

**Correspondence Between
Staff and Applicant
Approval Letter**



LAND DEVELOPMENT
CONSULTANTS, LLC

TO: City of Scottsdale Planning & Development Services Division
FROM: William Scarbrough, Land Development Consultants
RE: Circle K 10-UP-2016
DATE: February 28, 2017

Applicant's Response to 1st Review Comments

The applicant provides the following responses to each of the 1st Review comments received from Staff. For purposes of clarity, the staff comments are shown below in regular text and the Applicant's response is shown below in "**bold**" text.

Zoning Ordinance and Scottsdale Revised 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 revise the data on the site plan to clarify gross lot area and net lot area in accordance with Zoning Ordinance Section 3.100. to determine open space. Net lot area should be for the proposed lot, after the minor subdivision is considered and all right-of-way dedications have been made.

The data on the site plan has been revised to clarify gross lot area and net lot area in accordance with Zoning Ordinance Section 3.100.

2. Please revise the Open Space Plan to correspond with the net lot area as specified in comment #1 above. Open space as required by Zoning Ordinance Section 5.1504.C. shall be based on the proposed net lot area, and shall not include landscaping within the public right-of-way. It appears that the proposed site development contains excessive paving (extra wide drive aisles) partly causing the plan to be deficient in the minimum open space requirements. Please refer to items #21 - 24 in the "Considerations" section of this letter for suggestions on how the site may be modified to better address the zoning and design standard requirements.

The Open Space Plan has been revised to correspond with the net lot area as specified in comment #1.

3. The site plan indicates a dimension of 12.24 feet between the Scottsdale Road public right-of-way line and the parallel parking spaces that are adjacent to that street frontage. The site plan also indicates a dimension of 7.69 feet between the Gold Dust Avenue public right-of-way line and the onsite drive aisle that is adjacent to that street frontage. Please revise the site plan to provide a minimum of 20 feet between the Scottsdale Road right-of-way line and the Gold Dust Avenue right-of-way line and the parking spaces and drive aisle that are adjacent to that street frontage, in accordance with Zoning Ordinance Section 10.402.A.4.c. Please refer to items #21 - 24 in the "Considerations" section of this letter for suggestions on how the site may be modified to better address the zoning and design standard requirements.

Site plan has been revised to reflect the 20' landscape setback along Scottsdale Rd. Per our CUP meeting with Tim Curtis and Bryan Cluff, the site plan has been revised to maximize the distance between the first parking stall and the property line along Gold Dust.

- ✓ 4. In accordance with Zoning Ordinance Section 1.403.H.2., the additional conditional use permit criteria for a Gas Station requires the provision of renderings and/or building elevations to determine the building is "...of a unique design appropriate for the area...". Please provide building and canopy elevations and renderings which demonstrate compliance with this criterion.

We have provided building and canopy elevations, and renderings with our submittal that demonstrate compliance. Furthermore, the colors of the proposed redevelopment have been coordinated and are consistent with the overall adjacent shopping center.

- ✓ 5. Please revise the conceptual landscape plan so that it includes summary data indicating the landscape area (in square feet) of on-site, right-of-way, and parking lot landscaping, in compliance with Zoning Ordinance Section 10.200.

The conceptual landscape plan has been revised to include summary data as requested.

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:

- ✓ 6. Please revise the site plan to identify a 65 feet fee title right-of-way dedication along the N. Scottsdale Road frontage, in conformance with the Design Standards & Policies Manual Section 5-3.100.

Site plan has been revised to identify the 65' fee title right-of-way dedication along the N. Scottsdale Road frontage.

- ✓ 7. Please revise the site plan to identify a 40 feet fee title right-of-way dedication along the E. Gold Dust Avenue frontage, including a 25 foot radius at the corner of Scottsdale and Gold Dust, in conformance with the Design Standards & policies Manual Section 5-3.100.

Site plan has been revised to identify the 40' fee title right-of-way dedication along the E Gold Dust Ave frontage.

- ✓ 8. Please revise the site plan to indicate construction of a new sidewalk along the N. Scottsdale Road street frontage. The sidewalk shall be a minimum 8 feet wide and separated from the curb where possible, in accordance with the Design Standards & Policies Manual Section 5- 3.100.

Site plan has been revised to show an 8' sidewalk separated from the curb where possible.

- ✓ 9. Please revise the site plan to indicate construction of a new sidewalk along the E. Gold Dust Avenue street frontage. This sidewalk shall be a minimum 8 feet wide and attached to the curb, in accordance with the Design Standards & Policies Manual Section 5-3.100.

Site plan has been revised to show an 8' sidewalk attached to the curb in accordance with the Design Standards & Policies Manual Section 5-3.100.

- ✓ 10. Please increase the width of the pedestrian walkway from the public sidewalk that is on Gold Dust Avenue to the entry area so that it will be a minimum of 6-foot clear width, in accordance with the Scottsdale Sensitive Design Principle 6 and Design Standards & Policies Manual Section 2-1.808.

The width of the pedestrian walkway has been increased to 6 ft.

11. Perimeter and site walls shall be constructed with 6 or 8-inch-wide concrete masonry blocks, 8 inches wide brick, stone, concrete, or a similar solid and durable material to match the building. Stucco and paint the surface of concrete block walls to match the on-site buildings unless they are split-faced, grid or similar decorative types of block. Vary the horizontal and vertical alignment of the wall for visual interest. Please provide additional design details for walls demonstrating compliance with the Design Standards & Policies Manual Section 2-1.401.5.

Walls are in compliance with City standards, details have been provided.

12. Please relocate the required bicycle parking spaces so that they will be nearer to the public entrance to the building and in a location that can more conveniently be utilized by bicycle commuters and will benefit from natural surveillance, rather than locating the bicycle parking spaces in a less obvious location. Please refer to the Design Standards & Policies Manual Section 2-1.808.B and Zoning Ordinance Section 9,106.C.2.

The bicycle parking has been located as close to the public entrance to the building, in as convenient of a location as possible, while still complying with ADA requirements.

13. The submitted floor plan identifies multiple outdoor display / kiosks located on the sidewalk in front of the storefront. Please relocate these items to be interior to the store, or provide design details as to how these items will be screened and/or architecturally integrated with the building, in conformance with the City of Scottsdale Gas Station and Convenience Store Design Guidelines.

All sale items are generally located within the main building, with the exception of a small cage for individual propane bottles and seasonal displays, both of which are located in small areas of the store front sidewalk for the convenience of the consumer. These items are generally screened from the public rights-of-way through the screen walls and landscaping provided along Scottsdale Road.

Building Design:

14. The floor plan indicates the SES service entrance section will be located on the south side of the building. Please revise the floor/site plan so the service entrance section (SES) is incorporated into the design of the building, either in a separate utility room, or the face of the SES shall be flush with the building face. An SES that is incorporated into the building, with the face of the SES flush with the building, shall not be located on the side of a building that is adjacent to a public right-of-way, roadway easement, or private streets, in accordance with the Design Standards & Policies Manual Section 2-1.402.

The SES has been incorporated into the design of the building in a separate utility room.

Landscape Design:

15. Please modify the plant species that are indicated in the Scottsdale Road frontage of the site and listed under the 'Landscape Legend' so that they match the segment 4 Plant List that is in the Scottsdale Road Streetscape Design Guidelines, which can be found on the Scottsdale website at: <http://www.scottsdaleaz.gov/Assets/ScottsdaleAZ/Construction/scottsdale-road-streetscape/SRDesign.pdf>.

Revised to be in compliance with the Scottsdale Road Streetscape Design Guidelines.

16. Due to the broad arching form of the leaves and flower stems of *Hesperaloe parviflora* Red Yucca, please revise the landscape plan so that the mature size of this plant will be at least four (4) feet from the edge of any parking spaces, pedestrian pathways, or areas, in accordance with the Design Standards & Policies Manual Section 2-1.1001.13.

Revised in accordance with Design Standards & Policies Manual Section 2-1.1001.13.

17. Due to the large thick terminal spines on the tip of the leaves of *Agave weberi* Weber's Agave, please revise the landscape plan so that the mature size of this plant will be at least four (4) feet from the edge of any pedestrian pathways or areas, and parking spaces, in accordance with the Design Standards & Policies Manual Section 2-1.1001.13.

Revised removed Agave Weberi, plants have been chosen from the segment 4 plant list.

18. Please revise the landscape plan so that the two mature eucalyptus trees, at the southwest corner of the site, will remain in place and be integrated into the landscape plan for this development proposal, in accordance with the Scottsdale Gas Station and Convenience Store Design Guidelines, Landscape Design section.

We have proposed replacing the existing eucalyptus trees with 2" caliper Sonoran Palo Verde due to conflict with the transformer location and building. The landscape plan specifies the use of mature trees throughout the project to provide an immediate impact per the Scottsdale Gas Station and Convenience Store Design Guidelines, Landscape Design section.

19. Please revise the landscape plan so that the landscape legend includes quantity of the proposed plants, in compliance with zoning Ordinance Section 10.200, and plant sizes in compliance with Zoning Ordinance Section 1.403.H.I.

Revised the landscape plan to include plan quantities, and the plan is in compliance with the applicable zoning ordinances.

Lighting Design:

20. Please revise the pole light detail on sheet EI .0 so that the maximum height from grade to the bottom of the fixture does not exceed 20 feet, in accordance with the Design Standards & Policies Manual Section 2-1.1202.

The detail has been revised to comply with the 20' maximum height.

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:

21. According to the parking plan submitted with the application, the adjacent shopping center will have 9 parking spaces in excess of the minimum parking requirements for the center. Please consider pursuing a remote parking agreement with the owner of the shopping center in an effort to reduce the number of spaces provided on the convenience store site. If 5 parking spaces can be provided remotely, then the 4 spaces adjacent to N. Scottsdale Road and the furthest south space in front of the building could be deleted and replaced with landscaping. Removal of these 5 parking spaces will help the site meet the minimum open space and landscape setback requirements.

As requested, a remote parking agreement with the adjacent land owner is in process.

22. Please consider removing excess pavement (extra wide drive aisles) and replace with landscaping and open space.

The site plan has been revised to increase landscaping and open space. The drive aisles have been designed to accommodate large vehicles, service trucks, and fuel tankers, as well as the required fire turn radii and pathing.

23. During the pre-application discussions, the Transportation Department presented an option which included the property owner requesting abandonment of a portion of the Gold Dust Avenue right-of-way. Please consider pursuing this option as discussed previously, as the additional land area could be used to help the site meet the minimum opens space and landscape setback requirements.

Due to the additional cost related to street improvements, and that the site plan meets City of Scottsdale standards, our client has opted not to pursue the abandonment of a portion of the Gold Dust Ave right-of-way.

24. Please consider reducing the size of the proposed convenience store to allow more of the site to be used as open space and landscaping. Reduction in building size would also result in a reduced parking requirement, allowing more area to be converted to landscape/open space.

Reducing the size of the proposed convenience store has been considered, however, the store is appropriately sized to meet the needs of the general public in this area. Landscaping and open space have been maximized while still providing sufficient room for safe vehicular movement on the site.

25. Please consider repositioning the proposed site screen walls to be located further in to the property, a few feet away from the parking/driveway curbing, to allow for more contiguous landscape area visible from the street.

The proposed site screen walls have been repositioned to be located further in to the property as requested.

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:

Site:

26. Please provide a revised site plan that addresses the following technical comments in accordance with the Plan & Report Requirements for Development Applications:
- Indicate the lot coverage / floor area ratio - allowable, provided, show calculations.
 - Indicate bicycle parking calculations.
 - Indicate open space calculations - on the site plan. Please refer to Zoning Ordinance Section 5.1504.C.
 - Indicate the dimensions of the parcel (proposed parcel).
 - Indicate the dimension between each building/structure.
 - Indicate the dimension from each building/structure to the adjacent/abutting property line.
 - Indicate the location of existing and proposed above ground utility equipment: Contact Arizona Public Service (APS) to coordinate the installation of electric lines and the location of electrical equipment to serve the proposed development. Please refer to Attachment 1, APS Construction Energy Answers and contact Austin Prusak, APS Customer Project Manager (602-493-4456 or AustinPrusak@aps.com).

- h. Indicate the location of street lights, traffic control devices, irrigation standpipes, and overhead utility lines and poles.
- i. Remove aerial overlay from site plan.

The site plan has been revised to address the above technical comments in accordance with the Plan & Report Requirements for Development Applications.

- 27. Notes and dimensions on the site plan and the open space plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point font size (1/6th of an inch). Please refer to the Plan & Report Requirements for Development Applications.

Revised as requested.

- 28. The site plan indicates a series of dots, in a north-south alignment, located between the 15-space parking row and the building. Please identify these dots. Please refer to Zoning Ordinance Section 1.303 and the Plan & Report Requirements for Development Applications.

Labels have been added.

Landscaping:

- 29. Notes on the landscape plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size, in accordance with the Plan & Report Requirements for Development Applications.

Revised as requested.

- 30. Please indicate the location of above ground utility equipment and vaults on the landscape plan, in accordance Design Standards & Policies Manual, Section 2-1.401.1. and Zoning Ordinance Section 1.303.

Revised in accordance with the Design Standards & Policies Manual and Zoning Ordinance.

- 31. Please utilize a dashed line to indicate the sight distance visibility triangles on the landscape plan, in accordance with the Scottsdale Design Standards & Policies Manual Section 5-3, 119.

Landscape plan has been revised to address this comment.

Lighting:

- 32. The lighting plan indicates pole-mounted light fixtures in the landscape areas that are at the north end and the south end of the row of 15 parking spaces that are in front of the building. In order to avoid conflicts between the pole-mounted light fixtures and the size of mature trees, please shift the location of the light fixtures so that there will be at least twenty (20) feet between the landscape areas and the light fixtures. Please refer to the Scottsdale Sensitive Design Principle 13.

The lighting plan has been revised to minimize conflict.

WRITTEN RESPONSE TO COMPLIANCE WITH
GAS STATION AND CONVENIENCE STORE DESIGN GUIDELINES,
GENERAL DESIGN STANDARDS, THE ZONING ORDINANCE STANDARDS AND SENSITIVITY DESIGN PRINCIPALS
(1-12-11)

The Applicant offers the following written responses (**shown in bold text**) to the specific criteria establish by the above referenced design guidelines and standards within the City of Scottsdale:

DESIGN GUIDELINES FOR GAS STATIONS AND CONVENIENCE STORES

Site Design

The optimal layout of any individual site requires an in-depth understanding of local context and a thorough site analysis. The components of a gas station and convenience store to be considered in site design include, but are not limited to:

- Primary structure/retail sales building/single or multiple tenant
- Pump island and canopy structure
- Refuse, service and storage area
- Circulation systems and parking
- Service bays
- Car wash and other ancillary uses
- Drive through uses
- ATMs and Telephones

1. All development proposals should show evidence of coordination with the site plan, arrangement of buildings and planning elements of neighboring properties.

Respond to local development patterns and the streetscape through the use of consistent building setbacks, orientation and relationship of structures to the street and linkages to pedestrian facilities.

Seek shared-access with adjoining commercial uses where feasible to minimize curb cuts and enhance pedestrian and vehicular circulation.

Minimize cross traffic conflicts within parking areas.

The proposed redevelopment provides for a building orientation toward Scottsdale Road, as do most of the other retail buildings in the immediate area. The proposed facility features an approximately 4,968 square foot retail building and associated fuel canopy located between the building and Scottsdale Road, to provide the best design for both pedestrian and vehicular circulation on and through the property as well as around the fuel canopy. The site plan also provides for shared access via one common drive which will provide vehicular access to the project site, as well as adjoining properties to limit the number of curb cuts onto the adjoining major arterial roadways. Each Lot within the proposed development has been design to provide sufficient parking within the lot boundaries to avoid parking congestion across the lots.

2. Mitigate the negative impacts from site activities on adjoining uses:
 - Service areas, storage areas and refuse enclosures should be oriented away from public view and screened from adjacent sites
 - Orient drive-through windows, menu boards and associated stacking lanes away from residential areas and screen from public view.
 - Orient auto repair bay openings and car-wash openings away from public view.

The proposed development is designed with a segregated refuse area that is completely enclosed within a masonry structure with solid doors to fully screen the refuse containers

from the public view. The proposed development does not include any drive-thru windows or auto repair openings.

3. ATMs should be located within the primary retail building when possible.

Freestanding and/or exterior wall mounted ATMs are discouraged.

The ATM's provided at the project site for the convenience of the consumers are located within the building and further located in clear view of the employees at the central check-stand.

Architecture

The intent of the following architectural guidelines is to encourage creative architecture that is responsive to local and regional context and contributes to the aesthetic identity of the community.

1. Building design should take into consideration the unique qualities and character of the surrounding area.

The colors of the proposed redevelopment have been coordinated and are consistent with the overall adjacent shopping center.

2. Building elements that speak to the desert environment and climate, such as, architectural shade devices, a strong relationship to the ground plane, deeply recessed windows and the use of materials and textures that are associated with the region are encouraged to define the project identity with the Arizona Sonoran Desert.

The proposed project structures, building and canopy, have been designed to provide optimum shade and convenience for the consumer. In particular the front fascia of the building has been extended to the edge of the store front side walk to provide as much shade to pedestrians as possible, while still taking into consideration the negative architectural characteristics of too much shading which provides for a dark and uninviting look from the streetscape. Additionally, the structures feature a variety of tan and brown tones, along with stone architectural treatments which coordinate with nearby buildings as well as a general Sonoran Desert color palette.

3. Buildings that derive their image solely from applied treatments that express corporate identity are discouraged.

The proposed project structures feature minimal corporate identity which is tastefully incorporated into the large architectural design of the buildings.

4. The design of stand-alone gas stations and convenience stores should conform to the dominant existing or planned character of the surrounding neighborhood. This can be accomplished through the use of similar forms, materials and colors.

The proposed buildings meet this design standard by incorporating similar colors and masonry materials as the dominant architectural features of the surrounding neighborhood.

5. The design of a facility that occupies a pad or portion of a building within a larger commercial center should be designed to reflect the design elements of that center.

The design elements of the proposed redevelopment have been coordinated and are consistent with the overall adjacent shopping center.

6. Drive through elements should be architecturally integrated into the building rather than appearing to be applied or "stuck on" to the building.

This design standard is not applicable to this Conditional Use Permit application as the use to be constructed does not include drive-through elements.

7. All sides of a building should express consistent architectural detail and character. All site walls, screen walls and pump island canopies and other outdoor covered areas should be architecturally integrated with the building by using similar material, color and detailing.

The proposed building and fuel canopy feature 4-side architecture with each façade including the same architectural elements that accent and define the larger structure. This consistency of architectural theme is further accomplished with the use of a consistent color palette and building materials on both structures.

8. To encourage visually interesting roofs, provide variations in the roof line and incorporate treatments such extended eaves and parapet walls with cornice treatments.

The proposed building and canopy incorporate several design elements which offer both vertical and horizontal articulations along the facades and roof lines. These articulations include varying height of roof-line elements, cornices along the top of the roof-line, and varying depths of façade elements.

9. Building should respond to solar heat gain, reflectivity and glare through building orientation and the use of architectural shading devices such as pronounced eaves, covered walkways.

The architectural design of the building features an extended eave over the main entrance of the structure to provide maximum shading effects for the front side walk and entrance of the store. This eave extends nearly the entire length of the store front and further includes elements of horizontal articulation to provide architectural interest and perspective to the building.

10. Buildings should reduce their perceived height and bulk by dividing the building mass into smaller-scaled components. Possible treatments to avoid excessive bulk and height include:
 - Low-scale planters and site walls
 - Wainscot treatment
 - Reveals and or projections of building massing
 - Clearly pronounced eaves or cornices
 - Subtle changes in material color and texture
 - Variation in roof forms
 - Covered pedestrian frontages and recessed entries
 - Deeply set windows with mullions

The proposed building at the project site meet the above criteria based on the following design elements that have been incorporated into the building design:

- **The building features a wainscot treatment and higher corner column accents of stone.**
- **The facades of the building and canopy included various architectural elements of horizontal and vertical relief, scoring and varying material textures.**
- **The store front and main entry feature a clearly defined extended eave to provide shade to the most common pedestrian areas**
- **The roof-lines of both the building and canopy provide horizontal and vertical architectural elements giving the structures an aesthetically pleasing viewscape.**
- **Site screen walls have been provided along both frontages.**

11. Storefronts should be broken into smaller individual windows or groupings of windows.

The storefront of the proposed buildings features extensive glass areas to provide a clear line of sight for employees within the building to the canopy area as well as provide a clear line of sight from the parking lot and adjoining public rights-of-way for the safety & security of the employees and customers.

12. Building accents should be expressed through differing materials and/or architectural detailing and not through applied finishes such as paint.

The proposed building and canopy incorporate several design elements which offer both vertical and horizontal articulations along the facades and roof lines. These articulations include varying height of roof-line elements, cornices along the top of the roof-line, diagonal scoring of separate façade elements and varying depths of façade elements. These design elements are further accentuated through the use of varying materials types and colors.

13. Building colors should emphasize earth tones. The use of highly reflective or glossy materials should be limited and will not be appropriate in all contexts.

The structures feature a variety of tan and brown tones, along with stone architectural treatments which coordinate with the adjacent shopping center as well as a general Sonoran Desert color palette.

14. Canopy:

- Integration of canopy to building and site walls is desirable. Multiple canopies or canopies that express differing architectural masses are encouraged.

The architectural design of the canopy integrates the colors, materials and general design elements of the building so both structures are architecturally similar. Additionally, the canopy features and number of design elements which are intended to break up the mass and provide a unique façade to the structure. So as to provide maximum shade for the consumer at the pump, while still being cognizant of not creating a dark or closed-in appearance to the project site, the canopy has been designed as a single unit, rather than separate structures.

- Canopy height, as measured from the finished grade to the lowest point on the canopy fascia, should not exceed 13'- 9". The clearance height of canopies should be clearly indicated on the structure or through use of a headache bar. The overall height of canopies should not exceed 17'.

The proposed canopy height is designed to be 14' from the pavement. Based upon years of experience in the convenience store business it has been determined that this is a reasonable and safe design height based upon DOT vehicle height limits. Additionally, the overall height of the canopy is designed to be 17'3" so as to provide a sufficient fascia height to make the structure architecturally attractive. Based upon the elevation of numerous canopy designs throughout the industry, this design height does not compromise the architectural appearance of the canopy.

- Canopy ceiling should be textured or have a flat finish, glossy or highly reflective materials are not recommended.

The ceiling of the proposed canopy is designed with a flat, white finish.

- Lighted bands or tubes or applied bands of corporate color are discouraged.

The proposed canopy does not feature any light bands or tubes.

15. All display items for sale should occur within the main building or within designated areas that are screened from public streets.

All sale items are generally located within the main building, with the exception of a small cage for individual propane bottles and seasonal displays, both of which are located in small areas of the store front sidewalk for the convenience of the consumer. These items are generally screened from the public rights-of-way through the screen walls and landscaping provided along Scottsdale Road.

16. Gas tank vents shall be an integral part of the building design in terms of form, color and texture.

Gas tank vents are generally integrated within the columns of the canopy structure.

Pump Islands

The intent of this section is to encourage pump island designs that are well organized and consolidated to minimize visual clutter. Pump island components consist of:

- Fuel dispensers
 - Refuse containers
 - Automated payment points
 - Safety bollards
 - Other appurtenances
1. The design of pump islands should be architecturally integrated with other structures on-site using similar colors, materials and architectural detailing.
 2. The color of the various components of the pump island, including dispensers, bollards and all appurtenances, are encouraged to be muted.
 3. All elements of the pump island or canopy that are not operational should be architecturally integrated by use of color, material, and architectural detailing.
 4. The use of translucent materials and internally lighted cabinets are discouraged as finishes or as applied treatments at the pump island or on the canopy.
 5. Either a pump island curb or bollard is recommended for the protections of dispensing units.

The proposed facility features the pumps island being integrated into the form and function of the canopy which is designed to match the architectural elements to the building. The individual pumps are located adjacent to the architectural canopy columns and are painted a dark tone color. The islands where the pumps are located are general kept clear of ancillary structures and sale items, except trash receptacles. Each pump island is protected from damage by vehicles through the use of bollards which are located on the outside edge of each pump island and painted to match the color of the canopy.

Landscape Design

Landscaping should be integral to the overall design concept and should be carefully planned to serve more than one purpose. The intent of these guidelines is to ensure that landscape design contributes to the overall appearance and function of the site.

1. Landscaping should blend with the dominant existing or planned streetscape and character of the area.

Landscaping has been designed utilizing the City guidelines and requirements and features a variety of plants from the Scottsdale Rd. Segment 4 Plant List.

2. All landscaping should utilize only living plant material.

Landscaping has been designed utilizing only living plant material and features a variety of plants from the Scottsdale Rd. Segment 4 Plant List.

3. Landscaping should be provided near the primary building to anchor it to the surrounding environment and to soften the structure. In-ground landscaping should comprise the majority of the landscaping requirement. Raised planters are acceptable when designed to accentuate the architecture and or create pedestrian seating areas.

Landscaping has been provided near the primary building where possible. In-ground landscaping comprises all of the landscaping on the site.

4. Trees should be used throughout paved areas and along pedestrian pathways to provide shade, to reduce heat build-up and to cut glare.

Trees have been used where possible to provide shade, reduce heat build-up, and to cut glare.

5. A landscape buffer should be provided to buffer and screen facilities uses from adjacent residential uses.

The property which is the subject of this Conditional Use Permit application does not abut residentially zoned property.

6. Dense landscaping and/or architectural treatments should be provided to screen unattractive views and features such as storage areas, trash enclosures, utility cabinets and other similar elements.

Significant streetscape trees and other landscape plants are located along the public rights-of-way to provide ample screening to the on-site retail activities.

7. The site design for projects located at street corners should provide special landscape treatment at street intersection to emphasize the corner.

The conceptual landscape plan for the project features a large landscape area at the intersection of Scottsdale Rd & Gold Dust Ave to provide a special interest feature to the retail development.

8. The use of mature trees is encouraged to provide an immediate impact especially when used in buffering adjacent uses.

The landscape plan specifies the use of mature trees throughout the project to provide an immediate impact.

9. Proper maintenance and timely replacement of plant material is expected and required by ordinance.

The plant materials will be maintained in accordance with the design guidelines and generally accepted maintenance schedules.

Lighting

Site lighting of gas stations and convenience stores should enhance the visual process of users while providing the following: illuminance levels appropriate for the visual task, reasonable uniformity ratios, and minimal glare and light trespass.

1. Avoid competing light levels and maintain balanced light levels on-site and between adjacent properties. The exterior lighting design must take into account the background lighting levels, lighting from other sources, and characteristics of the surrounding area.

Exterior lighting levels at the project site have been designed to be compatible with the adjoining commercial and industrial areas and the present lighting levels along the adjoining public rights-of-way.

2. Recommended illuminance level guidelines and uniformity ratios established by the Illumination Engineering Society of North America (IESNA) in the most current IESNA Recommended Practice or Design Guide should also be incorporated for lighting designs.

The designed lighting levels are as shown on the Photometric Plan included as part of this submittal.

3. Direct and reflected glare and excess site brightness should be minimized.

Based on the provided light levels on the included Photometric Plan and the light-specific design sheets, excessively bright lights are not included as part of this development.

4. Minimize light trespass beyond property lines. The maximum horizontal illuminance at grade and the maximum vertical illuminance at five feet above grade should not exceed IESNA recommended practice for light trespass.

Based on the provided light levels on the included Photometric Plan and the light-specific design sheets, light trespass beyond the boundaries of the project site does not occur.

5. Canopy Lighting Maintained average horizontal illuminance at grade (directly under the canopy) should not exceed 30 foot-candles and should conform to IESNA recommended practices. On properties subject to the Environmentally Sensitive Lands (ESL) overlay, the maintained average horizontal illuminance at grade should not exceed 20 foot-candles and should conform to IESNA recommended practices.

- Individual luminaire lamp wattage should not exceed 250 watts.
- Light fixtures mounted under canopies should be completely recessed into the canopy with flat lenses that are translucent and completely flush with the bottom surface (ceiling) of the canopy.
- The sides (fascia's) of the canopy should extend below the lens of the fixture 12 inches to block the direct view of the light sources and lenses from property line.
- Lights should not be mounted on the top or sides (fascia's) of the canopy, and the sides (fascia's) should not be illuminated.

Based on the provided light levels on the included Photometric Plan and the light-specific design sheets, the project site is in compliance with the design guidelines

6. Parking Lot and Site Lighting
 - All luminaires should be a full cut-off design, aimed downward and away from the property line.

- Maintained average horizontal illuminance at grade should not exceed 5 foot-candles and should conform to IESNA recommended uniformity ratios. On properties subject to the Environmentally Sensitive Lands (ESL) overlay, the maintained average horizontal illuminance at grade should not exceed 2.5 foot-candles and should conform to IESNA recommended practices.
- On properties subject to the Environmentally Sensitive Lands (ESL) overlay, the maximum pole heights should not exceed 15'.

Based on the provided light levels on the included Photometric Plan and the light-specific design sheets, the project site is in compliance with the design guidelines

7. Building-Mounted Lighting

- All luminaires should be a full cut-off design and aimed downward.
- All luminaires should be recessed or shielded so the light source is not directly visible from the property line.
- Maintained average horizontal illuminance at grade along the storefront including any spill light from store interior should not exceed current IESNA recommended practice.

There are no lights mounted on the exterior of the building facades, except those under the eave along the store front. Based on the provided light levels on the included Photometric Plan and the light-specific design sheets, the project site is in compliance with the design guidelines.

Signage /Corporate Identification

Gas station and convenience store signage plans should reflect a balance between allowing adequate signage for business identification while protecting the visual aesthetic of Scottsdale's streetscapes. Other forms of branding or business identity not falling under the sign ordinance will be viewed as architectural elements and features.

1. Business identity, either by awnings, accent bands, paint or other applied color schemes, signage, parapet details, or materials should not be the dominant architectural feature. The architecture of the building should be viable and appropriate for its location and use regardless of the business identity.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, corporate identity is not a dominant feature on any structure and is integrated into the overall design of the site structures.

2. The use of super-graphics is discouraged.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, super-graphics are not provided for at the project site.

3. All signage should be architecturally integrated with their surroundings in terms of size, shape and lighting so that they do not visually compete with architecture of the building and design of the sight. Signs should be integrated such that they become a natural part of the building façade.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, minimal signage is integrated into the large design of the structures.

4. When multiple corporations share one site, signs should be integrated as one unit to create shared identity for the property to the extent permitted by the ordinance or be located and/or designed as a package where signs do not visually compete with each other.

Based upon the design concept for the property, this condition will not apply to the property.

5. Ground mounted monument signs are encouraged over canopy fascia signs.

Ground mounted signs will be provided upon the street frontage of Scottsdale Road and Gold Dust Ave to comply with federal regulations regarding the advertisement of gasoline pricing and in further accordance with the sign codes for the City of Scottsdale.

6. Signage at the pump islands apparatus should be limited to oil company or convenience store name/logo. Safety and operational, and product labeling signs are allowable but should be scaled for the visibility of the immediate user only.

Signs and graphics at the pumps islands shall be in compliance with this guideline.

7. New construction design should anticipate signage. Designs should provide logical sign areas, allowing flexibility for new users as the building is re-used over time.

The site building has been designed with a limited, but still flexible signage area located over the front entrance of the facility to facility practical and long-term viability.

8. Repetitious signage information on the same building frontage should be avoided, regardless of the sign area square footage allowed for by ordinance.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, repetitive signage is not included as part of this project.

9. Signs composed of individual letters are encouraged. Back lit or indirectly lit individual letters are desirable.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, the limited signage is designed to be back lit.

10. Visible raceways and transformers for individual letters are discouraged.

Based upon the building and canopy elevations provided as part of this Conditional Use Permit application, there are no visible raceways or transformers for signage.

GENERAL DESIGN STANDARDS

1. All exterior mechanical, utility, and communications equipment shall be screened by the parapet or wall that matches the architectural characteristics, color, and finish of the building. Walls or parapet height for roof-mounted units shall be equal to, or exceed the height of the tallest unit. Wall heights for ground-mounted units shall be a minimum of 1-foot higher than the tallest unit.

All exterior equipment is screened as required, except the electrical transformer provided by the electrical service provider which cannot be screened by a wall.

2. All exterior conduit and raceways shall be painted to match the building.

The building complies with this requirement

3. No exterior roof ladders shall be allowed where they are visible to the public or from an offsite location.

The building complies with this requirement

4. Roof drainage systems shall be interior to the building, except that overflow scuppers are permitted. If overflow scuppers are provided, they shall be integrated with the architectural design. Areas that are rooftop drainage shall be designed and constructed to minimize erosion or staining of nearby building walls and directs water away from the building foundations.

The building complies with this requirement

5. Perimeter and site walls shall be constructed with 6 or 8-inch-wide concrete masonry blocks, 8 inches wide brick, stone, concrete, or a similar solid and durable material to match the building. Stucco and paint the surface of concrete block walls to match the onsite buildings unless they are split-faced, grid or similar decorative types of block. Grade breaks shall be located at the top of the wall at piers or corners wherever possible. Include varied setbacks, alignments, and/or heights and/or piers or buttresses for walls over 200 feet long the horizontal and vertical alignment of the wall for visual interest.

The site screen walls comply with this requirement, including segmenting and articulation, as shown on the site plan.

6. Chain link fencing for recreational courts (i.e. tennis, basketball, volleyball, etc.) shall be vinyl coated. Vinyl coating of a chain link shall be black, dark brown, or dark green in the Environmentally Sensitive Land areas of the city.

This design standard is not applicable to this development

7. Dooley' concrete block wall/fence materials shall not be allowed.

The project complies with this requirement

8. Barbed wire shall not be visible from adjacent properties.

Barbed wire is not used at this development

9. Flagpoles shall be tapered, conical, one-piece poles. Exposed aluminum and/or galvanized finished poles shall be acid washed prior to installation, in order to provide a patina finish.

Flagpoles are not used at this development

10. Exposed large rock and boulder faces that are scarred during construction shall be treated with desert varnish to the satisfaction of the Planning and Development Services Department's General Manager or designee.

This standard does not apply to this development

11. Bicycle parking spaces and rack design shall be in conformance with City of Scottsdale Standard Detail No. 2285, unless otherwise approved in writing by the City of Scottsdale's Transportation Department's General Manager or designee.

The provided bicycle parking complies with this standard.

12. Patio umbrellas shall be solid colors and shall not have any advertising in the form of signage or logos.

This development does not include umbrellas.

13. Outdoor, site, and building lighting shall comply with the sections under Section 2-1.1200, Outdoor Lighting.

The site lighting, as detailed on the lighting cut sheets and design plans complies with this standard.

SERVICE ENTRANCE SECTIONS 2-1.402

Service Entrance Sections (SES) shall be incorporated into the design of the building, either in a separate utility room, or the face of the SES shall be flush with the building face. An SES that is incorporated into the building, with the face of the SES flush with the building, shall be not be located on the side of a building that is adjacent to a public right-of-way, roadway easement, or private streets.

The SES has been incorporated into the design of the building in a separate utility room.

GRADING AND DRAINAGE 2-1.403

1. Land adjacent to walkways or curbs shall be graded so that it falls away from the walk or curb at a slope of at least eight percent (8%) but not more than twenty-five (25%) for a distance of at least ten (10) feet.

As shown on the civil plans, the development conforms to this standard.

2. The maximum ratio between the width-to-depth of a retention basin shall be ten-to-one (10:1, run-to-rise), unless otherwise approved by the Planning and Development Services General Manager's designee.

Retention at this development is largely provided through underground retentions systems, but any above ground basins comply with this standard.

3. The maximum slope for a landscaped bank on the edge of a detention basin shall be four to-one (4:1, run-to-rise). Walled banks may be permitted subject to the separate wall design approved by the Development Review Board, and meeting the structural and safety standards of the Building Code.

Retention at this development is largely provided through underground retentions systems, but any above ground basins comply with this standard. No walled banks are provided at this development.

4. Retention area located within the front open space (as defined by the Zoning Ordinance) shall not exceed 50% of the total front open space area.

Retention at this development is largely provided through underground retentions systems, but any above ground basins comply with this standard as shown on the civil plans.

5. Provide positive drainage away from curb and sidewalk.

The civil plans provided for the drainage required by this standard.

2-1.501 CORRIDORS & STREETSCAPES

A. Open Space Corridors

There are four main categories of open space corridors for which guidelines have been developed: scenic corridors, buffered setbacks, vista corridors, and desert scenic roadway setbacks. The locations are identified in the General Plan and/or have been required as a part of zoning stipulations.

1. Scenic Corridors: These are corridors along selected major streets where there is a desire by the community to retain views of nearby terrain features and retain the character of the natural desert setting.
 - a. Carefree Highway - Scottsdale Road to the city's western boundary – 2 miles.
 - b. Cave Creek Road - Pima Road to the city's northeast boundary – 3.5 miles.
 - c. Dynamite Boulevard - 56th Street to the city's eastern boundary – 10.5 miles.
 - d. Pima Road - North of the Loop 101 to Cave Creek Road – 11 miles.
 - e. Scottsdale Road - North from Frank Lloyd Wright to Carefree Highway – 11 miles.
 - f. Shea Boulevard - Pima Freeway to the city's eastern boundary – 9 miles.

The above scenic corridors do not apply to this development.

2. Buffered Setbacks: These are corridors along significant streets where there is intent by the community to achieve a boulevard type of effect, recognizing the importance of the roadway in the local setting.

As shown on the site and landscape plans, this development conforms to the design standards.

3. Vista Corridors: These are corridors along major washes and channels that are intended to provide local and community vistas of nearby terrain and the desert setting as well as provide access corridors to neighborhoods, parks and schools.

This standard does not apply to this development as the property does not abut a major wash or channel.

4. Desert Scenic Roadways Setbacks: All major mile and half-mile streets shall provide a 50-foot-wide open space corridor along the edge of the street right-of-way.

The property is not located within a Desert Scenic Roadway area but otherwise complies with the standards set forth by the City.

5. Positive drainage shall be provided away from all walks.

As shown on the civil plans, this development complies with this standard.

ZONING ORDINANCE

C-3 Property development standards.

The following property development standards shall apply to all land and buildings in the C-3 district:

- A. Floor area ratio. Is limited to eight-tenths (0.8) of the net lot area.

The development complies with this standard as shown on the Site Plan Worksheet.

- B. *Volume.* Is limited to the net lot area in square feet multiplied by nine and six-tenths (9.6) feet for any building.

The development complies with this standard as shown on the Site Plan Worksheet.

- C. *Open space requirement.*

1. In no case shall the open space requirement be less than ten (10) percent of the net lot area for zero (0) feet to twelve (12) feet of height, plus four-tenths percent of the net lot for each foot of height above twelve (12) feet.

The development complies with these standards as shown on the Site Plan Worksheet.

2. Open space required under this section shall be exclusive of parking lot landscaping required under the provisions of article IX of this ordinance.

The development complies with these standards as shown on the Site Plan Worksheets and Landscape Plans.

- D. *Building height.* No building shall exceed thirty-six (36) feet in height except as otherwise provided in article VI or article VII.

The building and canopy at this development are less than 36 feet in height.

- E. *Density.*

1. Hotels, motels, and timeshare projects shall provide not less than ten (10) guest rooms and/or dwelling units with a minimum gross land area of one thousand (1,000) square feet per unit.

This standard does not apply to this project.

- F. *Yards.*

1. *Front Yard.*

- a. No front yard is required except as listed in the following three (3) paragraphs and in article VII hereof, unless a block is partly in a residential district, in which event the front yard regulations of the residential district shall apply.

This project complies with the applicable standards.

- b. A minimum of one-half ($\frac{1}{2}$) of the open space requirement shall be incorporated as frontage open space to provide a setting for the building and a streetscape containing a variety of spaces.

This project complies with this standard as shown on the Landscape Plans.

- c. Where parking occurs between a building and the street a yard of thirty-five (35) feet in depth shall be maintained. This depth may be decreased to a minimum of twenty (20) feet subject to Section 10.402.D.3.

This project complies with this standard as shown on the Site Plan.

2. Side Yard.

- a. A side yard of not less than fifty (50) feet shall be maintained where the side of the lot abuts a single-family residential district or abuts an alley which is adjacent to a single-family residential district. The fifty (50) feet may include the width of the alley.

This standard is not applicable to this project as the property does not abut single-family residential.

- b. A side yard of not less than twenty-five (25) feet shall be maintained where the side lot abuts a multiple-family residential district. The twenty-five (25) feet may include any alley adjacent to the multiple-family residential district.

This standard is not applicable to this project as the property does not abut multi-family residential.

3. Rear Yard.

- a. A rear yard of not less than fifty (50) feet shall be maintained where the rear lot abuts a single-family residential district or abuts an alley which is adjacent to the single-family residential district. The fifty (50) feet may include the width of the alley.

This standard is not applicable to this project as the property does not abut single-family residential.

- b. A rear yard of not less than twenty-five (25) feet shall be maintained where the rear lot abuts a multiple-family residential district. The twenty-five (25) feet may include any alley adjacent to the multiple-family residential district.

This standard is not applicable to this project as the property does not abut multi-family residential.

4. All operations and storage shall be conducted within a completely enclosed building or within an area contained by a wall or fence as determined by Development Review Board approval or use permit.

This project complies with this standard of the zoning ordinance and is subject to Conditional Use Permit approval.

SENSITIVE DESIGN PRINCIPALS

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 following design principles will help improve and reinforce the quality of design in our community:

1. The design character of any area should be enhanced and strengthened by new development.
 - Building design should consider the distinctive qualities and character of the surrounding context and, as appropriate, incorporate those qualities in its design.
 - Building design should be sensitive to the evolving context of an area over time.

The proposed project is the redevelopment of a use that has existing at the property for many years and provides a necessary service to the community and traveling public. The design of the project and its structures has been coordinated and is consistent with the adjacent shopping center.

2. Development, through appropriate siting and orientation of buildings, should recognize and preserve established major vistas, as well as protect natural features such as:
 - Scenic views of the Sonoran desert and mountains
 - Archaeological and historical resources

Although the project is not located within a scenic view area, the project design and siting of buildings has been developed with consideration to the nature of the use, pedestrian and vehicle circulation, orientation of nearby structures and commonly accepted CPTED (Crime Prevention Through Environmental Design) principals for the safety and security of the employees and customers.

3. Development should be sensitive to existing topography and landscaping.
 - A design should respond to the unique terrain of the site by blending with the natural shape and texture of the land while minimizing disturbances to the natural environment.

While the property does not feature any unique terrain as it is located within a well-developed area of the City, the project has been designed to enhance the retail character of the area with aesthetically pleasing architecture of the buildings and significant landscape along the street frontages and lot perimeter, with an additionally enhanced landscape area at the intersection of the major arterial streets.

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

As the project is a redevelopment of an existing commercial use within an intense commercial area of the City the preservation of ecological process is not applicable, however, the design of the facility is such that it uses a color and design pallet compatible with a Sonoran Desert theme and all landscape to be installed at the property is low water and drought tolerant plants compatible with the Sonoran Desert climate.

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.
 - Streetscapes should provide continuity among adjacent uses through use of cohesive landscaping, decorative paving, street furniture, public art and integrated infrastructure elements.

The project complies with the streetscape design of the general area and is highly compatible with other developments in the immediate area.

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.

The project will provide designated parking areas for bicycles and interconnectivity to pedestrian sidewalks.

7. Development should show consideration for the pedestrian by providing landscaping and shading elements as well as inviting access connections to adjacent developments.
 - Design elements should be included to reflect a human scale, such as the use of shelter and shade for the pedestrian and a variety of building masses.

The project features landscaping meeting the required development standard and the building has been designed with an extended eave to offer maximum shade along the main sidewalk and entry to the building. Additionally, the building is oriented to the north within customer parking directly in front of the building to provide easy and close access for customer to the store.

8. Buildings should be designed with a logical hierarchy of masses:
 - To control the visual impact of a building's height and size
 - To highlight important building volumes and features, such as the building entry.

The proposed building and canopy incorporate several design elements which offer both vertical and horizontal articulations along the facades and roof lines. These articulations include varying height of roof-line elements, cornices along the top of the roof-line, diagonal scoring of separate façade elements and varying depths of façade elements. These design elements are further accentuated through the use of varying materials types and colors. The proposed canopy height is designed to be 14' from the pavement. Based upon years of experience in the convenience store business it has been determined that this is a reasonable and safe design height based upon DOT vehicle height limits. Additionally, the overall height of the canopy is designed to be 17'3" so as to provide a sufficient fascia height to make the structure architecturally attractive. Based upon the elevation of numerous canopy designs throughout the industry, this design height does not compromise the architectural appearance of the canopy

9. The design of the built environment should respond to the desert environment:
 - Interior spaces should be extended into the outdoors both physically and visually when appropriate
 - Materials with colors and coarse textures associated with this region should be utilized.

- A variety of textures and natural materials should be used to provide visual interest and richness, particularly at the pedestrian level. Materials should be used honestly and reflect their inherent qualities
- Features such as shade structures, deep roof overhangs and recessed windows should be incorporated.

The proposed project structures, building and canopy, have been designed to provide optimum shade and convenience for the consumer. In particular the front fascia of the building has been extended to the edge of the store front side walk to provide as much shade to pedestrians as possible, while still taking into consideration the negative architectural characteristics of too much shading which provides for a dark and uninviting look from the streetscape. Additionally, the structures feature a variety of tan and brown tones, along with brick architectural treatments which coordinate with nearby buildings as well as a general Sonoran Desert color palette. The proposed building and fuel canopy feature 4-side architecture with each façade include the same architectural elements that accent and define the larger structure. This consistency of architectural theme is further accomplished with the use of a consistent color palette and building materials on both structures.

10. Developments should strive to incorporate sustainable and healthy building practices and products.
- Design strategies and building techniques, which minimize environmental impact, reduce energy consumption, and endure over time, should be utilized.

The proposed integrates state-of-the-art lighting and mechanical equipment to minimize energy consumption.

11. Landscape design should respond to the desert environment by utilizing a variety of mature landscape materials indigenous to the arid region.
- The character of the area should be emphasized through the careful selection of planting materials in terms of scale, density, and arrangement
 - The landscaping should complement the built environment while relating to the various uses.

The proposed landscape plans has been developed in accordance with City requirements using plants from the Scottsdale Rd. Segment 4 Plant List. Trees, shrubs and groundcover are provided throughout the property and within the parking fields to provide shades as well as break-up the character of the property.

12. Site design should incorporate techniques for efficient water use by providing desert adapted landscaping and preserving native plants.
- Water, as a landscape element, should be used judiciously
 - Water features should be placed in locations with high pedestrian activity.

The landscape plan has been designed using only ADWR approved low water and drought tolerant plants and no turf is proposed for the project. No other high-use water sources are included in the project.

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

- A balance should occur between the ambient light levels and designated focal lighting needs.
- Lighting should be designed to minimize glare and invasive overflow, to conserve energy, and to reflect the character of the area.

All project lighting is in conformance with this standard, as shown on the lights cut sheets, plans and photometric plans provided with this application.

14. Signage should consider the distinctive qualities and character of the surrounding context in terms of size, color, location and illumination.
- Signage should be designed to be complementary to the architecture, landscaping and design theme for the site, with due consideration for visibility and legibility.

The project has been designed with minimal signage and corporate identification, all of which has been integrated into the facades of the structures, as shown on the architectural plans.

Should you have any questions or require additional information, please do not hesitate to contact me at 480-334-3556 or by e-mail at bill@ldcaz.com.

Respectfully,



William Scarbrough, LEED AP
Land Development Consultants



Community & Economic Development Division
Planning, Neighborhood & Transportation

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: 10/24/16
Contact Name: _____
Firm name: Land Development
Address: 10200 N. Scottsdale
City, State Zip: _____

RE: Application Accepted for Review.

615 - PA - 2016

Dear William Scarborough:

It has been determined that your Development Application for Circle K 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: BRYAN CLUFF
Title: SR. PLANNER
Phone number: 480-312-2258
Email address: bcluff@scottsdaleAZ.GOV.

10-UP-2016
10/24/16



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

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: _____
Contact Name: _____
Firm name: _____
Address: _____
City, State Zip: _____

RE: Minimal Submittal Comments
_____ - PA- _____

Dear _____:

It has been determined that your Development Application for _____ does not contain the minimal information, and has not been accepted for review.

Please refer to the application checklist and the Minimal Information to be Accepted for Review Checklist, and the Plan & Report Requirements pertaining to the minimal information necessary to be accepted for review.

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.

These **Minimal Submittal 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).

Sincerely,

Name: _____
Title: _____
Phone number: _____
Email address: _____



Planning & Development Services Division
Current Planning Services
7447 E. Indian School Rd.
Scottsdale, AZ 85251

4/20/17

William Scarbrough
Land Development Consultants, LLC
11811 N Tatum Blvd 1051
Phoenix, AZ 85028

RE: Determination of a Planning Commission hearing.

Dear Mr. Scarbrough:

Your Development Application 10-UP-2016, Circle K is scheduled for the May 10, 2017 Planning Commission agenda.

You may be required to make a presentation to the Planning Commission. Applicant's presentation is limited to ten minutes. If you choose to present your application to the Planning Commission utilizing a Power Point presentation, I will need to have the electronic file by 1:00 p.m. on Monday May 8, 2017.

A subsequent letter with your site post requirements will be sent shortly after the required text has been verified. Typically, this is approximately twenty-one (21) days before a hearing date.

Thank you,

Bryan Cluff
Senior Planner

C: Case File



4/13/17

Wayne Rosendahl
Rosendahl Engineering
857 N Barkley St
Mesa, AZ 85203

RE: Development Review Board Packet requirements for the Development Review Board hearing.

Dear Mr. Rosendahl:

Your case 4-PP-2016, Bellissima Estates, is scheduled for the May 18, 2017 Development Review Board hearing. Please submit the following directly to me by 1:00 p.m. on April 27, 2017 in order to keep this hearing date:

- 1 copy of this letter (without this letter your packets will not be accepted)
-

- 11 copies on 11"x17" paper, collated and stapled into packets; and
- 1 copy on 8 ½"x11" paper, not stapled, of the following:

- Combined context aerial and Preliminary Plat (color)
 - Preliminary Plat (black and white)
 - Preliminary Grading & Drainage Plan (black and white)
 - Future Walls Exhibit (black and white)
 -
-

- 11 sets of the color context photos and the associated context photo key plan.

Please contact me at 480-312-2258 or at bcluff@ScottsdaleAZ.gov to make a submittal meeting.

You may be required to make a presentation to the Development Review Board. If you choose to present your application to the Development Review Board utilizing a Power Point presentation, please submit the electronic file to your project coordinator by 1:00 p.m. on Monday May 15, 2017. Please limit your presentation to a maximum of 10 minutes.

Thank you,

Bryan Cluff
Senior Planner



5/18 6/1

LAND DEVELOPMENT
CONSULTANTS, LLC

TO: City of Scottsdale Planning & Development Services Division
FROM: William Scarbrough, Land Development Consultants
RE: Circle K 10-UP-2016
DATE: March 31st, 2017

Applicant's Response to 2nd Review Comments

Please see below for the applicant's responses to each of the 2nd Review comments received from staff on March 23rd, 2017.

- *Please add the parking lot landscaping area to the landscape plan under the "Landscape Summary Data" in accordance with Section 10.200.*

Parking lot landscaping area has been added to the Landscape plan under the "Landscape Summary Data".

- *Please relocate the bicycle parking spaces closer to the building entrance in accordance with Zoning Ordinance Section 9.106.C.2. Per this section, the spaces must be within 50 feet of the building entrance.*

The bicycle parking spaces have been relocated to within 50 feet of the building entrance.

- *The use of bollards along the front of the building is excessive and impedes pedestrian circulation. Please remove the bollards and provide an alternative form of vehicle barrier such as wheel stops. Please note: The dimension of the parking spaces in front of the building are currently 18 feet deep. Wheel stops, if used, can be placed at 16 feet depth, allowing a 2 feet vehicular overhang. This would free up the 2.5 feet wide area that is being occupied by the bollards to be increased sidewalk width.*

The site plan has been revised removing the bollards along the front of the building and instead features the use of a 6" vertical curb with a 2' overhang as an alternative form of vehicle barrier as requested.

- *There are several pinch points along the front of the building that do not meet the minimum 6 feet pedestrian clearance as required by the Design Standards & Policies Manual Section 2-1.808. Especially at the location of the FDC. Please remove obstructions or increase the sidewalk width to meet the minimum requirements.*

The FDC has been relocated to provide for the required pedestrian clearance.

- Please revise the site plan to show and clearly identify all above ground mechanical and utility equipment.

As discussed with Bryan Cluff, the landscape plan has been revised to call out all above ground mechanical and utility equipment.

- There are several breaks in the screen walls adjacent to Scottsdale Road and Gold Dust that appear to have rip rap running through. Please clarify the purpose of these breaks. If it is for drainage purposes, the walls should be continuous with channels at the base of the wall for water to flow through.

The site plan has been revised to show continuous screen walls with drainage openings as requested.

- Light fixture "SEC" does not meet the requirements of the zoning ordinance. Please provide an alternative fixture that is full cut-off.

The "SEC" light fixture has been replaced with a shielded fixture that meets the requirements of the zoning ordinance.

- Your response to the comment regarding kiosks in front of the building states that the only outdoor display will be the propane cage. However, the floor plan still identifies multiple kiosks in front of the building.

Revised response:

All sale items are generally located within the main building, with the exception of a small cage for individual propane bottles, redbox, water dispensers and seasonal displays, which are located in small areas of the store front sidewalk for the convenience of the consumer. These items are generally screened from the public rights-of-way through the screen walls and landscaping provided along Scottsdale Road.

Should you have any questions or require additional information, please do not hesitate to contact me at 480-334-3556 or by e-mail at bill@ldcaz.com.

Respectfully,



William Scarbrough, LEED AP
Land Development Consultants

Cluff, Bryan

From: Cluff, Bryan
Sent: Thursday, March 23, 2017 5:02 PM
To: William Scarbrough (bill@ldcaz.com)
Subject: 10-UP-2016

William,

We have completed the 2nd review for the Circle K Gold Dust Conditional Use Permit (10-UP-2016). There are still a few items that need to be addressed prior to going to hearing. Please see below:

- Please add the parking lot landscaping area to the landscape plan under the "Landscape Summary Data" in accordance with Section 10.200.
- Please relocate the bicycle parking spaces closer to the building entrance in accordance with Zoning Ordinance Section 9.106.C.2. Per this section, the spaces must be within 50 feet of the building entrance.
- The use of bollards along the front of the building is excessive and impedes pedestrian circulation. Please remove the bollards and provide an alternative form of vehicle barrier such as wheel stops. Please note: The dimension of the parking spaces in front of the building are currently 18 feet deep. Wheel stops, if used, can be placed at 16 feet depth, allowing a 2 feet vehicular overhang. This would free up the 2.5 feet wide area that is being occupied by the bollards to be increased sidewalk width.
- There are several pinch points along the front of the building that do not meet the minimum 6 feet pedestrian clearance as required by the Design Standards & Policies Manual Section 2-1.808. Especially at the location of the FDC. Please remove obstructions or increase the sidewalk width to meet the minimum requirements.
- Please revise the site plan to show and clearly identify all above ground mechanical and utility equipment.
- There are several breaks in the screen walls adjacent to Scottsdale Road and Gold Dust that appear to have rip rap running through. Please clarify the purpose of these breaks. If it is for drainage purposes, the walls should be continuous with channels at the base of the wall for water to flow through.
- Light fixture "SEC" does not meet the requirements of the zoning ordinance. Please provide an alternative fixture that is full cut-off.
- Your response to the comment regarding kiosks in front of the building states that the only outdoor display will be the propane cage. However, the floor plan still identifies multiple kiosks in front of the building.


If you have any questions please let me know. If these items can be addressed and turned back to me timely, you will still be on track for the 5/10 Planning Commission hearing.

Thank you,

Bryan D. Cluff, LEED AP
Senior Planner
City of Scottsdale
Planning & Development
Phone: 480-312-2258
Fax: 480-312-7088
bcluff@ScottsdaleAZ.gov

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11/22/16

William Scarbrough
Land Development Consultants, LLC
11811 N Tatum Blvd 1051
Phoenix, AZ 85028

RE: 10-UP-2016
Circle K

Dear Mr. Scarbrough:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 10/24/16. The following **1st 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. Please revise the data on the site plan to clarify gross lot area and net lot area in accordance with Zoning Ordinance Section 3.100. to determine open space. Net lot area should be for the proposed lot, after the minor subdivision is considered and all right-of-way dedications have been made.
2. Please revise the Open Space Plan to correspond with the net lot area as specified in comment #1 above. Open space as required by Zoning Ordinance Section 5.1504.C. shall be based on the proposed net lot area, and shall not include landscaping within the public right-of-way. It appears that the proposed site development contains excessive paving (extra wide drive aisles) partly causing the plan to be deficient in the minimum open space requirements. Please refer to items #21 - 24 in the "Considerations" section of this letter for suggestions on how the site may be modified to better address the zoning and design standard requirements.
3. The site plan indicates a dimension of 12.24 feet between the Scottsdale Road public right-of-way line and the parallel parking spaces that are adjacent to that street frontage. The site plan also indicates a dimension of 7.69 feet between the Gold Dust Avenue public right-of-way line and the onsite drive aisle that is adjacent to that street frontage. Please revise the site plan to provide a minimum of 20 feet between the Scottsdale Road right-of-way line and the Gold Dust Avenue right-of-way line and the parking spaces and drive aisle that are adjacent to that street

frontage, in accordance with Zoning Ordinance Section 10.402.A.4.c. Please refer to items #21 - 24 in the "Considerations" section of this letter for suggestions on how the site may be modified to better address the zoning and design standard requirements.

4. In accordance with Zoning Ordinance Section 1.403.H.2., the additional conditional use permit criteria for a Gas Station requires the provision of renderings and/or building elevations to determine the building is "...of a unique design appropriate for the area...". Please provide building and canopy elevations and renderings which demonstrate compliance with this criterion.
5. Please revise the conceptual landscape plan so that it includes summary data indicating the landscape area (in square feet) of on-site, right-of-way, and parking lot landscaping, in compliance with Zoning Ordinance Section 10.200.

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:

6. Please revise the site plan to identify a 65 feet fee title right-of-way dedication along the N. Scottsdale Road frontage, in conformance with the Design Standards & Policies Manual Section 5-3.100.
7. Please revise the site plan to identify a 40 feet fee title right-of-way dedication along the E. Gold Dust Avenue frontage, including a 25 foot radius at the corner of Scottsdale and Gold Dust, in conformance with the Design Standards & Policies Manual Section 5-3.100.
8. Please revise the site plan to indicate construction of a new sidewalk along the N. Scottsdale Road street frontage. This sidewalk shall be a minimum 8 feet wide and separated from the curb where possible, in accordance with the Design Standards & Policies Manual Section 5-3.100.
9. Please revise the site plan to indicate construction of a new sidewalk along the E. Gold Dust Avenue street frontage. This sidewalk shall be a minimum 8 feet wide and attached to the curb, in accordance with the Design Standards & Policies Manual Section 5-3.100.
10. Please increase the width of the pedestrian walkway from the public sidewalk that is on Gold Dust Avenue to the entry area so that it will be a minimum of 6-foot clear width, in accordance with the Scottsdale Sensitive Design Principle 6 and Design Standards & Policies Manual Section 2-1.808.
11. Perimeter and site walls shall be constructed with 6 or 8 inch wide concrete masonry blocks, 8 inches wide brick, stone, concrete, or a similar solid and durable material to match the building. Stucco and paint the surface of concrete block walls to match the on-site buildings unless they are split-faced, grid or similar decorative types of block. Vary the horizontal and vertical alignment of the wall for visual interest. Please provide additional design details for walls demonstrating compliance with the Design Standards & Policies Manual Section 2-1.401.5.
12. Please relocate the required bicycle parking spaces so that they will be nearer to the public entrance to the building and in a location that can more conveniently be utilized by bicycle commuters and will benefit from natural surveillance, rather than locating the bicycle parking

spaces in a less obvious location. Please refer to the Design Standards & Policies Manual Section 2-1.808.B and Zoning Ordinance Section 9.106.C.2.

13. The submitted floor plan identifies multiple outdoor display / kiosks located on the sidewalk in front of the storefront. Please relocate these items to be interior to the store, or provide design details as to how these items will be screened and/or architecturally integrated with the building, in conformance with the City of Scottsdale Gas Station and Convenience Store Design Guidelines.

Building Design:

14. The floor plan indicates the SES service entrance section will be located on the south side of the building. Please revise the floor/site plan so the service entrance section (SES) is incorporated into the design of the building, either in a separate utility room, or the face of the SES shall be flush with the building face. An SES that is incorporated into the building, with the face of the SES flush with the building, shall not be located on the side of a building that is adjacent to a public right-of-way, roadway easement, or private streets, in accordance with the Design Standards & Policies Manual Section 2-1.402.

Landscape Design:

15. Please modify the plant species that are indicated in the Scottsdale Road frontage of the site and listed under the 'Landscape Legend' so that they match the Segment 4 Plant List that is in the Scottsdale Road Streetscape Design Guidelines, which can be found on the Scottsdale website at: <http://www.scottsdaleaz.gov/Assets/ScottsdaleAZ/Construction/scottsdale-road-streetscape/SRDesign.pdf>.
16. Due to the broad arching form of the leaves and flower stems of Hesperaloe parviflora Red Yucca, please revise the landscape plan so that the mature size of this plant will be at least four (4) feet from the edge of any parking spaces, pedestrian pathways or areas, in accordance with the Design Standards & Policies Manual Section 2-1.1001.13.
17. Due to the large thick terminal spines on the tip of the leaves of Agave weberi Weber's Agave, please revise the landscape plan so that the mature size of this plant will be at least four (4) feet from the edge of any pedestrian pathways or areas, and parking spaces, in accordance with the Design Standards & Policies Manual Section 2-1.1001.13.
18. Please revise the landscape plan so that the two mature eucalyptus trees, at the southwest corner of the site, will remain in place and be integrated into the landscape plan for this development proposal, in accordance with the Scottsdale Gas Station and Convenience Store Design Guidelines, Landscape Design section.
19. Please revise the landscape plan so that the landscape legend includes quantity of the proposed plants, in compliance with Zoning Ordinance Section 10.200, and plant sizes in compliance with Zoning Ordinance Section 1.403.H.1.

Lighting Design:

20. Please revise the pole light detail on sheet E1.0 so that the maximum height from grade to the bottom of the fixture does not exceed 20 feet, in accordance with the Design Standards & Policies Manual Section 2-1.1202.

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:

21. According to the parking plan submitted with the application, the adjacent shopping center will have 9 parking spaces in excess of the minimum parking requirements for the center. Please consider pursuing a remote parking agreement with the owner of the shopping center in an effort to reduce the number of spaces provided on the convenience store site. If 5 parking spaces can be provided remotely, then the 4 spaces adjacent to N. Scottsdale Road and the furthest south space in front of the building could be deleted and replaced with landscaping. Removal of these 5 parking spaces will help the site meet the minimum open space and landscape setback requirements.
22. Please consider removing excess pavement (extra wide drive aisles) and replace with landscaping and open space.
23. During the pre-application discussions the Transportation Department presented an option which included the property owner requesting abandonment of a portion of the Gold Dust Avenue right-of-way. Please consider pursuing this option as discussed previously, as the additional land area could be used to help the site meet the minimum opens space and landscape setback requirements.
24. Please consider reducing the size of the proposed convenience store to allow more of the site to be used as open space and landscaping. Reduction in building size would also result in a reduced parking requirement, allowing more area to be converted to landscape/open space.
25. Please consider repositioning the proposed site screen walls to be located further in to the property, a few feet away from the parking/driveway curbing, to allow for more contiguous landscape area visible from the street.

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:

Site:

26. Please provide a revised site plan that addresses the following technical comments in accordance with the Plan & Report Requirements for Development Applications:
 - a. Indicate the lot coverage / floor area ratio - allowable, provided, show calculations.
 - b. Indicate bicycle parking calculations.
 - c. Indicate open space calculations - on the site plan. Please refer to Zoning Ordinance Section 5.1504.C.
 - d. Indicate the dimensions of the parcel (proposed parcel).
 - e. Indicate the dimension between each building/structure.
 - f. Indicate the dimension from each building/structure to the adjacent/abutting property line.
 - g. Indicate the location of existing and proposed above ground utility equipment:

Contact Arizona Public Service (APS) to coordinate the installation of electric lines and the location of electrical equipment to serve the proposed development. Please refer to Attachment 1, APS Construction Energy Answers and contact Austin Prusak, APS Customer Project Manager (602-493-4456 or AustinPrusak@aps.com).

- h. Indicate the location of street lights, traffic control devices, Irrigation standpipes, and overhead utility lines and poles.
 - i. Remove aerial overlay from site plan.
27. Notes and dimensions on the site plan and the open space plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point font size ($1/6^{\text{th}}$ of an inch). Please refer to the Plan & Report Requirements for Development Applications.
28. The site plan indicates a series of dots, in a north-south alignment, located between the 15-space parking row and the building. Please identify these dots. Please refer to Zoning Ordinance Section 1.303 and the Plan & Report Requirements for Development Applications.

Landscaping:

29. Notes on the landscape plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size, in accordance with the Plan & Report Requirements for Development Applications.
30. Please indicate the location of above ground utility equipment and vaults on the landscape plan, in accordance Design Standards & Policies Manual, Section 2-1.401.1. and Zoning Ordinance Section 1.303.
31. Please utilize a dashed line to indicate the sight distance visibility triangles on the landscape plan, in accordance with the Scottsdale Design Standards & Policies Manual Section 5-3.119.

Lighting:

32. The lighting plan indicates pole-mounted light fixtures in the landscape areas that are at the north end and the south end of the row of 15 parking spaces that are in front of the building. In order to avoid conflicts between the pole-mounted light fixtures and the size of mature trees, please shift the location of the light fixtures so that there will be at least twenty (20) feet between the landscape areas and the light fixtures. Please refer to the Scottsdale Sensitive Design Principle 13.

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.

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 480-312-2258 or at bcluff@ScottsdaleAZ.gov.

Sincerely,

A handwritten signature in green ink, appearing to be 'Bryan Cluff', with a long horizontal line extending to the right.

Bryan Cluff
Senior Planner

Attachments:

- A: Resubmittal Checklist
- 1: APS Information

cc: OWNER

ATTACHMENT A
Resubmittal Checklist

Case Number: **10-UP-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 Narrative for Project

Site Plan:

_____ 4 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 ½" x 11"

Open Space Plan:

_____ 2 _____ 24" x 36" _____ 1 _____ 11" x 17" _____ 1 _____ 8 ½" x 11"

Elevations:

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

Perspective(s):

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

Landscape Plan:

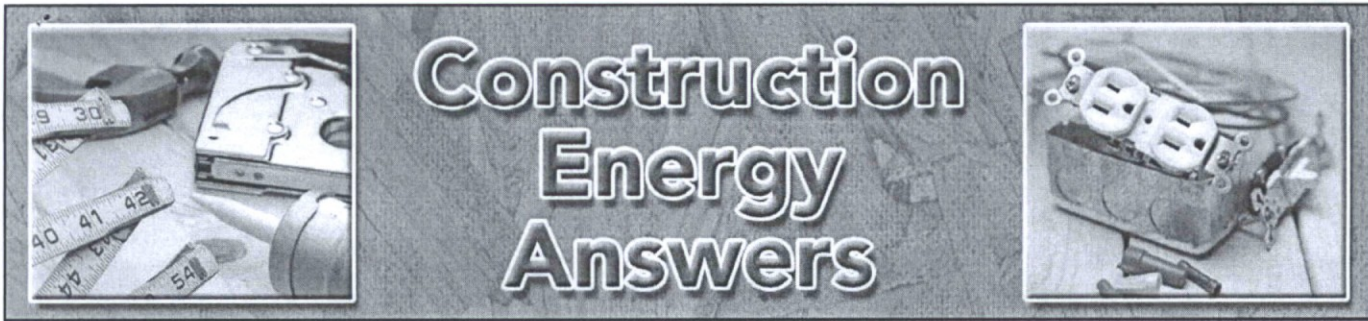
Color	_____ 1 _____	24" x 36"	_____ 1 _____	11" x 17"	_____ 1 _____	8 ½" x 11"
B/W	_____ 1 _____	24" x 36"	_____ 1 _____	11" x 17"	_____ 1 _____	8 ½" x 11"

Lighting Site Plan(s):

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

Floor Plan(s):

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



How to Obtain Electric Service for Your New Business

Our goal at APS is to make the installation of electric lines and equipment to serve your new business facility as easy as possible. In order to help us meet your needs, within your required time frame, we recommend you involve an APS representative as early in the design phase of your project as possible.

We hope you'll find the following information helpful, and we look forward to serving you.

Summary of Construction Process

You (or your developer) contact an APS representative and meet to review the scope of your project and any other pertinent requirements.

During the meeting, we'll discuss:

- A review of your building site plan
- Power requirements (voltage/electrical loads largest motors/plans for the future)
- Potential routes for overhead and underground power lines
- Proposed locations for APS ground mounted equipment and their associated working space requirements
- Location(s) of your service entrance equipment (To avoid excess service line charges, 277/480V service entrance sections (SES) need to be within 40' of the APS transformer and 120/208V SES need to be within 20' of the APS transformer.)
- Trench and conduit installation requirements, if any
- Temporary construction power requirements, if any
- Right-of-way, easement and permit requirements
- Specific field problems (access for heavy equipment)
- Time table for subsequent events
- Any applicable city, county, state and federal requirements
- APS and municipality inspections and clearances

Typical Sequence of Events You Can Expect in Getting Service to Your Facility

- APS prepares designs and cost estimates for installation of APS' facilities
- APS reviews project's costs to determine economic feasibility
- APS prepares necessary agreements and easements for APS facilities
- Agreements and/or easements are signed and any necessary payments are made
- APS schedules construction of electric facilities

- If underground facilities are being installed, a mutually agreeable trench opening date is established
- APS inspects customer-provided trench, conduit and related customer electrical equipment (A minimum of 24 hour's notice is needed prior to all APS inspections.)
- The trench must also be completely backfilled, compacted and pass APS final inspection prior to installation of APS facilities.
- All city, county and state final clearances must be received by APS at least one working day prior to meter installation.

Once the Process Begins, We Each Have Responsibilities

Design Stage

- You are expected to provide sufficient notice of intent to build. (Large projects and projects requiring three-phase power tend to require longer lead times.)
- You need to incorporate space requirements for APS' electrical padmount equipment into your project design plans.
- You are to provide preliminary scheduling information during the planning stage, i.e. trenching dates, in service dates.
- APS engineering design can begin when adequate drawings are provided by you (AutoCAD disk, if possible). The drawings you or your contractors supply need to include all of the following:
 1. Electrical load calculations
 2. An electrical plan showing the location of the SES for your facility
 3. Electrical service entrance section drawings with official street address on copies (must be sent to the APS Electrical Meter Shop prior to the beginning of construction) – If a meter room is proposed, a detailed dimensional drawing needs to be submitted and approved by APS prior to the start of your construction.
 4. Water, sewer, telephone, cable television and any other sub-grade obstruction
 5. Curb, gutter, drainage, grading and paving plans
 6. Landscaping (including retention basins) and sprinkler plans
 7. A copy of the deed for the property requiring electric service
 8. All control/survey drawings

Preconstruction Stage

- APS develops engineering design of APS electrical system up to your SES
- You obtain all necessary permits from the appropriate inspection authority
- APS prepares agreements and easements for you to sign (Depending on the scope of your project, you may need to pay refundable and/or non-refundable charges.)
- You sign the necessary agreements
- APS reviews service entrance section drawings for approval
- APS specifies the trench and equipment locations
- You provide property corners and grade stakes (Blue Tops) at all proposed equipment locations
- APS surveys and stakes the trench and equipment locations

Construction Begins

- If underground facilities are being installed, you must complete all trenching and conduit installations per APS' design.
- You provide trench, conduit, three phase transformer pads and install any APS supplied materials
- APS provides single phase transformer pads, vaults, pullboxes, J-boxes and manholes, etc.
- An APS representative will inspect and approve the trench and conduit installation to ensure compliance with APS design requirements.
- You make any necessary corrections and an APS representative will perform a final inspection.
- Your APS representative will schedule crew(s) for facility construction to begin after trench and pad inspections are approved and the electric service entrance section (SES) is installed.

Meter Panel/SES Location/Specifications

The following is a brief summary of your meter panel requirements. Detailed information is available from your local APS representative.

- APS reserves the right to determine the preferred location of the SES at your facility.
- All installations of service entrance sections (SES) shall comply with the standards contained within the Electric Service Requirements Manual (E.S.R.M.) available on our Web site. Visit "Construction Corner" on aps.com.
- Generally, all self-contained (200A SES and below) installations require safety test blocks.
- A minimum of three feet working clearance must be allowed in front of the SES.
- Prior to the beginning of construction, all meter room installations must be approved by an APS representative.
- The SES shall be accessible at all times for construction and continued maintenance of the service line. This often requires the use of large construction vehicles.
- The meter shall be accessible for meter reading, resetting, testing and maintenance without requiring passage through restricted private areas, gates or fences.

How to Acquire a Billing Account and Meter Installation

1. Call the APS Business Line two weeks prior to your desired meter installation date to establish a billing account – 602-371-6767 in metro Phoenix and 800-253-9407 outside metro Phoenix.
2. Call your APS Customer Project Manager to schedule meter panel inspection. (Call at least 48 hours in advance.)
3. APS inspects meter panel to see if it meets APS specifications. If specifications are met, APS approves the panel.
4. You obtain city or county electrical clearance.
5. When city and/or county electrical clearance is received by APS, the installation of your meter will be scheduled.

APS is your partner during this process. Please feel free to contact your APS representative at any time. Call 602-371-6867 in metro Phoenix, 800-253-9407 outside metro Phoenix, or visit the "Construction Corner" on aps.com.



July 10, 2017

William Scarbrough
Land Development Consultants, LLC
11811 N Tatum Blvd 1051
Phoenix, AZ 85028

Re:
10-UP-2016
Circle K

Dear William Scarbrough,

This is to advise you that the case referenced above was approved at the June 27, 2017 City Council meeting. The resolution may be obtained from the City Clerk's office or city website @

<https://eservices.scottsdaleaz.gov/eServices/ClerkDocs/Default.aspx>.

Please remove the red hearing sign as soon as possible. If you have any questions, please contact me at 480-312-2258.

Sincerely,

Bryan Cluff
Senior Planner



LAND DEVELOPMENT
CONSULTANTS, LLC

October 7, 2016

RE: Pre-Application – Case # 163-PA-2016
Circle K Store
10200 N Scottsdale Road
Scottsdale, Arizona

To whom it my concern:

The purpose of this letter is to inform you that this firm is filing an application for a Conditional Use Permit and Design Review Board approval for a convenience store with automotive fuel sales at the above referenced location.

Pertinent information regarding this project is as follows:

Location:	10200 North Scottsdale Road (southwest corner of Scottsdale & Gold Dust)
Size:	41,400 square feet
Existing Zoning:	C-3

A copy of the proposed site plan is attached.

You may contact Bryan Cluff, Senior Planner, City of Scottsdale, Community and Economic Development Division, Current Planning Services, 480-312-2258, bcluff@ScottsdaleAZ.gov for additional information.

If you have any questions regarding this case, please feel free to contact me at 602-953-8729, via email at dave@ldcaz.com.

Sincerely,

David Cisiweski

Attachments: Proposed Site Plan



LAND DEVELOPMENT
CONSULTANTS, LLC

October 7, 2016

RE: Pre-Application – Case # 163-PA-2016
Circle K Store
10200 N Scottsdale Road
Scottsdale, Arizona

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If you have any questions regarding this case, please feel free to contact me at 602-953-8729, via email at dave@ldcaz.com.

Sincerely,

David Cisiweski

Attachments: Proposed Site Plan

10-UP-2016
10/24/16