOR LIGHTING DESIGN

#### **DRB Stipulations**

- 12 All exterior luminaires shall meet all IESNA requirements for full cutoff, and shall be aimed downward and away from property
- 13 The individual luminaire lamp shall not exceed 250 watts
- 14 All exterior lights shall match existing fixtures within Market Street or be compatible
- 15 Incorporate into the project's design, the following

#### Parking Lot and Site Lighting

- a The maintained average horizontal illuminance level, at grade for the entire site shall not exceed 1.5 foot-candles as approved under 266-SA-06
- b The maintained maximum horizontal illuminance level, at grade for the entire site, shall not exceed 6 0 foot-candles as approved under 266-SA-06 All exterior luminaires shall be included in this calculation

#### **Building Mounted Lighting**

c All luminaires shall be recessed or shielded so the light source is not directly visible from property line

#### Landscape Lighting

- d All landscape lighting directed upward shall utilize the extension visor shields to limit the view of the lamp source
- e Landscaping lighting shall only be utilized to accent plant material
- f All landscape lighting directed upward, shall be aimed away from property line
- g All landscape lighting hanging in vegetation, shall contain recessed lamps, and be directed downward and away from property line

#### ADDITIONAL PLANNING ITEMS

#### **DRB Stipulations**

- 16 No exterior vending or display shall be allowed
- 17 Flagpoles, if provided, shall be one piece, conical, and tapered
- 18 Patio umbrellas shall be solid colors and shall not have any advertising in the form of signage or logos

#### RELEVANT CASES

#### Ordinance

A At the time of review, the applicable Zoning, DRB case(s) for the subject site were 54-ZN-1989 #1-10, 54-DR-98#4

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#### **ENGINEERING**

In order to protect the public health, safety and welfare, the following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all inclusive of project requirements. The developer shall submit engineering design reports and plans that demonstrate compliance with city ordinances, the <u>Scottsdale Revised Code</u> and the <u>Design Standards and Policies Manual</u>

#### APPLICABLE DOCUMENTS AND PLANS

#### **DRB Stipulations**

19 Demonstrate consistency with the following reports and improvement plans DC Ranch Planning Units 2 and 4 Drainage Master Plan, and the DC Ranch Planning Units 2 and 4 Transportation Master Plan

#### CIVIL IMPROVEMENT PLAN REQUIREMENTS

#### **DRB Stipulations**

20 The applicant shall apply for and obtain approval for a release of easement from the City of Scottsdale for the portions of the public trail easement, landscape, and drainage easement that are in conflict with the proposed building. The public trail easement shall be rededicated over the relocated trail prior to final plans approval. Additionally, there are a number of private easements that are in conflict with the proposed building that will need to be abandoned.

#### INTERNAL CIRCULATION

#### **DRB Stipulations**

- 21 Stipulations for the reconfiguration of the commercial entry drive, including the reconfigured trail and relocated refuse container, as shown on the site plan dated 11/20/06, shall be addressed by a separate staff approval
- 22 The developer shall provide a minimum parking-aisle width of 24 feet
- 23 The developer shall provide internal circulation that accommodates emergency and service vehicles with an outside turning radius of 45 feet and inside turning radius of 25 feet

#### Ordinance

- B Parking areas shall be improved with a minimum of 2.5 inches of asphalt over 4 inches of aggregate base
- C Drainage Easement
  - (1) Drainage and flood control easements shall be dedicated to the City to the limits of inundation for all vista corridor washes, for all washes having a discharge rate of 50 cfs or more, for all FEMA regulatory floodways to the extent of the 100-year base flood elevation, and for all stormwater storage basins. All drainage and flood control easements shall be dedicated to the City with maintenance responsibility specified to be that of the property owner.

#### WATER AND WASTEWATER STIPULATIONS

The following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all-inclusive of project requirements. Water and sewer lines and services shall be in compliance with City Engineering Water and Sewer Ordinance, the <u>Scottsdale Revised Code</u> and Sections 4 and 5 of the <u>Design</u> Standards and Policies <u>Manual</u>

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#### **WATER**

#### Ordinance

D The water system for this project shall meet required health standards and shall have sufficient volume and pressure for domestic use and fire protection

#### WASTEWATER

24 Existing water and sewer service lines to this site shall be utilized or shall be abandoned by disconnection at the main

#### Ordinance

- E Privately owned sanitary sewer shall not run parallel within the waterline easement
- F Grease interceptors shall be provided at restaurant connections to the sanitary sewer. The interceptors shall be located as to be readily and easily accessible for cleaning and inspection.

#### **CONSTRUCTION REQUIREMENTS**

#### **DRB Stipulations**

- 25 City staff may at any time request the developer to submit as-built plans to the Inspection Services Division
  - a As-built plans shall be certified in writing by a registered professional civil engineer, using as-built data from a registered land surveyor
  - b As-built plans for drainage facilities and structures shall include, but are not limited to, streets, lot grading, storm drain pipe, valley gutters, curb and gutter, flood walls, culverts, inlet and outlet structures, dams, berms, lined and unlined open channels, storm water storage basins, underground storm water storage tanks, and bridges as determined by city staff

90 DR 2006

DATE 10/10/2006

## BUILDING T, MARKET STREET 20761 N PIMA RD SCOTTSDALE, AZ

#### FIRE ORDINANCE REQUIREMENTS

(INCORPORATE INTO BUILDING PLANS AS GENERAL NOTE BLOCK - USE ONLY THE DESIGNATED STIPULATIONS)

⊠ 1	PREMISES IDENTIFICATION TO BE LEGIBLE FROM STREET OR DRIVE & MUST BE ON ALL PLANS	⊠ 11	BACKFLOW PREVENTION WILL BE REQUIRED ON VERTICAL RISER FOR CLASS 1 & 2 FIRE SPRINKLER SYSTEMS PER SCOTTSDALE
	FIRE LANES & EMERGENCY ACCESS SHALL BE PROVIDED & MARKED IN COMPLIANCE WITH CITY		REVISED CODE
	ORDINANCE & IFC AT THE FOLLOWING LOCATIONS  AS SHOWN SEE DSPM  IT IS THE DEVELOPERS RESPONSIBILITY TO	_	PROVIDE ALL WEATHER ACCESS ROAD (MIN 16') TO ALL BUILDINGS & HYDRANTS FROM PUBLIC WA
			DURING CONSTRUCTION
			SEE APPROVED CIVILS FOR THE NUMBER OF FIRE HYDRANTS REQUIRED DEVELOPER SHALL HAVE THE REQUIREDHYDRANTS INSTALLED & OPERABLE PRIOR TO THE FOOTING INSPECTION HYDRANTS SHALL BE SPACED AT A MAXIMUM OF EXIST AT 1500 GPM THE DEVELOPER SHALL MAKE THE C O S APPROVED CIVIL WATER PLANS AVAILABLE TO THE FIRE SPRINKLER CONTRACTOR
_	DETERMINE ULTIMATE COMPLIANCE WITH THE FAIR HOUSING ADMENDMENTS ACT & AMERICANS WITH DISABILITIES ACT & INCORPORATE SAME INTO THEIR BUILDING PLANS		
⊠ 4	SUBMIT PLANS & SPECS FOR SUPERVISED AUTOMATIC EXTINGUISHING SYSTEM FOR ALL COOKING APPLIANCES, HOOD PLENUMS & EXHAUST DUCTS	⊠ 14	PORTABLE FIRE EXTINGUISHERS SHALL BE INSTALLED SEE SHEET(S)
⊠ 5	PROVIDE A KNOX ACCESS SYSTEM  ☑ A KNOX BOX ☐ B PADLOCK	⊠ 15	EXIT & EMERGENCY LIGHTING SHALL COMPLY WITH THE C O S ORDINANCE & THE IFC SEE SHEETS
	C KNOX OVERRIDE & PRE-EMPTION STROBE SWITCH FOR AUTOMATIC GATES	⊠ 16	SUBMIT MSDS SHEETS & AGGREGATE QUANTITY FOR ALL HAZARDOUS MATERIALS INCLUDING FLAMMABLES, PESTICIDES, HERBICIDES,
□ 6	INSTALL AN AS BUILT DRAWING CABINET ADJACENT TO THE FIRE SPRINKLER RISER IT SHALL BE OF ADEQUATE SIZE TO ACCOMMODATE BOTH THE FIRE SPRINKLER & FIRE ALARM DRAWINGS THE CABINET SHALL BE PROVIDED WITH A LOCK & KEYED TO MATCH THE FIRE ALARM		CORROSIVES, OXIDIZERS, ETC A PERMIT IS REQUIRED FOR ANY AMOUNT OF HAZARDOUS MATERIALS STORED, DISPENSED, USED OR HANDLED COMPLETE AN HMMP & SUBMI WITH THE BUILDING PLANS
	CONTROL PANEL & SUPERVISED BY THE FACP IF APPLICABLE	⊠ 17	FIRELINE, SPRINKLER & STANDPIPE SYSTEM SHAL BE FLUSHED & PRESSURE TESTED PER NFPA STANDARDS & SCOTTSDALE REVISED CODES
⊠ 7 ALAR	SUBMIT PLANS FOR A CLASS <u>B PER OCC</u> FIRE RM SYSTEM PER SCOTTSDALE REVISED CODES	⊠ 18	FDC SIAMESE CONNECTIONS FOR SPRINKLERS AND/OR STANDPIPES WILL BE LOCATED PER
⊠ 8	PROVIDE INTERIOR TENANT NOTIFICATION WHEN OFF-SITE MONITORING IS REQUIRED (SEE FIRE ALARM INTERPRETATIONS FOR CLARIFICATION)		ORDINANCE AND/OR AT AN APPROVED LOCATION MINIMUM SIZE 2-1/2 x 2-1/2 x PER CALCS (NSHT)  ✓ 4' TO 8' BACK OF CURB, INDEP WET LINE ✓ WALL MOUNTED - 15' CLEAR OF OPENINGS
9	ADD 2-1/2" WET FIRE HOSE VALVES (NSHT) IF FLOOR AREA EXCEEDS 10,000 SQ FT PER FLOOR LEVEL AND/OR IF FIRE DEPT ACCESS IS LIMITED TO LESS THAN 360° NA NO ACCESS LIMITS AND UNDER 10,000 SF	⊠ 19	ADEQUATE CLEARANCE SHALL BE PROVIDED AROUND FIRE RISER DIMENSIONS FROM FACE OF PIPE SHALL MEASURE A MINIMUM OF 12" OFF THE BACK OF WALL, 18" ON EACH SIDE & 36" CLEAR IN FRONT WITH A FULL HEIGHT DOOR THE FIRE LINE
⊠ 10	BUILDINGS MAY BE SUBJECT TO INSTALLATION AND TESTING REQUIREMENTS FOR A PUBLIC SAFETY RADIO AMPLIFICATION SYSTEM		SHALL EXTEND A MAXIMUM OF 3' INTO THE BUILDING FROM INSIDE FACE OF WALL TO CENTER OF PIPE

20 X SPRINKLER SYSTEM SHALL BE INSTALLED TO COMPLY WITH MINIMUM NFPA CRITERIA 2002 EDITION & SCOTTSDALE REVISED CODES SYSTEMS WITH 100 HEADS OR MORE SHALL HAVE OFF-SITE MONITORING AFTER BUILDING PLAN REVIEW, INSTALLING CONTRACTOR SHALL SUBMIT (3) THREE COMPLETE SETS OF DRAWINGS & HYDRAULIC CALCULATIONS REVIEWED BY A MINIMUM NICET III DESIGN TECHNICIAN ☐ A MODIFIED NFPA 13-D SYSTEM WITH RESIDENTIAL QUICK RESPONSE. **SPRINKLER HEADS (2002 EDITION)** ■ B MODIFIED NFPA 13R SYSTEM (2002 EDITION) WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS IN DWELLING UNITS & ATTIC AREAS FED FROM SEPARATE FIRELINE PER C O S ORDINANCE & INTERPRETATIONS & APPLICATIONS CALCULATE UP TO FOUR REMOTE HEADS & 900 SQ FT MIN IN **ATTIC** C NFPA 13 2002 EDITION COMMERCIAL SYSTEM / DESIGN CRITERIA PER USE SEISMIC DESIGN CATEGORY SHALL BE DETERMINED BY STRUCTURAL ENGINEER D THE FIRE SPRINKLER SYSTEM DESIGN FOR WAREHOUSE / STORAGE OCCUPANCIES SHALL BE BASED ON THE FULL HEIGHT CAPACITY OF THE BUILDING PER SCOTTSDALE REVISED CODE DENSITY CRITERIA E SPRINKLER DESIGN CRITERIA FOR UNSPECIFIED WAREHOUSE COMMODITIES 45 OVER 3000 SQ FT

☐ F THE PROJECT SPECIFICATIONS SHALL BE SUBMITTED WITH CONTRACT

90 DR 2006

**DRAWINGS** 

Submit three (3) complete sets of drawings submitted by installing contractor, after building plan review is complete. Please refer questions to Fire Dept. Plan Review, 312-7070, 312-7684, 312-7127, 312-2372

DATE 10/10/2006

## MARKET STREET AT DC RANCH BUILDING T DRB NARRATIVE

#### **OVERVIEW**

DMB Market Street LLC, an Arizona limited liability company ("DMB"), is the master developer of the property located at the southeast corner of Pima Road and Thompson Peak Parkway (the "Property") within the DC Ranch community (the "Community") DMB has developed the Property as a commercial center with a mixture of tenants designed to enhance and complement one another while catering to an upscale, Scottsdale environment

The Property is zoned Planned Neighborhood Center ("PNC") and Commercial Office ("CO") with a Planned Community Development ("PCD") district overlay. The PNC and CO zoning with a PCD overlay is designed to provide a hub of activity and a focal point for a given community as well as to provide a mixed-use atmosphere of day and nighttime activities. The Property is governed by the DC Ranch Development Agreement, which was amended from the City of Scottsdale Zoning Ordinance to allow more diverse uses within the Community

#### REQUEST

The purpose of this application is to obtain approval by the Development Review Board for a site plan, elevations, and landscape plan for Building T, which is located on the last remaining vacant piece of land within Market Street Anticipated uses within the approximately 9,500 square foot building include retail and/or restaurant, which will compliment and enhance current uses throughout Market Street and the City of Scottsdale There is the potential to add 1,000 square feet for either indoor or outdoor use

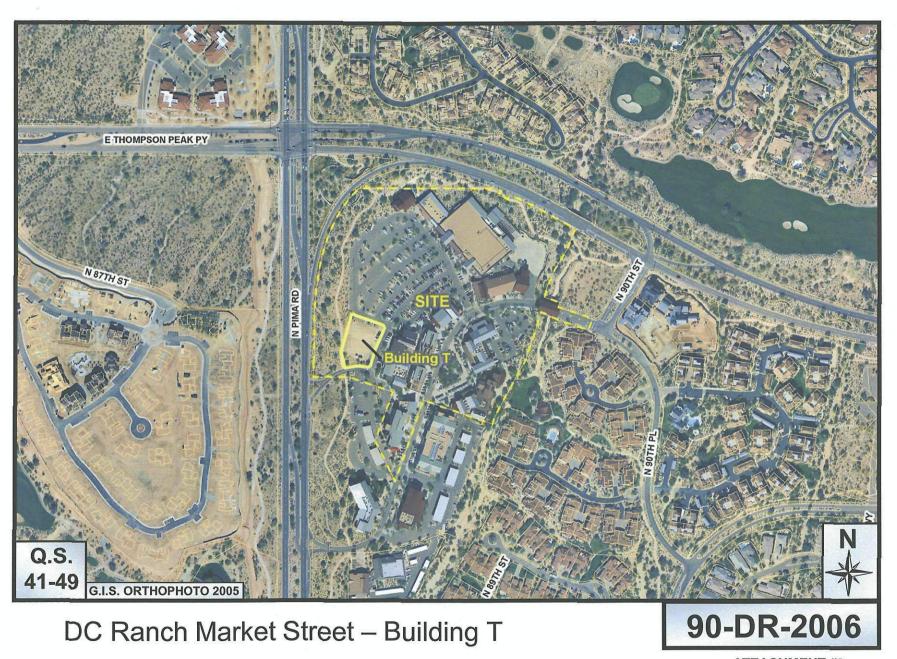
#### THEMATIC DESIGN

Since Building T is the final building to be developed within Market Street, open space, landscaping, and parking requirements are to be calculated from and applied to Market Street as a whole. Market Street has a 100 foot average scenic corridor setback and a 150 average landscape buffer along Pima Road. The overall Community has approximately 420,000 square feet of open space. Some parking will be provided directly adjacent to Building T, however, the majority will be provided within Market Street per the approved Market Street Master Parking Plan. Architecture, building design/orientation, and landscaping will be complementary to existing development within Market Street.

**ATTACHMENT #1** 

#### **SUMMARY**

The development of Building T will solidify the overall development of Market Street as a unique commercial center serving both DC Ranch and the City of Scottsdale. The proposed uses at Building T will be in conformance with the approved PCD zoning governed by the DC Ranch Development Agreement. The overall design of Building T will blend seamlessly with existing Market Street development and the proposed Building T uses will complement and enhance existing Market Street uses



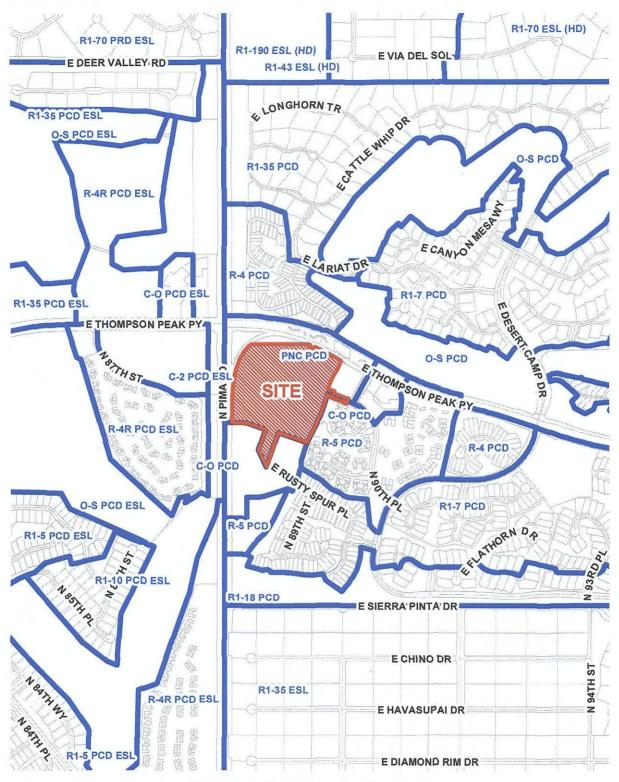
**ATTACHMENT #2** 



DC Ranch Market Street - Building T

90-DR-2006

ATTACHMENT #2A



90-DR-2006

ATTACHMENT #3





11/20/2006

1.0. Ridge +34'-0 1.0. Ridge +30'-6





## **Construction Document Application Requirements**DC Ranch Market Street – Building T (90-DR-2006)



A copy of these construction document submittal requirements must accompany your first Construction Document Application submittal Provide each item listed on the submittal checklists at your first final plan review application

#### INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

To modify these requirements, the applicant must contact the City of Scottsdale's Project Coordinator in the Planning and Development Services Department. The applicant must have Construction Document Application Requirements document revised prior coming into the City of Scottsdale to submitting the first Construction Document Application review. The City of Scottsdale's Planning and Development Services Staff reserves the right to refuse to modify these requirements.

All Zoning Ordinance and Development Review Board stipulations and requirements *may not be listed below.* It is the applicants responsibility to demonstrate compliance with all Zoning Ordinance requirements, associated Building and Fire Codes, Design Standards and Policies Manual requirements, Civil Plan requirements, City Code requirement, and Development Review Board stipulations prior to the issuance of any building and / or civil encroachment permit. The city of Scottsdale reserves the right to request additional information in order to verify Zoning Ordinance, Building and Fire Codes, and City Code requirements, Development Review Board requirements, Civil Requirements, and associate information for documentation and records purposes

•	The following plans must be submitted with the first final plan review application in separate
	packages - see the sections below for each of the application submittal content requirements

☑ The Improvement Plan Application (Section 2)

Additional Requirements (Section 3)

#### The COVER SHEET for Civil, Landscape, Architectural, and Native Plant PLANS must contain

- 1 County Assessor parcel number of property on which improvements are being proposed
- 2 Full street address assigned by the City of Scottsdale Records Department
- The complete Development Review Board case number 90-DR-2006 in the right hand margins. The pre-application number is not needed on the plans. All numbers must be in 1/4-inch letters. Leave additional space on your right hand margin for the plan check number that will be assigned after. Construction Document Application has been submitted.
- 4 Provide space for the City of Scottsdale Plan check number, and Native Plant Case number in the right hand margin. The numbers will be provided with all applicable case numbers must be in 1/4-inch letters.
- On the appropriate plan, provide the name, address, phone number, and email address of the owner, and the party preparing the plans (architect, engineer, landscape architect, salvage company, etc.)
- \*\*Detailed instructions for construction plan preparation can be found in the city of Scottsdale's DESIGN STANDARDS AND POLICIES MANUAL, available at <a href="www.scottsdaleaz.gov/design/DSPM">www.scottsdaleaz.gov/design/DSPM</a>, or at the Records counter (call 480-312-2356)



All construction plans, reports, etc., must be in conformance with those approved by the Development Review Board

The following items are the minimum requirements <u>necessary</u> to submit construction documents for review. Civil plans and building plans must be submitted at the same time, in separate packages

#### SECTION I.

Architectural Plan Application Requirements



Items listed must be submitted at first submittal of construction document application, with a copy of this list. All plans must be signed and sealed. Incomplete application will not be accepted. If necessary, the plan reviewer may require additional information and plans after the first submittal of the applicant. The applicant is strongly encouraged consult <a href="https://www.scottsdaleaz.gov/bldgresources/planreview">www.scottsdaleaz.gov/bldgresources/planreview</a> for minimal submittal and construction document preparation requirements

#### ARCHITECTURAL PLAN APPLICATION

FOUR (4) complete sets (Building, Planning, and Fire Reviews), each on 24 x 36 paper, and at 1/8" scale or larger so plans are legible when reduced <u>Incomplete submittals will not be accepted</u>

#### Architectural Construction Document Plans shall include

- Architectural Site Plan Architectural Plans Open Space Plan Floor Plan Worksheet Project Data □ Schedules □ Details □ Sections ⊠ Exiting Plan Structural Plans □ Foundation Plans Mechanical Plans □ Retaining Walls □ Plumbing Plans (for reference only)
- Exterior Lighting Manufacture Cut Sheets (on 24 x 36 paper minimum)
- International Environmental Energy Code Calculations (Com-Check is acceptable)
- Complete Improvement plans (civil and landscape / Irrigation plans) included in each set for reference

#### Architectural Construction Document Calculations for Building Code Review

- One (1) copy of structural, electrical, and water calculations (may be on drawings)
- One (1) copy of soils report to accompany for building plan review
- One (1) set of Water & Sewer Development Fee Documents for each NON-RESIDENTIAL Building Permit Application Documents shall include
  - a Non-Residential Development Fee Agreement (City Format), signed by the Owner and notarized,
  - b Exhibit "A" 8 1/2" x 11" Written Legal Property Description (Developer Format),
  - c Exhibit "B" 8 1/2" x 11" Site Map (Developer Format), and
  - d Exhibit "C" Non-Residential Water & Sewer Need Report (City Format)

#### Documents must comply with Maricopa County record formatting requirements

- a Pages must be 8 ½" x 11" originals (no facsimiles),
- b Margins must be at least 1/2" (top, bottom, and side), and
- c Print size must be at least 10-point, with no condensed text
- Construction Specifications 8 ½" x 11" bound copies or on plan sheets

#### **SECTION II.**

#### Improvement Plan Application Requirements



Items listed must be submitted at first submittal of construction document application, with a copy of this list. Incomplete application will not be accepted. If necessary, the plan reviewer may require additional information and plans after the first submittal of the applicant.

• Required Plan Size 24" X 36"

- Minimum Vertical Scale 1" = 2"
- Minimum Horizontal Scale 1" = 20'
- Landscape & Civil Plans At Same Scale

#### **IMPROVEMENT PLANS APPLICATION**

☑ THREE (3) complete sets (CIVIL, Planning, and Fire Reviews) Plans shall be prepared in accordance with the Design Standard and Policy Manual and the submittal requirements checklist on the City's Web Site <a href="http://www.scottsdaleaz.gov/design/DSPM">http://www.scottsdaleaz.gov/design/DSPM</a>

#### Improvement Construction Document Plans shall include

- A sealed engineer's statement on the cover sheet of all civil plan sets stating that, "The engineer of record on these plans has received a copy of the approved stipulations for this project and has designed these plans in conformance with the approved stipulations"
- ☐ Grading and Drainage Plan (Including water and sewer services)
- Paving Plans (including striping & signage)
- Landscape and Irrigation plans
  - (Retaining walls, fence walls and fences over 3-feet, monuments over 3-feet, entry gate features, building structures, and high voltage electrical or panel electrical must be included a the Architectural Plan Application for review and approval. Walls may be designed by a Landscape Architect, but shall not be included in the Landscape plans. High voltage connections, electrical panels, electrical meters, and high voltage electrical shall be design by an electrical Engineer and submitted for building code review)
- ALTA Survey Plan (no older than 1 year from the date of the 1<sup>st</sup> submittal of the Improvement Plan Application, for reference only)

#### One (1) copy of the following Reports for Engineering Plan Review

☐ Title Report or Title Insurance Policy (not more than 30 days old from the date of the 1<sup>st</sup> submittal)

#### One (1) copy of the following Engineering Reference Documents for Engineering Plan Review

### One (1) copy (unless additional copies are indicated below) of the following Additional Information for Engineering Plan Review

- ▼ Two Copies of the Notice of Intent (NOI)
- Copy of the No-Conflict Form (Originals must be signed by each utility prior to plan approval)



Additional Information

#### Arizona Department of Environmental Quality (ADEQ)

 The developer shall be responsible for conformance with ADEQ regulations and requirements for submittals, approvals, and notifications. The developer shall demonstrate compliance with Engineering Bulletin #10 Guidelines for the Construction of Water Systems, and applicable chapters of the Arizona Administrative Code, Title 18, and Environmental Quality. In addition

#### Maricopa County Environmental Services Department (MCESD)

- Before approval of final improvement plans by the Plan Review and Permit Services Division, the
  developer shall submit a cover sheet for the final improvement plans with a completed signature and
  date of approval from the Maricopa County Environmental Services Department (MCESD)
- Before issuance of encroachment permits by city staff, the developer shall provide evidence to city staff that a Certificate of Approval to Construct Water and or Wastewater Systems has been submitted to the MCESD. The MCESD staff will on a document developed and date stamp this evidence.
- Before commencing construction, the developer shall submit evidence to city staff that Notification of Starting Construction has been submitted to the MCESD. The MCESD staff shall on a document developed and date stamp this evidence.
- Before issuance of Letters of Acceptance by the City's Inspection Services Division, the developer shall provide to the City a final set of as-built mylars of the improvements

#### Water and Wastewater Requirements

- The developer shall pay a Sewer Development Fee for City sewer service in accordance with City Ordinance. This fee shall be paid at the time, and as a condition of the issuance of a building permit, or if the development does not require a building permit, prior to connection to the City sewer system. All questions may be referred to Water Resources at 480-312-5650.
- The developer shall pay a Water Development Fee and Water Resources Development Fee for City water supply in accordance with City Ordinance. This fee shall be paid at the time, and as a condition of the issuance of a building permit, or if the development does not require a building permit, prior to connection to the City water system. All questions may be referred to Water Resources at 480-312-5650.
- Prior to the issuance of any building permit, the developer shall pay a Water Meter Fee for connection
  to the City water system in accordance with City Ordinance. If there is an existing water meter for this
  project, applicable water meter fees must be paid only if a larger meter is required.

#### Arizona Department of Environmental Quality (ADEQ) Requirements

- All construction activities that disturb one or more acres shall obtain coverage under the Arizona Pollutant Discharge Elimination System (AZPDES) Construction General Permit To gain coverage, operators of construction sites must
- Submit a Notice of Intent (NOI) to ADEQ.
- Prepare a Stormwater Pollution Prevention Plan (SWPPP) and keep a copy on site,
- Send a Notice of Termination (NOT) to ADEQ when construction is completed
- Contact ADEQ at 602-771-4449 for further information Forms are available from the City of Scottsdale One Stop Shop, or from ADEQ