

**Correspondence Between
Staff and Applicant
Approval Letter**



March 7, 2017

Joanna Bartholomew
SEG
8280 E Gelding Dr Ste 101
Scottsdale, AZ 85260

Re:
9-UP-2016
Fry's Fuel Center #621

Dear Joanna Bartholomew,

This is to advise you that the case referenced above was approved at the March 7, 2017 City Council meeting. The Resolution No. 10722 may be obtained from the City Clerk's office or city website @ <https://eservices.scottsdaleaz.gov/eServices/ClerkDocs/Default.aspx>.

Please remove the red hearing sign as soon as possible. If you have any questions, please contact me at 480-312-7713.

Sincerely,

Brad Carr, AICP
Principal Planner



Planning & Development Services Division
Current Planning Services
7447 E. Indian School Rd.
Scottsdale, AZ 85251

12/27/2016

Joanna Bartholomew
SEG
8280 E Gelding Dr Ste 101
Scottsdale, AZ 85260

RE: Determination of a Planning Commission hearing.

Dear Ms. Bartholomew:

Your Development Application 9-UP-2016, Fry's Fuel Center #621 is scheduled for the 1/25/2017 Planning Commission agenda.

You may be required to make a presentation to the Planning Commission. Applicant's presentation is limited to ten minutes. If you choose to present your application to the Planning Commission utilizing a Power Point presentation, I will need to have the electronic file by 1:00 p.m. on Monday, 1/23/2017.

A subsequent letter with your site post requirements will be sent shortly after the required text has been verified. Typically, this is approximately twenty-one (21) days before a hearing date.

The Planning & Development Services Division has had this application in review for Staff Review Days.

Thank you,

Brad Carr, AICP, LEED-AP
Principal Planner

C: Case File



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"

CLIENT:	Fry's	DATE:	11/18/2016
PROJECT:	Fry's Fuel Center #621	REFERENCE:	City of Scottsdale - 1st Review

No.	Sheet No.	Reviewer	COMMENT	Responsible Party	RESPONSE
The following comments are from:				Zoning	
1	C2.00		The proposed drive aisle that is dimensioned at 12' 0" wide must be increased to 18' 0" wide, in compliance with Zoning Ordinance Section 9.106.B. Please revise the project plans to maintain the width and length of the proposed landscape median and reduce, as necessary, the width of the drive aisle that is between the proposed fuel canopy and the proposed landscape median.	SEG	Drive aisle widened to required 18'0". Landscape aisle widened to 7'.
2	Page 1		Please provide an open space plan in compliance with Zoning Ordinance Sec. 5.1504.C.	SEG	Open space plan has been provided.
3	Page 1		Please submit a revised copy of the Citizen Review Report summary to include details, if any, of the most recent public outreach efforts, including any additional public comments that may have been received. (Zoning Ordinance, Sec. 1.305.C.2.b.)	SEG	Report has been added to package entitled "Neighborhood Notification Report". No changes have been made since September 2016.

9-UP-2016
12/06/16



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"

4	L0.2		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, in compliance with Zoning Ordinance Section 10.200.	HP+D	Table added to comply with Section 10.200, table of landscape improvement areas identified in SF.
The following comments are from:				Site Design	
5	C2.00		Notes and dimensions on the site plan and the open space plan appear to be 6 point font size, or less. Please revise the notes so that they are 12 point font size (1/6th of an inch). Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.	SEG	Text Fonts have been increased in size to 12 point (1/8" or 0.125).
The following comments are from:				Landscape Design	
6	L0.2		Notes on the landscape plan appear to be 6-point font size, or less. Please revise the notes so that they are 12 point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.	HP+D	Text Fonts have been increased in size to 12 point (1/8" or 0.125).
The following comments are from:				Building Elevation Design	



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"

7	A2.00		Notes and dimensions on the building elevations appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.	SEG	Text Fonts have been increased in size to 12 point (1/8" or 0.125).
The following comments are from:				Lighting Design	
8	PH 1-2		Please provide a revised lighting site plan and photometric analysis that reflects any changes to the site plan. (Zoning Ordinance, Sec. 1.303.)	Wright	Lighting site plan updated with latest site plan base file.
The following comments are from:				Circulation	
9	C2.00		Please revise the project plans to improve the alignment of the on site exit aisle with the parking lot aisle to the south. Site plan shows travel path aligning with curbed landscape island existing layout lines up with parking aisle. This should not change with the addition of the new pumps. (Zoning Ordinance, Sec. 1.204.)	SEG	Alignment has been adjusted.
10	C2.00		Please revise the project plans to relocate the accessible parking space so that it is not blocking the on site circulation. (Zoning Ordinance, Sec. 1.204.)	SEG	Accessible parking space has been relocated.



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"

11	C2.00		Please revise the project plans to identify the refuse enclosure location on the site. (Zoning Ordinance, Sec. 1.204.)	SEG	Note has been added to site plan.
----	-------	--	--	-----	-----------------------------------



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"



COMMENT TRACKING LOG

"LEED®ing and Developing Smart Projects"

notenote



November 18, 2016

Joanna Bartholomew
SEG
8280 E. Gelding Drive, Ste 101
Scottsdale, AZ 85260

RE: 9-UP-2016 / 50-DR-2016
Fry's Fuel Center #621

Dear Ms. Bartholomew:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 10/12/2016. The following **1st Review Comments** represent the review performed by our team, and is intended to provide you with guidance for compliance with city codes, policies, and guidelines related to this application.

Zoning Ordinance and Scottsdale Revise Code Significant Issues

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

Zoning:

1. The proposed drive aisle that is dimensioned at 12'-0" wide must be increased to 18'-0" wide, in compliance with Zoning Ordinance Section 9.106.B. Please revise the project plans to maintain the width and length of the proposed landscape median and reduce, as necessary, the width of the drive aisle that is between the proposed fuel canopy and the proposed landscape median.
2. Please provide an open space plan in compliance with Zoning Ordinance Sec. 5.1504.C.
3. Please submit a revised copy of the Citizen Review Report summary to include details, if any, of the most recent public outreach efforts, including any additional public comments that may have been received. (Zoning Ordinance, Sec. 1.305.C.2.b.)
4. 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, in compliance with Zoning Ordinance Section 10.200.

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:

5. Notes and dimensions on the site plan and the open space plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point font size (1/6th of an inch). Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Landscape Design:

6. Notes on the landscape plan appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Building Elevation Design:

7. Notes and dimensions on the building elevations appear to be 6-point font size, or less. Please revise the notes so that they are 12-point (1/6 inch) font size. Please refer to the Plan & Report Requirements for Development Applications. Please refer to Zoning Ordinance Section 1.303.

Lighting Design:

8. Please provide a revised lighting site plan and photometric analysis that reflects any changes to the site plan. (Zoning Ordinance, Sec. 1.303.)

Circulation:

9. Please revise the project plans to improve the alignment of the on-site exit aisle with the parking lot aisle to the south. Site plan shows travel path aligning with curbed landscape island; existing layout lines up with parking aisle. This should not change with the addition of the new pumps. (Zoning Ordinance, Sec. 1.204.)
10. Please revise the project plans to relocate the accessible parking space so that it is not blocking the on-site circulation. (Zoning Ordinance, Sec. 1.204.)
11. Please revise the project plans to identify the refuse enclosure location on the site. (Zoning Ordinance, Sec. 1.204.)

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

PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURNED TO THE APPLICANT.

The Planning & Development Services Division has had this application in review for 27 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 480-312-7713 or at bcarr@ScottsdaleAZ.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Carr". The signature is fluid and cursive, with the first name "Brad" being more prominent than the last name "Carr".

Brad Carr, AICP, LEED-AP
Senior Planner

ATTACHMENT A
Resubmittal Checklist

Case Number: **9-UP-2016 / 50-DR-2016**

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x11 shall be folded):

- One copy: COVER LETTER – Respond to all the issues identified in the 1st Review Comment Letter
- One copy: Revised CD of submittal (PDF format)

Context Aerial with the proposed Site Plan superimposed

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

Site Plan:

 8 24" x 36" 2 11" x 17" 2 8 ½" x 11"

Open Space Plan:

 2 24" x 36" 2 11" x 17" 2 8 ½" x 11"

Elevations:

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

Landscape Plan:

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

Lighting Site Plan/Photometric Analysis:

 2 24" x 36" 2 11" x 17" 2 8 ½" x 11"



Community & Economic Development Division
Planning, Neighborhood & Transportation

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: 10.12.2016
Contact Name: JOANNA BARTHOLOMEW
Firm name: SUSTAINABILITY ENGINEERING GROUP
Address: 8780 GELDING DR #101
City, State Zip: SCOTTSDALE, AZ 85260

RE: Application Accepted for Review.
570 - PA - 2016

Dear Ms. BARTHOLOMEW:

It has been determined that your Development Application for FRT'S FUEL CENTER (CUP) 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: BRAD CARR
Title: SR. PLANNER
Phone number: 480.312.7713
Email address: bcarr@scottsdaleaz.gov

9-UP-2016
10/12/16



**Community & Economic Development Division
Planning, Neighborhood & Transportation**

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: _____

Contact Name: _____

Firm name: _____

Address: _____

City, State Zip: _____

RE: Minimal Submittal Comments

_____ - PA- _____

Dear _____:

It has been determined that your Development Application for _____ does not contain the minimal information, and has not been accepted for review.

Please refer to the application checklist and the Minimal Information to be Accepted for Review Checklist, and the Plan & Report Requirements pertaining to the minimal information necessary to be accepted for review.

PLEASE CALL 480-312-7000 TO SCHEDULE A RESUBMITTAL MEETING WITH ME PRIOR TO YOUR PLANNED RESUBMITTAL DATE. DO NOT DROP OFF ANY RESUBMITTAL MATERIAL WITHOUT A SCHEDULED MEETING. THIS WILL HELP MAKE SURE I'M AVAILABLE TO REVIEW YOUR RESUBMITTAL AND PREVENT ANY UNNECESSARY DELAYS. RESUBMITTAL MATERIAL THAT IS DROPPED OFF MAY NOT BE ACCEPTED AND RETURNED TO THE APPLICANT.

These **Minimal Submittal 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).

Sincerely,

Name: _____

Title: _____

Phone number: _____

Email address: _____