

**Correspondence Between
Staff and Applicant
Approval Letter**

August 22, 2018

49-DR-2017

James Larson

Larson Associates Architects Inc

3807 N 24Th St Ste 100

Phoenix, AZ 85016

RE: DRB APPROVAL NOTIFICATION

Case Reference No: 49-DR-2017 Stamper Hangar

The Development Review Board approved the above referenced case on August 16, 2018. For your use and reference, we have enclosed the following documents:

- Approved Stipulations/Ordinance Requirements
- Accepted Basis of Design Reports
- Accepted Case Drainage Report
- Construction Document Submittal Requirements/Instructions
- This approval expires two (2) years from date of approval if a permit has not been issued, or if no permit is required, work for which approval has been granted has not been completed.
 - These instructions are provided to you so that you may begin to assemble information you will need when submitting your construction documents to obtain a building permit. For assistance with the submittal instructions, please contact your project coordinator, Jeff Barnes, 480-312-2376.
- Table: "About Fees"
 - A brief overview of fee types. A plan review fee is paid when construction documents are submitted, after which construction may begin. You may review the current years fee schedule at: <http://www.scottsdaleaz.gov/bldgresources/Fees/default.asp>

Please note that fees may change without notice. Since every project is unique and will have permit fees based upon its characteristics, some projects may require additional fees. Please contact the One Stop Shop at 480-312-2500.

Finally, please note that as the applicant, it is your responsibility to distribute copies of all enclosed documents to any persons involved with this project, including but not limited to the owner, engineers, architect, and developer.

Sincerely,



Jeff Barnes

Senior Planner

jbarnes@ScottsdaleAZ.gov

About Fees -

The following table is intended to assist you in estimating your potential application, plan review, and building permit fees. Other fees may also apply, for example Water Resources non-Residential Development, Parking-in-Lieu Fees, or Assessment District Fees; and those fees are not listed in this package the plan review staff is responsible for determining additional applicable fees.

Type of Activity	Type of Fee	Subcategory	When paid?
Commercial	Application	<ul style="list-style-type: none"> ▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment 	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> ▪ Commercial, foundation, addition, tenant improvement/remodel ▪ Apartments/Condos ▪ Engineering site review ▪ Signs ▪ Plat fees ▪ Misc. Plan Review ▪ Lot Tie/Lot Split ▪ Pools & Spas ▪ Recordation 	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> ▪ Commercial addition, remodel, tenant improvement, foundation only, shell only ▪ Fence walls or Retaining walls ▪ Misc. Permit ▪ Signs 	After construction document approval and before site construction begins
Residential	Application	<ul style="list-style-type: none"> ▪ Preapplication, Variance, Zoning Appeal, Continuance, Development Review Board, ESL, General Plan, Rezoning, Sign Review, Special Event, Staff Approval, Temporary Sales Trailer, Use Permit, or Zoning Text Amendment 	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> ▪ Single family custom, addition, remodel, standard plans ▪ Engineering site review ▪ Misc. plan reviews 	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> ▪ Single family custom, addition, remodel, detached structure, standard plans ▪ Fence walls or Retaining walls ▪ Misc. Permit ▪ Signs 	After construction document approval and before site construction begins



4/17/2018

James Larson
Larson Associates Architects Inc.
3807 N. 24th Street, Suite 100
Phoenix, AZ 85016

RE: 49-DR-2017 (Stamper Hanger)

Dear Mr. Larson:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 3/21/2018. The following **2nd 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 indicate the location of the electrical transformer in the site and its method of screening. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 7.105 and 7.200.B.
2. At locations where parking spaces are perpendicular to a sidewalk or landscape area, please modify the length of the parking spaces so that they are sixteen (16) feet long with a two-foot vehicle over hang. Convert the remaining site area into sidewalk width and/or landscape area. Please refer to Zoning Ordinance Section 9.106.A.1.b and Section 10.501.F.c.

Water and Waste Water:

3. Please submit three (3) copies of the revised Water and Waste Water Design Report(s) with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A either as a hard copy or on a CD/DVD.

Aviation:

4. Please condense into a one-page site plan the following information: taxi lane centerline, hangar space dimensions (each side), staging area dimensions (each side), slope gradient (if possible) and vehicle access path and gate. Please also include fuel farm information on that plan. This one sheet site plan will be kept on file with Aviation staff for future reference.

49-DR-2017
06/20/18

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:

Landscape Design:

5. Please provide a landscape plan that indicates the building footprint and does not indicate the interior spaces within each building. Showing the interior spaces on the landscape plan results in too much information on the plan, making it difficult to read. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Lighting Design:

6. All luminaires shall be recessed or shielded so the light source is not directly visible from property line. (City of Scottsdale Exterior Lighting Policy)
7. The maintained average horizontal luminance level, at grade on the site, shall not exceed 2 foot-candles. All exterior luminaires shall be included in this calculation. (City of Scottsdale Exterior Lighting Policy, and DSPM)
8. The maintained maximum horizontal luminance level, at grade on the site, shall not exceed 8 foot-candles. All exterior luminaires shall be included in this calculation. (City of Scottsdale Exterior Lighting Policy, and DSPM)
9. The initial vertical luminance at 6-foot above grade, along the entire property line (or 1-foot outside of any block wall exceeding 5-foot in height) shall not exceed 0.8 foot-candles. All exterior luminaires shall be included in this calculation. (City of Scottsdale Exterior Lighting Policy, and DSPM)

Water and Waste Water:

10. A site plan has been furnished with this submittal and the plan does not show any water/sewer information. All new water and sewer constructions, materials and appurtenances shall be per DSPM, Chapters 6 & 7; City of Scottsdale Standard Detail Series 2300 and 2400; MAG and City of Scottsdale Supplements to MAG.
11. Calculate water demand based on office space following DSPM Figure 6.1-2. It is not clear if there is an additional water demand/usage at the hanger.
12. Demonstrate and analyze system flows and pressure requirements using hydraulic modeling per DSPM, Section 6-1.205.E.

Engineering:

13. Please revise the site plan to note the proposed release of the existing 10-foot wide Public Utility Easement along the southern boundary of the property. The proposed building location is in conflict with this easement and the release will need to occur with or prior to the submittal of final plans for permitting review.

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 480-312-7767 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 40 Staff Review Days since the application was determined to be administratively complete.

These **2nd 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 480-312-2376 or at jbarnes@ScottsdaleAZ.gov.

Sincerely,



Jeff Barnes
Senior Planner

ATTACHMENT A
Resubmittal Checklist

Case Number: 49-DR-2017

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 (CD/DVD, PDF format)
- One copy: Revised Narrative for Project

Site Plan:

6	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Landscape Plan:

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Lighting Site Plan(s):

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

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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Technical Reports:

- 3 copies of Revised Water Design Report (see digital alternative below)
- 3 copies of Revised Waste Water Design Report (see digital alternative below)

Resubmit the revised Drainage Reports, Water and Waste Water Report and/or Storm Water Waiver application to your Project Coordinator with any prior City mark-up documents.

Digital resubmittals of the Basis of Design Reports can be submitted electronically by accessing the City's file drop system via the link below:

<https://securemail.scottsdaleaz.gov/filedrop/projectinput@scottsdaleaz.gov/>

06/05/2018

Design review comments response #2 – architectural
49-DR-2017 (Stamper hanger)

1. Proposed location of the electrical transformer, and its method of screening, has been indicated on the site plan sheet, SP1.0a.
2. Parking spaces along landscape area on north side of property have been reduced in length so that they are 16'-0" long with a 2'-0" vehicle overhang indicated. The remaining site area has been converted to landscape area. See all Site Plan sheets.
3. Please see attached updated (3) copies of the revised Water and Waste Water Design Reports.
4. Airport Site Plan sheet SP1.8 has had the following information added to it; taxilane centerline, hangar space dimensions (each side), staging area dimensions (each side), slope gradient of staging area, vehicle access path and gate, fuel farm information, and underground fuel storage tank.
5. Landscape plan has been updated so that the interior spaces of the building do not show up on the plan. Parking area landscape increased due to reduction in parking space size along northern property line.
6. All luminaires are recessed or shielded so that the light source is not directly visible from the property line. See updated drawings SP1.5 and SP3.0 thru SP3.3.
7. The maintained average horizontal luminance level, at grade on the site, does not exceed 2 foot candles. All exterior luminaires are included in the calculations. See revised sheet SP1.5. *(Please note: on the very rare occasions that an "event" takes place, the upper balcony area (only) lighting level on the deck can be increased to an average level of 15.8 foot candles for safety. See sheet SP1.5)*
8. The maintained maximum horizontal luminance level, at grade on the site, does not exceed 8 foot-candles. All exterior luminaires are included in the calculations. See revised sheet SP1.5. *(Please note: on the very rare occasions that an "event" takes place, the balcony area (only) lighting level on the deck can be increased to an maximum level of 18.8 foot candles for safety. See sheet SP1.5)*
9. The initial vertical luminance at 6 foot above grade, along the entire property line (or 1 foot outside of any block wall exceeding 5-foot in height) does not exceed 0.8 foot-candles. All exterior luminaires are included in this calculation.
10. The Civil site plan sheet 2of2 now shows water and sewer information.
11. Water demand has been calculated on office space following DSPM figure 6.1-2 and any additional water demand usage at the hangar has been added. Please see attached updated Water and Sewer design report.

12. System flows and pressure requirements have been demonstrated and analyzed per DSPM, section 6-1.205.E. Please see attached updated Water and Sewer design report.
13. Civil and architectural site plans have been revised to indicate the proposed release of the existing 10-foot wide Public Utility Easement along the southern boundary of the property (5'-0" of the easement on our property). This release will occur with or prior to the submittal of final plans for permitting review.



4/17/2018

James Larson
Larson Associates Architects Inc.
3807 N. 24th Street, Suite 100
Phoenix, AZ 85016

RE: 49-DR-2017 (Stamper Hanger)

Dear Mr. Larson:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 3/21/2018. The following **2nd 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 indicate the location of the electrical transformer in the site and its method of screening. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 7.105 and 7.200.B.
2. At locations where parking spaces are perpendicular to a sidewalk or landscape area, please modify the length of the parking spaces so that they are sixteen (16) feet long with a two-foot vehicle over hang. Convert the remaining site area into sidewalk width and/or landscape area. Please refer to Zoning Ordinance Section 9.106.A.1.b and Section 10.501.F.c.

Water and Waste Water:

3. Please submit three (3) copies of the revised Water and Waste Water Design Report(s) with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A either as a hard copy or on a CD/DVD.

Aviation:

4. Please condense into a one-page site plan the following information: taxilane centerline, hangar space dimensions (each side), staging area dimensions (each side), slope gradient (if possible) and vehicle access path and gate. Please also include fuel farm information on that plan. This one sheet site plan will be kept on file with Aviation staff for future reference.



1/12/2018

James Larson
Larson Associates Architects Inc.
3807 N. 24th Street, Suite 100
Phoenix, AZ 85016

RE: 49-DR-2017 (Stamper Hanger)

Dear Mr. Larson:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 12/14/2017. 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 submit a revised Project Narrative that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance.
2. Please revise the Color & Material Sample Board to add a building elevation and so that all material manufacturer names and material identification names and numbers will be keynoted on the individual materials and the building elevation per the Development Review Development Application Checklist, Part III – Samples & Models.
3. Notes and dimensions on the Color & Material Sample Board 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.
4. Several of the keynotes on the site plan appear to be off from their intended location. Please revise the site plan and verify the correct keynote locations.
5. The site plan as submitted did not print the parking space stripes. Please revise the site plan to show those lines and dimensions. Please also show dimensions for the two parallel spaces along the hangar access drive at the front of the site. Parking space dimensions shall comply with Sections 9.105 & 9.106 of the Zoning Ordinance.

6. The proposed site plan shows the bike racks located in the parking lot landscape area behind the refuse enclosure. Please revise the site plan to comply with Zoning Ordinance Section 9.106.C.2, and show the proposed bicycle parking in a location easily accessible to users.
7. Please revise the site details plan (sheet SP2.0) with the correct accessible parking stall dimensions, of Sec. 9.105.F of the Zoning Ordinance.
8. At locations where parking spaces are perpendicular to a sidewalk or landscape area, please modify the length of the parking spaces so that they are sixteen (16) feet long with a two-foot vehicle over hang. Convert the remaining site area into sidewalk width and/or landscape area. Please refer to Zoning Ordinance Section 9.106.A.1.b and Section 10.501.F.c.
9. Please indicate the location and method of screening for all above ground mechanical and utility equipment. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 7.105 and 7.200.B.
10. Please identify the location of all screen walls on the site plan. Please refer to Zoning Ordinance Sections 5.1804, 7.105, 9.106.F, and 10.501.H.
11. Please relocate the proposed refuse enclosure so that it will be behind the required front yard setback and farther in on the site, and screened from view. Please refer to Zoning Ordinance Section 5.1804.
12. Please relocate the proposed parking area between the office building and the street so that the tandem spaces are placed behind the required front yard setback, farther in on the site, and screened from view. Please refer to Zoning Ordinance Section 5.1804.
 - a. Tandem parking is only recognized in residential applications as outlined in Sec. 9.106.C.1.c.ii.(1). They are not recognized for commercial applications and will only count as one space toward the parking requirement. Please revise the site plan accordingly.
13. Please revise the open space plan Sheet SP1.2 so that it will indicate the area and square footage amount for the on-lot taxilane safety area. Please refer to Zoning Ordinance Section 5.1804.

Building Elevations:

14. 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.
15. Provide information and details related to the roof drainage system. Please refer to Zoning Ordinance Section 7.105.

Exterior Lighting:

16. Please revise the lighting plans and cut sheets to use the same fixture reference notation across all sheets.
17. Please provide a mounting detail and additional information regarding the light fixture "AC" which is presumed to be "Hypnotica iS" in the lighting cut sheets.
 - a. In accordance with Sec. 7.600 of the Zoning Ordinance the Light fixture shall be shown to be directed downward, or have the light source housed in a way that the light trespass is cut off to direct it downward. The rounded lens shown on the cut sheet will likely need to be replaced with a flat lens to achieve the cutoff requirement, unless housed within a cutoff mounting enclosure.

- b. Provide lumen output information for all fixtures to verify compliance with Sec. 7.600 of the Zoning Ordinance.
18. All exterior luminaires that are mounted eight (8) feet or higher, above adjacent finish grade, shall be directed downward. (Table 7.602.A.2. of the Zoning Ordinance.)
 19. All exterior luminaires with a total initial lumen output of greater than 1600 shall have an integral lighting shield. (Table 7.602.A.2 of the Zoning Ordinance)
 20. Luminaires with a total initial lumen output of greater than 3050 shall be directed downward and comply with the Illuminating Engineering Society of North America (IES) requirements for full cutoff. (Table 7.602.A.2 of the Zoning Ordinance)
 21. Coordinate the lighting plan with the landscape plan in order to avoid conflicts between light pole/fixtures and mature-size trees. Please refer to Zoning Ordinance Section 7.600.

Landscape:

22. 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. Please refer to Zoning Ordinance Section 1.303.
23. Revise the landscape plan so that the landscape legend includes the size and quantity of the proposed plants, in compliance with Zoning Ordinance Section 10.200.
24. Coordinate the landscape plan with the lighting plan in order to avoid conflicts between mature-size trees and light pole/fixtures. Please refer to Sec. 7.600 of the Zoning Ordinance.

Fire:

25. Please revise the site plan to identify the south curb of the drive aisle to be designated as a fire lane with associated signage.
26. Please revise the site plan to identify the gate between the drive aisle and the staging area to provide a key switch/pre-emption sensor.
27. Please revise the site plan to show and dimension the required fire truck turning radius at the entry from N. 81st Street into the site, in accordance with the Design Standards & Policies Manual, Section 2-1.802.B.5.

Drainage:

28. Please submit two (2) copies of the revised Drainage Report with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A.

The drainage report provided with this application submittal is not approved. Please address the following issues with your resubmittal:

- a. **Case And Plan Check No.:** Add COS Case number 49-DR-2017 to the cover page of the report and to the right margin of the construction plans. [Reference: COS DSPM CHAPTER 1, Section 1-2.100]
- b. **Warning and Disclaimer of Liability” form:** Provide a completed, signed, and dated “Warning and Disclaimer of Liability” form, located in appendix 4-1C in the City’s Design Standards and Policy Manual (DSPM). [Reference: COS DSPM CHAPTER 4, Section 4-1.803]
- c. **Drywells:** Per the City of Scottsdale Design Standard and Policy Manual, you must use 0.1 cfs for the drywell disposal rate, unless you provide a detailed soils report sealed by a registered professional Civil Engineer with tests specific to drywell testing and

disposal rates. Summarize in the report how you determined the number of drywells needed to drain the Underground Storage Tank (UST). Show all calculations.

[Reference: COS DSPM: Section 4-1.800 & 4-1.900]

- d. **Drainage Easements:** Show a drainage easement over the Underground Stormwater Storage System (USSS) and Drywell. For underground storage tanks, the owner must dedicate a drainage easement to the city which incorporates the storage system and any additional area needed to allow for maintenance. A 5-foot setback from the property line must be provided to enable access for inspection and maintenance.
[Reference: COS DSPM: Section 4-1.701]
- e. **Underground Storage Tanks:** Comply with the City of Scottsdale Underground Storage Tank Policy. INLETS TO UNDERGROUND STORAGE TANK: Run-off cannot pond up more than 6 inches in the parking lot and cannot overflow to another drainage basin. Calculate the inlet capacity for each inlet and determine if you have enough inlet capacity for the drainage area and how long will it take to drain the area for the 100yr, 2 hr storm. Use a 50% clogging factor for grated inlets. Provide enough inlets to show that ponding doesn't exceed 6 inches in the parking lot and doesn't spread onto neighboring property or overflow into another drainage basin. [Reference: COS DSPM: Section 4-1.403]

Underground Retention/Detention System Requirements:

29. The following statements shall appear on all plans which include the use of underground storage facilities and disposal facilities:
 - a. "All underground storage facilities and disposal facilities shown on this project shall be maintained by the owners. These underground storage facilities shall be modified, upgraded, or replaced with similar or other appropriate devices/measures by the owners when they cease to drain the water within a 36 hour period. Regular maintenance of the silting chamber is required to achieve the best operation of the drywell/underground percolation chamber(s)."
 - b. "During site development, all drywells/underground percolation chambers shall be securely covered with filter cloth or other material to prevent the introduction of excessive sediment into the settling chamber."
30. An engineer registered in Arizona shall prepare a geotechnical report showing depth to groundwater and the depth of the proposed installation. Soil boring profiles shall be provided to at least ten feet below the bottom of the proposed storage facility and/or disposal facility, such as a drywell. Plans shall include the results of the soil investigation and shall provide data for the following parameters:
 - a. Soil pH
 - b. Resistivity in ohm-cm
 - c. Chloride concentration in ppm
 - d. Sulfate concentration in ppm
 - e. Moisture content
 - f. Soil Permeability in inches/hour
31. The facilities shall be designed for a 75-year life expectancy. The construction plans shall specify material type including lining and coating requirements. For pipe material, the methodology for determining the soil side service life shall be based on the *Pipe Selection Guidelines and Procedures*, February 1, 1996 with March 21, 1996 Revisions, Arizona Department of Transportation. For storage systems using materials not listed in these

guidelines, the manufacturer needs to certify the 75-year life expectancy based on independent testing.

32. Traffic/load bearing capacity of the installation must be specified; for example, pipe gage and corrugation size for corrugated metal pipe and D-Load for reinforced concrete pipe. Storage structures shall be designed for an HS-20 loading. For pipes, the loading shall be based on the "Fill Height Tables" contained in the *Pipe Selection Guidelines and Procedures*, February 1, 1996 with March 21, 1996 Revisions, Arizona Department of Transportation, which can be found at: http://azdot.gov/highways/roadway_engineering/roadway_design/guidelines/manuals/pdf/roadwaydesignguidelines.pdf. Open "Appendices" and "Appendix A". For other types of storage systems, an engineer registered in Arizona shall provide calculations or manufacturer certification (based on independent testing) stating that the product meets HS-20 loading requirements.

UNDERGROUND STORMWATER STORAGE POLICY

Please provide all the requested information below in the drainage report.

A. Policy

This policy supplements Scottsdale Code requirements for all stormwater storage.

Underground stormwater storage involves constructing underground tanks, pipes, or vaults that accept stormwater runoff by means of inlets and storm drain pipes. The city approves underground storage only after rigorous analysis of storage system location, specifications, access, operation and maintenance, liability, and signage.

B. General Criteria for Underground Stormwater Storage System Design

1. Underground stormwater storage systems must demonstrate protection of public health, safety, and welfare as established by city codes and policies.
2. All underground stormwater storage elements must meet industry standards or stricter standards.
3. Storage system must not be located under building or parking garages.
4. The owner must dedicate a drainage easement to the city which incorporates the storage system and any additional area needed to allow for maintenance. A 5-foot setback from the property line must be provided to enable access for inspection and maintenance.
4. Design access must address: Provide documentation show least a 75 year life of entire system, including the lining and coating of the underground storage tank.

C. Specific Criteria for Underground Stormwater Storage Design

1. **Pipes—underground storage system pipes must have a smooth interior floor.**
2. Installation—excavation, bedding, and backfill procedures and materials must be in accordance with MAG standards.
3. Access—a minimum of two access points must be provided for each underground storage system to enable inspections and removal of accumulated sediment and debris. Access must be in accordance with MAG standards.

E. Criteria for Operations, Maintenance and Liability

1. Provide an O&M Manual in the drainage report covering the following items.
2. Operations and maintenance generally—owner must provide:
3. Maintenance staff with expertise in operation, inspecting, and maintaining an underground stormwater storage system;
4. An Operations and Maintenance Manual on site for the system that includes: (i) a schedule for inspections and maintenance, and (ii) provisions for emergency operations due to power failure, pump failure, and clogged outlet structures;
 - a. A log of the inspections and required maintenance services.

5. Inspections and maintenance required—In addition to maintenance required by the Scottsdale Code and other applicable requirements, owner shall:
6. Inspect system after each storm event of 0.6 inch or more, and semiannually, preferably prior to summer and winter rains.

F. Signage—Before receiving a certificate of occupancy, owner must install signs at each end of the underground storage tank that read “Notice—Underground stormwater storage Tank.” Use black lettering on white background. The size shall be comparable to a “No Parking Sign”.

G. Liability— Owner assumes all liability for the design, construction, maintenance and failure of the underground stormwater storage system in perpetuity and hold the city harmless from any such liability. **A signed and notarized document to this effect must be recorded on the property deed by Maricopa County.**

Water and Waste Water:

33. Please submit three (3) copies of the revised Water and Waste Water Design Report(s) with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A either as a hard copy or on a CD/DVD.
 - a. Per Site plan, the office space is 4,961 SF as opposed to 4,600 SF as specified in the BOD. Update all calculations based on 4,961 SF of office space.
34. Scottsdale Revised Code Section 49-62 and DSPM 6-1.417 All metered services within the city, require the installation of an approved backflow prevention device immediately adjacent to the meter on private property unless approved otherwise by the Water Resources Department.

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:

35. Please provide a minimum 6-foot-wide sidewalk along the N. 81st Street frontage and connecting along the entry drive to the main entrance of the proposed building, in accordance with the Design Standards & Policies Manual Section 2-1.808 and the 2008 Transportation Master Plan: Ch. 7, Sec. 8.
36. 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. Revise the project data to indicate the gross lot area, in square feet, includes the 81st Street right-of-way that is in front of the site.
 - b. Revise the project data to indicate open space for the on-lot taxilane safety area - required, provided, show calculations - on the site plan. Please refer to Zoning Ordinance Section 5.1804.
 - c. Revise the project data to indicate bicycle parking - required, provided, show calculations. Less than 40 parking spaces are required for the development, therefore 2 bicycle parking spaces are required. Please refer to Zoning Ordinance Section 9.103.

- d. Revise the site plan to indicate the building footprint and do not indicate the interior spaces within each building. Showing the interior spaces on the site plan results in too much information on the plan, making it difficult to read.
 - e. Revise the site plan to indicate the location and dimensions of all abutting rights-of-way, including alleys.
 - f. Revise the site plan to indicate the dimensions of the parcel
 - g. Revise the site plan to indicate the location of sidewalks, with pavement types, and dimensions.
37. 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. Please refer to Zoning Ordinance Section 1.303.
38. 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.
39. Please revise the scale of the site plan so that it will be 1"=10', 1"=20, or etc. instead of 1/6"=1'-0". Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Landscape Design:

40. 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.
41. Please provide a landscape plan that indicates the building footprint and does not indicate the interior spaces within each building. Showing the interior spaces on the landscape plan results in too much information on the plan, making it difficult to read. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.
42. Avoid conflicts between the size of mature trees and light fixtures. Shift either the location of trees or the location of light fixtures so that there is at least twenty (20) feet between tree trunks and light fixtures. Please refer to Scottsdale Sensitive Design Principle 13.
43. Please utilize a dashed line to indicate the sight distance visibility triangles on the landscape plan. Please refer to the Plan & Report Requirements for Development Applications. Please refer to the Scottsdale Design Standards & Policies Manual Section 5-3.119. Please refer to Zoning Ordinance Section 1.303.
44. Please revise the landscape plan so that *Echinocactus grusonii* Golden Barrel Cactus will be installed a distance of at least four feet between the edge of the walkway and pedestrian areas to the edge of the mature plant, due to the thorny spines on these plants. Please refer to DSPM Sec. 2-1.1001.13.

Building Elevation Design:

45. 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.

46. In order to improve readability of the building elevations, 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.
47. 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.
48. Please revise the proposed materials and color scheme so that it includes textures and muted colors that are found in the surrounding desert context. Please refer to Scottsdale Sensitive Design Principle 9.
49. Provide window sections that indicate that all exterior window glazing will be recessed a minimum of fifty (50) percent of the wall thickness, 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 Commercial Design Guidelines, or Design Guidelines for Office Development or Restaurant Design Guidelines.
50. Please provide door sections that indicate that all exterior doors will be recessed a minimum of thirty (30) percent of the wall thickness. 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 Commercial Design Guidelines or Design Guidelines for Office Development or Restaurant Design Guidelines.
51. Based on the Scottsdale Design Guidelines for Office Development, please modify the design of the office portion of the building in order to incorporate passive architectural solutions to the east, south, and west sides of the building, to avoid solar exposure, heat gain, and to minimize reflected heat. Passive architectural solutions may include such features as awnings, extended eaves, horizontal projections between floors, galleries and arcades, recessed and/or punched windows, perforated metal screens, lattice and trellis features, light shelves and other such devices to modify the exposure of the exterior wall and window surfaces. Please refer to Scottsdale Sensitive Design Principle 9.
52. 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>.
53. 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.
54. 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. 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. Please refer to the Scottsdale Design Standards and Policies Manual, Section 2-1.402.

55. All exterior mechanical, utility, and communications equipment shall be screened by a parapet that matches the architectural characteristics, color, and finish of the building. Parapet height for roof-mounted units shall be equal to, or exceed the height of the tallest unit. Please refer to Design Standards & Policies Manual, Section 2-1.401.1.
56. 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 Design Standards & Policies Manual, Section 2-1.401.4.

Floor Plan Design:

57. 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.
58. 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. 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. Please refer to the Scottsdale Design Standards and Policies Manual, Section 2-1.402.

Lighting Design:

59. All fixtures shall be IESNA full cutoff, and directed downward. (City of Scottsdale Exterior Lighting Policy)
60. No fixture shall be mounted higher than twenty (20) feet. (City of Scottsdale Exterior Lighting Policy and DSPM)
61. All luminaires shall be recessed or shielded so the light source is not directly visible from property line. (City of Scottsdale Exterior Lighting Policy)
62. Notes on the lighting plans 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.
63. Please provide a lighting plan that indicates the building footprint and does not indicate the interior spaces within each building, because this results in too much information on the plan, making it difficult to read. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.
64. Avoid conflicts between the light fixtures and the size of mature trees. Shift either the location of trees or the location of light fixtures so that there is at least twenty (20) feet between tree trunks and light fixtures. Please refer to the Scottsdale Sensitive Design Principle 13.
65. Provide additional information and detail illustration regarding the proposed light fixture 'AC'. Manufacturer's information indicates that is fixture is 'color changing'. Please provide a wall wash light fixture that is not color changing. Please refer to Scottsdale Sensitive Design Principle 13.

Water and Waste Water:

66. A site plan has been furnished with this submittal and the plan does not show any water/sewer information. All new water and sewer constructions, materials and appurtenances shall be per DSPM, Chapters 6 & 7; City of Scottsdale Standard Detail Series 2300 and 2400; MAG and City of Scottsdale Supplements to MAG.
67. Per DSPM 6-1.405, a certified/witnessed fire hydrant flow test would be required for all commercial projects. Refer to guidance within DSPM and Scottsdale Fire (NFPA interpretations and hydrant flow test information), refer to Scottsdale code and ordinances page.
68. The minimum fire flow requirement for commercial property is 1,500 gpm per DSPM Section 6-1.501. However, based on the hanger plus office area and type of construction, the fire flow requirement may be higher than 1,500 gpm. Coordinate with Fire Department for fire flow requirement for the proposed commercial project.
69. Calculate water demand based on office space following DSPM Figure 6.1-2. It is not clear if there is an additional water demand/usage at the hanger.
70. Demonstrate and analyze system flows and pressure requirements using hydraulic modeling per DSPM, Section 6-1.205.E.
71. Please revise the plans to provide a minimum size for the sewer service lateral of six (6) inches per DSPM, Section 7-1.409.
72. Please revise the plans to provide grease/oil interceptors per DSPM, Section 7-1.411.

Circulation:

73. The site driveway shall be designed and constructed in conformance with the City of Scottsdale Type CL-1 driveway standards, COS Std. Detail #2256. DSPM 5-3.200; DSPM Sec. 5-3.205
74. The refuse enclosure shall be constructed per DSPM Section 2-1.804. Refuse trucks must be able to turn around within the site and not back onto 81st Street. Please revise the site plan to accommodate the circulation of the refuse truck within the site.
75. Please revise the driveway to be ADA compliant and meet the COS Standard Detail 2250.
76. Please revise the ADA ramps to meet current ADA compliance.

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:

77. Please revise the site plan to note the proposed release of the existing 10-foot wide Public Utility Easement along the southern boundary of the property. The proposed building location is in conflict with this easement and the release will need to occur with or prior to the submittal of final plans for permitting review.
78. Please revise the site plan to identify the proposed 14-foot-wide driveway to be designated as one-way. Two-way driveways require a minimum 24-foot width.
 - a. Truncated domes are not needed on private driveways; their use implies that vehicles have the right-of-way over pedestrians at the crossing location.

79. Please revise the plans to identify a separate landscape meter with backflow prevention device, as required for commercial properties.

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 20 Staff Review Days since the application was determined to be administratively complete.

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 480-312-2376 or at jbarnes@ScottsdaleAZ.gov.

Sincerely,



Jeff Barnes
Senior Planner

**ATTACHMENT A
Resubmittal Checklist**

Case Number: **49-DR-2017**

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 (CD/DVD, PDF format)
- One copy: Revised Narrative for Project

Site Plan:

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

2	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Open Space Plan:

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

Lighting Site Plan(s):

2	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Photometric Analysis Plan(s):

2	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Manufacturer Cut Sheets of All Proposed Lighting:

2	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Floor Plan(s):

2	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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Roof Plan(s):

2 24" x 36" 1 11" x 17" 1 8 ½" x 11"

Technical Reports:

- 2 copies of Revised Drainage Report:
- 3 copies of Revised Water Design Report:
- 3 copies of Revised Waste Water Design Report:

Resubmit the revised Drainage Reports, Water and Waste Water Report and/or Storm Water Waiver application to your Project Coordinator with any prior City mark-up documents.

Date: 12/14/17
Contact Name: James Larson
Firm Name: Larson Associates Architects
Address: 3807 N. 24th Street #100
City, State, Zip: Phoenix AZ 85016

RE: Application Accepted for Review.

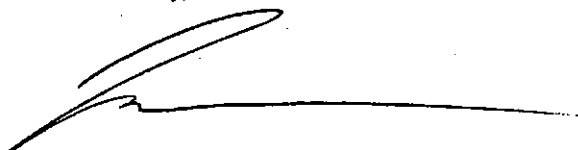
626 - PA - 2017

Dear Mr. Larson :

It has been determined that your Development Application for Stamper Hanger
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: Jeff Barnes
Title: Senior Planner
Phone Number: (480) 312 - 2376
Email Address: jbarnes @ScottsdaleAZ.gov