Application
Narrative
Cash Transmittal
Pre-Application
Pre-App Narrative
Pre-App Cash Transmittal
Project Data Sheet

Project Pre-Application
Questionnaire

The purpose of the Pre-Application process and this questionnaire is to provide preliminary information to the City's Planning Department on your proposed development project. This information and a Pre-Application meeting facilitate discussion on the development review process and related issues most likely applicable to your development project.

Pre-Application Process

Most development proposals are required to go through one or more application and/or entitlement processes, some of which involve public hearings. To process your pre-application and to enable your meeting to be productive, the attached forms and all required materials must be provided. At the pre-application meeting, city staff will highlight areas where you may need to pay particular attention, and which, if any, public hearing process(es) you will be required to go through. More information can be found at *www.scottsdaleaz.gov/BldgResources/DevProcess*

Completed pre-application application forms, all required materials and fees should be submitted in person to the One-Stop-Shop located at 7447 E. Indian School Road. Make checks payable to "City of Scottsdale."

After the pre-application packet has been accepted, the request is routed for assignment and scheduling. A staff member will contact you to schedule a pre-application meeting with staff.

Submittal Date: 10/9/12 **Project No.:** 619 **-PA-** 2012

Project Name: Scottsdale Bible Church **Parcel No(s).:**

Address: 7601 East Shea Blvd. Scottsdale, AZ 85260 **Quarter Section(s):**

Property Details:

☐ Single-Family Residential ☐ Multi-Family Residential ☐ Commercial ☐ Industrial ☒ Other Church

Lot Size: 755,873 S.F. **Current Zoning:** R1-35 **Current Use(s):** A3 Church

Has a 'Notice of Compliance' been issued? ☒ No ☐ Yes If yes, provide a copy with this submittal

Application Type:

☐ Abandonment (AB)	☐ In-Lieu Parking Request (IP)	☐ Rezoning (ZN)
☒ Development Review (DR)	☐ Master Plan (MP)	☐ Text Amendment (TA)
☐ ESLO Hardship Exemption (HE)	☐ Master Sign Program (MS)	☒ Use Permit (UP)
☐ ESLO Wash Modification (WM)	☐ Notice of Compliance	☐ Variance (BA)
☐ General Plan Amendment (GP)	☐ Preliminary Plat Subdivision (PP)	☐ Other

Owner: Scottsdale Bible Church

Company: Scottsdale Bible Church

Address: 7601 East Shea Blvd. Scottsdale, AZ 85260

Phone: 480-824-7200 Fax:

E-mail: tsharda@sbcaz.com

Applicant: Geoff Chevlin/art velasco

Company: Visioneering Studios Inc.

Address: 2050 Main Street Irvine, CA 92614

Phone: 949-417-5878 Fax:

E-mail: gchevlin@visioneeringstudios.com
avelasco@visioneeringstudios.com

Signature (*circle one*): Owner Applicant **Date** 10/03/12

Planning, Neighborhood & Transportation Division
7447 E Indian School Road Ste 105, Scottsdale, AZ 85251 • Phone: 480-312-7000 • Fax: 480-312-7088

Project Pre-Application Questionnaire

Submittal Date: _____ **Project No.:** _____ **-PA-** _____

Please Note: **All projects require a legally-assigned address**; if an address is not currently assigned to your project, please submit a site plan to Records Division staff to obtain one. **This may take up to 5 days.** The Address Request form is available on-line at *www.scottsdaleaz.gov/bldgresources/records*.

All items listed below must be submitted to constitute a complete submittal.

Submittal Requirements:

☑ **1. Completed Project Pre-Application Questionnaire & Fee** $87.00
(Fees subject to change every July)

☑ **2. Records Packet Fee** $21.00
The Records Packet Fee will be processed by staff. The applicant need not visit the Records desk to obtain the packet.
(Fees subject to change every July)

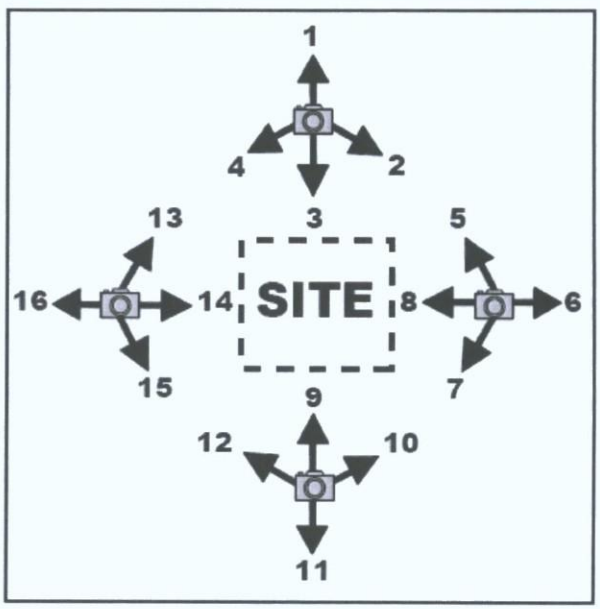
☑ **3. Conceptual Drawing(s)** – One (1) copy of conceptual site plan, plot plan, or schematic drawing representing your request (not required for Abandonments). If requesting Development Review Board approval, include elevations showing architectural character.
(24" x 36", 11" x 17", or 8.5" x 11" paper sizes only)

☑ **4. Project Narrative** – Attach a detailed descriptive narrative of the site layout that includes the following information:

- Purpose of this request
- Describe any and all pertinent information related to the request including, but not limited to, site circulation, parking and design, drainage, architecture, proposed land use, and lot design.
- Any improvements and uses that currently exist on the property or on neighboring properties.
- Explain how your proposal is compatible with the surrounding area.
- Describe any unusual characteristics that may restrict or affect your development.
- Targeted date to begin construction.

☑ **5. Site / Context Photographs**
Provide color photographs showing the site and the surrounding buildings/properties in order to provide city staff with a visual impression of the current site conditions. Use the guidelines below for photos.

- Photos are to be taken looking in towards the project site and adjacent to the site.
- Photos should show adjacent improvements and existing on-site conditions.
- Refer to photograph number and direction of view.
- If your site is greater than 500 ft. in length, also take the photo locations shown in the dashed lines.
- Do not mount photos on large poster boards, cork boards, etc.



FOR ADMINISTRATIVE USE ONLY

☐ A Pre-application meeting with Planning Staff has already occurred with _____. Date: _____

Planning, Neighborhood & Transportation Division
7447 E Indian School Road Ste 105, Scottsdale, AZ 85251 • Phone: 480-312-7000 • Fax: 480-312-7088

Scottsdale Bible Church
Development Review Board
Project Narrative

619-PA-2012

Prepared for:

Scottsdale Bible Church
7601 East Shea Boulevard
Scottsdale, AZ 85260

Prepared by:

VISIONEERING STUDIOS
envision.design.build

Date: April 15, 2013
Revised; June 28, 2013

16-DR-2013
7/25/13

I. Project Overview

Scottsdale Bible Church ("SBC") is requesting Development Review Board ("DRB") approval for their existing campus on a 19.91 acre parcel at the southeast corner of Shea Boulevard and Miller Road at 7601 E. Shea Boulevard. The original master plan of the church was approved in 1982. Since then, renovations to the campus include: the addition of a new Children's Ministry Building, some interior and exterior updates to the Adult Classrooms, façade improvements to the Youth Ministry Building, a renovation to the Worship Center book area and prayer garden, and improvements to the south parking lot.

Within this proposed master plan, the new work will include modernization of existing buildings, greater functional efficiency, visually stunning spaces, improved pedestrian safety and flow, and the creation of more cohesive and unique identities for each ministry space. The church proposes to further develop and refine features of site work, landscaping, and baptismal pool. Changes that are more significant include the demolition of two buildings and a pedestrian bridge, the construction of three new buildings, in addition interior and exterior remodeling of four other buildings.

Scottsdale has natural watercourses and aqueducts, which flood the harsh environment of the desert with nourishment. SBC has embraced this idea of bringing life to the desert community and for the past 50 years, has enriched the lives of people through worship, ministries, and outreach programs. By enhancing its aging campus, the church is bringing new energy and activity into the community and, at the same time, beautifying the environment within which it resides.

II. Context/Zoning History

The mix of land uses in the neighboring vicinities predominantly includes single-family residential subdivisions and multi-family development within master planned communities. There are also established commercial retail and office developments along main vehicular thoroughfares of Scottsdale Road and Hayden Road.

Because some existing buildings will be demolished and/or redesigned with the proposal of three new structures, the total building footprint will remain under the allowable floor-to-area ratio of the site. The projected buildings have an A-3 occupancy Church use, while zoning remains RI-35. Building heights conform to previously approved Conditional Use Permit regulations given corresponding setbacks. The proposed project development, tenant improvements and refinements are within the local zoning regulations and previous master plan approvals, while the proposed architectural styles and building massing maintain compatibility to the surrounding areas.

III. Design Elements

The combination of the proposed site work and architecture of the three proposed buildings will enhance the existing campus by providing contextually appropriate, contemporary materials and design approaches that will blend seamlessly with surrounding built and natural environments. Contextually and regionally-specific design applications that capitalize on the southwestern climate include deep roof overhangs, solar shading, outdoor gathering spaces, covered patios, recessed openings, and metal shade canopies and louvers. With techniques such as thermal massing, cross ventilation, and operable shading devices, the architecture and landscape apply sustainable design principles in very natural ways that contribute to successful energy conservation practices aligning with Scottsdale's Sensitive Design Principles (see section IV below).

During the first phase, the northeastern-most wing of the existing Student Ministry facility will be demolished to make room for the construction of a new two-story 11,000 square-foot Student Ministry facility to modernize and bring a more youthful energy to the campus. During this phase, a single-story 6,356 square-foot traditional chapel will be constructed located at the northwest corner of the campus without the demolition of any existing structures.

In future phases, the L-shaped facility for administration and adult classrooms at the northern part of the site will be demolished for a new two-story 30,000 square-foot Children's Ministry/Cafe facility that will house a new 4,000 square-foot book resource area and a small food service space.

These three proposed structures located at the north portion of the site will be highly visible from Shea Boulevard and will improve the campus streetscape while orienting the buildings for a more welcoming layout. With revised building alignments, an overall greater visibility of the activities and programs occurring within the campus creates a stronger synergy, while preserving major site lines and scenic views.

Student Ministry Building:
The new youth ministry building will be placed along Shea Boulevard and take the form of a community youth center. This center will include covered patios, roll-up doors, shaded decks and a central game room/snack bar along with three live-worship venues.

This Student Ministry building creates a courtyard for community gatherings in the northeast portion of the campus. It presents a more contemporary design to appeal to the younger generation. The masonry structure will receive a semi –smooth stucco finish and metal-clad façade blend. This will be a low-maintenance, high-tech structure that encourages students to use the facility to its full extent. This building takes visual cues from Shea Boulevard and through its orientation, size, and location responds to adjacent buildings. The multi-purpose design will accommodate active groups of teens for worship, sports, meals, and other activities.

Children's Ministry/Café Building:
The largest of the new structures is the Children's Ministry/Cafe facility at the north end of the

site, making its presence known to the streetscape facing Shea Boulevard. This building houses functions of education, child-care and recreation and finds design inspiration from youthful energy and play while incorporating spaces of spiritual learning and development.

The Children's Ministry/Cafe finds identity in many classroom spaces focused on the "next generation" of believers. With the presence of a Café and Book Resource Area, it becomes an energetic hub of activity on the campus. The diversity of architectural elements like metal shade canopies and trellises, overhead decks, and varied window sizes will allow the hot southwestern climate to be naturally tempered by the building form. The sequencing and organization of the rooms place a priority on providing safe areas that can create environments conducive to learning and social interaction.

Chapel:
The proposed Chapel is set on a diagonal to respond to a major intersection at the northwestern portion of the site. This 6,356 square foot structure is to be used for a variety of programs such as worship services, marriage ceremonies, entertainment performances, and funerals.

The Chapel is considered to be the gem of the site and will incorporate high quality materials such as limestone, copper and/or kynar paint with copper-colored roofing, and elegant storefront with views to the sky and beauty of the surrounding Sonoran Desert. Traditional materials that acknowledge the history architecture of the southwest will be utilized in modern ways that allow the Chapel to be both traditional and contemporary. Additionally, the archetypal form of the church steeple, reaching a height of almost 50', will be a strong visual cue of the religious nature that brings purpose and structure to the site.

Other Improvements:
Beyond the proposed structures, there will be notable improvements to some existing facilities for more efficient use, modernization, and visual enhancements.

The current multi-purpose Towne Center will receive an update to the kitchen area to help augment food service requirements for the proposed Children's Ministry/Cafe building. Additionally, the existing Children's Ministry Classrooms will undergo improvements to accommodate more adult-driven program requirements. Within its existing courtyard, enhancements will be made to promote fellowship.

An interior remodel of the existing Worship Sanctuary will reach the previously approved capacity of 2,200 seats. Existing north and south colonnade overhangs will be enclosed with storefront. New restroom facilities will be placed after the demolition of the existing restrooms. Part of the glass-enclosed Lobby space will be enlarged with a new Welcome Center.

The existing Administration spaces will be relocated to the second floor educational spaces of the classroom wing that is to remain. A new reception area is to be included on the first floor along with exterior improvements of contemporary storefront and exterior shading elements to improve light control.

Modernization, aesthetic improvements, and functional efficiency are design themes that have been applied both to the buildings and site design. Site enhancements will include upgraded landscaping as well as better pedestrian flow and safety. These improvements respectfully respond to existing topography and land forms while minimizing impact on the natural environment. Site renovations will enhance the existing campus through the use of regionally-adapted landscape materials. The planting and grading will work together to provide a cohesive streetscape to motorists and pedestrians on Miller and Shea.

Development of a "Main Street" style walkway will provide north-south pedestrian access through the site, while maintaining existing fire access roads. A pedestrian oasis offers rich visual diversity through colored concrete, pavers, and exposed aggregates that tie the different aspects of the site together. Finding cues from the landscape patterning based on the desert environment, these hardscape uses will be coupled with Sonoran Desert adapted natural landscaping and low-profile palms to join the site together and help visually announce access points into the campus through its layout. Responding to Scottsdale's climate, sculptural signage features, groves of native plants and trees, and kiosks will be used to emphasize the concept of a civic plaza while encouraging congregants to engage with the surroundings.

Both the exterior and interior of the site will utilize regionally-adapted plant material and will complement the existing landscape motif. The new landscape vernacular will blend seamlessly with the surrounding influences and the existing landscape palette. The interior landscape will blend with the perimeter through the use of similar trees and complimentary shrubs, ground covers and accents.

In regards to parking requirements, the existing South Lot remains unchanged. However, at the northwest corner of the site, additional parking is proposed to address the needs of the Chapel and other campus improvements. Enhanced landscape along the east side of the parking lot will shield sound and light from the neighboring community. Minor modifications to vehicular flow adjacent to pedestrian walkways will help reduce vehicle speed and make prominent pedestrian entrances to the campus safer.

SBC intends to provide pedestrian connectivity and movement through a unique hardscape design with the use of color and texture variation. The final hardscape design and material selection of the ground surface has yet to be determined and may consist of, but is not limited to, flagstone, pavers, exposed aggregate, and stained concrete. The final hardscape design will be submitted to City Staff for reviewed and approval.

The issue of public transportation is addressed with the location of a bus stop along the northern property line that is currently accessible from the site via pedestrian connections from the parking lot to the south. Additionally, the site will incorporate locations for bike parking at key locations throughout the campus. Desert-adapted trees and palms scattered throughout walkable shaded areas intended for pedestrian use, will further encourage social interaction.

Lighting designs will be made in a way that responsive to the surrounding context and fits within the parameters of city's dark-sky policy while maintaining safety and minimizing glare. Overall

lighting selection will be coordinated with the high design principles of functionality and aesthetics that have been employed throughout the rest of the project.

Per consultation with land planning and civil engineering professionals, the land platting requirements and sequencing of site developments are as follows:

As part of this Project, Tract 'A' of the Casa Buena subdivision will be acquired and incorporated into the site development. Based on discussions with City of Scottsdale staff, this will required two separate plats. The first plat will be a "one-lot" plat combining Tract 'A' with the Scottsdale Bible Church property. The second plat is a re-plat of Casa Buena to reflect the removal of Tract 'A' from the subdivision. The Casa Buena re-plat will require ratification by the subdivision Homeowner's Association (HOA). The Preliminary Plat application/submittal will be made concurrently with the Project DRB submittal.

Casa Buena was originally platted in 1977 (Book 192, Page 22, MCR). Tract 'A' is described on the plat as a "private landscape area" and is not required to meet landscape or open space requirements. Similarly, the tract does not contain any drainage or storm water storage facilities. Additional storm water storage will be provided with this Project to account for the development of the tract area as part of the Scottsdale Bible Church campus.

Phasing:
The proposed property development shall be separated into individual phases of development that would begin construction approximately in the fall of 2013. In regards to the sequence of phases, construction of Phase One is estimated to be completed within 12-18 month construction period and would include the new Student Ministry and Chapel Buildings along with site work along the frontage of Shea Boulevard. Phase Two is intended to follow closely after the completion of the first and will include tenant improvements and interior updates to the Worship Center and site work beautification projects (refer to the phasing plan for the proposed phasing sequence). The complete master build-out of the entire campus is expected to be fully developed and completed within approximately a two to three-year duration.

SBC has been an integral part of the city since the 1960's. Looking ahead to the future, the church desires to modernize and improve its campus to connect more with the next generation of Christians. To accomplish this, almost every aspect is being enhanced, from its ministry programming, through the site design and ultimately to the built environment. By dramatically redefining its visual presence on Shea Boulevard, SBC, in its new design, is reaching out and embracing the community.

IV. Scottsdale Sensitive Design Principles

The Character and Design Element of the General Plant states that "Development should respect and enhance the unique climate, topography, vegetation and historical context of Scottsdale's Sonoran desert environment, all of which are considered amenities that help sustain our community and its quality of life." The City has established a set of design principles, known as

the Scottsdale's Sensitive Design Principles, to reinforce the quality of design in our community. The following Sensitive Design Principles are fundamental to the design and development of the Property.

1. ***The design character of any area should be enhanced and strengthened by new development.***

   Response: The development of this property will enhance the quality of the existing neighborhood through sensitive implementation of context appropriate masses, forms, materials, landscaping and architectural language. Taking inspiration from the Sonora-context and traditional desert architecture, the new buildings have a foundational color and material palette that recall native design that is enhanced with the use of deep roof overhangs, outdoor-oriented gathering spaces, covered patios, recessed windows, and shade canopies. Special consideration has been given to the building design and buffering to the existing residential context through the integration of appropriate set-backs, relationally sensitive massing and scaling, and through ample landscaping.

2. ***Development, through appropriate siting and orientation of buildings, should recognize and preserve established major vistas, as well as protect natural features.***

   Response: The siting and orientation of the development of new buildings has a strong emphasis on maintaining view corridors. With respectful massing and sensitive placement, the three new buildings will be highly visible from Shea Boulevard and will improve the campus frontage streetscape, becoming more welcoming, attracting attention and evoking a sense of livelihood, while preserving major site lines.

3. ***Development should be sensitive to existing topography and landscaping.***

   Response: All proposed improvements will enhance and further complement the existing campus through the use of regionally adapted landscape materials. The planting and site grading will integrate together to provide a comprehensive blended campus as perceived by motorists and pedestrians on Miller and on Shea.

4. ***Development should protect the character of the Sonoran Desert by preserving and restoring natural habitats and ecological processes.***

   Response: Both the exterior and interior of the site will utilize Sonoran Desert regionally adapted plant material and complement the existing landscape aesthetic. It is anticipated that overall turf quantities will be reduced. In general the new landscape vernacular will blend more seamlessly with the surrounding

influences than the existing landscape palette. The interior landscape palette will blend with the perimeter through the use of similar trees and complementary shrubs, ground covers and accents. At the heart of the campus, a palm tree oasis will be utilized to provide shade within an area anticipated to have +/-2500 people gathering on a given Sunday. The palms will provide minimally obstructed views from the primary exit of the worship center to the café/library and multi-purpose buildings at the opposite side of the campus.

5. ***The design of the public realm, including streetscapes, parks, plazas and civic amenities, is an opportunity to provide identity to the community and to convey its design expectations.***

Response: The use of complimentary ground plan, landscape materials and new walls will complement the visual language of the site and new architecture. With inviting landscaping and architectural elements like shaded porticos and expansive storefront glass, activities within the buildings and campus are honestly revealed in creating a greater notion of community.

6. ***Developments should integrate alternative modes of transportation, including bicycles and bus access, within the pedestrian network that encourage social contact and interaction within the community.***

Response: The site will incorporate locations for supplemental bike parking in addition to those already in place at key location(s) throughout the campus. A bus stop is currently located along the northern property line at Shea Blvd., which is currently accessible from the site via pedestrian connections from the parking lot to the south via North Miller Road, and at 76th street at Shea Blvd. The nature of the campus encourages social interaction by through walkable shaded areas intended for pedestrian use. New improvements will enhance those experiences through new supplemental shade of desert adapted trees and palms.

7. ***Development should show consideration for the pedestrian by providing landscaping and shading elements as well as inviting access connections to adjacent developments.***

Response: All new improvements will benefit from the installation of Sonoran Desert adapted trees, palms and new or repurposed shade structures. The landscape will help tie the site together and help visually announce access points into the campus through its layout. The hardscape will reinforce the visually cues

suggested by the architecture and landscape patterning. SBC intends to provide pedestrian connectivity and movement through a unique hardscape design with the use of color and texture variation. The final hardscape design and material selection of the ground surface has yet to be determined and may consist of, but is not limited to, flagstone, pavers, exposed aggregate, and/or colored/stained concrete. The final hardscape design will be reviewed and approved by City Staff.

8. ***Buildings should be designed with a logical hierarchy of masses.***

Response: The building character has been designed in a manner to which the scale and overall building volume mass correlates to a natural hierarchy that defines importance, use and programming while acknowledging the existing and proposed context.

9. ***The design of the built environment should respond to the desert environment.***

Response: The new buildings incorporate regionally sensitive textures, finishes, and materials that fit into an architectural dialogue of solar shading elements, deep roof overhangs, cooling fins and trellises that all work in harmony to bring emphasis to flexible climate in creating abundant outdoor living spaces.

Both the landscape and hardscape patterning will take cues from the Sonoran Desert sensitivity with the use of desert appropriate trees, shrubs, and ground cover and indigenous hardscape materials. The combined vernacular will reflect the surrounding desert environment while complimenting the built environment.

10. ***Developments should strive to incorporate sustainable and healthy building practices and products.***

Response: A sustainable and green building philosophy is integrated into the building design techniques, and building materials will be incorporated accordingly. Mechanical and electrical building systems designs will comply with applicable requirements of the 2012 IECC, relative to lighting power densities, equipment operating efficiencies, etc. In addition, the mechanical system design will provide sufficient outdoor air ventilation to ensure proper indoor air quality for building occupants. The equipment controls for the new buildings will integrate with the campus DDC energy management, which will optimize equipment operation and minimize energy consumption. Water saving plumbing fixtures and fittings will be provided.

11. ***Landscape design should respond to the desert environment by utilizing a variety of mature landscape materials indigenous to the arid region.***

Response: Because the site is primarily nonnative, large salvaged material is minimally available. Where feasible, salvaged material of varied sizes will be incorporated in to the landscape. All newly introduced material will come from local nursery suppliers and will include a variety of sizes and types.

12. ***Site design should incorporate techniques for efficient water use by providing desert adapted landscaping and preserving native plants.***

Response: All native salvaged material will be maintained or reused on site. In addition, the proposed development will maintain a low-water use desert plant palette. An automated water efficient drip irrigations system will be implemented for all new landscape installations.

13. ***The extent and quality of lighting should be integrally designed as part of the built environment.***

Response: Lighting will be designed so as to minimize glare and light trespass beyond the property line. Existing light fixtures that are compliant with Scottsdale's Outdoor Lighting Code will be relocated to the new buildings and landscape areas where possible. New fixtures will be selected and located with emphasis on appearance to match the design of the campus, performance that minimizes uplight and glare, and a layout that provides a reasonable light level in accordance with the area ambient lighting zone.

14. ***Signage should consider the distinctive qualities and character of the surrounding context in terms of size, color, location and illumination.***

Response: Project identification will be low-scale and contextually appropriate. Signage plans will be submitted under a separate submittal process to the city for proper review, comments and approval.

Zoning Ordinance Sec. 1.904. - Criteria.

A.

In considering any application for development, the Development Review Board shall be guided by the following criteria:

1.

The Board shall examine the design and theme of the application for consistency with the design and character components of the applicable guidelines, development standards, Design Standards and Policies Manual, master plans, character plan and General Plan.

2.

The architectural character, landscaping and site design of the proposed development shall:

a.

Promote a desirable relationship of structures to one another, to open spaces and topography, both on the site and in the surrounding neighborhood;

Building setback, orientation and footprint allow for open spaces and views from the site and surrounding neighborhoods. The proposed building layout also creates welcoming appearance to the surrounding community.

b.

Avoid excessive variety and monotonous repetition;

The proposed building architecture and landscaping will provide a major improvement to the existing campus by means of new building and tenant improvements and landscape architecture. The proposed campus improvements will add life, interest, and variety to a large area of the campus.

c.

Recognize the unique climatic and other environmental factors of this region to respond to the Sonoran Desert environment, as specified in the Sensitive Design Principles;

This has been addressed on the project narrative above.

d.

Conform to the recommendations and guidelines in the Environmentally Sensitive Lands (ESL) Ordinance, in the ESL Overlay District;

This has been addressed on the project narrative above.

e.

Incorporate unique or characteristic architectural features, including building height, size, shape, color, texture, setback or architectural details, in the Historic Property Overlay District.

The project design has taken all of this factor into account, however the project is not in a Historic Property Overlay District.

3.

Ingress, egress, internal traffic circulation, off-street parking facilities, loading and service areas and pedestrian ways shall be so designed as to promote safety and convenience.

Most of the existing campus current layout will remain, as is, however significant improvements are being proposed. They are as follows, pedestrian drop of area, ADA ramp, accessible path of travel, sight lighting etc.

4.

If provided, mechanical equipment, appurtenances and utilities, and their associated screening shall be integral to the building design.

Will comply

5.

Within the Downtown Area, building and site design shall:

(Project not within Downtown Area: ***Not Applicable***)

a.

Demonstrate conformance with the Downtown Plan Urban Design & Architectural Guidelines; ***Not Applicable***

b.

Incorporate urban and architectural design that address human scale and incorporate pedestrian-oriented environment at the street level; ***Not Applicable***

c.

Reflect contemporary and historic interpretations of Sonoran Desert architectural traditions, by subdividing the overall massing into smaller elements, expressing small scale details, and recessing fenestrations; ***Not Applicable***

d.

Reflect the design features and materials of the urban neighborhoods in which the development is located; ***Not Applicable***

e.

Address building mass, height, materials, and intensity transitions between adjacent/abutting Type 1 and Type 2 Areas, and adjacent/abutting Type 2 Areas and existing development outside the Downtown Area; ***Not Applicable***

6.

The location of artwork provided in accordance with the Cultural Improvement Program or Public Art Program shall address the following criteria: (Project does not contain artwork provided in accordance with the Cultural Improvement Program or Public Art Program: ***Not Applicable***)

a.

Accessibility to the public; ***Not Applicable***

b.

Location near pedestrian circulation routes consistent with existing or future development or natural features; ***Not Applicable***

c.

Location near the primary pedestrian or vehicular entrance of a development; ***Not Applicable***

d.

Location in conformance with the Design Standards and Policies Manual for locations affecting existing utilities, public utility easements, and vehicular sight distance requirements; ***Not Applicable***

e.

Location in conformance to standards for public safety; ***Not Applicable***

B.

The burden is on the applicant to address all applicable criteria in this section.

(Ord. No. 2305, § 1, 2-19-91; Ord. No. 2830, § 1, 10-17-95; Ord. No. 3395, § 1, 12-11-01; Ord. No. 3987, § 1(Res. No. 8948, § 1(Exh. A, § 8), 11-14-12)

End of Narrative

LAX>>PHX>>DEN>>AUS>>ORL>>CLT

2050 Main Street
Irvine, CA 92614
949-417-5878 (T)

VISIONEERING STUDIOS
ARCHITECTURE + URBAN DESIGN + INTERIORS

Scottsdale Bible Church
"Project Narrative"

ATTENTION :	Mr. Jesus Murrillo City of Scottsdale Planning, Neighborhood & Transportation Division Project Pre-Application	DATE ISSUED:	10/03/12
PREPARED BY:	art velasco, Project Manager		
PROJECT NAME:	Scottsdale Bible Church		
PROJECT LOCATION:	7601 East Shea Blvd. Scottsdale, AZ		

Project Narrative

Scottsdale Bible Church currently exists on a 19.91 ac parcel at the intersection of Shea Blvd. and Miller Ave. The church is housed in 9 separate facilities on their existing campus, comprising approximately 116,000 sf. The church proposes to further develop and refine their existing property that include site work, landscaping, water features, as well as the demolition of 2 (two story) buildings and a pedestrian bridge, the construction of 3 new buildings, and the interior and exterior remodeling of 4 buildings.

The new construction would include a new one story 5,100 sf traditional wedding chapel, a new two story 32,000 sf children's ministry facility that will also house a new 4,500 sf bookstore and a small café area, a new two story 11,000 sf youth ministry facility. These 3 new structures are proposed at the north portion of the site visible from Shea Blvd. The goal is to create an aesthetically pleasing frontage visible from Shea in an attempt to enhance and beautify this major boulevard. Refer to the site plan, floor plans and exterior elevations provided for additional information pertaining to the architectural articulation and proposed design.

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Irvine, CA 92614
949-417-5878 (T)

VISIONEERING STUDIOS
ARCHITECTURE | URBAN DESIGN | INTERIORS

The existing south parking lot remains unchanged, however at the northwest area at the corner of Shea and Miller additional parking is proposed. The total building footprint will remain under the allowable floor to area ratios. The occupancy also remains as an A-3 Occupancy Church Use, the zoning remains as RI-35, and the building heights are proposed to remain at or under the allowable building height of 30'-0". The proposed project development, tenant improvements and refinements are within the local zoning regulations and previous master plans approvals maintaining project compatibility to the surrounding areas.

The remodeled buildings would house the functions of church administration offices, multi-purpose meeting rooms, existing worship sanctuary remodeling to increase seating capacity to 2200, and an existing kitchen expansion. Additional parking is proposed to facilitate the increased demands of the overall campus improvements.

The proposed property development shall be separated into individual phases of development that would begin construction approximately in the fall of 2013, phase one is estimated to be completed within 18-24 month construction period. The full master build-out of the entire campus is expected to be fully developed (in phases) and completed approximately within a 15-year duration.

Sincerely,

art velasco
Project Manager

(949) 417-5878

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VISIONEERING STUDIOS

ARCHITECTURE » URBAN DESIGN » INTERIORS

Scottsdale Bible Church
Reply 2nd List to 16-DR-2013

SUBMITTAL DATE:	07/24/2013	RE; 16-DR-2013 Scottsdale Bible Church
REPLY BY:	Art Velasco	Visioneering Studios
	Jim Smith	Vollmer & Assoc. LA

PROJECT NAME: Scottsdale Bible Church

DISTRIBUTION: Mr. Jesus Murillo
Senior Planner
City of Scottsdale
Planning, Neighborhood, and Transportation
7447 E. Indian School Road, Ste. 105
Scottsdale, AZ 85251

Note; the following information is a copy of the original "Review Comment Letter" from Scottsdale Planning Department. The consultants reply to the comments are noted with" *Italic*" text.

RE: 16-DR-2013
Scottsdale Bible Church
2nd Reply to Scottsdale Planning Department

July 16, 2013

Geoff Chevlin/Art Velasco
Visioneering Studios Inc.
Irvine, CA 92610

Dear Mr. Velasco:

The Community & Economic Development Division has completed the review of the above referenced development application submitted on 6-25-2013. The following 2nd Review

16-DR-2013
7/25/13

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Comments represent the review performed on by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

Significant Policy Related Issues

The following policy related issues have been identified in the first review of this application. Even though some of these issues may not be critical to scheduling the application for public hearing, they may affect the City Staff's recommendation pertaining to the application and should be addressed with the resubmittal of the revised application material. Please address the following:

Site Design:

1. Please provide design details on the hardscape and pavement design, shades material, and pedestrian amenities with the next submittal. *Landscape Architect Reply- In addition to the landscape image board which displays the hardscape character we are also are including an 8.5 x 11" calling out the specific kinds of concrete finishes, colors and pavers.*
2. Please revise Sheet S1.1 for clarity. The notes are blurred that identify individual buildings and the majority of the keyed notes are not indicated on the plan so it is difficult to understand where these site elements and features are located. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. There will be comments regarding the site plan after these sheets have been received and reviewed by staff. *VSI reply- Refer to revised site plan provided. Correction made.*

Elevation Design:

3. On sheets A-3.3a and A-3.4a there appear to be roof mounted mechanical units that are taller than the proposed screening device. Please increase the height of the proposed screening device. Please refer to the Design Standards & Policies Manual Section 2-1.401.1. *VSI reply- Refer to the revised elevations provided. Parapet wall was raised 6" to hide the RTU's from street view. Please note that upon final mechanical drawings and calculations it may be possible to lower the walls as well.*
4. On sheet A-1.3a, key notes "F" and "R" do not have any description; however both of these materials/finishes are indicated on the East Elevation. Please provide the appropriate descriptions. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the same sheet provided. Correction as requested made.*
5. On sheet A-1.4a, near column line G on the South Elevation, key note "G" is indicated on a portion of the building that is otherwise noted at key note "V". Please revise or clarify the appropriate materials/finishes. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*

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6. On sheet A-1.4a, on the West Elevation, key note "I" is indicated on a portion of the building that is otherwise noted as key note "M". Please revise or clarify the appropriate materials/finishes. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*
7. On sheet A-2.3a, key note "R" does not have any description; however this materials/finishes is indicated near column line E on the East Elevation. Please provide the appropriate descriptions. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*
8. On sheet A-2.4a, key note "R" does not have any description; however this materials/finishes is indicated near column line B on the West Elevation. Please provide the appropriate description. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*
9. On sheet A-3.3a, key note "R" does not have any description; however this materials/finishes is indicated on the North Elevation. Please provide the appropriate description. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*
10. On sheet A-3.3a, on the North Elevation, key note "U" is indicated on a portion of the building that is otherwise noted as key note "K". Please revise or clarify the appropriate materials/finishes. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*
11. On sheets A-5.3a North Elevation and A-5.4a South Elevation key note "C" is indicated for roof areas that have a gray-tone. Please clarify what the gray-tone represents. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made. A multiple color roof is not proposed, printing error.*
12. On sheets A-5.3a and A-5.4a there appear to be exposed structural members without any indication of materials/finishes. Please provide the appropriate information. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. *VSI reply- Refer to the revised elevations provided. Correction as requested made.*

Landscape Design:

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13. Due to the broad arching form of the leaves and flower stems of Hesperaloe parviflora Red Yucca, please revise the conceptual landscape plan so that these plants will be at least five (5) feet on-center from the edge of any parking spaces, pedestrian pathways or areas. Please refer to DSPM Sec. 2-1.1001.13. *Landscape Architect Reply- We agree to be stipulated to this condition per phone conversation with Steve Venker on 7-18-2013*

14. On sheet 2 of 7 of the conceptual landscape plan there are three plant symbols that are not indicated on the plant schedule. Please provide the appropriate information or change the plant symbol so that it matches the plant schedule. Please refer to the provisions of Zoning Ordinance Section 10.200 and the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. There will be comments regarding the conceptual landscape plan after the requested clarifications have been received and reviewed by staff. *Landscape Architect Reply- . Per phone conversation with Steve Venker on 7-18-2013, the 3 symbols are on the plans and there are no issues with them or their placement.*

15. We are unable to find Sheets 1 of 7, 5 of 7, and 6 of 7, of the conceptual landscape plan. *Landscape Architect Reply- Per phone conversation with Steve Venker on 7-18-2013 the missing sheets were found on the CD that was submitted, but staff was not able to find the hard copy. Michelle Hammond will be providing you the sheets. No further action is required. It is also my understanding that no further submittal is required from us for the missing sheets.*

Technical Corrections

The following technical ordinance or policy related 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 a decision on the final plans submittal (construction and improvement documents) 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:

Elevation:

16. In order to improve readability of the building elevations, modify the colored building elevations so that the tone of the surfaces and wall planes that are nearer to the viewer will be darker tones than those portions of the building that are farther away from the viewer and/or add number notations (0.0, +1.5, -0.5, etc.) that indicate the differences between planer surfaces. *VSI reply- Refer to the revised elevations provided. Correction as requested made. Elevations now show depth number notations as suggested.*

17. Please provide information and illustrations of the proposed graphic signage. *VSI reply-It is not the intent to ignore or undermine this issue, however the information requested is not available at this time. The church and consultants will provide all signage in formation as*

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required. A formal submittal with all pertinent information, drawings, samples, etc. will be submitted for review, comment, corrections, and approval to the city as required at a later date.

VSI made this request to the planning department several times and we have been informed and allowed to proceed without the signage submittal at this time. Thank you for your understanding on this matter.

Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if a decision regarding the application may be made, or if additional modifications, corrections, or additional information is necessary.

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. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.

The Community & Economic Development Division has had this application in review for 15 Staff Review Days since the application was determined to be administratively complete.

These 2nd Review Comments are valid for a period of 180 days from the date on this letter. The Zoning Administrator may consider an application withdrawn if a revised submittal has not been received within 180 days of the date of this letter (Section 1.305. of the Zoning Ordinance).

If you have any questions, or need further assistance please contact me at 480-312-7849 or at jmurillo@scottsdaleAZ.gov.

Sincerely,

Jesus Murillo
Planner

cc: SCOTTSDALE BIBLE CHURCH
CONTACT : Tom Sharda
7601 E SHEA BLVD
SCOTTSDALE, AZ 85260

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End of 2nd 16-DR-2013 City Comments

Cc Tom Sharda

Sincerely,

art velasco

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Scottsdale Bible Church
Reply List to 16-DR-2013

SUBMITTAL DATE:	06/28/2013	RE; 16-DR-2013 Scottsdale Bible Church
REPLY BY:	Art Velasco	Visioneering Studios
	Wade Cooke,	Landcor- Civil Engn.
	Jim Smith	Vollmer & Assoc. LA

PROJECT NAME: Scottsdale Bible Church

DISTRIBUTION: Mr. Jesus Murillo
Senior Planner
City of Scottsdale
Planning, Neighborhood, and Transportation
7447 E. Indian School Road, Ste. 105
Scottsdale, AZ 85251

Note; the following information is a copy of the original "Review Comment Letter" from Scottsdale Planning Department. The consultants reply comments are noted with" *Italic*" text.

RE: 16-DR-2013
Scottsdale Bible Church

The Community & Economic Development Division has completed the review of the above referenced development application submitted on 4-15-2013. The following 1st Review Comments represent the review performed on by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

Zoning Ordinance and Scottsdale Revise Code Significant Issues

The following code and ordinance related issues have been identified in the first review of this application, and shall be addressed in the resubmittal of the revised application material. Addressing these items is critical to scheduling the application for public hearing, and may affect the City Staff's recommendation. Please address the following:

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Zoning:

1. Please submit a revised Project Narrative that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance.

Reply:

Refer to the revised narrative; the information requested has been implemented as requested.

Drainage:

2. Plan Check # 1889-13. Please submit two (2) copies of the revised Drainage Report with the original red-lined copy of the report to me with the rest of the resubmittal material identified in Attachment A.

Reply:

The revised drainage reports are not required to be resubmitted with this resubmittal as they will be or already have been resubmitted with the PP cases.

Significant Policy Related Issues

The following policy related issues have been identified in the first review of this application. Even though some of these issues may not be critical to scheduling the application for public hearing, they may affect the City Staff's recommendation pertaining to the application and should be addressed with the resubmittal of the revised application material. Please address the following:

Site Design:

3. Sheet S 1.1B appears to be a partial site plan for the northwest corner of the site. We were unable to find the partial site plan sheets for the other three quadrants of the site. Please provide the complete set of sheets that represent the site plan. There will be comments regarding the site plan after these sheets have been received and reviewed by staff.

Reply:

The referenced subject site plan as submitted was a partial enlargement site plan of the project of the corner of Shea Boulevard and Miller Road as an option "B". Included with this option, the supporting calculations were provided for reference. No other sheets were submitted with this option. The notes make reference to "Refer to complete submittal for complete information"

4. Please eliminate the landscape symbols from the site plan. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements.

Reply:

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Refer to Landscape architects comments made by hand writing on the attached "Commercial DRB Submittal Requirements" for reply information.

Elevation Design:

5. Several windows on the East, South, and West sides of the building appear to be unprotected from solar heat gain. Provide shade devices for these windows and/or provide illustrations that demonstrate how proposed roof overhangs, and other design elements provide shade for these windows. Please refer to the following internet link:
http://www.scottsdaleaz.gov/design/Shading

Reply:

The project's proposed new and improved buildings have taken into account the shading needs with the following elements. The building architecture implement large overhangs, canopies, decks that provide shading bellow outside gathering spaces that also provides building shading, linear louvers etc. Visioneering believes that the shading elements have been successfully implemented into the building design, providing the necessary shading needs.

6. Please provide information and illustrations of the proposed graphic signage.

Reply:

The signage requirements were previously discussed with Mr. Jesus Murillo during the DR preparation process. It was accepted at that time that the signage could be submitted at a later date.
The architect is currently working with an environmental graphic design firm.
Formal signage submittal will be made in compliance with all city ordinances and permit processing for all propose signage.

Circulation:

7. All proposed new on-site sidewalks required to be a minimum of six (6) feet in width (Design Standards and Policies Manual Section 2-1.808).

Civil Engineer's Reply:

Will Comply Refer to update site plan.

Drainage:

8. Please provide a minimum of 11"X17" sized drainage maps instead of the currently provided 8"X11" drainage maps provided for Figure 4 and Figure 5. The COS DS&PM states that full size (24"X36") drainage maps under the existing and proposed conditions be required (COS DS&PM: Section 4-1.800, Section 4-1A & Section 4-1B).

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Civil Engineer's Reply:
Will Comply

9. Please provide a different line type for the drainage area (DA) delineation and the retention/detention facilities so that they can easily be distinguished from each other. Please note that any modification to the existing hydrologic divide between DA1 and DA2 should be avoided as much as possible under the proposed condition so that the flow carrying capacity of the existing storm drain system for DA2 does not get overwhelmed. A statement should be made in the Case Drainage Report clarifying how equal area will be swapped between DA1 and DA2 and/or how grading will be done to ensure that the modified hydrologic divide will not impact the existing runoff pattern of DA1 and DA2. (COS DS&PM: Section 1-2, Section 4-1.800, Section 4-1A & Section 4-1B; COS Stormwater Ordinance: Section 37-43(b)).

Civil Engineer's Reply:
Modified line types as requested. Added statement in Drainage Report addressing the hydrologic divide between DA1 and DA2 as requested. See Section IV.

10. The stormwater storage requirement may have been calculated based on the entire disturbed area for sub-watershed DA1 under the proposed condition (Figure 5). Please note that the current DS&PM policy only requires stormwater storage for pre- vs. post- increase in impervious areas and/or in runoff coefficients. It appears that the two existing retention basins will be filled in and the entire 'Tract A' will be developed and/or disturbed under the proposed condition. Therefore, as long as all existing retention/detention volume (in terms of existing basins and/or parking areas) in DA1 is provided along with additional volume for developing and/or disturbing 'Tract A' under the proposed condition, there is no need to provide stormwater storage for the entire DA1. (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(1)).

Civil Engineer's Reply:
Mohammad, as we discussed in our meeting on 6/5/13, the existing retention volume is greater than the 100-year, 2-hour volume for DA1. Therefore, the entire regulatory volume was used in the calculations.

11. The Case Drainage Report states that the provided stormwater storage volume includes up to 12" of depth of water in the parking areas. Please note that the City allows only up to 6" of depth of water in the parking areas after the first 30% of the volume is stored in surface and/or subsurface basins. Please clarify this in the texts of the drainage report and in all relevant calculations. (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(1)).

Civil Engineer's Reply:
Per our meeting on 6/5/13, the 6" maximum ponding depth is not a requirement in the referenced code. As we discussed, 12" depth of ponding in the parking area will be allowed with

the addition of a dual-chambered drywell (2 total). Added statement in Section IV addressing the first 30% requirement. Also see update Stormwater Storage Calculations in Appendix C.

12. Please update provided drainage report to note that the natural percolation of runoff is not allowed unless a subsurface percolation test is performed by a registered Geotechnical Engineer and/or firm and an appropriate Geotechnical report is submitted to the City prior to the case approval. Please install a dual-chamber drywell in all retention basins (there appears to be a large basin with 2 separate basin bottoms under the proposed condition) so that they can be drained out within 36 hours. The use of dual-chamber drywells in retention areas must me mentioned in the Case Drainage Report (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(I)).

Civil Engineer's Reply:
Added percolation test results by Speedie & Associates in Appendix C. These test results were used in the updated Drain Time Calculations. Added a drywell (2 total) as we discussed to ensure that both basin bottoms will be drained in 36 hours. Noted in the Drainage Report that drywells will be dual chamber type (see "Stormwater Disposal" in Section IV).

13. Please show the approximate limit of the Drainage Easement (D.E.) around the proposed retention basin on all relevant drainage maps and figures which will be required to be dedicated to the City during the Improvement Plans submittal. (COS DS&PM: Section 4-1.700 & Section 4-1B).

Civil Engineer's Reply:
Added Drainage Easement to encompass the proposed retention basin. The easement is shown in the Preliminary Grading & Drainage Plan and the Preliminary Plat for "Scottsdale Bible Church".

14. Please add a section in the Case Drainage Report stating that a Notice of Intent (NOI) will be submitted to ADEQ and an Authorization to Discharge (ATD) letter will be obtained from them prior to or during the Improvement Plans submittal since the disturbed area is greater than 1.0 acre (COS DS&PM: Section 4-1.300 & Section 4-1A).

Civil Engineer's Reply:
Added statement in Section V as requested.

Considerations
The following considerations have been identified in the first review of this application. While these considerations are not critical to scheduling the application for public hearing, they may improve the quality and may reduce the delays in obtaining a decision regarding the proposed development. Please consider addressing the following:

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Site Design:

15. Consider providing additional ADA ramp connection the existing sidewalk along E. Shea Boulevard to the internal pedestrian paths to the west of the eastern most driveway entrance (See Attachment).

Reply:

SBC is proposing accessible ramp improvements at Shea Boulevard, adjacent to the mid-driveway area. This accessible ramp is located in the most central location of the campus allowing pedestrian to access the ADA path of travel to all buildings. This is also the safest and closest location to the existing bus stop.

For the above reason noted, SBC will respectfully decline from adding an additional ADA accessible ramp in the most eastern side of Shea Boulevard. Such location is not as usable nor as centrally located.

Technical Corrections

The following technical ordinance or policy related 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 a decision on the final plans submittal (construction and improvement documents) 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:

Circulation:

16. Please clearly label new driveway located on N. Miller Road, just south of E. Shea Boulevard, for emergency purposes only. To allow better access for emergency vehicle access, design the driveway perpendicular to N. Miller; the driveway does not needed to align with the N. Miller Road.

Civil Engineer's Reply:

The fire emergency vehicle access driveway was revised to be perpendicular to Miller Road improving the fire apparatus accessibility from Miller Road north or south bound.

Other:

17. On the site plan, clearly identify the number of refuse containers, and show calculations for the number of provided refuse containers (1 container per every 20,000 square feet of floor area).

Reply:

SBC will comply by providing the necessary additional refuse container/s

18. Please provide Sheets 1 of 7, 5 of 7, and 6 of 7, which are missing from the submittal of the Conceptual landscape plan. Please refer to the provisions of Zoning Ordinance Section 10.200 and the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial,

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and MultiFamily Plan & Report Requirements. There will be comments regarding the conceptual landscape plan after it has been received and reviewed by staff.

Landscape Architect's Reply:
We ask that the plans be reviewed as submitted initially.
All of the plans listed 1, 5 and 6 as missing were submitted to the COS for DRB.

The plans are in general conformance with the zoning requirements of 10.200.
Regarding the Commercial industrial and Multifamily & Report Requirements:
See attached list with comments.
Refer to attached sheets "Additional LA comments" two sheets

19. City records indicate that the sites existing sign wall potentially extends into the existing E. Shea Boulevard and N. Miller Road right-of-way intersection. Confirm the sign location with the provided ALTA and request permission as necessary

Landscape Architect's Reply:
Please note that the ALTA shows the actual monument sign location in relation to the right-of-way line. The monument sign does not encroach into the right-of-way.

Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if the application is to be scheduled for a hearing date, or if additional modifications, corrections, or additional information is necessary.

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. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR
RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS
DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.

The Community & Economic Development Division has had this application in review for 36 Staff
Review Days since the application was determined to be administratively complete.

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These 1st Review Comments are valid for a period of 180 days from the date on this letter. The Zoning Administrator may consider an application withdrawn if a revised submittal has not been received within 180 days of the date of this letter (Section 1.305. of the Zoning Ordinance). If you have any questions, or need further assistance please contact me at 480-312-7849 or at jmurillo@scottsdaleAZ.gov.

End of 16-DR-2013 City Comments

Cc Tom Sharda

Sincerely,

art velasco
Project Manager >> Visioneering Studios
p 949 417.5878 m 949-466-6294
www.VisioneeringStudios.com
connect: facebook / linked in
Now Departing from LAX>>PHX>>DEN>>AUS>>ORD>>CLT

June 3, 2013

Geoff Chevlin/ Art Velasco
Visioneering Studios Inc.
Irvine, CA 92623

RE: 16-DR-2013
Scottsdale Bible Church

Dear Mr. Velasco:

The Community & Economic Development Division has completed the review of the above referenced development application submitted on 4-15-2013. The following **1st Review Comments** represent the review performed on by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

Zoning Ordinance and Scottsdale Revise Code Significant Issues

The following code and ordinance related issues have been identified in the first review of this application, and shall be addressed in the resubmittal of the revised application material. Addressing these items is critical to scheduling the application for public hearing, and may affect the City Staff's recommendation. Please address the following:

Zoning:

1. Please submit a revised Project Narrative that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance.

Drainage:

2. Plan Check # 1889-13. Please submit two (2) copies of the revised Drainage Report with the original red-lined copy of the report to me with the rest of the resubmittal material identified in Attachment A.

Significant Policy Related Issues

The following policy related issues have been identified in the first review of this application. Even though some of these issues may not be critical to scheduling the application for public hearing, they may affect the City Staff's recommendation pertaining to the application and should be addressed with the resubmittal of the revised application material. Please address the following:

Site Design:

3. Sheet S 1.1B appears to be a partial site plan for the northwest corner of the site. We were unable to find the partial site plan sheets for the other three quadrants of the site. Please provide the complete set of sheets that represent the site plan. There will be comments regarding the site plan after these sheets have been received and reviewed by staff.
4. Please eliminate the landscape symbols from the site plan. Please refer to the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements.

Elevation Design:

5. Several windows on the East, South, and West sides of the building appear to be unprotected from solar heat gain. Provide shade devices for these windows and/or provide illustrations that demonstrate how proposed roof overhangs, and other design elements provide shade for these windows. Please refer to the following internet link: http://www.scottsdaleaz.gov/design/Shading
6. Please provide information and illustrations of the proposed graphic signage.

Circulation:

7. All proposed new on-site sidewalks required to be a minimum of six (6) feet in width (Design Standards and Policies Manual Section 2-1.808).

Drainage:

8. Please provide a minimum of 11"X17" sized drainage maps instead of the currently provided 8"X11" drainage maps provided for Figure 4 and Figure 5. The COS DS&PM states that full size (24"X36") drainage maps under the existing and proposed conditions be required (COS DS&PM: Section 4-1.800, Section 4-1A & Section 4-1B).
9. Please provide a different line type for the drainage area (DA) delineation and the retention/detention facilities so that they can easily be distinguished from each other. Please note that any modification to the existing hydrologic divide between DA1 and DA2 should be avoided as much as possible under the proposed condition so that the flow carrying capacity of the existing storm drain system for DA2 does not get overwhelmed. A statement should be made in the Case Drainage Report clarifying how equal area will be swapped between DA1 and DA2 and/or how grading will be done to ensure that the modified hydrologic divide will not impact the existing runoff pattern of DA1 and DA2. (COS DS&PM: Section 1-2, Section 4-1.800, Section 4-1A & Section 4-1B; COS Stormwater Ordinance: Section 37-43(b)).
10. The stormwater storage requirement may have been calculated based on the entire disturbed area for sub-watershed DA1 under the proposed condition (Figure 5). Please note that the current DS&PM policy only requires stormwater storage for pre- vs. post- increase in impervious areas and/or in runoff coefficients. It appears that the two existing retention basins will be filled in and the entire 'Tract A' will be developed and/or disturbed under the proposed condition. Therefore, as long as all existing retention/detention volume (in terms of existing basins and/or parking areas) in DA1 is provided along with additional volume for developing and/or disturbing 'Tract A' under the proposed condition, there is no need to provide stormwater storage for the entire DA1. (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(l)).

11. The Case Drainage Report states that the provided stormwater storage volume includes up to 12" of depth of water in the parking areas. Please note that the City allows only up to 6" of depth of water in the parking areas after the first 30% of the volume is stored in surface and/or subsurface basins. Please clarify this in the texts of the drainage report and in all relevant calculations. (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(l)).

12. Please update provided drainage report to note that the natural percolation of runoff is not allowed unless a subsurface percolation test is performed by a registered Geotechnical Engineer and/or firm and an appropriate Geotechnical report is submitted to the City prior to the case approval. Please install a dual-chamber drywell in all retention basins (there appears to be a large basin with 2 separate basin bottoms under the proposed condition) so that they can be drained out within 36 hours. The use of dual-chamber drywells in retention areas must me mentioned in the Case Drainage Report (COS DS&PM: Section 4-1.402; COS Stormwater Ordinance: Section 37-43(*l*)).

13. Please show the approximate limit of the Drainage Easement (D.E.) around the proposed retention basin on all relevant drainage maps and figures which will be required to be dedicated to the City during the Improvement Plans submittal. (COS DS&PM: Section 4-1.700 & Section 4-1B).

14. Please add a section in the Case Drainage Report stating that a Notice of Intent (NOI) will be submitted to ADEQ and an Authorization to Discharge (ATD) letter will be obtained from them prior to or during the Improvement Plans submittal since the disturbed area is greater than 1.0 acre (COS DS&PM: Section 4-1.300 & Section 4-1A).

Considerations

The following considerations have been identified in the first review of this application. While these considerations are not critical to scheduling the application for public hearing, they may improve the quality and may reduce the delays in obtaining a decision regarding the proposed development. Please consider addressing the following:

Site Design:

15. Consider providing additional ADA ramp connection the existing sidewalk along E. Shea Boulevard to the internal pedestrian paths to the west of the eastern most driveway entrance (See Attachment).

Technical Corrections

The following technical ordinance or policy related 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 a decision on the final plans submittal (construction and improvement documents) 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:

Circulation:

16. Please clearly label new driveway located on N. Miller Road, just south of E. Shea Boulevard, for emergency purposes only. To allow better access for emergency vehicle access, design the driveway perpendicular to N. Miller; the driveway does not needed to align with the N. Miller Road.

Other:

17. On the site plan, clearly identify the number of refuse containers, and show calculations for the number of provided refuse containers (1 container per every 20,000 square feet of floor area).

18. Please provide Sheets 1 of 7, 5 of 7, and 6 of 7, which are missing from the submittal of the conceptual landscape plan. Please refer to the provisions of Zoning Ordinance Section 10.200 and the Commercial DRB Submittal Requirements, also known as the Commercial, Industrial, and Multi-Family Plan & Report Requirements. There will be comments regarding the conceptual landscape plan after it has been received and reviewed by staff.

19. City records indicate that the sites existing sign wall potentially extends into the existing E. Shea Boulevard and N. Miller Road right-of-way intersection. Confirm the sign location with the provided ALTA and request permission as necessary

Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if the application is to be scheduled for a hearing date, or if additional modifications, corrections, or additional information is necessary.

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. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.

The Community & Economic Development Division has had this application in review for 36 Staff Review Days since the application was determined to be administratively complete.

These **1st Review Comments** are valid for a period of 180 days from the date on this letter. The Zoning Administrator may consider an application withdrawn if a revised submittal has not been received within 180 days of the date of this letter (Section 1.305. of the Zoning Ordinance).

If you have any questions, or need further assistance please contact me at 480-312-7849 or at jmurillo@scottsdaleAZ.gov.

Sincerely,

Jesus Murillo
Senior Planner

cc: SCOTTSDALE BIBLE CHURCH
CONTACT : Tom Sharda
7601 E SHEA BLVD
SCOTTSDALE, AZ 85260

ATTACHMENT A
Resubmittal Checklist

Case Number: 16-DR-2013

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x11 shall be folded):

#1 ☒ One copy: COVER LETTER – Respond to all the issues identified in the first review comment letter.
2 ☒ One copy: Revised CD of submittal (DWG or DWF format only)
3 ☒ One copy: Revised Narrative for Project

4 ☒ Site Plan:

2 24" x 36" 12 11" x 17" 1 8 ½" x 11"

5 ☒ Elevations:

Color	1	24" x 36"	12	11" x 17"	1	8 ½" x 11"
B/W	1	24" x 36"	1	11" x 17"	1	8 ½" x 11"

6 ☒ Elevation Worksheet(s):

1 24" x 36" 1 11" x 17" 1 8 ½" x 11"

7 ☒ Perspective(s):

Color	1	24" x 36"	3	11" x 17"	1	8 ½" x 11"

8 ☒ Streetscape Elevation(s):

Color	1	24" x 36"	3	11" x 17"	1	8 ½" x 11"

9 ☒ Development Plan Booklets
The Development Plan booklets shall be clipped together separately, and not be bounded.

Color _____ 11" x 17" _____ 8 ½" x 11"

- 8 ½" x 11" – 3 color copy on archival (acid free paper) (To be submitted after the Planning Commission hearing.)

Technical Reports:

10 ☒ 2 copies of Revised Drainage Report: Plan Check No. _____
☒ 1 copies of Revised Storm Water Waiver: Plan Check No. _____

Resubmit the revised Drainage Reports, Water and Waste Water Report and/or Storm Water Waiver application to your Project Coordinator with any prior City mark-up documents.

Submittal Date: _____ Project No.: 619 -PA- 2012

Development Review

Development Application Checklist

Minimal Submittal Requirements:

At your pre-application meeting, your project coordinator will identify which items indicated on this Development Application checklist are required to be submitted. A Development Application that does not include all items indicated on this checklist may be rejected immediately. A Development Application that is received by the City does not constitute that the application meets the minimum submittal requirements to be reviewed.

In addition to the items on this checklist, to avoid delays in the review of your application, all Plans, Graphics, Reports and other additional information that is to be submitted shall be provided in accordance with the:

- requirements specified in the Plan & Report Requirements For Development Applications Checklist;
- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, including any additional submittal requirements identified in the stipulations, of any Development Application approved that this application is reliant upon; and
- the city's design guidelines.

If you have any question regarding the information above, or items indicated on this application checklist, please contact your project coordinator. His/her contact information is on the page 11 of this application.

Please be advised that a Development Application received by the City that is inconsistent with information submitted with the corresponding pre-application may be rejected immediately, and may be required to submit a separate: pre-application, a new Development Application, and pay all additional fees.

PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
☑	☑	1. **Development Review Application Checklist** (this list)
☑	☑	2. **Application Fee $** 1515 (subject to change every July)
	☑	3. **Plan & Report Requirements For Development Applications Checklist (form provided)**
☑	☑	4. **Completed Development Application Form** *(form provided)* *Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.*
☑	☑	5. **Letter of Authorization** (from property owner(s) if property owner did not sign the application form)
☑	☑	6. **Affidavit of Authorization to Act for Property Owner** (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner

☑	☐	7. **Policy for Appeal of Required Dedications or Exactions** (form provided)
☑	☑	8. **Request for Site Visits and/or Inspections Form** *(form provided)*
☑	☑	9. **Commitment for Title Insurance – No older than 30 days from the submittal date** (requirements form provided) • 8-1/2" x 11" – 1 copy • Include complete Schedule A and Schedule B.
☑	☑	10. **Legal Description:** (if not provided in Commitment for Title Insurance) • 8-1/2" x 11" – 2 copies ALTA
☑	☑	11. **Results of ALTA Survey (24" x 36") FOLDED** • 24" x 36" – 1 copy, folded (The ALTA Survey shall not be more than 30 days old)
☑	☑	12. **Design Guidelines** *(provided to applicant)* • Additional design and related guidelines may be found on the City's website at: http://www.scottsdaleaz.gov/bldgresources/forms
☑	☑	13. **Neighborhood Notification Process Requirements:** (form provided) • Provide one copy of the Neighborhood Notification Report • Provide one copy of the Community Input Certification attached to the Neighborhood Notification Report • If substantial modifications are made to an application, additional notification may be required by the Zoning Administrator, or designee. When required, provide one copy of the Neighborhood Notification Report addendum.
☑	☑	14. **Existing Conditions Photo Exhibit: Printed digital photos on 8-1/2"x11" Paper** • 8-1/2" x 11" - 1 copy of the set of prints • See attached Existing Conditions Photo Exhibit graphic showing required photograph locations and numbers. • 8-1/2" x 11" - 11 copies of the set of prints (***Delayed submittal.*** At the time your Project Coordinator is preparing the public hearing report(s), he/she will request these items, and they are to be submitted by the date indicated in the request.
☐	☐	15. **Archaeological Resources** (information sheets provided) • Certificate of No Effect / Approval Application Form (provided) • Archaeology Survey and Report - **3** copies • Archaeology 'Records Check' Report Only - **3** copies • Copies of Previous Archeological Research - **1** copy
☐	☐	16. **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)

Development Application

Development Application Type:
Please check the appropriate box of the Type(s) of Application(s) you are requesting

Zoning		Development Review		Signs	
☐	Text Amendment (TA)	☐	Development Review (Major) (DR)	☐	Master Sign Program (MS)
☐	Rezoning (ZN)	☒	Development Review (Minor) (SA)	☐	Community Sign District (MS)
☐	In-fill Incentive (II)	☐	Wash Modification (WM)	Other:	
☐	Conditional Use Permit (UP)	☐	Historic Property (HP)	☐	Annexation/De-annexation (AN)
Exemptions to the Zoning Ordinance		Land Divisions (PP)		☐	General Plan Amendment (GP)
☐	Hardship Exemption (HE)	☐	Subdivisions	☐	In-Lieu Parking (IP)
☐	Special Exception (SX)	☐	Condominium Conversion	☐	Abandonment (AB)
☐	Variance (BA)	☐	Perimeter Exceptions	Other Application Type Not Listed	
☐	Minor Amendment (MA)	☐	Plat Correction/Revision	☐	

Project Name: Scottsdale Bible Church Renovation

Property's Address: 7601 E. Shea Blvd, Scottsdale, Az 85260

Property's Current Zoning District Designation: R1-35

The property owner shall designate an agent/applicant for the Development Application. This person shall be the owner's contact for the City regarding this Development Application. The agent/applicant shall be responsible for communicating all City information to the owner and the owner application team.

Owner: Tom Sharda	**Agent/Applicant:** Art Velasco
Company: Scottsdale Bible Church	**Company:** Visioneering Studios
Address: 7601 E. Shea Blvd	**Address:** P.O. Box 19700 Irvine CA 92623
Phone: 480-824-7200 **Fax:** 480-707-0499	**Phone:** 949-417-5878 **Fax:**
E-mail: tsharda@sbcaz.org	**E-mail:** avelasco@visioneeringstudios.com
Designer: Art Velasco	**Engineer:** Wade Cooke
Company: Visioneering Studios	**Company:** Landtor Consulting
Address: P.O. Box 19700, Irvine, CA 92623	**Address:** 2663 E. Hobart St. Gilbert AZ 85296
Phone: 949-417-5878 **Fax:**	**Phone:** 480-223-8573 **Fax:** 480-827-7661
E-mail: avelasco@visioneeringstudios.com	**E-mail:** wade.cooke@cox.net

Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2).

- *This is not required for the following Development Application types: AN, AB, BA, II, GP, TA, PE and ZN. These applications[1] will be reviewed in a format similar to the Enhanced Application Review methodology.*

☒	**Enhanced Application Review:**	I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.
☐	**Standard Application Review:**	I hereby authorize the City of Scottsdale to review this application utilizing the Standard Application Review methodology.

3/20/23

Owner Signature | Agent/Applicant Signature

Official Use Only Submittal Date: Development Application No.:

16-DR-2013
4/15/13

PART II -- REQUIRED PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
☑	☑	**17. Application Narrative** (On provided form or on separate 8 ½" x 11") • 8 ½" x 11" – 4 copies 1. The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided) 2. Historic Property. If the property is an existing or potential historic property, describing how the proposal preserves the historic character or compliance with property's existing Historic Preservation Plan.
☑	☑	**18. Context Aerial with the proposed site improvements superimposed** • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) 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: _____ 750 foot radius from site _____ 1/4 mile radius from site _____ Other: _____
☑	☑	**19. Site Plan** • 24" x 36" – 12 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) • Digital - 1 copy (See Digital Submittal Plan Requirements)
☑	☑	**20. Open Space Plan (Site Plan Worksheet)** • 24" x 36" – 2 copies, folded • 11" x 17" – 1 copy (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) • Digital – **1** copy (See Digital Submittal Plan Requirements)
☑	☑	**21. Site Cross Sections** • 24" x 36" 1 – copy, folded • 11" x 17" 1 – copy, folded

22. Natural Area Open Space Plan (ESL Areas)

- 24" x 36" – **2** copies, folded
- 11" x 17" – **1** copy (quality suitable for reproduction
- 8 ½" x 11" – 1 color copies (quality suitable for reproduction)
- Digital – 1 copy (See Digital Submittal Plan Requirements)

23. Topography and slope analysis plan (ESL Areas)

- 24" x 36" **1** – copy, folded

24. Phasing Plan

- 24" x 36" – **2** copies, folded
- 11" x 17" – **1** copy (quality suitable for reproduction)
- 8 ½" x 11" – **1** color copy (quality suitable for reproduction)
- Digital – **1** copy (See Digital Submittal Plan Requirements)

25. Landscape Plan

- 24" x 36" – 2 copies, folded of black and white line drawings

  (a grayscale copy of the color Landscape Plan will not be accept.)
- 11" x 17" – 1 copy, folded (quality suitable for reproduction)
- 8 ½" x 11" – 1 copy (quality suitable for reproduction)
- Digital – 1 copy (See Digital Submittal Plan Requirements)

26. Hardscape Plan

- 24" x 36" – 2 copies, folded of black and white line drawings

  (a grayscale copy of the color Landscape Plan will not be accept.)
- 11" x 17" – 1 copy, folded (quality suitable for reproduction)

27. Transitions Plan

- 24" x 36" – 2 copies, folded
- 11" x 17" – 1 copy (quality suitable for reproduction)
- 8 ½" x 11" – 1 color copies (quality suitable for reproduction)
- Digital – 1 copy (See Digital Submittal Plan Requirements)

28. Parking Plan

- 24" x 36" – 1 copy, folded
- 11" x 17" – 1 copy (quality suitable for reproduction)
- 8 ½" x 11" – 1 color copy(quality suitable for reproduction)
- Digital – 1 copy (See Digital Submittal Plan Requirements)

29. Parking Master Plan

See the City's Zoning Ordinance, Article IX for specific submittal and content requirements for Parking Master Plan. 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.

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

☑	☑	**30. Pedestrian and Vehicular Circulation** • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) • Digital – 1 copy (See Digital Submittal Plan Requirements)
☑	☐	**31. Trails Plan** IF SCHEDC CORRIDOR, ADDITIONAL REQ. • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction)
☑	☑	**1. Elevations** • 24" x 36" – 2 folded black and white line drawing copies *(a grayscale copy of the color elevations will not be accepted.)* • 24" x 36" – 2 color copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 11" x 17" – 1 black and white line drawing copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy, (quality suitable for reproduction) • 8 ½" x 11" – 1 black and white line drawing copy, folded (quality suitable for reproduction) • Digital – 1 copy (See Digital Submittal Plan Requirements)
☑	☑	**2. Elevations Worksheet(s)** *Required for all Development applications to zoned Planned Unit Development (PUD) and in the Downtown Area.* • 24" x 36" – 2 copies, folded • Digital – 1 copy (See Digital Submittal Plan Requirements)
☐	☐	**3. Perspectives** STAFF ENCOURAGES • 24" x 36" – 1 copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)
☑	☑	**4. Streetscape Elevation(s)** • 24" x 36" – 1 copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)
☑	☑	**5. Wall Elevations and Details and/or Entry Feature Elevations and Details** • 24" x 36" – 1 copies, folded • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)

☑	☑	**6. Floor Plans** • 24" x 36" – 1 copy, folded • 11" x 17" - 1 copy, folded (quality suitable for reproduction) • Digital – 1 copy (See Digital Submittal Plan Requirements)
☑	☑	**7. Floor Plan Worksheet(s)** (Required for restaurants, bars or development containing there-of, and multi-family developments): • 24" x 36" – 1 copy, folded • 11" x 17" - 1 copy, folded (quality suitable for reproduction) • Digital – 1 copy (See Digital Submittal Plan Requirements)
☑	☐	**8. Roof Plan Worksheet(s)** • 24" x 36" – 1 copy, folded • Digital – 1 copy (See Digital Submittal Plan Requirements)
☑	☑	**9. Sign Details** • 11" x 17" – 1 color copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)
☑	☑	**25. Exterior Lighting Site Plan (including exterior building mounted fixtures)** • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
☑	☑	**26. Exterior Lighting Photometric Analysis** • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
☑	☑	**27. Manufacturer Cut Sheets of All Proposed Lighting** • 24" x 36" – 1 copy, folded • 11" x 17" – 1 copy, folded (quality suitable for reproduction)
☐	☐	**28. Cultural Improvement Program Plan** _____ Conceptual design of location • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copies (quality suitable for reproduction) _____ Narrative explanation of the methodology to comply with the requirement/contribution.
☑	☑	**29. Sensitive Design Concept Plan and Proposed Design Guidelines** ADDRESS IN NARRATIVE *(Architectural, landscape, hardscape, exterior lighting, community features, common structures, etc.)* • 11" x 17" – 1 copy, folded (quality suitable for reproduction) • 8 ½" x 11" – 1 color copy (quality suitable for reproduction)

Planning, Neighborhood & Transportation Division
7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088

Development Applications Process

Enhanced Application Review

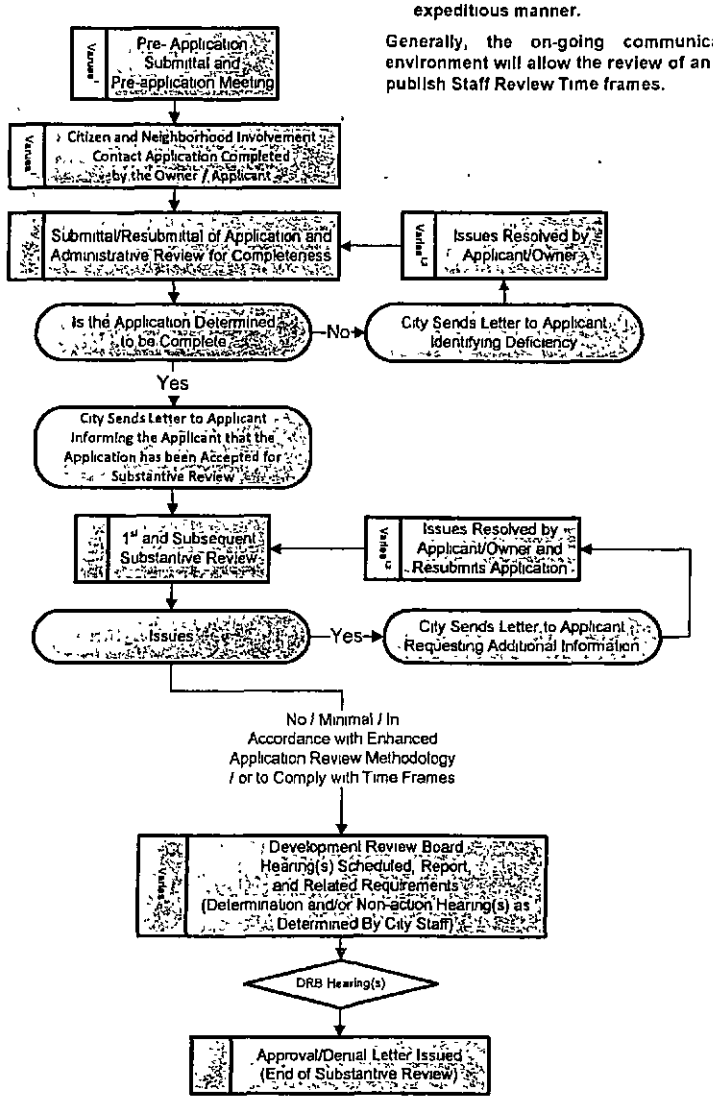
Development Review (DR)

Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statues, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review;
- City staff and the applicant collaboratively work together regarding an application; and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the publish Staff Review Time frames.



Note:

1. Time period determined by owner/applicant.
2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/ applicant
3. The substantive review, and the overall time frame time is suspended during the public hearing processes.
4. Owner/applicant may agree to extend the time frame by 25 percent

Time Line

Administrative Review	Substative Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days, Multiple Reviews In This Time Frame[2,3,4]	Time Frames Vary[3]	Letter Issued

Planning, Neighborhood & Transportation Division
7447 E Indian School Road, Suite 105, Scottsdale, AZ 84251 • Phone 480-312-7000 • Fax 480-312-7088

Development Applications Process

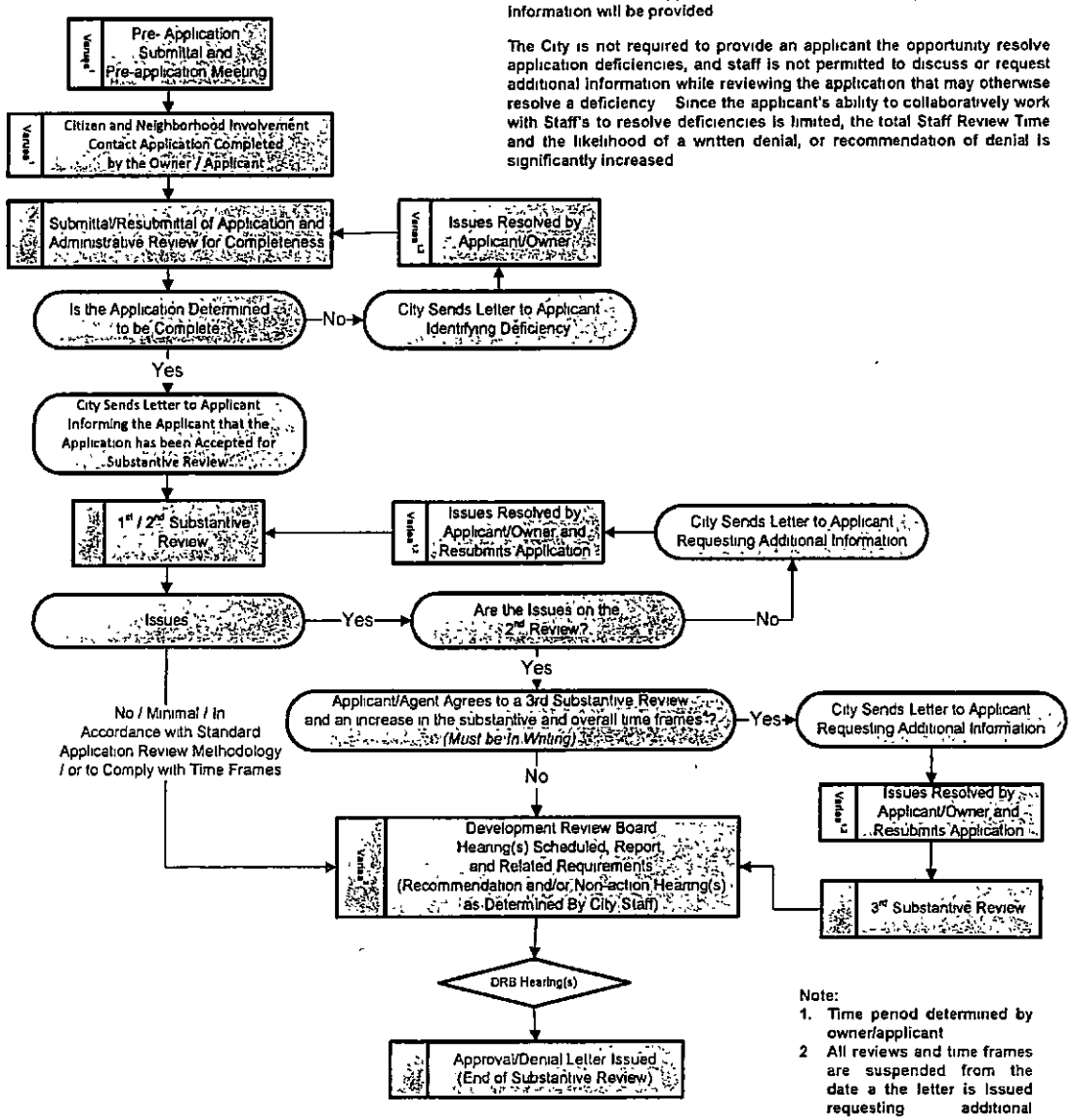
Standard Application Review

Development Review (DR)

Standard Application Review Methodology

Under the Standard Application Review, the application is processed accordance with the Regulatory Bill-of-Rights of the Arizona Revised Statues. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance, or policy deficiencies during the review of an application After the completion the city's review, a written approval or denial, recommendation of approval or denial, or a written request for additional information will be provided

The City is not required to provide an applicant the opportunity resolve application deficiencies, and staff is not permitted to discuss or request additional information while reviewing the application that may otherwise resolve a deficiency Since the applicant's ability to collaboratively work with Staff's to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased



Note:

1. Time period determined by owner/applicant
2. All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/ applicant.
3. The substantive review, and the overall time frame time is suspended during the public hearing processes
4. Owner/applicant may agree to extend the time frame by 25 percent

Time Line

Administrative Review	Substative Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review.	95 Total Staff Working Days, Two Reviews in This Time Frame[2,3,4]	Time Frames Vary[3]	Letter Issued

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