Correspondence Between Staff and Applicant

Community & Economic Development Division
Planning, Neighborhood & Transportation

7447 East Indian School Road
Scottsdale, Arizona 85251

August 20, 2013

12-PP-2013
Geoff Chevlin/ Art Velasco
Visioneering Studios Inc

Irvine, CA 92623
RE: DRB/PRELIMINARY PLAT APPROVAL NOTIFICATION
Case Reference No: 12-PP-2013 Scottsdale Bible Church

The Development Review Board approved the above referenced case on August 15, 2013. For your use and reference, we have enclosed the following documents:

- Approved Stipulations/Ordinance Requirements
- Site Plan with Fire Dept. Requirements Notations
- This approval expires two (2) years from date of approval if a permit has not been issued, or if no permit is required, work for which approval has been granted has not been completed.
    - These instructions are provided to you so that you may begin to assemble information you will need when submitting your construction documents to obtain a building permit. For assistance with the submittal instructions, please contact your project coordinator, Jesus Murillo, 480-312-7849.
- Table: "About Fees"
    - A brief overview of fee types. A plan review fee is paid when construction documents are submitted, after which construction may begin. You may review the current years fee schedule at: http://www.scottsdaleaz.gov/bldgresources/Fees/default.asp

      Please note that fees may change without notice. Since every project is unique and will have permit fees based upon its characteristics, some projects may require additional fees. Please contact the One Stop Shop at 480-312-2500.

Finally, please note that as the applicant, it is your responsibility to distribute copies of all enclosed documents to any persons involved with this project, including but not limited to the owner, engineers, architect, and developer.

Sincerely,

Jesus Murillo
Planner
jmurillo@scottsdaleAZ.gov

About Fees -

The following table is intended to assist you in estimating your potential application, plan review, and building permit fees. Other fees may also apply, for example Water Resources non-Residential Development, Parking-in-Lieu Fees, or Assessment District Fees; and those fees are not listed in this package the plan review staff is responsible for determining additional applicable fees.

Type of Activity	Type of Fee	Subcategory	When paid?
Commercial	Application	▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment	At time of application submittal
	Plan Review	▪ Commercial, foundation, addition, tenant improvement/remodel ▪ Apartments/Condos ▪ Engineering site review ▪ Signs ▪ Plat fees ▪ Misc. Plan Review ▪ Lot Tie/Lot Split ▪ Pools & Spas ▪ Recordation	At time of construction document submittal
	Building Permit	▪ Commercial addition, remodel, tenant improvement, foundation only, shell only ▪ Fence walls or Retaining walls ▪ Misc. Permit ▪ Signs	After construction document approval and before site construction begins
Residential	Application	▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment	At time of application submittal
	Plan Review	▪ Single family custom, addition, remodel, standard plans ▪ Engineering site review ▪ Misc. plan reviews	At time of construction document submittal
	Building Permit	▪ Single family custom, addition, remodel, detached structure, standard plans ▪ Fence walls or Retaining walls ▪ Misc. Permit ▪ Signs	After construction document approval and before site construction begins

LANDCOR CONSULTING

2663 E. Hobart Street, Gilbert, Arizona 85296

June 24, 2013

City of Scottsdale
Community & Economic Development Division
Attn: Jesus Murillo
7447 E. Indian School Road
Scottsdale, Arizona 85251

RE: Scottsdale Bible Church
12-PP-2013
Comment Responses

As the owner's representative and pursuant to the Department's 1st Review Comments dated June 3, 2013, the following are responses to each of your comments and requirements:

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:

Drainage:

1. 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:
   Will comply.

12-PP-2013
6/25/2013

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:

Drainage:

2. 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).

   Reply:
   Will comply.

3. 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)).

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

4. 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)).

   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.

5. 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(I)).

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.

6. 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*)).

   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).

7. 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).

   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".

8. 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).

   Reply:
   Added statement in Section V as requested.

Circulation:

9. Owner shall dedicate any E. Shea Boulevard right-of-way, that that currently exists in easement form, as fee simple right-of-way.

Reply:
E. Shea Boulevard right-of-way is currently fee simple. No action necessary.

10. **Please provide a detailed site plan of the proposed modifications to the existing street median used to provide access.**

    Reply:
    No modifications are being made to existing street median.

11. **The Owner will dedicate a 5-foot wide non-motorized public access easement along the E Shea Boulevard frontage to accommodate for the existing sidewalk that extends outside of the existing right-of-way, onto the church site.**

    Reply:
    Added 5-foot wide non-motorized public access easement along E. Shea Boulevard frontage.

12. **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.**

    Reply:
    Sign location was confirmed.

Please feel free to contact me if you have any further questions or comments.
Sincerely,

Wade E. Cooke, P.E.
Landcor Consulting, P.C.

5-30-2013

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

RE: 12-PP-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:

Drainage:

1. 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:

Drainage:

2. 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).

3. 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)).

4. 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)).

5. 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)).

6. 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*)).

7. 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).

8. 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).

Circulation:

9. Owner shall dedicate any E. Shea Boulevard right-of-way, that that currently exists in easement form, as fee simple right-of-way.

10. Please provide a detailed site plan of the proposed modifications to the existing street median used to provide access.
11. The Owner will dedicate a 5-foot wide non-motorized public access easement along the E Shea Boulevard frontage to accommodate for the existing sidewalk that extends outside of the existing right-of-way, onto the church site.
12. 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: 12-PP-2013

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

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

☒ Preliminary Plat:

3	24" x 36"	12	11" x 17"	1	8 ½" x 11"

☒ Open Space Plan:

1	24" x 36"	3	11" x 17"	1	8 ½" x 11"

Technical Reports:

☒ 2 copies of Revised Drainage Report: Plan Check No. 1889-13
☒ 1 copies of Revised Storm Water Waiver: Plan Check No. 1889-13

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.