

**Correspondence Between  
Staff and Applicant  
Approval Letter**



6/13/2017

Danny Salem  
1655 W Chandler Blvd  
Chandler, AZ 85224

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

Dear Mr. Salem:

Your case 59-DR-2016, Jaylynn Properties Addition, is scheduled for the 7/20/2017 Development Review Board hearing. Please submit the following directly to me by 1:00 p.m. on 6/29/2017 in order to keep this hearing date:

- 1 copy of this letter (without this letter your packets will not be accepted)
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- 11 copies on 11"x17" paper, collated and stapled into packets; and
- 1 copy on 8 ½"x11" paper, not stapled, of the following:

- Site Plan (black and white)
  - Elevations (color)
  - Elevations (black and white)
  - Landscape Plans (black and white)
- 

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

Please contact me at 480-312-7713 or at [bcarr@ScottsdaleAZ.gov](mailto:bcarr@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, 7/17/2017. Please limit your presentation to a maximum of 10 minutes.

Thank you,

Brad Carr, AICP, LEED-AP  
Principal Planner



May 24, 2017

City of Scottsdale  
Planning Dept.

RE: 59-DR-2016  
Jaylynn Properties Addition  
Sundown Plaza  
10636 N. 71<sup>st</sup> Way  
Scottsdale, Arizona

ATTN: Brad Carr  
Principal Planner

Subject: Second Review Comments Response Letter

The following is a listing of responses to the first review comments dated 4/26/2017. The comments are not included here, only the response.

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1. Revised Project Narrative is included in submittal.
2. Bicycle parking has been relocated and includes calcs and city standard detail on DR-1, Site Plan.
3. Landscape plan has been updated to include quantities.
4. Landscape plan has been updated to include open space summary.
5. Revised water and wastewater reports are include in submittal
6. All new sidewalks have been revised to be a minimum of 6' wide, see Site Plan DR-1.
7. Number notations (+0'-0") have been added to the B/W elevations to improve readability.
8. The fire lane bucket turning radius has been added to the Site Plan, DR-1. Note that the fire lane is not required to access the parking lot.
9. Water and sewer BOD reports included in resubmittal. All utilities will be extended from existing services, no new services will be required. See C-1 for routing and connections of water sewer and fire lines.
10. Flow test included in resubmittal.
11. See C-1 for routing and connections of water sewer and fire lines.
12. Acknowledged.
13. Proposed building will not have separate water meter, fire lines and sewer service. A separate fire line backflow will be utilized in the fire riser assembly in the riser room.

William X Waldrom  
Architect

voice 623 602-703-7656 e-mail wxw@wxwarchitects.com 1995 forest hills rd

prescott, arizona 86303





4/26/2017

Danny Salem  
1655 W Chandler Blvd  
Chandler, AZ 85224

RE: 59-DR-2016  
Jaylynn Properties Addition

Dear Mr. Salem:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 4/5/2017. The following **2<sup>nd</sup> Review Comments** represent the review performed by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

**Zoning Ordinance and Scottsdale Revise Code Significant Issues**

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

**Zoning:**

1. Please revise the Project Narrative so that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance which was amended in December 2012.
2. Please revise the project plans to identify the location of required bicycle parking for the site and required and provided parking calculations. Bike racks shall be in conformance with City of Scottsdale Standard Detail No. 2285. Bike racks shall be placed in a location that will not impede pedestrian access routes. (Zoning Ordinance, Sec. 9.103; DSPM, Sec. 2.-1-808.)
3. Please revise the landscape plan so that the landscape legend includes quantity of the proposed plants, in compliance with Zoning Ordinance Section 10.200.
4. 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.

**Water and Waste Water:**

5. Please submit three (3) copies of the revised Water and Waste Water Design Reports with the original red-lined copy of the report to me with the rest of the resubmittal material identified

in Attachment A. The revised Water and Waste Water Design Reports shall address all comments in this comment letter.

### **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 the project plans to dimension the width of the pedestrian walkway from the public sidewalk that is on North 71<sup>st</sup> Place to each of the tenant entry areas. Please refer to Scottsdale Sensitive Design Principle 6 and Design Standards & Policies Manual, Section 2-1.808.

#### **Building Elevation Design:**

7. In order to improve readability of the building elevations, please add number notations (0.0, +1.5, -0.5, etc.) that indicate the differences between planer surfaces or utilize thicker and thinner lines to indicate portions of the building that are nearer or farther from view. Please refer to Zoning Ordinance Section 1.303.

#### **Fire:**

8. Please revise the project plans to demonstrate the commercial turning radii for fire vehicles (25' inner/49' outside/55' bucket swing). (DSPM, Sec. 2-1.802(5))

#### **Water and Waste Water:**

9. Per the DSPM Chapters 6 and 7, please submit three (3) copies of basic Basis of Design (BOD) reports for water and sewer with applicable information and obtain required BOD report approvals prior to submittal of final plans to the One Stop Shop. Follow requirements detailed in Chapter 6 & Chapter 7 of the DSPM. A description and supporting maps describing the routing and connection of water, sewer, fire supply pipelines, etc. Indicate proposed and existing line sizes, meter location/size, etc.
10. Per DSPM 6-1.405, a certified/witnessed fire hydrant flow test is required to be submitted for all commercial projects. Please refer to guidance within DSPM and Scottsdale Fire (NFPA interpretations and hydrant flow test information), refer to Scottsdale code and ordinances page.
11. Per DSPM 6-1.402, section B :  
*Water lines in commercial, multi-family and industrial developments should be located under driveway areas, and provided with an easement or tract where permanent 20 foot minimum access for maintenance purposes is maintained. In developments where other dry utilities, or private sewers are to occupy the same driveway, Plan Review Services may accept a 16 foot wide public water line easement.*
12. Appropriate water and sewer impact fees will be due for any new or upsized metered service per the fee schedule available on-line.

### **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:

Water and Waste Water:

13. If proposed building is desired to have a separate water meter and sewer service and fire line, services to the existing eastern building will need to be rerouted. Buildings on this one lot, under a common property owner's association, can be served off a single water/sewer service line per SRC Sec. 49-19. Backflow prevention at the public main is required for shared fire line feeds. Separate fire lines for each building can utilize a backflow in the appropriate riser.

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

**PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.**

The Planning & Development Services Division has had this application in review for 43 Staff Review Days since the application was determined to be administratively complete.

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

If you have any questions, or need further assistance please contact me at 480-312-7713 or at bcarr@ScottsdaleAZ.gov.

Sincerely,



Brad Carr, AICP, LEED-AP  
Principal Planner

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

Case Number: **59-DR-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 first review comment letter.
- One copy: Revised CD of submittal (PDF format)
- Two copies: Revised Narrative for Project

Site Plan:

9	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Open Space Plan:

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

Landscape Plan:

B/W	1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Technical Reports:

- 3 copies of Revised Water Design Report
- 3 copies of Revised Waste Water Design Report

Resubmit the Water and Waste Water to your Project Coordinator with any prior City mark-up documents.



April 5, 2017

City of Scottsdale  
Planning Dept.

RE: 59-DR-2016  
Jaylynn Properties Addition  
Sundown Plaza  
10636 N. 71<sup>st</sup> Way  
Scottsdale, Arizona

ATTN: Brad Carr  
Principal Planner

Subject: First Review Comments Response Letter

The following is a listing of responses to the first review comments dated 2/2/2017. The comments are not included here, only the response.

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1. Revised Project Narrative is included in submittal.
2. Bicycle parking has been relocated and includes calcs and city standard detail on DR-1, Site Plan.
3. Roof top mechanical unit screening is accomplished with the building parapets. See building section added to the Elevations on DR-3.
4. Roof drainage will be internal roof drains and pipes and will spill at grade, see building section added to the Elevations on DR-3.
5. Landscape plan has been updated.
6. Landscape plan has been updated.
7. FDC was added to DR-1, Site Plan.
8. Items a thru o have been added/corrected to DR-1, Site Plan.
9. Bicycle parking has been relocated and includes calcs and city standard detail on DR-1, Site Plan.
10. Bicycle parking has been relocated and includes calcs and city standard detail on DR-1, Site Plan.
11. All new sidewalks have been revised to be a minimum of 6' wide, see Site Plan DR-1.
12. Building and freestanding exterior light fixtures have been added to the Site Plan on DR-1 and the elevations on DR-3.
13. Roof top mechanical unit screening is accomplished with the building parapets. See building section added to the Elevations on DR-3.
14. The notes and dimension font size has been increased to 1/6th inch on all sheets.
15. The new driveway has been updated on the Site Plan, DR-1.
16. The new driveway has been updated on the Site Plan, DR-1 and is 30' wide.
17. All new sidewalks have been revised to be a minimum of 6' wide, see Site Plan DR-1.
18. The refuse enclosures are at 30 degrees, see DR-1, Site Plan.
19. ADA curb ramps at the two intersections are existing and therefore only the addition is of the detectable warning surface added to the existing scored curb ramp.
20. The accessible pedestrian route has been extended to the accessible parking stall, Site Plan DR-1.





21. A drainage statement has been added to the G&D plan. Requested additional information has been added to the G&D plan.
22. The fire lane and turning radius has been added to the Site Plan, DR-1.
23. The fire riser room has now been labeled. It is at the SE corner, see Site Plan DR-1.
24. Above ground utility equipment has been added to the plan.
25. Bicycle parking has been relocated and includes calcs, dashed parking area, (and city standard detail on DR-1, Site Plan).
26. Hesperaloe has been changed to regal mist deer grass, see landscape plan.
27. The notes and dimension font size has been increased to 1/6th inch on all sheets.
28. The metal railing call out has been revised, See elevations DR-3.
29. The cornice has been revised at all locations, see elevations DR-3.
30. An exterior shade canopy has been added to the east windows and a detail of canopy has been added to elevations DR-3.
31. An exterior shade canopy has been added to the east windows and a detail of canopy has been added to elevations DR-3.
32. Details showing the placement of glass and doors has been added to elevations DR-3.
33. Details showing the placement of glass and doors has been added to elevations DR-3.
34. Roof drainage will be internal roof drains and pipes and will spill at grade, see building section added to the Elevations on DR-3.
35. Thicker lines have been added to the elevations.
36. Material and color legend added to elevations DR-3.
37. All exterior building mounted light fixtures have been added to the elevations and the Site Plan.
38. The notes and dimension font size has been increased to 1/6th inch on all sheets.
39. The notes and dimension font size has been increased to 1/6th inch on all sheets.
40. Water and sewer BOD reports included in resubmittal. All utilities will be extended from existing services, no new services will be required.
41. Flow test included in resubmittal.
42. Acknowledged.
43. Acknowledged.
44. Roof access ladder is located in the riser room on the first floor and extends to the roof. See Site Plan DR-1 for location.
45. The notes and dimension font size has been increased to 1/6th inch on all sheets.
46. The trash enclosure will meet SD 2146-1. See note on Site Plan DR-1.
47. Striping has been modified, see Site Plan DR-1.
48. New improvements at removed driveway at north now noted on G&D and DR-1
49. Striping has been modified, see Site Plan DR-1.
50. New stop sign and stop bar added to Site Plan DR-1.
51. Acknowledged.
52. Acknowledged.

William X Waldrom  
Architect





2/2/2017

Danny Salem  
1655 W Chandler Blvd  
Chandler, AZ 85224

RE: 59-DR-2016  
Jaylynn Properties Addition

Dear Mr. Salem:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 12/23/2016. The following **1<sup>st</sup> Review Comments** represent the review performed by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

**Zoning Ordinance and Scottsdale Revise Code Significant Issues**

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

**Zoning:**

1. Please revise the Project Narrative so that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance which was amended in December 2012.
2. Please revise the project plans to identify the location of required bicycle parking for the site. Bike racks shall be in conformance with City of Scottsdale Standard Detail No. 2285. Bike racks shall be placed in a location that will not impede pedestrian access routes. (Zoning Ordinance, Sec. 9.103; DSPM, Sec. 2.-1-808.)
3. Please provide information and details related to screening devices that will be utilized to screen any mechanical equipment. Please refer to Zoning Ordinance Sec. 1.904.A.4 and Sec. 7.105.
4. Please provide information and details related to the roof drainage system. Please refer to Zoning Ordinance Section 7.105.
5. Please revise the landscape plan so that the landscape legend includes quantity of the proposed plants, in compliance with Zoning Ordinance Section 10.200.
6. 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.

Fire:

7. Please revise the project plans to demonstrate that the FDC meets spacing requirements in accordance with Ord. No. 4045, 503.2.1)

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:

8. Please provide a site plan and project data that complies with the Plan & Report Requirements for Development Applications. There will be comments regarding the site plan after it has been received and reviewed by staff. Please refer to Zoning Ordinance Section 1.303.
  - a. Darken the line weight for all project data information and notes. It is difficult to read and understand these aspects of the site plan.
  - b. Provide a written and graphic scale on the site plan. These are indicated as 1"=20'-0" however the site plan appears to be drawn at 1"=10'-0".
  - c. Provide a vicinity map on the site plan.
  - d. Revise the site plan to indicate the zoning district of all adjacent and abutting parcels.
  - e. Revise the project data to indicate the gross floor area on the site plan.
  - f. Revise the project data to indicate bicycle parking - required, provided, show calculations.
  - g. Revise the project data to indicate open space - required, provided, show calculations - on the site plan. Please refer to Zoning Ordinance Section 5.1404.
  - h. Revise the site plan to indicate the number of consecutive vehicle parking spaces in each row.
  - i. Revise the site plan to indicate the dimensions of the parcel.
  - j. Revise the site plan to indicate the dimension between each building/structure.
  - k. Revise the site plan to indicate the dimension from each building/structure to the adjacent/abutting property line.
  - l. Revise the site plan to indicate the location of sidewalks, with pavement types, and dimensions.
  - m. Revise the site plan to indicate the dimensions of the parking spaces and drive aisles.
  - n. Revise the site plan to indicate the location of above ground utility equipment.
  - o. Revise the site plan to indicate the location of street lights, traffic control devices, Irrigation standpipes, and overhead utility lines and poles.
9. Please utilize a dashed or dotted line to show the locations and dimensions of bicycle parking spaces and rack design, in conformance with City of Scottsdale Standard Detail No. 2285, on the site plan. Detail No. 2285 is for 4 bicycle parking spaces and requires 6.5 feet by 9.5 feet of site area. Please refer to the Plan & Report Requirements for Development Applications. Please refer to DSPM Sec. 2-1.808 B. Please refer to Zoning Ordinance Section 1.303.
10. Relocate the required bicycle parking spaces so that they are nearer to the individual tenant suite entrances/public entrances to the building in order that the bicycle parking spaces will be in locations that will be utilized by bicycle commuters and benefit from natural surveillance, rather than locating all the racks in two or three less obvious locations. Please refer to DSPM Sec. 2-1.808 B. Please refer to the Scottsdale Zoning Ordinance Section 9.106.C.2.
11. Please increase the width of the pedestrian walkway from the public sidewalk that is on North 71<sup>st</sup> Place to each of the tenant entry areas so that it will be a minimum of 6-foot clear width.

Please refer to Scottsdale Sensitive Design Principle 6 and Design Standards & Policies Manual, Section 2-1.808.

12. Please indicate the locations of building mounted and free standing exterior light fixtures on the site plan. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.
13. 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. Wall heights for ground-mounted units shall be a minimum of 1-foot taller than the tallest unit. Please refer to Design Standards & Policies Manual, Section 2-1.401.1.
14. 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<sup>th</sup> of an inch). Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Circulation:

15. Please revise the project plans to revise the new driveway entrance at the center of the site to conform to the most recent revision of COS driveway CL-1, including the correct location of the sidewalk behind the driveway apron. The driveway detail can be found in the DSPM, Figure 5.3-38.
16. Please revise the project plans to ensure that the on-site driveway is a minimum of 24 feet wide and a maximum of 30 feet wide. (Zoning Ordinance, Sec. 9.106; DSPM, Sec. 2.1-801.)
17. Please revise the project plans to ensure that all new on-site sidewalks are a minimum of six (6) feet in width. (DSPM, Sec. 2-1.808.)
18. Please revise the project plans to ensure the refuse enclosures are oriented at a 30 degree angle to the adjacent drive aisle. (DSPM, Sec. 2-1.804.)
19. Please revise the project plans to provide ADA ramps (with detectable warnings) at the southeast corner of E. Sahuaro Drive North and N. 71<sup>st</sup> Place and the northeast corner of E. Sahuaro Drive South and N. 71<sup>st</sup> Place. (Zoning Ordinance, Sec. 1.204.)
20. Please revise the project plans to identify the accessible pedestrian route from the sidewalk located adjacent to the street to the building entry and from the ADA parking space to the building entry. (Zoning Ordinance, Sec. 1.204.)

Drainage:

21. Please submit two (2) copies of the revised Preliminary Grading & Drainage Plan to your Project Coordinator with the rest of the resubmittal material identified in Attachment A. The revised document should address the following comments:
  - a. Please add a Drainage Statement to certify that the historic drainage pattern of the site will be maintained and no newly impervious area will be added as a result of proposed improvements. (DSPM, Sec. 4-1.000)
  - b. Please provide additional detailed information on the preliminary grading plan, including flow direction arrows, grade breaks, and new curb information. (DSPM, Sec. 4-1.900.)

Fire:

22. Please revise the project plans to demonstrate the commercial turning radii for fire vehicles (25' inner/49' outside/55' bucket swing). (DSPM, Sec. 2-1.802(5))

23. Please revise the project plans to identify the location of the Fire Riser room. (DSPM, Sec. 6-1.504(1))

Landscape Design:

24. Please indicate the location of above ground utility equipment and vaults on the landscape plan. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Design Standards & Policies Manual, Section 2-1.401.1. Please refer to Zoning Ordinance Section 1.303.
25. Please utilize a dashed or dotted line to indicate the site area that needs to be allocated as bicycle parking spaces. Modify the location of either the landscape improvements or the bicycle parking spaces and racks if there is a conflict between landscape plants and bicycle parking spaces. Please refer to DSPM Sec. 2-1.808 B.
26. 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. Please refer to DSPM Sec. 2-1.1001.13.
27. 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. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Building Elevation Design:

28. On Sheet DR-3, several notes indicate 'wrought iron' for railings. Please revise these notes to read 'ornamental metal', unless these railings will be specified to be wrought iron.
29. Please revise the design of the cornice element that is indicated at the top of the exterior walls so that it will have an articulated surface, such as a motif of dentils or an ogee curve, instead of a flat, angular surface. Please refer to the Scottsdale Commercial Design Guidelines, Architecture section.
30. Please provide section drawings of the proposed exterior shade devices. Provide information that describes the shadow/shade that will be accomplished by the proposed shade devices, given the vertical dimensions of the wall opening. All shade devices should be designed so that the shade material has a density of 75%, or greater, in order to maximize the effectiveness of the shade devices. Please refer to Scottsdale Sensitive Design Principle 9. Please refer to the following internet link: <http://www.scottsdaleaz.gov/design/Shading>.
31. Several windows on the East side of the building appear to be unprotected from solar exposure, heat gain, and to minimize reflected heat. Please provide exterior shade devices for these windows and/or provide illustrations that demonstrate how proposed roof overhangs, canopies, and other exterior design elements provide shade for these windows. All shade devices should be designed so that the shade material has a density of 75%, or greater, in order to maximize the effectiveness of the shade devices. Please refer to Scottsdale Sensitive Design Principle 9 and the Scottsdale Design Guidelines for Office Development, Architecture Section, Guidelines 6, 10, and 17. Please refer to the following internet link: <http://www.scottsdaleaz.gov/design/Shading>.
32. Please provide window sections that indicate that all exterior window glazing will be recessed a minimum of fifty (50) percent of the wall depth, including glass curtain walls/windows within any tower/clerestory elements. Please demonstrate the amount of recess by providing dimensions from the face of the exterior wall to face of glazing, exclusive of external detailing. Please refer to the Scottsdale Sensitive Design Principle 9 and Scottsdale Design Guidelines for Office Development, Architecture section, Regional Influence on Design sub-section.

33. Please provide door sections that indicate that all exterior doors will be recessed a minimum of thirty (30) percent of the wall depth. Please demonstrate the amount of recess by providing dimensions from the face of the exterior wall to the face of the door frame or panel, exclusive of external detailing. Please refer to the Scottsdale Sensitive Design Principle 9 and Scottsdale Design Guidelines for Office Development, Architecture section, Regional Influence on Design sub-section.
34. 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. Please refer to Scottsdale Design Standards & Policies Manual Section 2-1.401.4.
35. In order to improve readability of the building elevations, please add number notations (0.0, +1.5, -0.5, etc.) that indicate the differences between planer surfaces or utilize thicker and thinner lines to indicate portions of the building that are nearer or farther from view. Please refer to Zoning Ordinance Section 1.303.
36. Please provide notation regarding the locations of the materials and colors that will be utilized on the building elevations. Please refer to the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications. There will be comments regarding the building elevations after the materials and colors information has been received and reviewed by staff. Please refer to Zoning Ordinance Section 1.303.
37. Please indicate the locations of all building mounted lighting fixtures on the building elevation drawings. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.
38. Notes and dimensions on the building elevations appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Lighting Design:

39. Notes on the lighting plan and cut sheets appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Water and Waste Water:

40. Per the DSPM Chapters 6 and 7, please submit three (3) copies of basic Basis of Design (BOD) reports for water and sewer with applicable information and obtain required BOD report approvals prior to submittal of final plans to the One Stop Shop. Follow requirements detailed in Chapter 6 & Chapter 7 of the DSPM. A description and supporting maps describing the routing and connection of water, sewer, fire supply pipelines, etc. Indicate proposed and existing line sizes, meter location/size, etc.
41. Per DSPM 6-1.405, a certified/witnessed fire hydrant flow test is required to be submitted for all commercial projects. Please refer to guidance within DSPM and Scottsdale Fire (NFPA interpretations and hydrant flow test information), refer to Scottsdale code and ordinances page.
42. Per DSPM 6-1.402, section B :  
*Water lines in commercial, multi-family and industrial developments should be located under driveway areas, and provided with an easement or tract where permanent 20 foot minimum access for maintenance purposes is maintained. In developments where other dry utilities, or*

*private sewers are to occupy the same driveway, Plan Review Services may accept a 16 foot wide public water line easement.*

43. Appropriate water and sewer impact fees will be due for any new or upsized metered service per the fee schedule available on-line.

Floor Plan:

44. Please provide a floor plan or roof plan that indicates and illustrates the location of the roof access ladder. Please refer to Scottsdale Design Standards & Policies Manual Section 2-1.401.3.
45. Notes on the floor 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. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

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:

46. Please revise the project plans to ensure that new trash enclosures meet City of Scottsdale Standard Detail 2146-1. (Zoning Ordinance, Sec. 1.204.)

Circulation:

47. Please revise the project plans to show the modification of striping for on-street parking spaces to accommodate the new site driveway onto N. 71<sup>st</sup> Place and the addition of a 12" stop bar at the site driveway approach. (Zoning Ordinance, Sec. 1.204.)
48. Please revise the project plans to remove the existing driveway on E. Sahuaro Drive North at the north side of the site and replace with curb, gutter, and sidewalk to match the existing adjacent improvements. (Zoning Ordinance, Sec. 1.204.)
49. Please revise the project plans to indicate the restriping of E. Sahuaro Drive North to add more on-street parking spaces at the location of driveway that is being removed. One of the newly-striped spaces shall be an ADA-compliant parking space.
50. Please revise the project plans to indicate the installation of a new 30" stop sign ALL WAY plaque (R1-1, R1-3P) at new western driveway. (Zoning Ordinance, Sec. 1.204.)

Water and Waste Water:

51. If proposed building is desired to have a separate water meter and sewer service and fire line, services to the existing eastern building will need to be rerouted. Buildings on this one lot, under a common property owner's association, can be served off a single water/sewer service line per SRC Sec. 49-19. Backflow prevention at the public main is required for shared fire line feeds. Separate fire lines for each building can utilize a backflow in the appropriate riser.

Other:

52. Please note that easement dedications for public sidewalks located outside of public right-of-way, site visibility triangles at driveways, traffic safety triangles at intersections, and Emergency and Service Vehicle Access through over on-site drive aisles may be required.

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

**PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURNED TO THE APPLICANT.**

The Planning & Development Services Division has had this application in review for 27 Staff Review Days since the application was determined to be administratively complete.

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

If you have any questions, or need further assistance please contact me at 480-312-7713 or at bcarr@ScottsdaleAZ.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Carr".

Brad Carr, AICP, LEED-AP  
Principal Planner

**ATTACHMENT A  
Resubmittal Checklist**

Case Number: **59-DR-2016**

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

- One copy: COVER LETTER – Respond to all the issues identified in the 1st Review Comment Letter
- One copy: Revised CD of submittal (PDF format)
- One copy: Revised Narrative for Project

Site Plan:

9	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Open Space Plan:

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

Landscape Plan:

B/W	1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Lighting Site Plan:

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Photometric Analysis Plan:

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Manufacturer Cut Sheets of All Proposed Lighting:

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Floor Plan:

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Technical Reports:

- 2 copies of Revised Preliminary Grading and Drainage Plan
- 3 copies of Water Design Report
- 3 copies of Waste Water Design Report.

Resubmit the revised Preliminary Grading and Drainage Plan and the Water and Waste Water Reports to your Project Coordinator with any prior City mark-up documents.



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

7447 East Indian School Road  
Scottsdale, Arizona 85251

Date: 12/23/16  
Contact Name: DANNY SALEM  
Firm name: \_\_\_\_\_  
Address: 1655 W. CHANDLER BLVD  
City, State Zip: CHANDLER, AZ

RE: Application Accepted for Review.  
803 - PA - 2016

Dear MR. SALEM:

It has been determined that your Development Application for Sundown Plaza New addition 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: BRAD CARR  
Title: PRINCIPAL PLANNER  
Phone number: 480.312.7713  
Email address: bcarr@scottsdaleaz.gov