



## STAFF APPROVAL LETTER

256-SA-2012

Fairmont Scottsdale Princess New Coffee  
Shop

### STEP 1

#### STAFF APPROVAL NOTIFICATION

This letter is notification that your request has been conceptually approved by Current Planning Services staff.

**Additional review and permits may be required. Refer to Final Plan Review Submittal Requirements below.**

This approval expires one (1) year from date of approval if a permit has not been issued,  
or if no permit is required, work for which approval has been granted has not been completed.

#### PROJECT INFORMATION

LOCATION: 7501 E Princess Bl  
PARCEL: 215-08-695  
Q.S.: 37-45  
CODE VIOLATION #:

APPLICANT: Steve Crowder  
COMPANY: Kollin Altomare Architects  
ADDRESS: 1350 Coronado Ave Long Beach, CA 90804  
PHONE: 602-315-1883

**Request:** Expansion of existing retail shop by approximately 70 square feet to accommodate a coffee shop.

#### STIPULATIONS

1. Plans submitted for Tenant Improvement shall match those submitted by Kollin Altomare Architects with a date of 8/2/2012.

**Related Cases:** 256-SA-2012

SIGNATURE: \_\_\_\_\_

Keith Niederer

DATE APPROVED: 8-13-12

### STEP 2

#### FINAL PLAN REVIEW SUBMITTAL REQUIREMENTS

Submit one copy of this approval letter, and a completed Owner/Builder form if applicable, along with the following plan set(s) to the One-Stop-Shop for plan review:

ARCHITECTURAL: ☒ 4 sets of architectural plans and 1 additional site plan and elevation

**POLICY OF THE CITY OF SCOTTSDALE  
ON APPEALS OF DEDICATIONS, EXACTIONS, OR ZONING REGULATIONS**

**RIGHTS OF PROPERTY OWNER**

In addition to other rights granted to you by the U.S. and Arizona Constitution, federal and state law and city ordinances or regulations, you are hereby notified of your right to appeal the following City actions relating to your property:

- 1) Any dedication or exaction which is required of you by an administrative agency or official of the city as a condition of granting approval of your request to use, improve or develop your real property. This appeal right does not apply to a dedication or exaction required as part of a city legislative act (for example a zoning ordinance) where an administrative agency or official has no discretion to determine the dedication or exaction.
- 2) The adoption or amendment of a zoning regulation that creates a taking of property in violation of Arizona and federal court decisions.

**APPEAL PROCEDURE**

The appeal must be in writing and specify the City action appealed and the date final action was taken, and it must be filed with or mailed to the hearing officer designated by the city within 30 days after the final action is taken. Address the appeal as follows:

**Hearing Officer, C/O City Clerk**

3939 Drinkwater Blvd.  
Scottsdale, AZ 85251

- ❖ No fee will be charged for filing
- ❖ The City Attorney's Office will review the appeal for compliance with the above requirements, and will notify you if your appeal does not comply.
- ❖ Eligible appeals will be forwarded to the hearing officer, and a hearing will be scheduled within 30 days of receipt by the hearing officer of your request. Ten days notice will be given to you of the date, time and place of the hearing unless you indicate that less notice is acceptable to you.
- ❖ The city will submit a takings impact report to the hearing officer.
- ❖ In an appeal from a dedication or exaction, the City will bear the burden of proving that the dedication or exaction to be imposed on your property bears an essential nexus between the requirement and a legitimate governmental interest and that the proposed dedication or exaction is roughly proportional to the impact of the use, improvement or development you proposed.
- ❖ In an appeal from the adoption or amendment of a zoning regulation, the City will bear the burden of proving that any dedication or exaction requirement in the zoning regulation is roughly proportional to the impact of the proposed use, improvement, or development, and that the zoning regulation does not create a taking of property in violation of Arizona and federal court cases.
- ❖ The hearing officer must render his decision within five working days after the appeal is heard.
- ❖ The hearing officer can modify or delete a dedication or exaction or, in the case of an appeal from a zoning regulation, transmit a recommendation to the City Council.
- ❖ If you are dissatisfied with the decision of the hearing officer, you may file a complaint for a trial de novo with the Superior Court within 30 days of the hearing officer's decision.

**If you have questions about this appeal process, you may contact:**

City Manager's Office  
3939 Drinkwater Blvd.  
Scottsdale, AZ 85251  
(480) 312-2422

City Attorney's Office  
3939 Drinkwater Blvd.  
Scottsdale, AZ 85251  
(480) 312-2405

Please be aware that City staff cannot give you legal advice. You may wish, but are not required, to hire an attorney to represent you in an appeal.

SIGNATURE: \_\_\_\_\_

Coffee Shop Expansion



## Staff Approval Application Submittal Requirements

Project Name: FSP - Ballroom City Staff Contact: Keith Niederer  
Project Address: 7501 E. Princess Dr.  
Zoning: C-2 A.P.N.: 215-08-695 Quarter Section: 37-45  
Associated References: Project Number: 495 PA-2012 Plan Check Number \_\_\_\_\_ Case(s) \_\_\_\_\_  
Request: \_\_\_\_\_  
Is there an outstanding Code Enforcement citation or Notice of Compliance? ☐ Yes ☒ No If yes, provide a copy.  
Owner: Michael Dalton Applicant: Paul Altomare  
Company: Strategic Hotels & Resorts Company: Kollin Altomare Architects  
Phone: 312-658-6016 Fax: 312-658-5795 Phone: 562-597-8760 Fax: 562-597-8022  
E-mail: mdalton@strategichotels.com E-mail: paltomare@ko-al.com  
Address: 200 W. Madison St., Ste. 1700 Address: 1350 Coronado Ave., Long Beach, CA 90804  
Chicago, IL 60606

**Submittal Requirements: Please submit 1 copy of materials requested below. All plans must be folded.**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> <b>Completed Application (this form) and Application Fee - \$ 87.00</b> (fee subject to change every July)   | <input type="checkbox"/> <b>Cross Sections-</b> for all cuts and fills  |
| <input type="checkbox"/> <b>Context Aerial</b> with site highlighted   | <input checked="" type="checkbox"/> <b>Floor Plan(s)</b> of additions, alterations, or new structures. The floor plan shall be dimensioned and clearly delineate existing and proposed construction.  |
| <input checked="" type="checkbox"/> <b>Site Location Map</b>   | <input type="checkbox"/> <b>Landscape Plan</b> indicating location of existing and new plants, location and dimension of paving, a plant palette with names, symbols, sizes, spacing & quantities, and open space/landscaping calculations. |
| <input type="checkbox"/> <b>Maricopa County Assessor's Parcel Map</b> with site location highlighted   | <input checked="" type="checkbox"/> <b>Elevation Drawings or Color Photosimulations</b> of new additions, buildings, or other changes with materials and colors noted and keyed to material samples.  |
| <input checked="" type="checkbox"/> <b>Narrative</b> describing nature of request  | <input checked="" type="checkbox"/> <b>Material Samples</b> - color chips, awning fabric, glazing, etc.   |
| <input checked="" type="checkbox"/> <b>Property Owner's Authorization, or signature below</b>  | <input type="checkbox"/> <b>Conceptual Grading &amp; Drainage Plan</b> - showing existing & proposed drainage flows, channels and retention.  |
| <input checked="" type="checkbox"/> <b>Request for Site Visits and/or Inspections form</b>   | <input type="checkbox"/> <b>Copy of Liquor License Application</b> (for all bars, restaurants, or patios)   |
| <input type="checkbox"/> <b>Homeowners/Property Owners Association Approval</b> (if applicable)  | <input type="checkbox"/> <b>Airport Vicinity Development Checklist</b> - provided   |
| <input type="checkbox"/> <b>Color photographs of site</b> - include area of request  | <input type="checkbox"/> <b>Current Title Report</b>  |
| <input checked="" type="checkbox"/> <b>Site plan</b> indicating extent and location of additions, buildings and other structures, indicate dimensions of existing and proposed structures, sidewalks, and/or driveways as well as any required setbacks. | <input type="checkbox"/> <b>Other:</b> _____  |
| <input checked="" type="checkbox"/> <b>Lighting</b> - provide cut sheets, details and photometrics for any proposed lighting.  |   |

**Please Note:** After staff review, it may be determined that this request requires approval by the Development Review Board through the public hearing process. If approved at staff level, this approval expires twelve (12) months from date of approval if a permit is required but has not been issued.

Signature \_\_\_\_\_ Circle One: Applicant Owner \_\_\_\_\_

Date 8/3/12

### Official Use Only:

Submittal Date: \_\_\_\_\_

City Staff Signature: \_\_\_\_\_

### Planning, Neighborhood and Transportation Division

7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 • Phone: 480-312-7000 • Fax: 480-312-7800



# City of Scottsdale Cash Transmittal

# 90845

**Received From :**

KOLLIN ALTOMARE ARCHITECTS  
1350 CORONADO AVE  
LONG BEACH, CA 90804  
562-597-8760

**Bill To :**

KOLLIN ALTOMARE ARCHITECTS  
1350 CORONADO AVE  
LONG BEACH, CA 90804  
562-597-8760

<b>Reference #</b>	495-PA-2012	<b>Issued Date</b>	8/10/2012
<b>Address</b>	7501 E PRINCESS BL	<b>Paid Date</b>	8/10/2012
<b>Subdivision</b>	FAIRMONT SCOTTSDALE PRINCESS, RE-RECORD	<b>Payment Type</b>	CREDIT CARD
<b>Marketing Name</b>		<b>Cost Center</b>	
<b>MCR</b>	1104-03	<b>County</b>	No
<b>APN</b>	215-08-695	<b>Gross Lot Area</b>	0
<b>Owner Information</b>		<b>NAOS Lot Area</b>	0
Strategic Hotel Funding, LLC		<b>Net Lot Area</b>	
200 W MADISON ST		<b>Number of Units</b>	1
CHICAGO, IL 60606		<b>Density</b>	
		<b>Water Zone</b>	
		<b>Water Type</b>	
		<b>Sewer Type</b>	
		<b>Meter Size</b>	
		<b>QS</b>	37-45

Code	Description	Additional	Qty	Amount	Account Number
3180	PRE-APPLICATION / SA		1	\$87.00	100-21300-44221

SIGNED BY STEVE CROWDER ON 8/10/2012

Total Amount

**\$87.00**

(When a credit card is used as payment I agree to pay the above total amount according to the Card Issuer Agreement.)

**TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANSMITTAL # 90845**

**Date:** August 2, 2012

**Project:** Fairmont Scottsdale Princess Retail/Coffee Shop

**Address:** Fairmont Scottsdale Princess  
7575 East Princess Drive  
Scottsdale, AZ 85255

**Re:** Request for Approval of Retail Shop Expansion

Please accept this Staff Approval Application Request to expand the existing retail shop to allow the addition of a coffee shop within the existing space.

The Fairmont Scottsdale Princess and Strategic Hotels and Resorts are proposing to replace the temporary coffee cart currently located in the courtyard with a permanent coffee shop within the current retail shop. This renovation requires an expansion of the existing space of approximately 70 SF. This expansion occurs on the east side of the retail adjacent to the existing pantry. No roof elements are required since the expansion occurs under an existing area covered by the main hotel bldg above.

I have included drawings and images showing the location and configuration of the space.

It is in our opinion this addition will not have a negative impact on the guest experience of this facility.

Thank you for your consideration, we trust you will find our request acceptable.

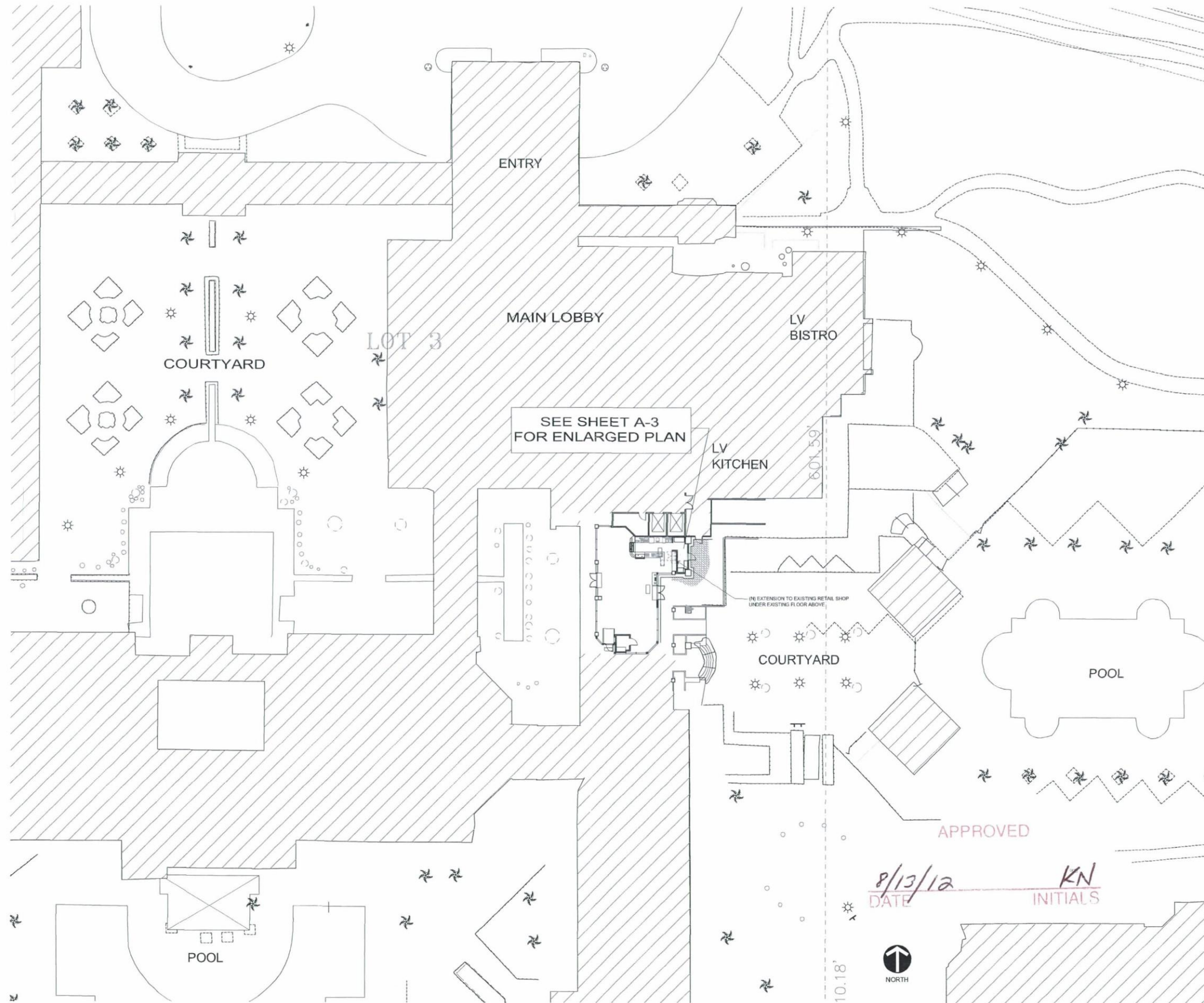
Please feel free to contact our office with any questions or concerns.

Sincerely,



Paul Altomare, AIA, LEED,ga  
Principal  
Kollin Altomare Architects





**kollin altomare**  
**architects**

1360 coronado avenue  
long beach, ca 90804  
tel 562.597.8750  
fax 562.597.8222  
www.kollinaltomare.com



*Fairmont*  
**SCOTTSDALE**  
7975 E. PRINCESS BLVD., SCOTTSDALE, ARIZONA 85266

DATE:

08-02-12

JOB NO:

2012-18

SHEET TITLE:

EXISTING

SITE PLAN

SHEET:

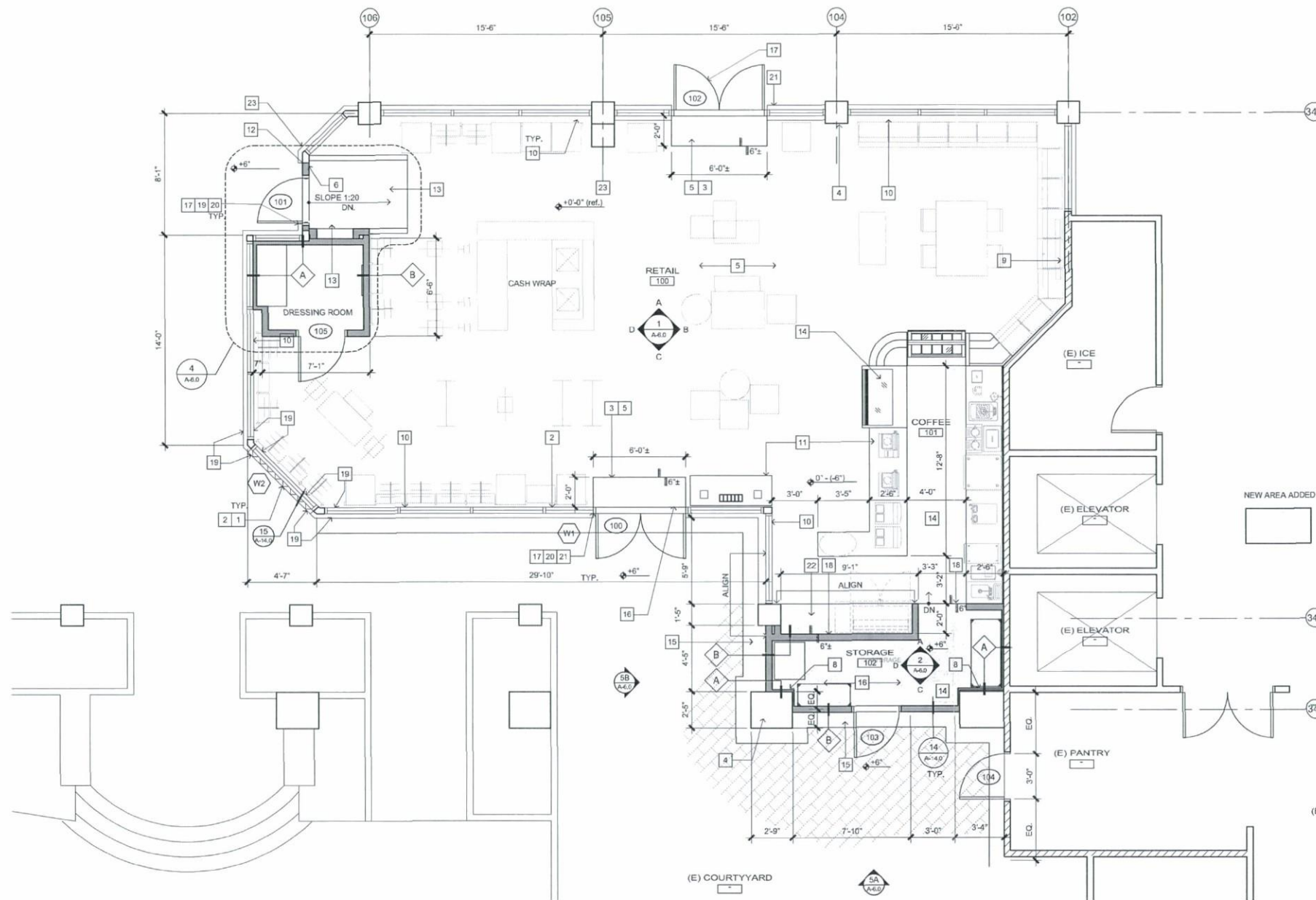
**A-2**

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## KEYNOTES

- 1 PROVIDE PONY WALL BELOW NEW WINDOW, MATCH ADJACENT PONY WALL MATERIALS & FINISH
- 2 NEW WINDOW INFILL MATCH (E) WINDOW CONSTRUCTION & GLAZING
- 3 NEW CONC STEP 24" WIDE x LENGTH OF DOOR 9  
A-14.1
- 4 EXISTING COLUMN
- 5 NEW FLOOR FINISH PER ID
- 6 TACTILE EXIT SIGN SEE 13/A-14.0
- 7 OCCUPANT LOAD SIGN TO READ 15 OCCUPANTS
- 8 FUR EXISTING CONC. COLUMN AS REQUIRED TO BE PLUMB
- 9 T.V. LOCATION
- 10 SKIM COAT ALL WALLS BELOW AND ABOVE WINDOWS AND REMAINING INTERIOR WALLS
- 11 34" HIGH MAX COUNTER TOPS
- 12 INTERNATIONAL SIGN OF ACCESSIBILITY
- 13 NEW CONC RAMP
- 14 SEE KITCHEN, MEP & INTERIOR DESIGN FOR FULL SCOPE OF WORK IN THIS AREA
- 15 NEW CONC. BAND TO MATCH EXISTING
- 16 NEW 4" x TOPPING SLAB SLAB VERIFY ANY EXPANSION OR CONTROL JOINTS IN THIS AREA
- 17 PROVIDE SIGN ON DOORS STATING THAT DOORS SHOULD REMAIN OPEN DURING BUSINESS HOURS
- 18 EDGE OF CURB
- 19 MATCH ANY ADJACENT DETAILS
- 20 RADIUS STUCCO TO MATCH (E) CONDITION AT DOOR
- 21 PROVIDE A SIGN TO STATE NOT AN ACCESSIBLE ENTRANCE
- 22 IF POSSIBLE DON'T RAISED SLAB AT THIS AREA
- 23 PROVIDE PUSH BUTTON FOR AUTOMATIC DOOR, LOCATION TO BE DETERMINED IN FIELD

APPROVED

8-13-12  
DATE

KN  
INITIALS

1/8"=1'-0" 1

## DOOR / WINDOW SCHEDULE

NO.	LOCATION	SIZE	THK.	MODE	TYPE	MATERIAL			MAT'L	FIN.	FIRE LABEL		REMARKS
		WIDTH x HEIGHT				FACE	CORE	FINISH					
100	RETAIL	6'-0" X 6'-8"	1 3/4"	DBL	B	WD/GL		P	HM	P			1,2,3.
101	RETAIL	3'-0" X 6'-8"	1 3/4"	SNG	A	WD/GL		P	HM	P			1,2,3,6
102	RETAIL -EXISTING DOOR	6'-0" X 6'-8"	1 3/4"	DBL	B	WD/GL		P	HM	P			4
103	STORAGE	3'-0" X 6'-8"	1 3/4"	SNG	C	HM		P	HM	P			
104	PANTRY	3'-0" X 6'-8"	1 3/4"	SNG	C	HM		P	HM	P			
105	DRESSING ROOM	3'-0" X 6'-8"	1 3/4"	SNG	D	WD		P	HM	P			5
W1	RETAIL	3'-0" X 5'-6"			W1			P	HM	P			1,2
W2	RETAIL	6'-0" X 5'-6"			W2			P	HM	P			1,2

## DOOR ELEVATIONS



5A EXTERIOR ELEVATION



5B EXTERIOR ELEVATION

kolin altomare  
architects

1360 Colorado Avenue,  
Long Beach, CA 90804  
Tel: 562.597.8740  
Fax: 562.597.8023  
www.kolinaltomare.com



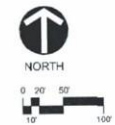
Fairmont  
SCOTTSDALE

DATE:  
08-02-12  
JOB NO:  
2012-18  
SHEET TITLE:  
PROPOSED  
FLOOR PLAN

SHEET:

A-3





1 OVERALL SITE PLAN  
SCALE: 1"=80'-0"



VICINITY MAP

kolin altomare  
architects

1360 coronado avenue  
long beach, ca 90801  
tel 562.597.8700  
fax 562.597.8003  
www.kolinaltomare.com



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**SCOTTSDALE**  
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DATE:  
06-20-2011  
JOB NO:  
2010-09  
SHEET TITLE:  
LOCATION PLAN

SHEET:  
A-1