



April 16, 2009

Glen Wollenhaupt, AIA
Architekton
464 S Farmer Ave Ste 101
Tempe, AZ 85281

RE: 88-DR-2005#6
SkySong Phase IV

Mr. Wollenhaupt:

The Planning and Development Services Department has completed the review of the above referenced submittal dated 3/16/09. The following **1st Review Comments** represent the review performed on the project by our team, and are intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application type.

Key Issue:

As of the date of this letter, no neighborhood meeting has occurred for this project. Please facilitate a neighborhood meeting and provide information on the date, time and location of the meeting with the next submittal.

Ordinance Related Issues

The following ordinance related issues have been identified in this first review of the project and will need to be addressed in a re-submittal prior to scheduling a hearing. Please address the following:

Zoning:

1. Per Section 7.102.A of the Zoning Ordinance, a maximum of fifty percent (50%) of the roof area is allowed to exceed the maximum building height of 60' for the purpose of mechanical screening. Please provide a roof plan showing the area enclosed by the mechanical screening and indicate the percentage of roof area.

Drainage:

2. Please submit two (2) copies of the revised Drainage Report with the original red-lined copy of the report to the One-Stop Shop. Reference Plan Check #977-09.

Policy Related Issues

The following policy related issues have been identified in the first review of the project. While these issues are not as critical to scheduling the case for public hearing, they may affect the City Staff's recommendation for support of this project and should be addressed as soon as possible. Please address the following:

88-DR-2005#6
2nd: 5/12/09

Drainage

3. The preliminary Grading & Drainage (G&D) plan indicates a configuration that establishes a simple basin/ridge line concept, resulting in sheet flow of storm water into catch basins; however, review of the landscape plans and site plan indicate water harvesting curb cuts that are not factored into the G&D concept. Please coordinate the landscape plan with the G&D plan in order to maximize the effectiveness of the water harvesting concept.

Site Design:

4. There is some concern that the plaza in front of the main entrance to the building is not ADA accessible due to inconsistent pavement surfaces, i.e. sandstone accent pavers. Please provide detailed information about the proposed surfaces demonstrating compliance with ADA requirements for accessible circulation. There should be a consistent pavement surface from the street to the building entrance.
5. The paseo is not the preferred location for the fire lane, due to the lack of turning radius and potential conflicts with landscaping. Please coordinate with the Scottsdale Fire Department on a solution for vehicle staging and circulation for the site. Suggestions: a) Create a "dead-end" with a maximum distance of 300' off Innovation Place for emergency vehicle staging, with appropriate signage, or b) Loop emergency vehicles through the site utilizing the same route proposed for service vehicles.

Elevation Design:

6. Please revise the project narrative to demonstrate how this project responds to the City's Sensitive Design Principles.
7. Please provide transverse and longitudinal building sections so staff can understand the relationship between the ground level and upper levels, the exterior wall planes and the horizontal shade devices, and the roof elements.

Technical Corrections

The following technical corrections have been identified in the first review of the project. While these items are not as critical to scheduling the case for public hearing, they will likely affect the final plans submittal (construction set) and should be addressed as soon as possible. Correcting these items before the hearing may also help clarify questions regarding these plans. Please address the following:

Site:

8. Per City policy, at least eight (8) refuse enclosures are required for a building this size. Only two (2) are proposed. Are any trash compactors proposed as part of this project?? Please clarify.
9. Please provide evidence of approval from Karen Warner with the City's Water Conservation Department for the proposed water feature adjacent to the main building entrance.
10. The development standards matrix on the site plan does not include the open space provided with the residential project (Phase III). Please revise the matrix to include all applicable development standards affected by the residential project.
11. Please provide separate Site Plan Worksheet showing all proposed open space and parking lot landscaping for this phase. Suggestion: Might be beneficial to move development standard matrix to this sheet.

Landscaping:

12. The proposed gabion wall along the west edge of the parking lot should be consistent in design with the gabion walls approved with the Master Sign Program. Please confirm this will be the case.

13. A minimum of fifty percent (50%) of proposed trees shall be mature, as defined in Article III of the City's Zoning Ordinance. Please indicate both the compliant caliper and industry standard box size for that caliper in the plant palette.
14. Please coordinate the landscape plan with the lighting plan to avoid conflicts between mature trees/shrubs and lighting. To avoid conflicts between mature trees and pole-mounted light fixtures, please shift the location of either the tree or the light fixture so there is at least twenty (20) feet between tree trunks and pole-mounted fixtures.
15. Due to its broad arching form and spiky leaves, it is recommended *Hesperaloe Parviflora* (Red Yucca) be planted a minimum of five (5) feet on center from any parking space or pedestrian pathway. Please take this into consideration when finalizing the landscape design.
16. Sheet L1.3 of the landscape plans identifies a plant symbol that looks like an "A" inside a circle. The symbol is shown in the planting plan but not in the plant legend. Please clarify what this symbol is supposed to identify.
17. Sheet L1.3 of the landscape plans identifies a plant symbol, in a group of four, that appears to be centrally located within the parking lot landscape islands; however, it is difficult to understand the plant symbol and how it relates to the plan and the plant legend. Please clarify.
18. It is unclear where and how the *Dasyllirion Longissimum* (Mexican Tree Grass) is to be integrated into the landscape design. Please clarify.

Lighting:

19. Please include a detail with the building cross-sections showing how and where the proposed "C" and "D" fixtures will be mounted on the building. Please clarify the intent of these fixtures. Are they intended to be uplights or downlights??
20. Please consider adding pole-mounted lighting along the southern edge of the proposed parking lot to illuminate the parking spaces closest to Enterprise Drive. As proposed, these spaces will not be adequately illuminated.
21. To maximize the effectiveness of the parking lot lighting, it is recommended the location of the pole-mounted fixtures be shifted so that they are 2 or 3 parking spaces away from the parking lot landscape islands. Please consider relocating fixtures accordingly.
22. On sheet E101 Site Lighting Photometry After Curfew, it appears as though the southern-most A5 pole-mounted fixtures are intended to illuminate the driveways that intersect Enterprise Drive. Trees that are proposed between the lights and the driveway entrances will diminish the effectiveness of this area of curfew lighting. Please consider shifting the location of the pole-mounted fixtures so that the light achieves its intended purpose.

Water/Wastewater:

23. Prior to, or concurrent with, the next submittal, please submit a Basis of Design Report (BOD) for Water & Wastewater. The BOD must be accepted by the Water Resources Department prior to submittal of final improvement plans. The reports shall detail water, sewer and fire demands for the Phase IV building, and shall also include preliminary locations for water meters, backflow preventers, fire hydrants, sewer services, fire department connections, etc. Demonstrate conformance with the accepted master plans.

Please resubmit the revised Drainage Report, Water/Waste Water Design Report(s), revised plans, and a written summary response addressing the comments/corrections identified above as soon as possible for further review (**Please see Attachment A, Resubmittal Checklist, for a consolidated list of information to be resubmitted**). The City will then review the revisions to determine if it is ready to be scheduled for a hearing date.

In an effort to get this development request to a Development Review Board, City staff has identified the following potential schedules (read schedule left to right):

Track	Response/resubmittal by applicant (complete set of revisions)	City to provide status update	**Potential DRB Hearing Date
14-09	No later than 5/8/09	5/22/09	7/9/09
15-09	No later than 5/22/09	6/5/09	7/9/09
16-09	No later than 6/5/09	6/19/09	7/23/09


**If all comments are addressed with the 2nd submittal, it may be possible to move the case up to an earlier hearing date.

PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING OR THE ABOVE MEETING SCHEDULE MAY BE AFFECTED. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS.

This schedule is based on the original submittal track and relies on a timely, complete and accurate response/resubmittal to the items addressed in this letter. Please be advised that the 1st **Review Comments** are valid for a period of 45 days from the date on this letter. While the case will remain active, failure to resubmit within the 45 days will require the project to begin a new "First Review" track to refresh the review. Failure to resubmit within 190 days may cause the project to be considered inactive.

If you have any questions, or need further assistance please contact me at 480-312-4306 or at gbloemberg@ScottsdaleAZ.gov.

Sincerely,



Greg Bloemberg
Planner

cc: file

**ATTACHMENT A
Resubmittal Checklist**

Case Number: 88-DR-2005#6

Please provide the following documents, in the quantities indicated, with the first submittal (all plans larger than 8 1/2 x 11 shall be folded):

- One copy: COVER LETTER- Respond to all the issues identified in the first review comment letter.
- One copy: Revised CD of submittal (DWG format only)
- One copy: Revised Narrative for Project

Site Plan Worksheet (Open Space):

_____ 1 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 1/2" x 11"

Revised Site Plan:

_____ 5 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 1/2" x 11"

Revised Elevations:

- Color _____ 2 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 1/2" x 11"
- B/W _____ _____ 24" x 36" _____ _____ 11" x 17" _____ _____ 8 1/2" x 11"

Revised Landscape Plan:

- Color _____ 2 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 1/2" x 11"
- B/W _____ 2 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 1/2" x 11"

Other Supplemental Materials:

- Please note: Additional 11 X 17 copies of the requested sheets will be required once the case is scheduled for hearing.

- one 24 X 36 roof plan and one 11 X 17 roof plan

Technical Reports:

- 2 copies of Revised Drainage Report: Plan Check No. 977-09
- 3 copies of Revised Water Design Report: Plan Check No. TBD
- 3 copies of Revised Waste Water Design Report: Plan Check No. TBD

Resubmit the revised Drainage Reports and submit the Water and Waste Water Report(s) to the One-Stop Shop (Permit Services Counter) with any prior City mark-up documents; these are not to be submitted to the Project Coordinator, Planner or Engineer. The report(s) and/or waiver(s) must be logged in by our Permit Services Counter representatives at the One Stop Shop. The Project Coordinators, Planners and Engineers cannot accept the documents or log them into City's case review system.

Your Project Coordinator will verify that the applicable report(s) and/or waiver(s) have been resubmitted at the resubmittal meeting. If these report(s) and/or waiver(s) have not been resubmitted, your resubmittal of this application may be declined.

To assist City Staff, and to facilitate your resubmittal process, please have your engineer prepare the resubmittal of the Drainage Report, Water and Waste Water Reports and/or Storm Water Waiver application with the following information on the cover page:

Name of Project: _____

Contact: **Applicant/Agent or Engineer-- (telephone number) and (email address)**

Report Type: **(Drainage Report, Water and Waste Water Reports and/or Storm Water Waiver application)**

Case Number: _____

Plan Check Number: _____

If you do not print the information above on the corresponding report, please bring a copy of the information with you so that the Permit Services Representative can enter the correct data and accept your submittal for processing. Without the basic information identified, the resubmittal cannot accept for review.

SKYSONG 3



Development Review Board Application Checklist

Project Name: _____

COS Project Number: 460 - PA - 2004

At your pre-application meeting, your project coordinator will identify which items are required for submittal. Please note that **ALL** items checked will be required at the time of formal submittal. An appointment must be scheduled to submit this application. To schedule your submittal meeting, please call Current Planning at 480-312-7000.

PART I -- GENERAL REQUIREMENTS

All Graphics And Plans Shall Be To Scale And Dimensioned. (No binders please)

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Development Review Application Checklist (this form)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee -- \$ <u>1415</u> (subject to change every July)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Completed Application Form (form provided)
<input type="checkbox"/>	<input type="checkbox"/>	3a. Copy Of Liquor License Application (For All Bars / Restaurants)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Proposition 207 information handout (sample agreement provided) <i>ASUP, City of Scottsdale</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Letter Of Authorization of Affidavit (from <u>property owner(s)</u> if property owner did not sign the application form)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Project Narrative (form provided) Describe site and building design <i>Address "Innovation, Technology, Imagination"</i>
<input type="checkbox"/>	<input type="checkbox"/>	7. Current Title Report (requirements form provided)- no older than 30 days <ul style="list-style-type: none"> 8-1/2" x 11" - 1 copy Include complete Schedule A and Schedule B.
<input type="checkbox"/>	<input type="checkbox"/>	8. Legal Description (if not included in Title Report) <ul style="list-style-type: none"> 8-1/2" x 11" -1 copy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Provide A Combined Context Aerial And Context Site Plan: <ul style="list-style-type: none"> 24" x 36" -1 FOLDED color copy 11" x 17" - 1 color copy <p>Aerial Shall Not Be More Than 1 Year Old And Shall Include And Overlay Of The Site Plan showing lot lines, tracts, easements, street locations/names and surrounding zoning for a radius from the site of:</p> <p style="text-align: center;">1 mile <u>SKYSONG BLOCK</u> other</p>

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DRB Application Checklist

Show the proposed site plan in relation to surrounding development including the following:

- Building footprints and other site improvements such as drives, parking areas, site walls (indicate height of buildings and site walls)
- Label surrounding zoning and land uses, in white letters
- Streets including sidewalks, and any surrounding driveways or intersections
- Bike paths and trails
- Development plans approved by the Development Review Board during the past year that have not been constructed. (Approved plans are available at the Scottsdale Records Division at 7447 E. Indian School Road, Suite 105).

10. Existing Conditions Photo Exhibit And Index Of Photos For Inclusion In DRB Packets (15 sets)

- Color copies are required (Printed digital photos are OK).
- Photos must be numbered; you may place up to four (4) photos per page
- Page size must be 8-1/2" x 11"
- Provide 1 set of photos with index graphic at time of submittal
- An index graphic showing the required photo locations and numbers must be attached as the 1st page of the photo exhibit on each of the 15 sets
- Show all existing buildings on site
- We will not accept photos mounted on cardboard, foamboard, particleboard, posterboard, or other materials.
- 1 or 2 photos of the existing condition of the site and representative photos of the architecture

11. Location Map: Provide a map, drawn to scale, showing the location of the site in relation to arterial & intersecting streets and indicating the zoning of the site and adjacent properties.

- 8-1/2" x 11" -1 copy

12. Abbreviated Water & Sewer Need Report (Provided with Water Resources Non-Residential Development Fee Packet.)

13. Policy Or Appeals Of Required Dedications And/Or Exactions (form provided): This document must be signed and dated by the property owner

ASU F & CIM

14. Design Guidelines (provided to applicant)

15. Archaeological Resources (information sheets provided):

- Certificate of No Effect / Approval Application Form (provided)
- Archaeology Survey and Report -2 copies
- Archaeology 'Records Check' Report Only -2 copies
- Copies of Previous Archeological Research -1 copy
- Map(s)/Narrative for any archaeological resources within a Master Planned Development or larger project- 1 copy

16. Historic Property: (existing or potential historic property)

- Narrative describing proposal to preserve the historic character or compliance with property's existing Historic Preservation Plan

17. Completed Airport Vicinity Development Checklist -Your property is located within the vicinity of the Scottsdale Municipal Airport (within 20,000 foot radius of the runway; information packet provided)

- Airport Data Page
- Aviation Fuel Dispensing Installation Approval form
- Heliport (requires a Conditional Use Permit)

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DRB Application Checklist

18. Neighborhood Involvement (see provided packet for requirements)

19. Purchase Agreement "In Lieu Parking Credits" (form provided) completed form to be submitted prior to DRB hearing

PART II -- REQUIRED PLANS & RELATED DATA
All Graphics And Plans Shall Be To Scale And Dimensioned.

1. Site Plan: See provided Plan and Report Requirements

- 24" x 36" -15 **FOLDED** copies
- 11" x 17" -1 copy
- Digital -1 copy (See Digital Submittal Plan Requirements)
- 8-1/2" x 11" -1 copy

2. Project Data Sheet (form provided)

3. Site Plan Worksheet including calculations (sample attached)

- 24" x 36" -1 **FOLDED** copy
- Digital -1 copy (See Digital Submittal Plan Requirements)

† **UPDATED DEVELOPMENT STANDARDS MATRIX**

4. Site Cross Sections: Show existing and proposal grade lines, and all finished floor elevation of adjacent sites (at locations specified by Project Coordination Manager):

- 24" x 36" -1 **FOLDED** copy
- 11" x 17" -1 copy
- 8-1/2" x 11" -1 copy

5. Phasing Plans showing the proposed infrastructures and access to each phase of the development.

- 24" x 36" -1 **FOLDED** copy
- 11" x 17" -1 copy
- 8-1/2" x 11" -1 copy

6. Typical Lot Layout for all lot types - i.e. corner, interior, flag, pie, etc.:

- 8 1/2" x 11" -1 copy (quality suitable for reproduction)

7. Preliminary Art Plan & Schematic Design showing location, type and scale of artwork (Required of Downtown Planned Block Developments)

PART III -- ARCHITECTURAL PLANS & RELATED REQUIREMENTS
All Graphics And Plans Shall Be To Scale And Dimensioned.

1. Elevations: Show all sides of all building(s) and indicate building heights & label all materials and colors on plans.

- 24" x 36" -2 **FOLDED** color copies (photo quality paper is not allowed)
- 11" x 17" -1 color copy
- Digital -1 copy (See Digital Submittal Plan Requirements)
- 8-1/2" x 11" -1 color copy

2. Streetscape Elevation(s): Include landscaping and site walls

- 24" x 36" -1 **FOLDED** copy
- Unmounted color copy 11" x 17" -1 copy
- 8-1/2" x 11" -1 copy

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DRB Application Checklist

3. **Perspective Drawing:** *Multiple angles*
- 24" x 36" -1 **FOLDED** color copy
 - 11" x 17" -1 color copy
 - 8-1/2" x 11" -1 color copy

NOTE: Applicants may bring additional mounted copies to presentations if desired.

4. **Floor Plans:**
- 24" x 36" -1 **FOLDED** copy
 - 11" x 17" -1 copy
 - Digital -1 copy (See Digital Submittal Plan Requirements)
 - 8-1/2" x 11" -1 copy

5. **Floor Plan Worksheet:** (including calculations) *PARALLEL CALCULATIONS BASED ON LAND USE PROJECTIONS*
- 24" x 36" -1 **FOLDED** copy
 - Digital -1 copy (See Digital Submittal Plan Requirements)

6. **Wall Details & Entry Feature:**
- 24" x 36" -1 **FOLDED** copy
 - 11" x 17" -1 copy
 - 8-1/2" x 11" -1 copy

7. **Corporate Image Features**

- Recommended*
8. **Sign Details:**
- 24" x 36" -1 **FOLDED** copy
 - 11" x 17" -1 copy
 - 8-1/2" x 11" -1 copy

PART IV – LIGHTING PLAN

1. **Photometric Analysis** with horizontal foot candle diagram
- 24" x 36" -1 **FOLDED** copy
2. **Lighting Site Plan**, include landscape lighting, building lighting and all other lighting
- 24" x 36" -1 **FOLDED** copy
3. **Manufacturer Cut Sheets Of All Proposed Lighting Shall Be Submitted On Full Size 24" x 36" Sheets**
4. **OTHER:** _____

PART V -- ENGINEERING REPORTS & RELATED REQUIREMENTS

1. **Results Of Alta Survey:**
- 24" x 36" -1 **FOLDED** copy no older than 30 days, may submit with boundary survey
2. **Topography Map:** (include 2'-0" minimum contours except where slopes exceed 15%)
- 24" x 36" -1 **FOLDED** copy
 - 11" x 17" -1 copy
 - 8-1/2" x 11" -1 Copy

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DRB Application Checklist

- 3. Drainage Report:** See Sec. 4.700 of the City's Design Standards & Policies Manual for specific submittal and content requirements. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial/topo maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets.
- Demonstrate compliance with Army Corp. Of Engineers with 404 compliance
 - Demonstrate compliance with National Pollutant Discharge Elimination Systems (NPES)
 - 8-1/2" x 11" -2 copies of the Drainage Report including full size plans/maps in pockets
 - Digital -1 copy (See Digital Submittal Plan Requirements)
- Current Planning will not process project applications until the Drainage Report contains sufficient information in detail, scale and clarity for review.**

- 4. Traffic Impact Study:**
- 3 copies

- 5. Parking Study:**
- 2 copies (required for reduction of ordinance requirements)

- 6. Trip Generation Comparison:**
- 2 copies

- 7. Parking Master Plan:**
- 2 copies (required for reduction of ordinance requirements)

- 8. Cross Section Detail:** (no vertical exaggeration)
- 24" x 36" -1 **FOLDED** copy
 - 11" x 17" -1 copy
 - 8-1/2" x 11" -2 copies (quality suitable for reproduction)

- 9. Water Study** (basis of design report)- 3 copies
- To be submitted for distribution to Water Resources

- 10. Waste Water Study** (basis of design report) - 3 copies
- To be submitted for distribution to Water Resources

- 11. Letter Of Approval For Fountains Or Water Features** from the Water Conservation Office - Contact Karen Warner at 480-312-5659

PART VI -- ENVIRONMENTAL & LANDSCAPING DATA REQUIREMENTS

***** Note: Each Item Indicated Below Requires The Following Number Of Copies:**

- 24" x 36" -2 **FOLDED** copies: 1 color and 1 black & white
- 11" x 17" -1 color copy
- 8-1/2" x 11" -1 color copy

- 1. Conceptual Landscape Plan & Materials List** (See Section 10.200.A of the Zoning Ordinance) Landscape plan must include a calculation of the area of:
- landscaping not on the approved low water plants list and
 - turf provided. Also show any water features per City Code requirements Section 49-241 through section 49-247, and low water drought tolerant plant list per the Arizona Department of Water Resources.

- 2. Native Plant Submittal:** Aerial with site plan overlay to show spatial relationships of all protected native plants to the proposed development. Coordinator may request a full or partial Native Plant submittal as specified in See Sec. 7.504 of the Zoning Ordinance.

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- 3. Revegetation Site Plan & Techniques
- 4. Topography/Aerial Overlay With Site Plan Superimposed
- 5. Slope Analysis Superimposed on Topography Map
- 6. Cuts & Fills Site Plan
- 7. Composite Factors Map
- 8. Unstable Slopes/Boulders Rolling Map
- 9. Bedrock & Soils Map
- 10. Natural Area Open Space (NAOS) Analysis Plan
- 11. Vista Corridor Plan (Include Typical Cross Section Details & Concept Narrative)
- 12. Scenic Corridor Plan (include typical cross section details & concept narrative)

PART VII -- SAMPLES & MODELS

- 1. Exterior Building Color & Material Samples:
 - 1 sample of each material used, 2"x 2" maximum size, mounted on 8-1/2" x 11" or 11" x 17" board. Clearly label each sample for: Color (i.e. Frazee #5555 Bright Blue) Finish (i.e. Bronze Anodized Aluminum for windows and doors)
 - Glass sample 3" x 3" and identify reflectivity
 - Material (i.e. split face CMU), (Stucco 3" x 3")
 - Layout colors in the proportions to be used on the building/structure
 - Include a photo of the elevations
 - Photo of the material board

- 2. Color Drawdowns:
 - Provide 1 5" x 7" minimum color sheet for each color and label with material type and colors (manufacturer, color name & number)

- 3. Massing Model: Scaled model indicating building masses on the site plan and the mass of any building within 500 feet (or other distance as required by the Project Coordinator).

including Existing Structures & Proposed Future Development

- 4. Detailed Model: Scale to be specified by Project Coordination Manager

- 5. OTHER: ANY OTHER PRESENTATION GRAPHICS
INTENDED TO "SELL" THIS PROJECT

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DRB Application Checklist

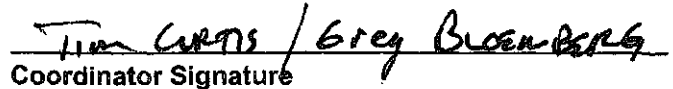
By signing below, the parties agree that the above documentation has been submitted/received.



Applicant Signature

02 20 09

Date



Coordinator Signature

9/9/2008

Date

Planning & Development Services Department

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Glen Wollenhaupt

From: Curtis, Tim [tcurtis@scottsdaleaz.gov]
Sent: Thursday, September 18, 2008 10:58 AM
To: Glen Wollenhaupt
Cc: Ekblaw, Kroy; Matthew Pridemore ; John F Kane; Tom Reilly
Subject: RE: ss3 SkySong 3 DRB Application clarifications

Glen,
The responses are below. Let me know if you have any more questions.
Thanks,
Tim Curtis

From: Glen Wollenhaupt [mailto:glenwollenhaupt@architekton.com]
Sent: Monday, September 15, 2008 10:26 AM
To: Curtis, Tim
Cc: Ekblaw, Kroy; Matthew Pridemore ; John F Kane; Tom Reilly
Subject: ss3 SkySong 3 DRB Application clarifications

Tim,

Thank you for meeting us last Tuesday to go over the SkySong 3 DRB submittal requirements.

We have a few questions/clarifications regarding the checklist items. Please see the items below:
(Checklist from the meeting attached w/ items highlighted).

Part I – Item 4 Prop 207

Is this item checked or N/A, not applicable?

If required, please confirm that this is to be signed and dated by both an ASUF (Lease) representative *and/or* a City of Scottsdale representative (Owner)?

A: This is not applicable. No further action needed.

Part I – Item 5 Letter of Authorization Affidavit

Please confirm that this is to be signed and dated by both an ASUF (Lease) representative *and* a City of Scottsdale representative (Owner)?

A: Kroy signs on behalf of City, with consent from ASUF.

**Part I – Item 13 Policy or Appeals of required Dedication
Form was not included in the packet.**

Is this item checked or N/A, not applicable?

If required, please confirm that this is to be signed and dated by both an ASUF (Lease) representative *and* a City of Scottsdale representative (Owner)?

A: This is not applicable. No further action needed.

Part I – Item 18 Neighborhood

Who is the city contact to get address's for HOA's and 'interested parties'.

(We have downloaded the property owners within 750' of the properties from the assessor's web site)

A: This will be discussed in greater detail next Wednesday morning with City management direction.

Part V – Item 1 Alta survey

Because this is City of Scottsdale owned, is an Alta Survey not older than 30 days still required?

A: We'll need, at a minimum, a comprehensive survey of all utilities and all know existing/proposed easements.

Part V – Item 3 Drainage Report

Will the "Master Drainage Report for ASU Scottsdale Center for New Technology and innovation" prepared by Wood Patel submitted cover this DRB submittal, or will this have to be amended?

A: We'll need, at a minimum, an addendum to the Master Drainage Report along with the original Master Drainage Report to understand drainage impacts associated with SS3.

Part V – Item 11 Approval For Water Features

On the submittal we will show proposed water feature locations on the site plan and renderings. The water features will only be conceptually designed in this phase. Is the letter required for this application or can this be a deferred to a later submittal?

A: This is only needed when you have detailed info on the fountain, so this can be deferred for now.

Part VII – Item 3 Massing Model

Are images from a 3d digital site model showing existing and future development acceptable?

A: That will be acceptable. We can discuss more after we see it.

Regards,

Glen Wollenhaupt AIA, LEED AP

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Improvement Plan Application Review

Resubmittal Checklist

Other Required Information: THE RESUBMITTAL CHECKLIST IS TO BE COMPLETED BY ALL REVIEWERS. ONLY THE LAST REVIEWER TO COMPLETE HIS/HER REVIEW IS TO PRINT OUT THE RESUBMITTAL CHECKLIST AND RETURN IT WITH THE PLANS. OTHERWISE DO NOT PRINT IT OUT. DELETE THIS COMMENT BEFORE PRINTING

Fire Civil and Fire Landscape Review Resubmittal Requirements:

<input type="checkbox"/>	Fire Review is complete; see other reviewer's comments and requirements.	<input type="checkbox"/>	Final Plat Plan or Condominium Plat Plan (for reference only)
		<input type="checkbox"/>	Alta Survey Plan (no older than one year - for reference only)
<input type="checkbox"/>	Complete set of revised Improvement Plans. (Civil, Planning, Fire requirements)	<input type="checkbox"/>	M.O.D. Plan (for reference only)
		<input type="checkbox"/>	Fire Hydrant Flow Report (test results)

Other Required Information: THE RESUBMITTAL CHECKLIST IS TO BE COMPLETED BY ALL REVIEWERS. ONLY THE LAST REVIEWER TO COMPLETE HIS/HER REVIEW IS TO PRINT OUT THE RESUBMITTAL CHECKLIST AND RETURN IT WITH THE PLANS. OTHERWISE DO NOT PRINT IT OUT. DELETE THIS COMMENT BEFORE PRINTING

Civil Plan and Civil Landscape Plan Review Resubmittal Requirements

<input type="checkbox"/>	Civil Review is complete; see other reviewer's comments and requirements.	<input type="checkbox"/>	Title Insurance policy -dated within 30 days (Commercial, multi-family, and industrial only).
<input type="checkbox"/>	Complete set of revised Improvement Plans. (Civil, Planning, Fire plan requirements)	<input type="checkbox"/>	Original Lien holder consent form for each separate dedication
		<input type="checkbox"/>	Original Legal and graphic description and dedication for:
		<input type="checkbox"/>	Grading and Drainage plan(s)
		<input type="checkbox"/>	Paving Plan(s)
		<input type="checkbox"/>	Water Plan(s)
		<input type="checkbox"/>	Sewer Plan(s)
		<input type="checkbox"/>	Structural Plan(s)
		<input type="checkbox"/>	Horizontal Control Plan
		<input type="checkbox"/>	Traffic Plan
		<input type="checkbox"/>	Structural / Wall Plans and Calculations
<input type="checkbox"/>		<input type="checkbox"/>	Right-of-way
		<input type="checkbox"/>	Drainage Easement
		<input type="checkbox"/>	Water Easement
		<input type="checkbox"/>	Sewer Easement
		<input type="checkbox"/>	Multi-use Public Trail Easement
		<input type="checkbox"/>	Multi-use Public Path Easement
		<input type="checkbox"/>	Multi-use Public Path and Trail Easement
		<input type="checkbox"/>	Sight Distance Easement
<input checked="" type="checkbox"/>	Revised Drainage Report & redline copy	<input type="checkbox"/>	Public Access Easement
<input type="checkbox"/>	Soils and Pavement Design Report	<input type="checkbox"/>	Emergency and Service Vehicle Access Easement
<input type="checkbox"/>	Water Basis of Design Report	<input type="checkbox"/>	M.O.D. Plan (for reference only)
<input type="checkbox"/>	Sewer Basis of Design Report	<input type="checkbox"/>	Final Plat Plan or Condominium Plat Plan (for reference only)
<input type="checkbox"/>	Flow test results	<input type="checkbox"/>	Alta Survey Plan (no older than one year for reference only)
<input type="checkbox"/>	Water and / or Sewer Service Agreement	<input type="checkbox"/>	NOI form/permit
<input type="checkbox"/>	County Health Approval	<input type="checkbox"/>	401 permit Certificate of Approval
<input type="checkbox"/>	404 permit Certificate of Approval	<input type="checkbox"/>	404 C.O.S. Certification Form



Improvement Plan Application Review

Resubmittal Checklist

Other Required Information: I have reviewed the drainage report for this site and have the following comments:

- 1. The storm drain to be constructed in the southeast corner of the site in 74th Street is actually a 48-inch not a 42-inch storm drain.
- 2. The report references Case #26-ZN-2004 stating that on-site detention is not required. Please provide this document as part of the next submittal.
- 3. The Warning and Disclaimer of Liability should be signed by the owner or agent.

Planning & Development Services Department

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