



June 27, 2016

Alexandra Schuchter  
DPCRE  
7500 E. McDonald Drive#100-A  
Scottsdale, AZ 85250

RE: 7-MD-2016  
Crossroads Minor Subdivision

Ms. Schuchter:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 6/3/16. The following **1<sup>st</sup> Review Comments** represent the review performed 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. The proposed Minor Subdivision cannot be approved until the accompanying PSD zoning application has been approved by City Council. Staff will hold the MD case in active status until the PSD has been approved for the project site.

**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. The Final Drainage Report, which was prepared as part of the Crossroads Offsite Improvements (PC #3529-13) has been submitted as a Case Drainage Report for this case. The engineer's signature on the cover page dates back to 9/13/13, which is considered outdated (older than a year) and therefore is not acceptable. Please provide a report with a current engineer's

signature and seal. Refer to Section 4-1.800 of the DSPM. NOTE: If no improvements are planned with the proposed Minor Subdivision, there is no need to submit a Case Drainage Report with the MD submittal; however, a 24 X 36 Conceptual Grading & Drainage Plan may be provided with the next submittal for staff analysis.

3. The Minor Subdivision plat should not show any existing or proposed improvements. It should simply show all existing parcels, easements, rights of way, etc. as well as all proposed parcels and/or easements. Please revise as needed. Refer to Section 4-1.700 of the DSPM.
4. Based on the City's LIS maps, it appears some of the Drainage Easements (D.E.) dedicated around the temporary (interim) retention/detention basins as part of the Crossroads Offsite improvements still exist on the currently undivided Lot 3. The temporary D.E.(s) must be released by separate instrument and should be identified on the plat.

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 RETURNED TO THE APPLICANT.**

The Planning & Development Services Division has had this application in review for 17 Staff Review Days since the application was determined to be administratively complete.

These 1<sup>st</sup> 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 480-312-4306 or at [gbloemberg@ScottsdaleAZ.gov](mailto:gbloemberg@ScottsdaleAZ.gov).

Sincerely,



Greg Bloemberg  
Senior Planner

cc: case file

**ATTACHMENT A**  
**Resubmittal Checklist**

Case Number: **7-MD-2016**

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 1st Review Comment Letter
- ☒ One copy: Revised CD of submittal (DWG or DWF format only)

☒ Preliminary Plat:

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

Technical Reports:

- ☒ 2 copies of Revised Drainage Report

\*only needed if improvements are proposed as part of the minor subdivision, per comment from Drainage.

Resubmit the revised Drainage Reports to your Project Coordinator with any prior City mark-up documents.

# Kimley»Horn

October 25, 2016

Mr. Greg Bloemberg  
City of Scottsdale  
7447 E. Indian School Road  
Scottsdale, AZ

**Re: Crossroads Minor Subdivision, No. 7-MD-2016, 06/27/2016 1st Review  
Comments**

Dear Mr. Bloemberg:

Regarding the Development Application 1<sup>st</sup> review comments dated June 27, 2016 for the project referenced above, please see our responses listed below.

Zoning

1. The proposed Minor Subdivision cannot be approved until the accompanying PSD zoning application has been approved by City Council. Staff will hold the MD case in active status until the PSD has been approved for the project site.

**Response: Noted.**

Drainage

2. The Final Drainage Report, which was prepared as part of the Crossroads Offsite Improvements (PC #35259-13) has been submitted as a Case Drainage Report for this case. The engineer's signature on the cover page dates back to 09/13/13 which is considered outdated (older than a year) and therefore is not acceptable. Please provide a report with a current engineer's signature and seal. Refer to Section 4-1.800 of the DSPM. NOTE: If no improvements are planned with the proposed Minor Subdivision, there is no need to submit a Case Drainage Report with the MD submittal; however, a 24 X 36 Conceptual Grading & Drainage Plan may be provided with the next submittal for staff analysis.

**Response: An updated seal is provided on the Case Drainage Report. No improvements are proposed with the Minor Subdivision Plat, and a Conceptual Grading Plan is also included with this submittal.**

3. The Minor Subdivision plat should not show any existing or proposed improvements. It should simply show all existing parcels, easements, rights of way, etc. as well as all

proposed parcels and/or easements. Please revise as needed. Refer to Section 4-1.700 of the DSPM.

***Response: The Minor Subdivision Plat has been revised as noted.***

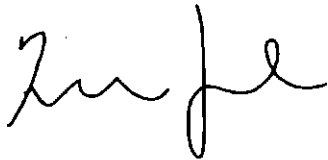
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***Response: A "Release of Drainage Easement" application is being submitted concurrently with this submittal.***

If you have any further questions, please contact me at 602-216-1234 or by email at [traver.jones@kimley-horn.com](mailto:traver.jones@kimley-horn.com).

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Traver Jones, P.E.

\\kimley-horn.com\mnt\_phx\PHX\_Civil\191235064 Crossroads Rezone\Correspondence\City\2016-06-27 Minor Subdivision Comments\Comment Response Letter.doc



June 27, 2016

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Scottsdale, AZ 85250

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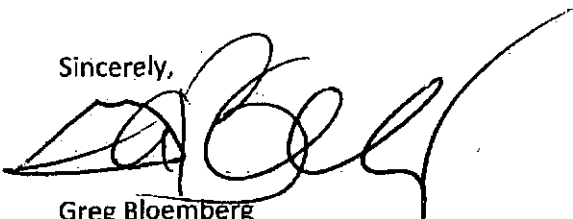
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Sincerely,



Greg Bloemberg  
Senior Planner

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**Community & Economic Development Division  
Planning, Neighborhood & Transportation**

7447 East Indian School Road  
Scottsdale, Arizona 85251

Date: 6-3-16  
Contact Name: Alexandra Schuchter  
Firm name: DPCRE  
Address: 7500 E. McDonald #100A  
City, State Zip: Scottsdale, Az. 85250

RE: Application Accepted for Review.

346 - PA - 02

Dear Ms. Schuchter:

It has been determined that your Development Application for Crossroads MD has been accepted for review.

Upon completion of the Staff's review of the application material, I will inform you in writing or electronically either: 1) the steps necessary to submit additional information or corrections; 2) the date that your Development Application will be scheduled for a public hearing or, 3) City Staff will issue a written or electronic determination pertaining to this application. If you have any questions, or need further assistance please contact me.

Sincerely,

Name: Greg Bloomberg  
Title: Senior Planner  
Phone number: 480-312-4308  
Email address: \_\_\_\_\_

**7-MD-2016  
06/03/16**