

**Correspondence Between  
Staff and Applicant  
Approval Letter**



May 5, 2017

Gary Meyer  
City of Scottsdale  
7447 E Indian School  
Scottsdale, AZ 85251

RE: 22-UP-1990#2  
Scottsdale Civic Center Mall Municipal Use Master Site Plan

Dear Mr. Meyer:

The Planning & Development Services Division has completed the review of the above referenced Municipal Use Master Site Plan. 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.

**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:

**Fire:**

1. Please revise the graphics and text to include the locations of the existing internal fire lanes (twenty-four foot minimum unobstructed width) that are to remain (Fire Ord. 4045, 503.3).

**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:**

2. Please revise the application narrative to include a detail description of the master plan, proposed improvements, and programing concepts. In addition, please revise the application narrative to include the methodology and analysis of concept pertaining to the proposed master plan and how the proposed plan specifically addresses the Goals and Approaches of the City of Scottsdale General Plan 2001, the Goals and Policies of the Downtown Area Plan, and Scottsdale Sensitive Design Program's Sensitive Design Principles.

3. Please revise the application narrative and graphics to provide clarification regarding the proposed 'Rose Garden' that is on the north side of the 'New Performance Pavilion and Gathering Space'. It appears that this feature element will conflict with the pedestrian pathway that is located to the east and west sides of the 'Rose Garden'. Please refer to Scottsdale Sensitive Design Principles 5, 6, & 7.
4. Please revise the application narrative and graphics to address and incorporate various forms loading, staging, storage and maintenance accommodation necessary for the proposed and existing facilities to operate as fully functional event space and civic center.

Circulation:

5. There appears to be significant loss of surface parking south of East 1<sup>st</sup> Avenue, north and east of City Hall. Please revise the application narrative to include information about how many spaces are being removed and how many will be provided in the "below grade parking" area. In addition, please provide the approximate location that vehicles will utilize to enter the below grade parking area from East 1<sup>st</sup> Avenue, North 75<sup>th</sup> Street, and North Drinkwater Boulevard.
6. Please revise the proposed master site plan to include an east-west pedestrian pathway along the north side of the New Performance and Pavilion Gathering Space to connect to the path along North Drinkwater Boulevard, East Main Street area and to the City Hall area. Pedestrians should not have to travel south of the performance/gathering area to travel east-west through the mall.
7. Please revise the application narrative and incorporate additional graphics that include information about event truck access in and through the mall area, back of house facilities and operation, and refuse considerations for City Hall, the Center for Performing Arts, and proposed facilities.
8. The graphics make it appear that the on-street parking along the west side of North 75<sup>th</sup> Street are being removed. Please revise the graphics to show and label this parking to remain.
9. Please revise the graphics to include minimum typical widths and dimensions for the pedestrian corridors connecting North Brown Avenue into the Mall area. Please ensure that a minimum of 10 foot clear pathways will be available if event tents are allowed along this corridor.
10. Please revise the graphics to include more information and details pertaining to the pedestrian crossings from One Civic Center building to City Hall. The existing crossings are not shown on the site plan.

Other:

11. Please revise the narrative to include the methodology utilized to accommodate refuse and recycling. In addition, please revise the application narrative to address other infrastructure improvements, such as lighting, electrical, and water and wastewater improvements that are necessary to accommodate the existing functions and events in the mall and proposed facilities.

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:

12. Please provide notation and clarification regarding the small, terra-cotta-colored polygons that are illustrated at various locations within the project area.
13. Please identify the existing Little Red School House.
14. Please consider shifting the note 'Repair and Open Plaza to Street Level' so that it is at the northwestern corner of the project area, with an arrow as appropriate.

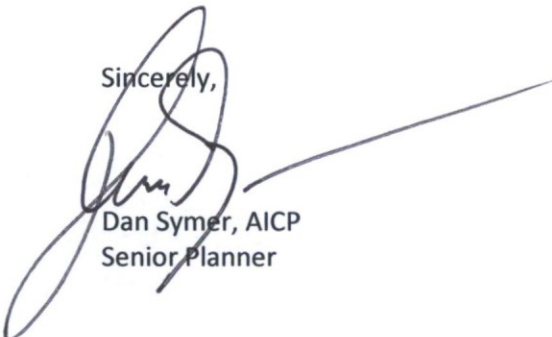
Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine 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 **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 480-312-4218 or at [dsymer@ScottsdaleAZ.gov](mailto:dsymer@ScottsdaleAZ.gov).

Sincerely,



Dan Symer, AICP  
Senior Planner

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

Case Number: **22-UP-1990#2**

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 :

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

Any other plan or graphic utilized to address staff comments:

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

Other Supplemental Materials:

Any other information necessary to address staff comments

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May 2, 2018

Elaine Mercado  
City of Scottsdale  
7447 E Indian School Rd Ste 205  
Scottsdale, AZ 85251


Re: 5-ZN-2017, 22-UP-1990#2 and 6-UP-2017  
Scottsdale Civic Mall

Dear Elaine Mercado,

This is to advise you that the cases referenced above was approved at the May 1, 2018 City Council meeting. The City Council related documents may be obtained from the City Clerk's office located at 3939 N. Drinkwater Blvd. Scottsdale, AZ 85251 or by entering the document number through the city website @ <https://eservices.scottsdaleaz.gov/cityclerk/DocumentSearch>

Please remove the red hearing sign as soon as possible. If you have any questions, please contact me at 480-312-2376.

Sincerely,



Jeff Barnes  
Senior Planner