

**Correspondence Between
Staff and Applicant
Approval Letter**



Planning and Development Services Division

7447 East Indian School Road
Scottsdale, Arizona 85251

Date: 12-21-18
Contact Name: Adam Mclelland
Firm Name: STR ventures
Address: 4021 N. 75th St. #105
City, State, Zip: Scottsdale, AZ 85251

RE: Application Accepted for Review.

607 - PA - 2018

Dear Adam :

It has been determined that your Development Application for Mc Knight Pool 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: BEN MORIARITY
Title: PLANNER
Phone Number: (480) 312 - 2836
Email Address: B.MORIARITY @ScottsdaleAZ.gov

26-ZN-2018
12/21/18

June 26, 2019

City of Scottsdale
Attn: Ben Moriarity
7447 E. Indian School Rd
Scottsdale, AZ 85251

RE: **2nd Submittal** for 26-ZN-2018
STR Ventures
7531 E McKnight Blvd

Dear Mr. Moriarity:

Please accept this letter as a formal response to Staff Review comments dated January 24, 2019 for the above referenced Zone Change application for 7531 E. McKnight Blvd. Our responses are below in red.

Circulation:

1) In accordance with DS&PM 2-1.601 a dedication of a 10-foot wide commercial alley along the rear of the property is required. Please update the site plan and note accordingly.

Site Plan has been updated to show 10 ft wide alley dedication along the rear of the property.

Per DS&PM 5-3.201 please provide documentation for the legal rights to access across all neighboring properties needed to service parking in the rear of the property.

Attached please find the Title Report which shows legal access to rear of property.

Site:

2) NOTE: If in the future the building is split into multiple dwelling units or rooms used as a travel accommodation additional parking, including ADA accessible space/s may be required.

Note received.

3) The previously approved landscape plan associated with 302-SA-2018 showed a refuse enclosure in the rear of the property, however site plan submitted with this zoning case does not specify refuse location; please clarify.

Revised Site Plan shows refuse in the rear of the property accessed from the alley.

Fire:

4) Fire sprinklers required with the change of use, please determine type of NFPA 13, 13R, or 13D (sprinkler system to be installed).

Per a phone conversation with Scott Stanek, Fire Plan Examiner, on 3/27/18, we will be installing a NFPA 13D (residential sprinkler system).

Circulation:

5) Parking spaces should be set back a minimum of 2 feet along the alley to provide adequate backing distance.

Parking spaces have been adjusted accordingly.

6) Provide a trip generation comparison for the current land use versus the proposed land use.

The property is currently zoned S-R (Service Residential) and used as a Single Tenant Office Building. Below please find the trip generation comparison with the proposed Vacation Home Rental use utilizing information obtained from ITE 7th Edition. As you will see, there is a minimal increase in trips as a result of the change in use which will have little to no impact on the surrounding area.

<u>USE</u>	<u>TRIPS PER DAY</u>
Single Tenant Office Building	3.62
*All Suite Hotel	6.24

**ITE – 7th Edition did not have trip generation information for “Vacation Home Rental” so we used the closest category. “All Suite Hotel” is described as a hotel room with sitting area and kitchen.*

RESUBMITTAL CHECKLIST
Case Number: **26-ZN-2018**

Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x 11 shall be folded):

Digital submittals shall include one copy of each identified below.

One copy: COVER LETTER – Respond to all the issues identified in this 1st Review Comment Letter One original: Signed Prop. 207 Waiver Request (will submit prior to public hearing)

One copy: Commitment for Title Insurance

One copy: Results of Alta Survey

Two copies of a Trip Generation Comparison (included in Response Letter)

Site Plan: -

8 24" x 36" 1 11" x 17" 1 8 ½" x 11"



January 24, 2019

Jay McKee
4021 N 75TH STREET
SCOTTSDALE, AZ

RE: 26-ZN-2018
STR Ventures McKnight

Dear Mr. McKee:

The Planning & Development Services Division has completed the review of the above referenced development application submitted on 12/21/2018. 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:

Circulation:

1. In accordance with DS&PM 2-1.601 a dedication of a 10-foot wide commercial alley along the rear of the property is required. Please update the site plan and note accordingly.

Per DS&PM 5-3.201 please provide documentation for the legal rights to access across all neighboring properties needed to service parking in the rear of the property.

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:

2. NOTE: If in the future the building is split into multiple dwelling units or rooms used as a travel accommodation additional parking, including ADA accessible space/s may be required.
3. The previously approved landscape plan associated with 302-SA-2018 showed a refuse enclosure in the rear of the property, however site plan submitted with this zoning case does not specify refuse location; please clarify.

Fire:

4. Fire sprinklers required with the change of use, please determine type of NFPA 13, 13R, or 13D (sprinkler system to be installed).

Circulation:

5. Parking spaces should be set back a minimum of 2 feet along the alley to provide adequate backing distance.
6. Provide a trip generation comparison for the current land use versus the proposed land use.

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 16 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 480-312-2836 or at bmoriarity@ScottsdaleAZ.gov.

Sincerely,



Ben Moriarity
Planner

cc: Case File

**ATTACHMENT A
Resubmittal Checklist**

Case Number: **26-ZN-2018**

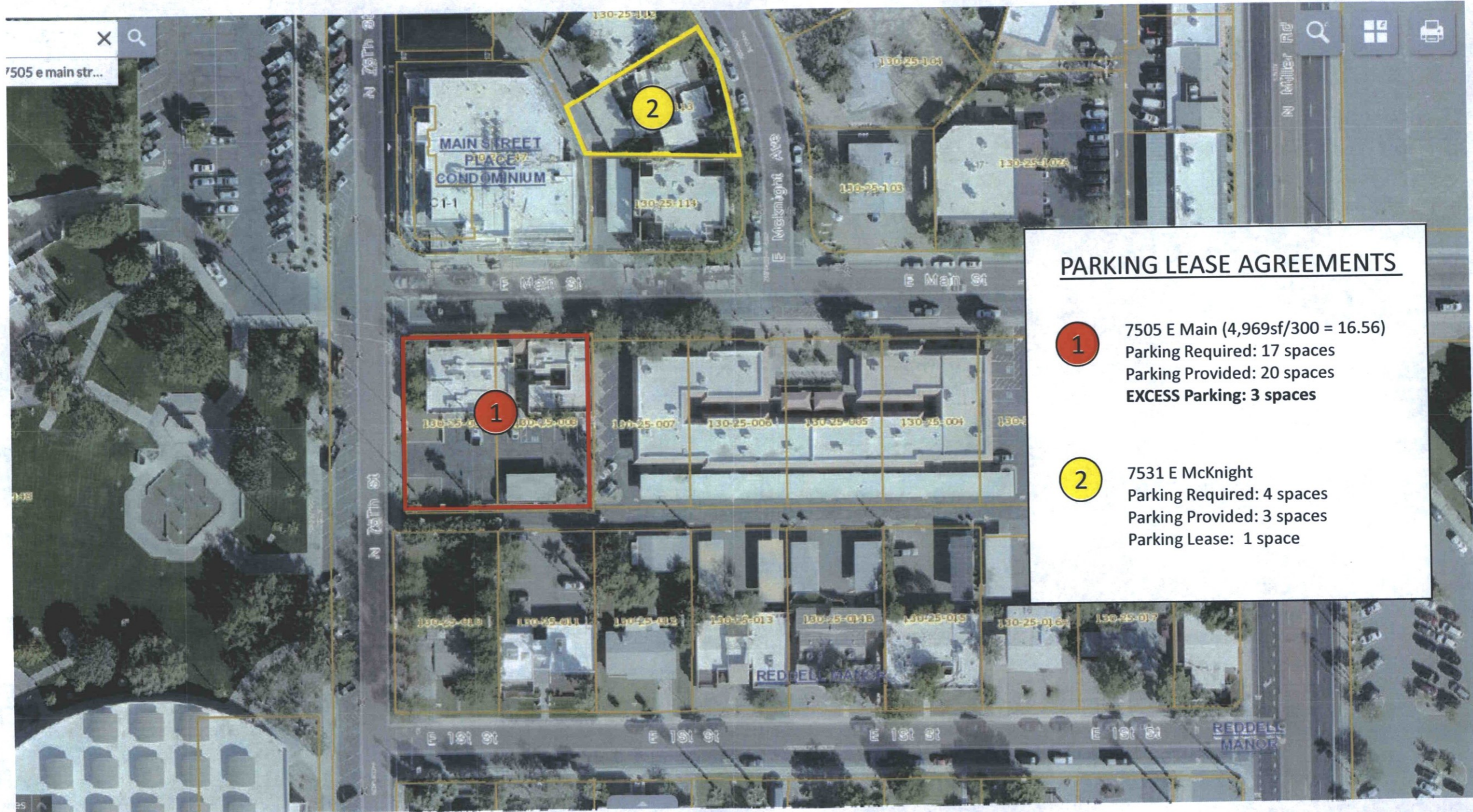
Please provide the following documents, in the quantities indicated, with the resubmittal (all plans larger than 8 ½ x11 shall be folded):

Digital submittals shall include one copy of each identified below.

- One copy: COVER LETTER – Respond to all the issues identified in this 1st Review Comment Letter
- One original: Signed Prop. 207 Waiver Request
- One copy: Commitment for Title Insurance
- One copy: Results of Alta Survey
- Two copies of a Trip Generation Comparison

Site Plan:

<u>8</u>	24" x 36"	<u>1</u>	11" x 17"	<u>1</u>	8 ½" x 11"
----------	-----------	----------	-----------	----------	------------



PARKING LEASE AGREEMENTS

1

7505 E Main (4,969sf/300 = 16.56)
Parking Required: 17 spaces
Parking Provided: 20 spaces
EXCESS Parking: 3 spaces

2

7531 E McKnight
Parking Required: 4 spaces
Parking Provided: 3 spaces
Parking Lease: 1 space