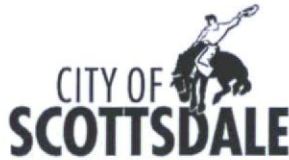


**Correspondence Between  
Staff and Applicant  
Approval Letter**



Planning and Development Services Division

7447 East Indian School Road  
Scottsdale, Arizona 85251

Date: 6-20-18  
Contact Name: MONIQUE REINDERSMA  
Firm Name: STEWART + REINDERSMA ARCH  
Address: 5450 E HALL ST # 200  
City, State, Zip: PHOENIX AZ

RE: Application Accepted for Review.

318 - PA - 2018

Dear MS. REINDERSMA:

It has been determined that your Development Application for CHRISTIAN BROS. AUTOMOTIVE 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: Jesus Muirillo  
Title: SENIOR PLANNER  
Phone Number: (480) 312 - 7849  
Email Address: jmuirillo @ScottsdaleAZ.gov

26-DR-2018  
6/20/18



STEWART + REINDERSMA ARCHITECTURE, PLLC.

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October 15, 2018

Jesus Murillo  
City of Scottsdale  
3939 N. Drinkwater Blvd.  
Scottsdale, AZ 85251

RE: 26-DR-2018  
Christian Brothers Automotive

Dear Jesus:

Below are the responses prepared that address the 1<sup>st</sup> Review Comments that were issued on August 2, 2018.

**Zoning:**

1. Please update the project site plan, and all associated materials, to provide the entrance to the structure coming from the rear of the building (Ordinance Section 5.1503.B.6.b). Please consider an alternate layout of the site as per Attachment "B," which also helps address the building base planting and other site related issues identified further below.

Response: The site plan and all associated materials have been updated with the entrance to the structure provided at the rear of the building.

2. Please update the project site plan, and all associated materials, to identify those parking spaces that will be utilized for vehicles awaiting repair or having been completed with repairs. Please provide additional screen walls at those locations. Please consider using the parking spaces perpendicular to E. Williams Road as those spaces. These spaces shall not be included within the required parking calculations (Ordinance Section 5.1503.B.6.d and 5.1503.B.6.e).

Response: The site plan and all associated materials have been updated identifying the parking spaces to be utilized for vehicles repair (completed or waiting). Additional screen walls have been provided at those locations and are perpendicular to E. Williams Dr.

3. Please update the open space plan, and all associated materials, to identify the square-footages to the different hatched areas, in general, and in each landscape area (Ordinance Section 5.1504.C.a). Please reference Attachment "C" for areas of inquiry.

Response: The open space plan has been updated with square footages applied to the different hatched areas.

**Building Elevation Review:**

**26-DR-2018**  
**10/15/2018**



4. Please provide information and details related to screening devices that will be utilized to screen any mechanical equipment (Ordinance Section 1.904.A.4 and 7.105).  
Response: Information and details related to screening devices can be found on sheet A-1.1.
5. Please provide information and details related to the roof drainage system (Ordinance Section 7.105).  
Response: Information and details related to the roof drainage system can be found on sheet A-4 (north and south elevations) and sheet A-5.2.

**Fire:**

6. Please update the project site plan, and all associated materials, to provide and demonstrate fire hydrant spacing; both existing and proposed (Fire Ord 4283, 507.5.1.2).  
Response: The project site plan and all associated materials have been provided with and demonstrate fire hydrant spacing (existing and proposed).
7. Please update the project site plan, and all associated materials, to provide and identify the "Key switch/pre-emption sensor" required for commercial/Multi-family/Gated communities (Fire Ordinance 4283, 503.6.1).  
Response: This is not required and is not a gated community.
8. Please update the project site plan, and all associated materials, to provide and demonstrate COMMERCIAL turning radii (25' inner/49' Outside /55' Bucket Swing) (DSPM Section 2-1.303(5)).  
Response: The project site plan and all associated materials have been updated demonstrating COMMERCIAL turning radii of (25' inner/49' Outside/55' Bucket Swing).

**Water and Wastewater:**

9. Please submit two (2) copies of the revised Water and Wastewater Basis of Design Reports with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A. Please address the following comments:
  - a. The provided water usage calculation is for interior only. Update calculation for interior and exterior water usage (DSPM Figure 6-1.2).  
Response: Water Calculations has been updated to add exterior and inside water usage.
  - b. Water BOD proposes using an existing water meter box. However, City record shows that there is an existing 1-1/2" irrigation meter at site. If this meter is used, the service line cannot be smaller than the meter size per DSPM Section 6-1.416.C.  
Response: The 1 1/2" will be used and the line has been updated to 1 1/2"
  - c. Conduct water hydraulic analysis as per DSPM Section 6-1.200.G.6.  
Response: Water Calculation appendix has been updated to include: inside and exterior usage, peak flow, max day flow and fire flow.
  - d. With the Utility Dwg provide the sewer connection shall be per MAG Standard Detail 440-3 (DSPM Section 7-1.409.B).  
Response: Construction Note 2 has been updated to add MAG reference.
  - e. With the sewer Basis of Design report and the Utility Dwg, provide a 4' min cover for sewer and laterals within the water/sewer easement (DSPM Section 7-1.407).  
Response: Construction Note 1 has been updated for 48" of cover.
  - f. The proposal requires grease, oil and sand separator (DSPM Section 7-1.411).  
Response: Construction Note 5 updated for grease, oil and sand separator.



10. This project will be responsible for all water and sewer development fees as per SRC. Section 49-124  
Noted.

**Development Review Board Review:**

11. Please submit a revised Project Narrative that addresses the criteria set forth in Ordinance Section 1.904.  
Response: A revised project narrative has been provided and addresses the criteria set forth in Ordinance §1.904.
12. Please provide the Color & Material Sample Board per the Development Review Development Application Checklist, Part III – Samples & Models. It may be necessary to provide two boards. Please consider using a thicker foam core board, or multiple-layered foam core board so that heavier samples can be recessed into the board.  
Response: A revised material board has been provided with thicker foam core board so that the heavier samples are recessed into the board.
13. Please relocate the bicycle parking spaces so that they will comply with Ordinance Section 9.106.C.2.  
Response: The bicycle parking spaces have been relocated to comply with Ordinance §9.106.C.2.
14. Please provide a site plan and project data that complies with the Plan and Report Requirements for Development Applications. There will be comments regarding the site plan after it has been received and reviewed by staff (Ordinance Section 1.305), please address the following comments:
- a. Please provide a vicinity map that is a blackline drawing instead of a photograph on the site plan.  
Response: A blackline drawing of the vicinity map has been provided.
- b. Please revise the site plan to indicate the zoning district of all adjacent and abutting parcels.  
Response: The site plan has been revised indicating the zoning district of all adjacent and abutting parcels.
- c. Please 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.  
Response: The project data has been revised indicating the required and provided vehicle parking, accessible parking, covered parking and bicycle parking with calculations.
- d. Please 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.  
Response: The site plan has been revised showing only the building footprint – no interior spaces are shown.
- e. 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.  
Response: The site plan has been revised removing all landscape symbology.

**Site Design:**

15. Revise the site plan so that it illustrates the necessary emergency access and fire lanes in compliance with the Scottsdale Design Standards and Policies Manual Section 2-1.802.

Response: The site plan has been revised to illustrate necessary emergency access and fire lanes.

16. Please update the site plan, and associated case materials, to bring the building closer to the frontage open space. This will create a more pedestrian sensitive design and move the vehicular circulation to the rear of the site.

Response: The site plan and all related materials have been updated showing the building closer to the frontage open space to create a more pedestrian sensitive design and move vehicular circulation to the rear of the site.

17. Please increase the width of the pedestrian walkway from the public sidewalk that is on E. Williams Drive to each of the entry area 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).

Response: The width of the pedestrian walkway from the public sidewalk on E. Williams Dr. has been increased to a 6-foot clear width.

18. 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 (Ordinance Section 1.305).

Response: The site plan has been revised indicating the locations of building mounted and free-standing exterior light fixtures.

**Drainage:**

19. 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. Please address the following items in the resubmittal:

- a. Please update the project drainage report, and all associated materials, to identify all proposed structure to remain out of the FEMA AO zone (DSPM Section 4-1.01).

Response: The existing conditions section has been updated to state all structures to remain outside of floodzone.

- b. Please update the project drainage report, and all associated materials, to provide full stormwater storage, as required for this site (DSPM Section 4-1.201).

Response: Full 100 yr 2 hour retention is provided.

- c. Please update the project drainage report, and all associated materials, to drain the retention basin by gravity (DSPM Section 4-1.03).

Response: The proposed conditions section has been updated to include this information.

- d. Please update the project drainage report, and all associated materials, to acknowledge that the proposed dry well will be governed by the City of Scottsdale Design Standards and Policies Manual and the FCD Maricopa county hydraulic manual.

Response: The proposed conditions section has been updated to include this information.



- e. Please update the project drainage report, and all associated materials, to acknowledge that the proposed dry well will be permitted through the Arizona Department of Environmental Quality.

Response: The proposed conditions section has been updated to include this information.

- f. Please update the project site plan, future consecution plans, and all associated materials, to provide a note and acknowledge that maintenance of the proposed dry well will be the sole responsibility of the parcel owner.

Response: The proposed conditions section has been updated to include this information.

- g. Please update the project drainage report, and all associated materials, to provide more detail on the grading plan detailing how water leaves the parking lot and enters the retention basin.

Response: The proposed conditions section has been updated to include this information.

#### **Landscape Design:**

- 20. Please revise the conceptual landscape plan so that it includes summary data indicating the landscape area (in square feet) of on-site, right-of-way, and parking lot landscaping (Ordinance Section 10.200 and 1.305).

Response: The summary data table with the requested calculations has been added to the Concept Landscape Plan.

- 21. Please revise the preliminary landscape plan so that it will show existing and proposed plants in the right-of-way, in compliance with the provisions of Zoning Ordinance Section 10.306.

Response: Existing and proposed plants have been added to the Concept Landscape Plan, with additional street tree planting per the Zoning Ordinance.

#### **Building Elevation Review:**

- 22. 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 (Zoning Ordinance Section 1.305).

Response: The building elevations now include number notations to indicate the differences between planar surfaces.

- 23. Please provide notation regarding the locations of the materials and colors that will be utilized on the building elevations. Please refer to the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications. There will be comments regarding the building elevations after the materials and colors information has been received and reviewed by staff (Ordinance Section 1.305).

Response: The building elevations have been revised indicating materials and color choices.

- 24. Please 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 (Scottsdale Sensitive Design Principle 9 and Scottsdale Commercial Design Guidelines)

Response: Section drawings have been provided showing recessed minimums for windows (50%) of wall thickness.



25. 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 (Scottsdale Sensitive Design Principle 9 and Scottsdale Commercial Design Guidelines or Design Guidelines).  
Response: Section drawings have been provided showing recessed minimums for doors (30%) of wall thickness.
26. 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 1.305. Steve V. 07/21/18  
Response: Building mounted light fixtures have been identified on the building elevations.
27. Please indicate and illustrate the location of the electrical service entrance section or electrical meter and service panel. Service entrance sections (SES) or electrical meter and service panel shall be incorporated into the design of the building, either in a separate utility room, or the face of the SES or electrical meter and service panel shall be flush with the building face. An SES or electrical meter and service panel that is incorporated into the building, with the face of the SES or electrical meter and service panel 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 (DSPM Section 2-1.402).  
Response: The electrical service entrance has been identified on the building elevations and is incorporated into the design of the building being flush with the building face.
28. 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 (DSPM Section 2-1.401.1).  
Response: All exterior mechanical, utility, and communications equipment has been screened and is evidenced in the elevations and floor plan.
29. 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 (DSPM Section 2-1.401.4).  
Response: Roof drainage systems have been detailed and are provided in the building elevations.

#### Lighting Design:

30. Please provide light fixture cut-sheets for all proposed light fixtures (Plan & Report Requirements for Development Applications and Ordinance Section 1.305).  
Response: Light fixture cut sheets for all proposed light fixtures have been provided.
31. Proposed light fixtures 'Type G' and 'Emergency Egress Light Fixture' are unacceptable due to exposed light source and lenses, both of which will result in excessive glare. Please provide alternative light fixtures that will effectively direct the light to the site areas that are intended to be illuminated (DSPM Sec. 2-1.1202.A).  
Response: Alternative light fixtures have been provided to direct light to the site areas that are intended to be illuminated as well as their respective cut sheets.

32. All lights shall be fully shielded and directed downwards. Please provide luminaire values for all fixtures. Response: All lights to be provided will be fully shielded and directed downwards. Please see photometric lighting plan for luminaire values for all fixtures.
33. The maximum light spillage at the property line shall not exceed 0.8 foot-candles. Please verify this requirement with a 1.0 Light Loss Factor.  
Response: Please see photometric lighting plan for luminaire values not exceeding 0.8 foot-candles at the property line.

**Circulation:**

34. Please update the project site plan, and all associated materials, to either be pull-back or extended the median located at the northeastern entry point. The proposed solution may worsen the current situation.  
Response: The site plan and all associated materials have not been updated to show the median at the northeastern entry point as pulled back or extended. The owner of the adjacent property (Urban Land of Nevada, LLC) was contacted regarding the median in the interest of improving vehicular circulation and denied the request to modify the median. See CBAC-Median Denial Letter exhibit for clarity.
35. Please update the project site plan, and all associated materials, to provide a six-foot-wide (6-ft) sidewalk form the building/site to E. Williams Road (DSPM Section 2-1.808 and 2-1.312).  
Response: The width of the pedestrian walkway from the public sidewalk on E. Williams Dr. has been increased to a 6-foot clear width.
36. Please update the project site plan, and all associated materials, to provide a six-foot-wide (6-ft) sidewalk form the building/site to E. Williams Road, form the west side of the building/parking lot (DSPM Section 2-1.808 and 2-1.312).  
Response: The width of the pedestrian walkway from the public sidewalk on E. Williams Dr. has been increased to a 6-foot clear width.

**Floor Plan Review:**

37. Provide a floor plan or roof plan that indicates and illustrates the location of the roof access ladder (DSPM Section 2-1.401.3).  
Response: The floor plan has been revised indicating the location of the roof access ladder.

**Landscaping:**

38. 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 (DSPM Section 5-3.119 and Ordinance Section 1.305).  
Response: The SVT is shown and dimensioned on the Landscape Plan.
39. Please show the locations of building mounted and free standing exterior light fixtures on the landscape plan (Plan & Report Requirements for Development Applications and Ordinance Section 1.305).  
Response: Exterior site and building lights are shown on the Landscape Plan.
40. Please utilize a dashed or dotted line to indicate the site area that needs to be allocated as bicycle parking spaces. Modify the location of either the landscape improvements or the bicycle parking spaces and racks if there is a conflict between landscape plants and bicycle parking spaces (DSPM Section 2-1.808.B).



Response: Bicycle Parking (rack) is shown and called out on the Landscape Plan with adjusted planting in the surrounding area.

41. Please revise the landscape plan in order to eliminate conflicts between refuse removal and tree location. There is a landscape area that abuts the refuse enclosure. Next to the refuse enclosure there is one tree, the mature canopy of which will extend over the refuse enclosure and conflict removal of refuse. The location of this tree needs to be shifted in order to avoid conflicts with the refuse truck as it picks up the refuse container (DSPM Section 2-1.804).

Response: The trash enclosure and landscape islands in this area have been revised. Planting is adjusted to avoid conflict between tree and trash removal (adequate distance between tree and screen wall).

42. Please revise the landscape plans, and associated case materials, to provide "base planting" around the proposed building.

Response: Base planting around the building has been added on all facades.

#### **Engineering Review:**

43. Please update the project site plan, and all associated materials, to extend the Ingress/Egress easement to cover the driveway created for this site. Please relocate driveway to the south or obtain additional easement from the property owner to the west.

If the driveway location is updated, please release the applicable portions of the 1-foot Vehicular Non-Access easement.

Response: The site plan has not been updated as the suggested modification will greatly impact existing storm water retention and underground infrastructure to accommodate the suggested driveway location.

#### **Building Elevations:**

44. Please remove all bay doors from the east and west elevations in response to comment #1 above.  
Response: The building elevations have been revised to show a single bay door at the south elevation of the building only – see sheet A.4 for clarity.

45. All limestone, or any other veneer, shall wrap around the entire column, corner, or wall.  
Response: The building elevations have been revised to show limestone (and other veneers) wrapping around building elements, corners, and walls.

#### **Development Review Board Review**

46. Notes and dimensions on the 24x36-inch plan sheets appear to be 6-point font size, or less. Please revise the notes and dimensions so that they are 12-point font size (1/6th of an inch). Please refer to the Plan & Report Requirements for Development Applications (Ordinance Section 1.305).  
Response: Notes and dimensions have been revised to 12-point font size on the 24x36 plan sheets.

#### **Engineering Review:**

47. Please update the project site plan, and all associated materials, to provide and identify the location of sewer and water mains serving this site, and the location of the service connections.  
Response: The project site plan and all associated materials have been revised showing the location of the sewer, water mains, and service connections.



48. Please update the project site plan, and all associated materials, to provide and identify the recorded document numbers for all easements on this site or serving the site.

Response: The project site plan and all associated materials have been revised showing the recorded document numbers for all easements on the site and serving the site.

**Water and Wastewater:**

49. Please update the Basis of Design report and Utility Dwg to provide a 1" meter shown on the 6" fire line. Connection shall be per Water Construction Note 6, as noted on the utility dwg.

Response: The reports have been updated for the new layout and the 1 ½" existing condition.

Sincerely,

STEWART + REINDERSMA ARCHITECTURE, PLLC.

LARRY J STEWART, AIA  
SR. PARTNER





August 2, 2018

Monique Reindersma  
Stewart Reindersma Architecture, PLLC  
5450 E High St 200  
Phoenix, AZ 85054

RE: 26-DR-2018  
Christian Brothers Automotive

Dear Ms. Reindersma:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on June 20, 2018. The following **1<sup>st</sup> Review Comments** represent the review performed by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

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

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

**Zoning:**

1. Please update the project site plan, and all associated materials, to provide the entrance to the structure coming from the rear of the building (Ordinance Section 5.1503.B.6.b). Please consider an alternate layout of the site as per Attachment "B," which also helps address the building base planting and other site related issues identified further below.
2. Please update the project site plan, and all associated materials, to identify those parking spaces that will be utilized for vehicles awaiting repair or having been completed with repairs. Please provide additional screen walls at those locations. Please consider using the parking spaces perpendicular to E. Williams Road as those spaces. These spaces shall not be included within the required parking calculations (Ordinance Section 5.1503.B.6.d and 5.1503.B.6.e).
3. Please update the open space plan, and all associated materials, to identify the square-footages to the different hatched areas, in general, and in each landscape area (Ordinance Section 5.1504.C.a). Please reference Attachment "C" for areas of inquiry.

**Building Elevation Review:**

4. Please provide information and details related to screening devices that will be utilized to screen any mechanical equipment (Ordinance Section 1.904.A.4 and 7.105).
5. Please provide information and details related to the roof drainage system (Ordinance Section 7.105).

**26-DR-2018**  
**10/15/2018**



Fire:

6. Please update the project site plan, and all associated materials, to provide and demonstrate fire hydrant spacing; both existing and proposed (Fire Ord 4283, 507.5.1.2).
7. Please update the project site plan, and all associated materials, to provide and identify the "Key switch/pre-emption sensor" required for commercial/Multi-family/Gated communities (Fire Ordinance 4283, 503.6.1).
8. Please update the project site plan, and all associated materials, to provide and demonstrate COMMERCIAL turning radii (25' inner/49' Outside /55' Bucket Swing) (DSPM Section 2-1.303(5)).

Water and Wastewater:

9. Please submit two (2) copies of the revised Water and Wastewater Basis of Design Reports with the original red-lined copy of the report to your Project Coordinator with the rest of the resubmittal material identified in Attachment A. Please address the following comments:
  - a. The provided water usage calculation is for interior only. Update calculation for interior and exterior water usage (DSPM Figure 6-1.2).
  - b. Water BOD proposes using an existing water meter box. However, City record shows that there is an existing 1-1/2" irrigation meter at site. If this meter is used, the service line cannot be smaller than the meter size per DSPM Section 6-1.416.C.
  - c. Conduct water hydraulic analysis as per DSPM Section 6-1.200.G.6.
  - d. With the Utility Dwg provide the sewer connection shall be per MAG Standard Detail 440-3 (DSPM Section 7-1.409.B).
  - e. With the sewer Basis of Design report and the Utility Dwg, provide a 4' min cover for sewer and laterals within the water/sewer easement (DSPM Section 7-1.407).
  - f. The proposal requires grease, oil and sand separator (DSPM Section 7-1.411).
10. This project will be responsible for all water and sewer development fees as per SRC. Section 49-124

Development Review Board Review:

11. Please submit a revised Project Narrative that addresses the criteria set forth in Ordinance Section 1.904.
12. Please provide the Color & Material Sample Board per the Development Review Development Application Checklist, Part III – Samples & Models. It may be necessary to provide two boards. Please consider using a thicker foam core board, or multiple-layered foam core board so that heavier samples can be recessed into the board.
13. Please relocate the bicycle parking spaces so that they will comply with Ordinance Section 9.106.C.2.
14. Please provide a site plan and project data that complies with the Plan and Report Requirements for Development Applications. There will be comments regarding the site plan after it has been received and reviewed by staff (Ordinance Section 1.305), please address the following comments:
  - a. Please provide a vicinity map that is a blackline drawing instead of a photograph on the site plan.
  - b. Please revise the site plan to indicate the zoning district of all adjacent and abutting parcels.
  - c. Please 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.
  - d. Please 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. 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.

#### **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:**

15. Revise the site plan so that it illustrates the necessary emergency access and fire lanes in compliance with the Scottsdale Design Standards and Policies Manual Section 2-1.802.
16. Please update the site plan, and associated case materials, to bring the building closer to the frontage open space. This will create a more pedestrian sensitive design and move the vehicular circulation to the rear of the site.
17. Please increase the width of the pedestrian walkway from the public sidewalk that is on E. Williams Drive to each of the entry area 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).
18. 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 (Ordinance Section 1.305).

#### **Drainage:**

19. 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. Please address the following items in the resubmittal:
  - a. Please update the project drainage report, and all associated materials, to identify all proposed structure to remain out of the FEMA AO zone (DSPM Section 4-1.01).
  - b. Please update the project drainage report, and all associated materials, to provide full stormwater storage, as required for this site (DSPM Section 4-1.201).
  - c. Please update the project drainage report, and all associated materials, to drain the retention basin by gravity (DSPM Section 4-1.03).
  - d. Please update the project drainage report, and all associated materials, to acknowledge that the proposed dry well will be governed by the City of Scottsdale Design Standards and Policies Manual and the FCD Maricopa county hydraulic manual.
  - e. Please update the project drainage report, and all associated materials, to acknowledge that the proposed dry well will be permitted through the Arizona Department of Environmental Quality.
  - f. Please update the project site plan, future consecution plans, and all associated materials, to provide a note and acknowledge that maintenance of the proposed dry well will be the sole responsibility of the parcel owner.
  - g. Please update the project drainage report, and all associated materials, to provide more detail on the grading plan detailing how water leaves the parking lot and enters the retention basin.

#### **Landscape Design:**

20. Please revise the conceptual landscape plan so that it includes summary data indicating the landscape area (in square feet) of on-site, right-of-way, and parking lot landscaping (Ordinance Section 10.200 and 1.305).



21. Please revise the preliminary landscape plan so that it will show existing and proposed plants in the right-of-way, in compliance with the provisions of Zoning Ordinance Section 10.306.

Building Elevation Review:

22. 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 (Zoning Ordinance Section 1.305).
23. Please provide notation regarding the locations of the materials and colors that will be utilized on the building elevations. Please refer to the Development Review Board Application Checklist and the Plan & Report Requirements for Development Applications. There will be comments regarding the building elevations after the materials and colors information has been received and reviewed by staff (Ordinance Section 1.305).
24. Please 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 (Scottsdale Sensitive Design Principle 9 and Scottsdale Commercial Design Guidelines)
25. 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 (Scottsdale Sensitive Design Principle 9 and Scottsdale Commercial Design Guidelines or Design Guidelines).
26. 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 1.305. Steve V. 07/21/18
27. Please indicate and illustrate the location of the electrical service entrance section or electrical meter and service panel. Service entrance sections (SES) or electrical meter and service panel shall be incorporated into the design of the building, either in a separate utility room, or the face of the SES or electrical meter and service panel shall be flush with the building face. An SES or electrical meter and service panel that is incorporated into the building, with the face of the SES or electrical meter and service panel 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 (DSPM Section 2-1.402).
28. 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 (DSPM Section 2-1.401.1).
29. 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 (DSPM Section 2-1.401.4).

Lighting Design:

30. Please provide light fixture cut-sheets for all proposed light fixtures (Plan & Report Requirements for Development Applications and Ordinance Section 1.305).
31. Proposed light fixtures 'Type G' and 'Emergency Egress Light Fixture' are unacceptable due to exposed light source and lenses, both of which will result in excessive glare. Please provide alternative light fixtures that will effectively direct the light to the site areas that are intended to be illuminated (DSPM Sec. 2-1.1202.A).

32. All lights shall be fully shielded and directed downwards. Please provide luminaire values for all fixtures.
33. The maximum light spillage at the property line shall not exceed 0.8 foot-candles. Please verify this requirement with a 1.0 Light Loss Factor.

Circulation:

34. Please update the project site plan, and all associated materials, to either be pull-back or extended the median located at the northeastern entry point. The proposed solution may worsen the current situation.
35. Please update the project site plan, and all associated materials, to provide a six-foot-wide (6-ft) sidewalk from the building/site to E. Williams Road (DSPM Section 2-1.808 and 2-1.312).
36. Please update the project site plan, and all associated materials, to provide a six-foot-wide (6-ft) sidewalk from the building/site to E. Williams Road, from the west side of the building/parking lot (DSPM Section 2-1.808 and 2-1.312).

Floor Plan Review:

37. Provide a floor plan or roof plan that indicates and illustrates the location of the roof access ladder (DSPM Section 2-1.401.3).

Landscaping:

38. 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 (DSPM Section 5-3.119 and Ordinance Section 1.305).
39. Please show the locations of building mounted and free standing exterior light fixtures on the landscape plan (Plan & Report Requirements for Development Applications and Ordinance Section 1.305).
40. Please utilize a dashed or dotted line to indicate the site area that needs to be allocated as bicycle parking spaces. Modify the location of either the landscape improvements or the bicycle parking spaces and racks if there is a conflict between landscape plants and bicycle parking spaces (DSPM Section 2-1.808.B).
41. Please revise the landscape plan in order to eliminate conflicts between refuse removal and tree location. There is a landscape area that abuts the refuse enclosure. Next to the refuse enclosure there is one tree, the mature canopy of which will extend over the refuse enclosure and conflict removal of refuse. The location of this tree needs to be shifted in order to avoid conflicts with the refuse truck as it picks up the refuse container (DSPM Section 2-1.804).
42. Please revise the landscape plans, and associated case materials, to provide "base planting" around the proposed building.

Engineering Review:

43. Please update the project site plan, and all associated materials, to extend the Ingress/Egress easement to cover the driveway created for this site. Please relocated driveway to the south or obtain additional easement from the property owner to the west.

If the driveway location is updated, please release the applicable portions of the 1-foot Vehicular Non-Access easement.



### 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:

#### Building Elevations:

- 44. Please remove all bay doors from the east and west elevations in response to comment #1 above.
- 45. All limestone, or any other veneer, shall wrap around the entire column, corner, or wall.

#### Development Review Board Review

- 46. Notes and dimensions on the 24x36-inch plan sheets appear to be 6-point font size, or less. Please revise the notes and dimensions so that they are 12-point font size (1/6th of an inch). Please refer to the Plan & Report Requirements for Development Applications (Ordinance Section 1.305).

#### Engineering Review:

- 47. Please update the project site plan, and all associated materials, to provide and identify the location of sewer and water mains serving this site, and the location of the service connections.
- 48. Please update the project site plan, and all associated materials, to provide and identify the recorded document numbers for all easements on this site or serving the site.

#### Water and Wastewater:

- 49. Please update the Basis of Design report and Utility Dwg to provide a 1" meter shown on the 6" fire line. Connection shall be per Water Construction Note 6, as noted on the utility dwg.

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

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

If you have any questions, or need further assistance please contact me at 480-312-7849 or at [jmurillo@scottsdaleAZ.gov](mailto:jmurillo@scottsdaleAZ.gov).

Sincerely,

Jesus Murillo  
Senior Planner

cc: SPENSA ARIZONA XIV LLC  
350 HWY 7 STE 200  
EXCELSIOR, MN 55331  
952-449-5755  
[GREG@SPENSAGROUP.COM](mailto:GREG@SPENSAGROUP.COM)



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

Case Number: **26-DR-2018**

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 1/2" x 11" 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)
- ☒ One copy: Revised Narrative for Project
- ☒ One copy: Results of Alta Survey

☒ Context Aerial with the proposed Site Plan superimposed

Color            1            24" x 36"            1            11" x 17"            2            8 1/2" x 11"

☒ Site Plan:

                 12            24" x 36"            2            11" x 17"            2            8 1/2" x 11"

☒ Open Space Plan:

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

☒ Elevations:

Color            1            24" x 36"            2            11" x 17"            2            8 1/2" x 11"

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

☒ Perspective(s):

Color            1            24" x 36"            2            11" x 17"            2            8 1/2" x 11"

☒ Landscape Plan:

Color            1            24" x 36"            2            11" x 17"            2            8 1/2" x 11"

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

☒ Photometric Analysis Plan(s):

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

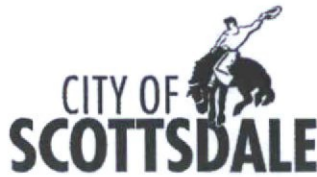
☒ Manufacturer Cut Sheets of All Proposed Lighting:

                 1            24" x 36"            2            11" x 17"            2            8 1/2" 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 and Water and Waste Water Report application to your Project Coordinator with any prior City mark-up documents.



## Planning & Development Services

7447 East Indian School Road  
Scottsdale, Arizona 85251

December 27, 2018

26-DR-2018

Monique Reindersma  
Stewart Reindersma Architecture, PLLC  
5450 E High St 200  
Phoenix, AZ 85054

**RE: DRB APPROVAL NOTIFICATION**

**Case Reference No:** 26-DR-2018 Christian Brothers Automotive

The Development Review Board approved the above referenced case on December 20, 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, Jesus Murillo, 480-312-7849.
- 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 year's fee schedule at: <https://www.scottsdaleaz.gov/planning-development/fees>

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,

Jesus Murillo  
Senior Planner  
jmurillo@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"> <li>▪ 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</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Commercial, foundation, addition, tenant improvement/remodel</li> <li>▪ Apartments/Condos</li> <li>▪ Engineering site review</li> <li>▪ Signs</li> <li>▪ Plat fees</li> <li>▪ Misc. Plan Review</li> <li>▪ Lot Tie/Lot Split</li> <li>▪ Pools &amp; Spas</li> <li>▪ Recordation</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Commercial addition, remodel, tenant improvement, foundation only, shell only</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins
Residential	Application	<ul style="list-style-type: none"> <li>▪ 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</li> </ul>	At time of application submittal
	Plan Review	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, standard plans</li> <li>▪ Engineering site review</li> <li>▪ Misc. plan reviews</li> </ul>	At time of construction document submittal
	Building Permit	<ul style="list-style-type: none"> <li>▪ Single family custom, addition, remodel, detached structure, standard plans</li> <li>▪ Fence walls or Retaining walls</li> <li>▪ Misc. Permit</li> <li>▪ Signs</li> </ul>	After construction document approval and before site construction begins

Monique,

re: 318-PA-2018 (Christian Brothers Automotive)

Your pre-application meeting has been scheduled with our coordinator, Jesus Murillo.

You may check-in with the receptionists in the atrium and refer to your assigned pre-app case number and coordinator contact information.

Our office building is located at:  
7447 E. Indian School Road #105  
Scottsdale, AZ 85251

Please accept this invite, or reply back via email to confirm or re-schedule your meeting.

Thank you,

Wayland Barton  
Planning Specialist  
City of Scottsdale | Planning & Development  
(480) 312-2347  
[wbarton@scottsdaleaz.gov](mailto:wbarton@scottsdaleaz.gov)

26-DR-2018  
6/20/18



## Monique@SRA360.com

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**From:** Murillo, Jesus <JMurillo@ScottsdaleAz.Gov>  
**Sent:** Friday, May 25, 2018 3:00 PM  
**To:** Monique@SRA360.com  
**Cc:** Sake@SRA360.com; 'Donnie Planten'  
**Subject:** RE: Christian Bros. Automotive - Scottsdale, AZ Traffic report proposal

Hello Monique,

Yes, we spoke together, and I explained the request a little better, and he stated that as per the request, no study would be required.

Sincerely,

Jesus

**From:** Monique@SRA360.com <Monique@SRA360.com>  
**Sent:** Friday, May 25, 2018 11:01 AM  
**To:** Murillo, Jesus <JMurillo@ScottsdaleAz.Gov>  
**Cc:** Sake@SRA360.com; 'Donnie Planten' <donnie@sra360.com>  
**Subject:** FW: Christian Bros. Automotive - Scottsdale, AZ Traffic report proposal

Jesus,

Please see e-mail below. The traffic engineer spoke with Philip Kercher, Traffic Engineer at City of Scottsdale. He says we do not need a traffic study.  
Can you please confirm?

**From:** [Monique@SRA360.com](mailto:Monique@SRA360.com) <[Monique@SRA360.com](mailto:Monique@SRA360.com)>  
**Sent:** Friday, May 25, 2018 10:08 AM  
**To:** 'Donnie Planten' <[donnie@sra360.com](mailto:donnie@sra360.com)>; 'Sake@SRA360.com' <[Sake@SRA360.com](mailto:Sake@SRA360.com)>; 'Jonathan Wakefield' <[jonathan.wakefield@cbac.com](mailto:jonathan.wakefield@cbac.com)>; 'Billy Green Jr.' <[billy.green@cbac.com](mailto:billy.green@cbac.com)>; 'Cynthia Murphy' <[cynthia.murphy@cbac.com](mailto:cynthia.murphy@cbac.com)>  
**Subject:** FW: Christian Bros. Automotive - Scottsdale, AZ Traffic report proposal

According to the traffic engineer and the city, looks like we do not need a traffic study. See below. I will double verify again with our planner Jesus.

**From:** Robert Zaitooni <[bob.zaitooni@gmail.com](mailto:bob.zaitooni@gmail.com)>  
**Sent:** Friday, May 25, 2018 9:41 AM  
**To:** [Monique@sra360.com](mailto:Monique@sra360.com)  
**Subject:** Re: Christian Bros. Automotive - Scottsdale, AZ Traffic report proposal

Monique:

I just spoke with City Traffic Engineering staff. You do not need a traffic study for this development since it is a very low generator, there is no zoning change, and you are using existing driveways.

In your response to the City, reference my conversation with Philip Kercher, Traffic Engineer at City of Scottsdale.

Keep me in mind for the next study.

Have a good weekend.

Bob

On Thu, May 24, 2018 at 4:27 PM, <[Monique@sra360.com](mailto:Monique@sra360.com)> wrote:

Good afternoon Bob,

I received your e-mail from Michael Hreha at Larson Engineering. Michael is doing the Civil Engineering for us on a Christian Bros. project at 7225 E. Williams Sr in Scottsdale, AZ.

Looks like we will be needing a Category 2 study for Item number 59 Transportation Impact & Mitigation Analysis (TIMA) (Information provided) on the attached Scottsdale DRM Submittal checklist.

Could you please provide me a proposal to perform this work as well as a schedule of how long it would take to complete please?

Thank you and we look forward to working with you.

Sincerely,

Monique Reindersma, AIA



STEWART + REINDERSMA ARCHITECTURE, PLLC

MONIQUE REINDERSMA, AIA, NCARB SR PARTNER

5450 e. high street, suite 200, phoenix az 85054

t: 480.515.5123 c: 480.452.3335 e: [monique@sra360.com](mailto:monique@sra360.com)



architecture / design / planning / engineering / construction management

[www.sra360.com](http://www.sra360.com)

**Monique@SRA360.com**

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**From:** Dennis Haley <DHaley@azdot.gov>  
**Sent:** Friday, June 15, 2018 8:17 AM  
**To:** 'Monique@SRA360.com'  
**Cc:** Vanessa Nunez  
**Subject:** Christian Brothers Automotive

RE: Christian Brothers Automotive  
7225 E. Williams Dr.

Attn: Monique Reindersma

Thank you for your notice for the above-referenced development.

After review, the development location is more than 1/4 mile from any ADOT proposed or existing highway facility. As such, ADOT has no comment.

Please feel free to contact me should you have any further questions. We appreciate the opportunity to review and comment.

Dennis Haley, SR/WA

**Consultant**  
**ADOT ROW Project Coordinator**  
**Federal Lands Liaison**  
205 S. 17th Ave MD: 612E  
Phoenix, AZ 85007  
602-712-7432  
[WWW.AZDOT.GOV](http://WWW.AZDOT.GOV)



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