

CCBG Comment and Response Tracker

Project: Phoenix Seminary Campus Addition & Remodel - Library & Classroom
2nd Review comments

prepared by JC - CCBG
reviewer: Jesus Murillo

No.	Category	Sheet	Comment	Responsible Party	Response
1	Zoning / CUP	n/a	The Development Review Board case, 22-DR-2016, shall not be resubmitted, or proceed through the process, until the Conditional Use Permit application has been approved by the City Council (Zoning Ordinance Section 1.301.D). Architectural review comments will not be required to be addressed with the Conditional Use Permit application resubmittal.	PS/CCBG	Owner submitted a concurrent review request for the DRB and CUP processes on May 12, 2016.
2	Zoning / CUP	Project Narrative	With the resubmittal, please update the project narrative to address the criteria set forth in Zoning Ordinance Section 1.904. Please identify each Conditional Use Permit criteria in this section, and address the execution of the criteria by this proposal. Please also identify the maximum number of students that will be on-site at any particular moment. Please provide a sample curriculum to assist the understanding of the occupancy of the site during the hours of operation.	CCBG	Project Narrative updated to address factors illuminated in Scottsdale Zoning code section 1.400 - Conditional Use Permit Issuance
3	Zoning / CUP	project Narrative	With the resubmittal, please update the project narrative to address the criteria set forth in Zoning Ordinance Section 1.904. Please update the narrative to identify the analysis behind the provided number of employees. Identify whether the number of employees includes only those employees not associated with the other site uses, or whether the number of employees is accurately the only number of staff employed for the private college/university use as of yet.	CCBG	Project Narrative updated to address factors illuminated in Scottsdale Zoning code section 1.904 - Development Review Board Criteria
4	Zoning / CUP	Legal	Please provide Complete and updated Commitment for Title within the last 30 days, for both subject parcels. The "Proposed Insured" shall be the City of Scottsdale . Commitment for Title must be within 30 days of resubmittal date. Commitment for Title shall have all sections and paragraphs completed (DSPM Chapter 1, Section 1-1.403.G).	PS/CCBG	See Attached "Commitment for Title" Exhibit
5	Zoning / CUP	A1.1 / A1.2	Please update the project site plan to demonstrate that the FDC meets the spacing requirements in accordance with all fire ordinance requirements (Fire Ord. 4045, 912).	CCBG	See revised site plans for existing fire riser and existing FDC locations.
6	Zoning / CUP	Drainage Report	Please submit two (2) copies of the revised Drainage Report with the original red-lined copy of the report to me with the rest of the resubmittal material identified in Attachment A.	SEG	see updated drainage report from SEG and original city redlines attached.
7	Zoning / CUP	404 Waiver	Please submit one (1) copy of the revised Storm Water Waiver with the original red-lined copy of the waiver to me with the rest of the resubmittal material identified in Attachment A.	SEG	See attached completed 404 waiver form
8	Zoning / CUP	Drainage Report	The proposal includes the addition of two (2) structures. The new structures are being proposed to be located and constructed primarily on existing impervious surfaces (parking lot), and thus the runoff from the site will not increase. No stormwater storage volume is required. Please update the project drainage report to indicate this situation.	SEG	see updated drainage report from SEG and original city redlines attached.
9	Policy Issues	A1.1 / A1.2	With the resubmittal, please update the project site plan to provide the dimensions of the landscape islands in the parking lot so that they will comply with ordinance (Zoning Ordinance Section 10.501.2.a).	CCBG	see open space plan A1.3 for calculations of landscape and open area on-site
10	Policy Issues	L1.2	With the resubmittal, please update the conceptual landscape plan so that it includes summary data indicating the landscape area (in square feet) and parking lot landscaping, in compliance with ordinance (Zoning Ordinance Section 10.200).	CCBG	see revised conceptual landscape plan attached
11	Policy Issues	L1.2 & L2.2	Please revise the landscape plan so that the landscape legend includes quantity of the proposed plants, in compliance with Zoning Ordinance Section 10.200.	CCBG	see revised conceptual landscape plan attached.

5-UP-2016

09/07/16

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12	Policy Issues	A3.1 & A3.2	With the resubmittal, please update project elevations to indicate and illustrate the location of the electrical service entrance section or electrical meters and service panels for each unit. Service entrance sections (SES) or electrical meters and service panels 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. A SES panel 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 any: public right-of-way, roadway easement, or private streets (Scottsdale Design Standards and DSPM Section 2-1.402). sections (SES) or electrical meters and service panels 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. A SES panel 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 any: public right-of-way, roadway easement, or private streets (Scottsdale Design Standards and DSPM Section 2-1.402).	CCBG	See updated elevations and floor plans attached.
13	Policy Issues	A3.1 & A3.2	Consider continuing the column feature rhythm, form the north elevation, down through the west and east elevation. The language of the columns continuing through as a common language does not have to be provided as an actual column. The eastern and west elevations could contain indentations that same size and shape of the columns located on the northern portion of the library building.	CCBG	See revised elevations attached. Reveals have been added to the east and west facades to mimic the column rhythm on the north elevation
14	Policy Issues	A3.1 & A3.2	Consider using differing material finishes, and color variations, to break up the façade on the west and east elevation.	CCBG	See revised elevations attached.
15	Policy Issues	A3.1 & A3.2	With the resubmittal, please update project elevations to provide all drainage systems being integrated 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 (Scottsdale Design Standards and DSPM Section 2-1.401.4).	CCBG	All building drains are internal to the building envelope and will be undergrounded and routed to bubbler boxes remote from the buildings on-site.
16	Policy Issues	A1.6	With the resubmittal, please update case application to provide design details for the: hardscape design, pavement design, shade devices and materials, and all proposed pedestrian amenities.	CCBG	see attached site details sheet A1.2 for additional information on the site constructs.
17	Policy Issues	Building Elevations	With the resubmittal, please update the case application to provide paint color drawdowns and the Color & Material Sample Board per the Development Review Development Application Checklist, Part III – Samples & Models.	CCBG	see attached paint draw-downs
18	Policy Issues	A1.1 / A1.2	With the resubmittal, please update the project site plan to demonstrate COMMERCIAL turning radii (25-foot inner radius, 49-foot outside radius, and 55-foot bucket swing radius area) (DSPM Section 2-1.802(5)).	CCBG	site plan has been updated to illustrated all pertinent turning radii, see attached.
19	Policy Issues	A1.1	With the resubmittal, please update the project site plan to demonstrate the location of Fire Riser room (DSPM Section 6-1.504(1)).	CCBG	site plan updated to include fire riser location, see note #28 on Sheet A1.1
20	Policy Issues	C3.00 / C3.10	With the resubmittal, update the project site plan to demonstrate fire lane surface will support 83,000 lbs. GVW to include any bridge/culvert crossing (DSPM Section 2-1.802(3)).	SEG	see revised civil sheets from SEG for heavy duty pavement construction specifications
21	Policy Issues	Circulation	Owner will likely be required to dedicate a minimum 5-ft Non-motorized Public Access Easement, along the northern boundary of the property, adjacent to E. Shea Boulevard for trail purposes.	CCBG	Owner will address dedication requirements as necessary through the development process.

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22	Policy Issues	Circulation	With the resubmittal, please update the project site plan to eliminate the "Y" intersections, specifically located at the "drop-off" area. All internal intersections need to be at 90 degree angles to establish right-of-way for drivers (DSPM Section 5-3.001).	CCBG	see attached letter of approval from City of Scottsdale Fire Department
23	Policy Issues	A1.1 / A1.2	With the resubmittal, please update the project site plan to provide all internal sidewalks measuring at a minimum of six (6) feet in width (DSPM Section, 2-1.808).	CCBG	see updated site plan for sidewalk dimensions.
24	Policy Issues	A1.2	With the resubmittal, please update the project narrative and site plan to provide one (1) refuse enclosure required for each 20,000 square feet of floor area. (DSPM Section 2-1.804).	CCBG	see updated site plan for two-container trash enclosure location. See site detail sheet for construction information.
25	Policy Issues	DRB Request	Please submit a Project Narrative that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance.	PS/CCBG	See items #2 & #3
26	Policy Issues	A1.6	Please provide design details of the hardscape and pavement design, shade devices and materials, and pedestrian amenities.	CCBG	See item #16
27	Policy Issues	DRB Request	Please provide paint color drawdowns and the Color & Material Sample Board per the Development Review Development Application Checklist, Part III – Samples & Models.	CCBG	see item #17
28	Policy Issues	L1.2 / L2.2	Please show all of the existing and new landscaping including that which will be located within the Shea Boulevard street frontage landscape area. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.	Studio Sprawl	Project scope involves no landscaping work along Shea Boulevard. All landscaping at this location is existing to remain. See attached conceptual landscape plan.
29	Policy Issues	L1.2 / L2.2	With the resubmittal, please update the conceptual landscape plan to layout the installation of the proposed plants so that there will be a distance of at least four feet, between the edge of the walkway and pedestrian areas to the edge of the mature plant, for any cacti, agave, yucca, or other thorny, spiny plants are proposed to be planted adjacent to any walkways or other pedestrian areas (due to the thorns or spines on these plants) (DSPM Section 2-1.1001.13).	Studio Sprawl	all cacti have been moved minimum 4'-0" from all walks - see attached landscape plans
30	Policy Issues	L1.2 / L2.2	With the resubmittal, please update the conceptual landscape plan to 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, due to the broad arching form of the leaves and flower stems of <i>Hesperaloe parviflora</i> Red Yucca (DSPM Section 2-1.1001.13).	Studio Sprawl	all Hesperaloe have been moved a minimum 4'-0" from all walks - see attached landscape plans
31	Policy Issues	A1.2	With the resubmittal, please update the project site plan to provide the dimensions of the landscape islands in the parking lot so that they will comply with ordinance (Zoning Ordinance Section 10.501.2.a)	Studio Sprawl /CCBG	see item #9
32	Policy Issues	A1.1 / A1.2	With the resubmittal, please update project site plan to eliminate the landscape symbols from the site plan. Providing the landscape symbols on the site plan results in too much information on the landscape plan, making it too busy or difficult to read. Please refer to the Plan & Report Requirements for Development Applications (Zoning Ordinance Section 1.303).	CCBG	See revised architectural site plans attached
33	Technical Corrections	Building Elevations	Please update the project materials board to provide an 11x17-sized materials-callout elevation with the provided materials board. Please provide paint color drawdowns and the Color & Material Sample Board per the Development Review Development Application Checklist, Part III – Samples & Models.	CCBG	see attached exhibits
34	Technical Corrections	Building Elevations	Please update the project materials board to provide an 11x17-sized materials-callout elevation with the provided materials board.	CCBG	see item #33