

**Correspondence Between
Staff and Applicant
Approval Letter**



9/12/2018

Martin Flood
Architecture & Engineering Solutions
4020 N 20th St Suite 308
Phoenix, AZ 85016

RE 8-UP-2018
Black Rock Coffee

Dear Mr Flood

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 8/16/2018. 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 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.
 - a Keynote K (Transformer) is listed but does not appear to be identified in a location on the site plan.
- 2 Notes and dimensions on the 24x36-inch Landscape plan sheets 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 1 305.

Circulation

- 3 Please provide a revised TIMA that addresses the following:
 - a Both Pima Road and Thomas Road are classified as a Suburban Minor Arterial roadways in the Scottsdale Transportation Master Plan. Minimum driveway spacing is 330 feet and typically a maximum of two driveway openings are permitted for a single site. The

existing driveways do not meet these standards. The Transportation Department may permit additional driveway entrances when projected travel demands indicate it is in the interests of traffic operations and when adequate street frontage exists to maintain the required spacing. Please include an analysis of how the site will operate with the existing driveways and recommend the most optimal driveway configuration for on and off-site operations.

- 1. More information is still required to show the considerations of how the overall site circulation works and how that ties into the functionality of the driveway locations.

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:

Circulation

- 4. The on-site driveway, drive-through, and parking lot configuration is not acceptable. The drive-thru entry and exit lanes create "Y" intersection layouts which do not provide clear indications to drivers which vehicle has the right-of-way. Please revise the site plan to reflect a more standard "+" intersection configuration that resolves this:
 - a. Please look at either shifting the location of the east driveway to align with the drive-through lane or shifting the drive-through lane to align with the east driveway.
 - 1. It would appear that shifting the drive-through lane east to align with the east site driveway could have the benefit of creating enough space for a double loaded parking area next to the building or a larger outdoor patio space.
- 5. Please provide a site context plan that shows how the access and on-site circulation for this portion of the site ties into the overall site circulation of the larger development site.

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

- 6. Please revise the site plan to show the existing and proposed sidewalk ramps at the site driveways.

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.

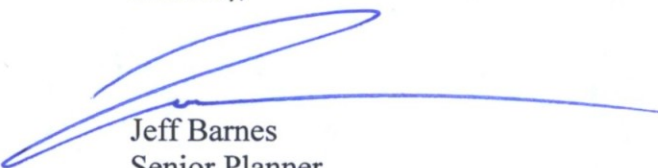
PLEASE CALL 480-312-7767 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURN TO THE APPLICANT.

The Planning & Development Services Division has had this application in review for 45 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 **8-UP-2018**

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 this 1st Review Comment Letter
- One copy Revised CD of submittal (CD/DVD, PDF format)
- Three copies of the Revised Traffic Impact Mitigation Analysis (TIMA)

Site Plan

6	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

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"

Floor Plan(s)

1	24" x 36"	1	11" x 17"	1	8 ½" x 11"
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7/5/2018

Martin Flood
Architecture & Engineering Solutions
4020 N 20th St Suite 308
Phoenix, AZ 85016

RE 8-UP-2018
Black Rock Coffee

Dear Mr Flood

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 5/30/2018. 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 Revised Code Significant Issues

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

Zoning

1. Please revise the site plan to include Open Space calculations in the plan data. Please revise the site plan and open space plan to accurately calculate required open space to demonstrate compliance with the Zoning Ordinance, Section 5 1804 B.
 - a. Based on the information provided $(0.10 \times 26,134\text{sqft} = 2,613.4\text{sqft}) + (14.33\text{ft} \times 0.04 \times 26,134\text{sqft} = 1,498\text{sqft}) = 4,111.4\text{sqft}$
 - b. 4,111.4sqft of Open Space is required, but only 3,713sqft is proposed
2. Notes and dimensions on the 24x36-inch plan sheets 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 1 305.
3. Please revise the site plan to callout the utility vaults and to identify the FDC and Fire hydrant locations currently existing in the front setback.
4. Please revise the site plan to clarify if the existing jog in the screen wall and existing back flow preventer are intended to be relocated. If these are remaining in their current configuration the site plan should reflect them, and the proposed parking will likely be affected in that location.

- 5 Please revise the site plan to clearly dimension that 24-feet of clearance will be provided between the refuse enclosure and the drive-through curb, while entering/exiting the storage facility site through the west gate
- 6 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
- 7 Please revise the site plan to provide the 'Required' and 'Provided' bike parking calculations and the bike rack locations in accordance with section 9 106 C 2 b 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 revise the site plan so that parking lot landscape islands will have a minimum width of seven (7) feet and a minimum area of one hundred twenty (120) square feet, in compliance with Zoning Ordinance Section 10 501 H 2 a

Circulation

- 10 Please provide a revised TIMA that addresses the following
 - a From the site plan provided within the report, it is unclear how the site will circulate traffic from the Pima Road driveway The trip distribution shows trips entering and exiting from two driveways along Thomas Road (Driveways A & B) and one along Pima Road (Driveway C), however, the site plan looks like the site is separated and a driver wouldn't be able to get to the coffee shop from Driveway C The report states that the site will use existing driveways with no new driveways to be constructed as part of the development Please clarify the circulation pattern of the site
 - b Consider the site access and circulation for pedestrians and bicycles
 - c The PM signal timings in the report do not include protected left turn phases, showing the intersection of Thomas & Pima operating with permissive left turns only (no protected phase) This does not appear to be correct Please coordinate directly with Scottsdale Traffic Management Center to obtain the most current signal timing for the intersection
 - d Use City of Scottsdale criteria to evaluate need for right turn deceleration lanes (DSPM 5-3-206)
 - e Both Pima Road and Thomas Road are classified as a Suburban Minor Arterial roadways in the Scottsdale Transportation Master Plan Minimum driveway spacing is 330 feet and typically a maximum of two driveway openings are permitted for a single site The existing driveways do not meet these standards The Transportation Department may permit additional driveway entrances when projected travel demands indicate it is in the interests of traffic operations and when adequate street frontage exists to maintain the required spacing Please include an analysis of how the site will operate with the existing driveways and recommend the most optimal driveway configuration for on and off-site operations

Fire

- 11 Please provide a revised site plan that designates fire lanes and shows compliance with the 24-foot minimum width for all Commercial and Multi-Family development projects in accordance with Fire Ordinance 4283, 503 3
- 12 Please provide a revised site plan that demonstrates fire hydrant spacing, existing and proposed, in accordance with Fire Ordinance 4283, 507 5 1 2
- 13 Please provide a revised site plan that demonstrates the FDC location(s) meet spacing requirements in accordance with Fire Ordinance 4283, 912

Drainage

- 14 This is in an area of on-going flood control projects and studies. A CLOMR was performed and suggests finished floor elevations. The City of Scottsdale is currently in the process of doing a LOMR for this area associated with Public works flood control projects. Cooperation between the City of Scottsdale, the developer and FEMA must be adhered to and followed. DSPM 4-1 00
- 15 As the site is currently over one acre first flush requirements will be put in place. DSPM 4-1 201

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

- 16 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 1 305
 - a Provide a bar scale on the site plan
 - b Revise the project data to indicate vehicle parking, including accessible parking and covered parking, and bicycle parking - required, provided, show calculations. Please refer to Zoning Ordinance Section 9 103
 - c Revise the site plan to indicate the dimension from each building/structure to the adjacent/abutting property line
 - d Revise the site plan to indicate the dimension from the right-of-way centerline to the back of curb at the street frontage of the site
 - e Revise the site plan to indicate the location of street lights, traffic control devices, irrigation standpipes, stormwater management structures, overhead utility lines and poles, etc
- 17 Please eliminate the landscape symbols from the site plan. Showing the landscape symbols on the site 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 1 305
- 18 Bicycle parking spaces and rack design shall be in conformance with City of Scottsdale Standard Detail No. 2285, unless otherwise approved in writing by the City of Scottsdale's Transportation Department

- 19 Perimeter and site walls shall be constructed with 6- or 8-inch-wide concrete masonry blocks, 8 inches wide brick, stone, concrete, or a similar solid and durable material to match the building Stucco and paint the surface of concrete block walls to match the on-site buildings unless they are split-faced, grid or similar decorative types of block Grade breaks shall be located at the top of the wall at piers or corners wherever possible Include varied setbacks, alignments, and/or heights and/or piers or buttresses for walls over 200 feet long Vary the horizontal and vertical alignment of the wall for visual interest Please refer to Scottsdale Design Standards & Policies Manual Section 2-1 401 5
- 20 Please increase the width of the pedestrian walkway from the public sidewalk that is on Scottsdale Road 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
- 21 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 1 305
- 22 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

Fire

- 23 Please revise the site plan to demonstrate the COMMERCIAL turning radii (25' inner/49' Outside /55' Bucket Swing), per DSPM 2-1 303 B 5
- 24 Please revise the site plan to demonstrate the location of the Fire Riser room in accordance with DSPM 6-1 504 A

Water & Sewer

- 25 A grease interceptor is required for coffee shops in accordance with DSPM 7-1 411 I Please revise the site plan to identify and note this requirement
- 26 In accordance with DSPM 6-1 416, Water meters are required to be located within a public Right-of-Way or within a Water Facilities Easement in an accessible and safe location Backflow preventers are required to be located directly adjacent to the meter on private property Please revise the site plan to identify the locations of these items

Circulation

- 27 Please revise the site plan to identify the removal of the existing sidewalk along E Thomas Road and the replacement with a minimum 8-foot wide sidewalk separated from the back of curb in accordance with DSPM Sec 5-3 110 and the 2008 Transportation Master Plan Ch 7, Sec 8
- 28 In accordance with DSPM 5-3 200 and DSPM Sec 5-3 205, please revise the site plan to modify the existing eastern site driveway to be in conformance with City of Scottsdale Type CL-1, COS Standard Detail #2256 Crosswalk ramps shall be reconstructed with the new driveways to meet ADA requirements

- 29 In accordance with DSPM 5-3 200 and DSPM Sec 5-3 205, please revise the site plan to modify the existing western site driveway to be in conformance with City of Scottsdale Type CL-2, COS Standard Detail #2256 Crosswalk ramps shall be reconstructed with the new driveways to meet ADA requirements
- 30 The on-site parking lot configuration is not acceptable The drive-thru entry and exit lanes create "Y" intersection layouts which do not indicate which vehicle has the right-of-way Please revise the site plan to reflect a configuration that resolves this
- 31 Please provide a site context plan that shows how the access and on-site circulation for this portion of the site ties into the overall development site
- 32 Please revise the site plan so that the sidewalk along the eastern driveway does not dead-end into landscaping
- 33 Please revise the site plan to show the existing and proposed sidewalk ramps at the site driveways

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 & Sewer

- 34 In accordance with DSPM 7-1 409, the minimum sewer service line size shall be 6-inch The current proposal only shows a 4-inch service line Please revise the design to increase the size to meet the minimum requirements
- 35 The initial sizing of the water meter should be done per the notes in DSPM Chapter 6, Figure 6-1 4 Meter sizing will ultimately be verified during the final plan review for permitting

Engineering

- 36 With the next steps in this process, a Minor Land division application will be required to establish the proposed parcel boundaries shown on the site plan
- 37 With that review, the following dedications will be required
 - a Cross access through both driveways to serve adjacent parcels
 - b Site visibility triangles at both driveways

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 480-312-7767 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

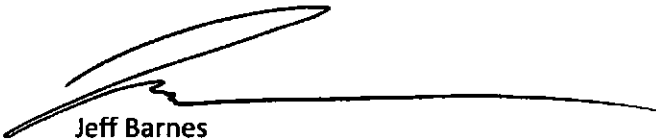
AND PREVENT ANY UNNECESSARY DELAYS RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURNED TO THE APPLICANT

The Planning & Development Services Division has had this application in review for 26 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,

A handwritten signature in black ink, consisting of a series of fluid, overlapping strokes that form the name 'Jeff Barnes'.

Jeff Barnes
Senior Planner

**ATTACHMENT A
Resubmittal Checklist**

Case Number **8-UP-2018**

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 this 1st Review Comment Letter
- One copy Revised CD of submittal (CD/DVD, PDF format)
- Three copies of the Revised Traffic Impact Mitigation Analysis (TIMA)

Site Plan

_____ 8 _____	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

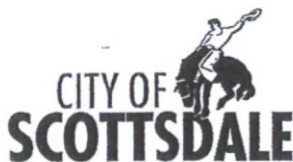
Color	_____ 2 _____	24" x 36"	_____ 1 _____	11" x 17"	_____ 1 _____	8 ½" x 11"
B/W	_____ 2 _____	24" x 36"	_____ 1 _____	11" x 17"	_____ 1 _____	8 ½" x 11"

Landscape Plan

Color	_____ 2 _____	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"

Floor Plan(s)

_____ 2 _____	24" x 36"	_____ 1 _____	11" x 17"	_____ 1 _____	8 ½" x 11"
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Planning and Development Services Division

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: 5.30-18
Contact Name: MARTIN P. FLOOD
Firm Name: ARCHITECTURE
Address: 7020 N. 26TH STREET
City, State, Zip: PHX, AZ 85016

RE: Application Accepted for Review.

16 - PA - 2018

Dear MR. FLOOD:

It has been determined that your Development Application for BRC @ NWC OF PIMA/TOMAS 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: Sr. Planner
Phone Number: (480) 312 - 2376
Email Address: jbarnes @ScottsdaleAZ.gov