



2/11/2021

Jerry Kesler  
GKI Architecture  
1823 E Desert Ln  
Phoenix, AZ 85042

RE: **18-DR-2020**  
Scottsdale Boutique Hotel  
**999V5 (Key Code)**

Dear Mr. Kesler:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 1/13/2021. 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 submit a revised Project Narrative that addresses the criteria set forth in Sec. 1.904 of the Zoning Ordinance and the Old Town Scottsdale Urban Design & Architectural Design Guidelines.
2. Please revise the project plans to demonstrate how the proposed development meets the Gross Floor Area Ratio, Setback, Building Location, Stepbacks and Shaded Sidewalks provisions of the Downtown Overlay district. (Zoning Ordinance, Sec. 6.1205. and 5.3006.).
3. The submitted calculations identify a FAR of 0.97, in excess of the maximum allowable 0.8 identified in Sec. 5.1504.A. Please revise the plans accordingly to achieve an allowable FAR.
4. Please revise the project plans to demonstrate compliance with the parking spaces configuration requirements of Table 9.106.A, which outlines parking space dimensions for specific angled parking configurations. Please also see associated Transportation comments relative to the parking configuration and vehicle maneuvering.

**Building Height/Design:**

5. The maximum building height in the Downtown Overlay zoning district is specified as 36-feet, *inclusive of rooftop appurtenances*. The proposed building does not currently meet this requirement. Please revise the project plans to demonstrate compliance with this requirement, per Sec. 6.1205.E.1 of the Zoning Ordinance.

6. Please revise the elevation plans to include dimensions on each building elevation from the finished floor to the top of any roof top apparatus parapet. Please also include relative information for the measurement of building height as taken from a point 1-foot above the average top of curb elevation for the site, in accordance with the definition of Building in Height in Sec. 3.100 of the Zoning Ordinance.
7. To allow for additional understanding of the proposed building form, please provide building perspectives from multiple angles with the next submittal. There may be additional comments regarding the proposed after the perspectives are received. (Zoning Ordinance, Sec. 1.305.A.)

Open Space:

8. Please revise the open space plan to include all required/allowable open space and front open space calculations to demonstrate compliance with the Zoning Ordinance Sec 5.1504.C. It appears the calculations provided account for an additional 10-feet of building height (over the 36-foot maximum) which represents a larger number than actually required for the proposal.
9. Please update the open space plan to include a graphical legend for the corresponding hatching used to delineate different open space types on the plan.

Drainage:

10. Please submit a revised Drainage Report and G&D Plan with the rest of the resubmittal materials. Please address the specific comments provided below:

11. Preliminary Drainage Report:

- a. Update the References section to show the current dates of each document.
- b. Fix the quality of the scan so that the footer on each page is legible.
- c. Appendix 3 refers to a Warning and Disclaimer of Liability which is missing from the report.

12. Preliminary G&D plans:

- a. Show a drainage easement around the underground stormwater storage tank (USST) extending a minimum of 5-feet from the edge of pipe.
- b. Show the proposed USST in Section B-B
- c. Note that the new FEMA index date is 09/18/2020

13. Note that final design will need to comply with the specific requirements for a USST as indicated in the DSPM including but not limited to the following:

- a. USST must have a smooth interior floor with a slight slope to avoid stagnant water.
- b. An Operations & Maintenance (O&M) Manual must be provided for the USST.
- c. A signed and notarized ownership responsibility statement acknowledging responsibility for the USST.
- d. Location signs must be placed at each end of the USST.

Water and Waste Water:

14. Please submit revised Water and Waste Water Design Reports with the rest of the resubmittal materials. Please address the specific redlined comments provided and the information identified below:

15. Waste Water BOD:

- a. Analyze sewer to and extending one manhole to manhole segment east on Thomas Road. Coordinate and draw information from case 9-DR-2019 for which IMEG was engineer. Our records show Thomas Road allocated a peak of 200gpm. Show analysis in report.

- b. Pool back wash shall be assumed to be 100gpm. Max d/D with pool backwash and peak flows per DSPM can be 0.80. Without backwash 0.65 with peak flows must be met. Show conformance up to and along Thomas Road. Coordinate with 9-DR-2019. Show analysis in report.
- c. Existing onsite manhole and sewer line shall be called out as private or a 12-foot easement granted around them consistent with easement to the south.
- d. Show sewer service line as MAG 440-3 callout. Min diameter is 6". 8" currently shown (check for appropriate size)

16. Water BOD:

- a. A certified and city witnessed hydrant flow test and determination of fire flow must be provided. Confirm in report that fire flow is available. Refer to relevant DSPM Ch. 6 sections.
- b. Provide calculations that show that max day plus fire flow can be met with 15psi at highest floor min and concurrent 30psi min at nearest hydrant tee.
- c. Typically, the backflow preventer for the fire line is in the riser room (double check valve) and not in the yard as shown in site plan.
- d. Confirm location of FDC and riser room with fire plan reviewers.
- e. Water meter should be completely out of sidewalk and in line with backflow. If backflow is not adjacent to meter the line between must be backfilled with 1 sack CLSM. Correct on site plan.

**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:**

- 17. Please revise the landscape plan to correctly represent the Osborn Drive improvements, including existing sidewalks. Please refer to Zoning Ordinance Section 1.305.A.
- 18. 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 1.305.A.
- 19. 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.
- 20. Please add a note to the Landscape Plan, as follows: Thorny trees, shrubs and cacti shall be planted so that their mature size/canopy will be at least 4 feet away from any walkways or parking area curbing. Please refer to DSPM Sec. 2-1.501.L.

**Building Elevation Design:**

- 21. The Scottsdale Sensitive Design Principles as well as the Old Town Scottsdale Urban Design & Architectural Design Guidelines (Goal 18) promote the use of muted earth tones in applied treatments and paints on buildings. The proposed color palette includes colors that do not meet these guidelines. Please revise the building elevations and material board to meet the guidelines.
- 22. The Old Town Scottsdale Urban Design & Architectural Design Guidelines (Goal 18.7) promotes the use natural materials over simulated materials, particularly at the ground level of buildings. The proposed material palette includes materials that do not meet these guidelines. Please revise the building elevations and material board to meet the guidelines.

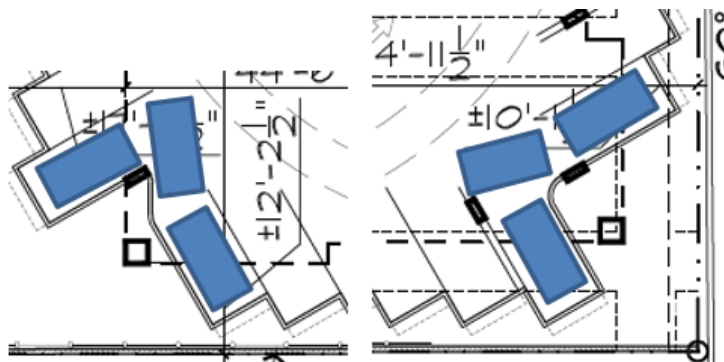
23. Please revise the building elevations to clearly label the locations of all building materials and colors that will be utilized. Please refer to Zoning Ordinance Section 1.305.A.
24. Please provide Light Reflective Values (LRV) of the building material finishes on the elevations or material samples. Please refer to Zoning Ordinance Section 1.305.A.
25. Please revise the building elevations to provide the color of the window frame for all exterior windows. Please refer to Zoning Ordinance Section 1.305.A.
26. Please provide section drawings of the proposed exterior shade devices. Please 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>.

#### Lighting Design:

27. All exterior lighting shall have a Kelvin temperature of 3000 or less, in accordance with the City of Scottsdale Exterior Lighting Policy. Please update and identify the lighting plans accordingly.
28. All fixtures and associated hardware, including poles, shall be flat black or dark bronze in accordance with the City of Scottsdale Exterior Lighting Policy. Please update and identify the lighting plans accordingly.

#### Circulation:

29. Please revise the plans to show a sidewalk connection from the building to Osborn Drive, with a minimum width of 6-feet, in accordance with DSPM 2.1-310.
30. Please revise the plans to show that the site driveways will be designed in conformance with CL-3 & CL-4 types, COS Std. Detail #2256, DSPM 5-3.200, and DSPM Sec. 5-3.205.
31. Some of the parking spaces do not appear to work as the back-up space conflicts with other parking spaces and/or columns. Please revise the parking configuration to eliminate these conflicts. Some examples are provided below:



32. Please revise the site plan so that the sidewalk around the site/building perimeter does not have gaps forcing pedestrians into the drive aisle. Guests parking on the west, south, and east sides of the building should not have to walk in the drive aisle to reach the building entrance.
33. Please revise the site plan to identify the dedication of non-motorized public access easements over any sidewalk along the Osborn Drive frontage that extends outside of the public right-of-way, including at the site driveways.

#### Engineering:

34. In accordance with DSPM 2-1.309, please provide a refuse plan that addresses the following:

- A. Provide 1 commercial refuse enclosure per every 20 hotel rooms (50+ rooms requires 3 refuse enclosures). Compactors may be used as an alternative to refuse or recycling containers. To determine adequacy + site location of compactors, if proposed, please provide the following on a refuse plan, compactor:
    - a. Type
    - b. Capacity - State on site plan compactor capacity conversion equating to the city's required 1 enclosure for every 20 units with no recycling or 2 enclosures for every 30 units with recycling. Although recycling is not a requirement, it has been determined to be an amenity city residents are looking for in this type of development.
    - c. Location
      - (1) For both horizontal + vertical compactors: Place the refuse compactor container and approach pad so that the refuse truck route to and from the public street has a minimum unobstructed vertical clearance of thirteen (13) feet six (6) inches (fourteen 14 feet is recommended), and unobstructed minimum vertical clearance above the concrete approach slab and refuse compactor container storage area concrete slab of twenty-five (25) feet.
      - (2) For horizontal compactors: Place the refuse compactor in a location that does not require the bin to be maneuvered or relocated from the bin's storage location to be loaded on to the refuse truck.
      - (3) For horizontal compactors: Provide a compactor container approach area that has a minimum width of fourteen (14) feet and length of sixty (60) feet in front of the container.
      - (4) For both horizontal + vertical compactors: Demonstrate path of travel for refuse truck accommodates a minimum vehicle turning radius of 45', and vehicle length of 40'.
      - (5) For both horizontal + vertical compactors: Non-self contained compactors will require a grease interceptor with drain placed in compactor enclosure.
  - B. Provide a grease containment area in trash enclosure if an on-site restaurant is to be proposed.
35. In accordance with DSPM 2-1.310, please update the site plan with a minimum 6-foot wide accessible pedestrian route from the main entry of the development to the abutting street.

### **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:

#### **Parking:**

36. The parking study provided references 65 rooms, the site plan references 50 rooms, and the floor plans appear to account for 50 rooms. Please coordinate all documents to identify information.

#### **Engineering:**

37. In accordance with Scottsdale Revised Code (SRC) 48-3 and 48-4: Platting will be required for lot combination will be needed to accommodate proposed project at the time of construction document submittal, and its recordation will be required prior to related permit issuance. Easement dedications, via plat, will be required for any public infrastructure running through private parcels. Please contact Brian Kulina, [BKulina@scottsdaleaz.gov](mailto:BKulina@scottsdaleaz.gov), for any platting process or requirement questions you may have at that time.

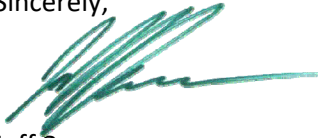
Please resubmit the revised application requirements and additional information identified in Attachment A, Resubmittal Checklist, and a written summary response addressing the comments/corrections identified above as soon as possible for further review. The City will then review the revisions to determine if the application is to be scheduled for a hearing date, or if additional modifications, corrections, or additional information is necessary.

The Planning & Development Services Division has had this application in review for 21 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 480-312-2376 or at [jbarnes@ScottsdaleAZ.gov](mailto:jbarnes@ScottsdaleAZ.gov).

Sincerely,



Jeff Barnes  
Senior Planner

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

**Case Number: 18-DR-2020**

**Key Code: 999V5**

Please follow the plan and document submittal requirements below. **All files shall be uploaded in PDF format.** Provide one (1) full-size copy of each required plan document file. Application forms and other written documents or reports should be formatted to 8.5 x 11.

A digital submittal Key Code is required to upload your documents: **999V5**. Files should be uploaded **individually** and in **order** of how they are listed on this checklist.

Submit digitally at: <https://eservices.scottsdaleaz.gov/bldgresources/Cases/DigitalLogin>

Digital submittals shall include one copy of each identified below.

- ☒ COVER LETTER – Respond to all the issues identified in this 1st Review Comment Letter
- ☒ Revised Narrative for Project
- ☒ Revised Parking Study / Analysis
- ☒ Site Plan:
- ☒ G&D Plan:
- ☒ Open Space Plan:
- ☒ Elevations:
- ☒ Perspective(s)
- ☒ Landscape Plan:
- ☒ Lighting Site Plan(s):
- ☒ Photometric Analysis Plan(s):
- ☒ Manufacturer Cut Sheets of All Proposed Lighting:
- ☒ Floor Plan(s):

Technical Reports: Please submit one (1) digital copy of each report requested

- ☒ Revised Drainage Report:
- ☒ Revised Water Design Report:
- ☒ Revised Waste Water Design Report: