
MEMORANDUM

TO: Terri Soliman, Architectural Resource team, Inc.

FROM: Jose A. Macias, Planner/GIS: *JM*
Community Development Department, Planning & Zoning

RE: Catholic Charities Westside Head Start Site Plan

DATE: March 2, 2021

Mrs. Soliman,

Please see the comments from El Mirage Technical Advisory Committee (TAC) for the proposed Site Plan Approval for a Day Care Center Use.

BUILDING & SAFETY

1. Please show the following items on the site plan with the construction submittal.
 - a. Specify the 2012 IBC Occupancy Classification(s) for the structure.

ECONOMIC DEVELOPMENT

2. No comment.

ENGINEERING

3. See attached memorandum.

FIRE DEPARTMENT

4. Fire Department does not have any comments. We see that they are sprinkling the area.

PLANNING & ZONING

The follow Site Plan and Landscape comments can be address with construction and civil plans submittal.

5. Site Plan: Please add the following note to the site plan:
 - a. *"Any change of use or occupancy of any building or buildings, including additions thereto requiring more parking, shall not be permitted until such additional parking spaces as required by this chapter are furnished."*
6. The landscape Site Visibility Triangle is measured from behind the property line. Please revise.
7. Provide Location Map to include an area within one-half miles of site.
8. Landscape Plan: please provide the quantity and size of trees with final landscape plan.

9. Landscape Plan: 50% of the trees shall be in 24" boxes.

10. Please make sure to include a Landscape Irrigation Plan with the Civil Plans for construction review.

POLICE DEPARTMENT

11. No Comments.

PUBLIC WORKS

12. No comments.

MEMORANDUM

TO: Jose Macias, Planner/GIS
FROM: Bryce Christo, P.E., Assistant City Engineer
SUBJECT: Catholic Charities Westside Head Start – Development Application Review
DATE: 02-22-21

Below are the Engineering Division's comments for the above referenced submittal prepared in February 2021. **These items will have to be addressed prior to the Planning and Zoning Meeting.**

1. None

The below items will have to be addressed during the Construction Plan Submittal.

Civil Plans

1. Include the following items, as applicable:
 - a. Topographic contours at a minimum interval of two feet
 - b. Utilities and utility rights-of-way or easements
 - c. Surface water holding ponds and drainage ditches with surface water drainage arrows
 - d. Exterior signs
 - e. Exterior lighting
 - f. Landscaping and irrigation plans that include the size of the plantings at the time of planting and at maturity
2. The side yard building setbacks shall be 5 feet. The Site Plan shows 10 feet.
3. General Zoning Analysis Table
 - a. The building height must be less than the Principle Building height.
 - b. The Allowable Lot Coverage is 90%, not 37%.
4. Show turning templates through the parking area with inside and outside turning radii of 19.5 feet and 45 feet, respectively, to verify a fire truck can access site. The Site Plan shows an internal radius of 25 feet. Please revise.
5. The proposed driveway entrance shall be per MAG or City details. The curb within the parking area shall be MAG type curb.
6. Keynotes 125 and 128 of the Site Plan were not used. Keynote 142 shall be revised to maintain 6 feet of clearance around hydrant per City Detail EM-361.
7. Show the intersection site distances per City Detail EM-158 for the proposed driveway.
8. A stop sign is recommended at the driveway.
9. The slope of any parking area shall not exceed 3%.
10. It appears the existing sidewalk along Varney Road extends into the property. If this is accurate, a Pedestrian Access Easement or similar easement will be required along the

frontage of the property. This easement shall be dedicated to the City by separate instrument.

11. The existing retention basin appears to cross property lines. Is this accurate?
12. Show high water level, bottom elevations, volume required and volume provided for any existing or proposed retention basin. Show the basin overflow and the ultimate outfall elevation of the site.
13. Side slopes adjacent to the public right to way or areas where pedestrian access is permitted shall be 6:1 or flatter. There shall be at least two feet of level ground between any wall or vertical obstruction and the top of any side slope grading.
14. All finished floor elevations must be a minimum of 14 inches above the low outfall of the parcel and one foot above the 100-year base flood elevation.
15. All water and sewer mains and services within the site will be considered private. Any hydrants within the project site will be private and painted red per City Detail EM-360. All hydrants require markers per MAG Detail 122.
16. There shall be a separate water service for domestic, irrigation and fire. The domestic and irrigation services require their own meter and all services require backflow preventers. The minimum domestic and irrigation service size shall be 1-inch. The minimum fire service size shall be 6-inches.
17. The developer is required to perform their own flow test. The City's Fire Department (623-583-7968) shall be contacted as a witness. Also notify the Public Works Department (623-876-4251) one week prior to the test.
18. Photometrics will be required to show that:
 - a. 0.0 foot-candles from the site reaches any adjacent residential property
 - b. Any on-site lighting that reaches the Varney Road does not exceed 1.0 foot-candle at the centerline.
19. Plans shall include applicable City Notes. Call out MAG, City, etc. details to be used.

Drainage Report

20. Provide calculations for the basin including volume required, volume provided, high water level and bottom elevation. The proposed basin will have to account for the proposed parcel and the adjacent half right of way of Varney Road along the parcel frontage.
21. The 100-year, 1-hour rainfall shall be 2.4 inches.
22. The Drainage Report must also include the following:
 - a. A tributary area map to show the areas contributing to each basin.
 - b. Sizing calculations for any storm drain
 - c. Dry up calculations for dry wells

Water Statement

23. Provide the anticipated water demand for the site using the attached Water System Design Criteria.

Wastewater Statement

24. Provide the anticipated wastewater demand for the site using the attached Wastewater System Design Criteria.

Traffic Impact Statement

25. The Traffic Impact Statement is accepted and no further studies are required at this time. A Traffic Impact Study may be required for any potential future phases.

Phase I Environmental Site Assessment

26. The Phase I ESA is labeled as “Draft”. Please provide the Final version.

Miscellaneous

27. A Geotechnical Report will be required to provide on-site pavement sections and percolation rates. Verify the proposed pavement sections can handle 75,000 lbs.
28. A Stormwater Pollution Prevention Plan (SWPPP) will be required per the City’s SWPPP Guidelines document. A Notice of Intent (NOI) from ADEQ will be required prior to the City’s construction permit approval.
29. An Approval to Construct (ATC) may be required from MCESD for the water and sewer line extensions.
30. A Haul Permit will be required if 500 cubic yards or more of material will be brought into or out of the site. This will require a separate application, an exhibit showing the haul route and insurance from the company performing the haul. The fee is \$300.
31. A Dust Control Permit from the County will be required prior to the City’s construction permit approval.
32. Any cutting of the pavement in Varney Road will require Pavement Cut Fees per the most current Fee Schedule.

The above comments are meant to be general in nature and are not considered to be all inclusive. Additional comments will arise during the formal permit submittal.

WATER SYSTEM DESIGN CRITERIA	
DESCRIPTION	CRITERIA
AVERAGE DAY DEMAND	
Gallons per capita per day (gpcd) ⁽¹⁾	117
Density (people per dwelling unit) ⁽²⁾	3.34
Land Use Category ⁽³⁾	Varies
PEAKING FACTORS	
Maximum Day / Average Day	1.7
Peak Hour / Maximum Day	1.7
Peak Hour / Average Day	2.9
VELOCITY CRITERIA	
Maximum Day Condition	Max Velocity < 5 fps
Peak Hour Condition	Max Velocity ≤ 7 fps
Max Day Plus Fire Flow Condition	Max Velocity ≤ 10 fps
HEAD LOSS CRITERIA	
Maximum Day Condition	2 to 7 feet per 1,000 feet of pipe
Peak Hour Condition	≤ 10 feet per 1,000 feet of pipe
PRESSURE CRITERIA	
Max Day Plus Fire Flow Condition	Min Residual Pressure of 20 psi
Peak Hour Condition	Min System Pressure of 40 psi
FIRE DEMAND CRITERIA	
Single Family Residential	1,500 gpm at 2 hours
All Other Land Uses	3,500 gpm for 4 hours

NOTES:

(1) Average per capita water use per 2012 *Water and Wastewater Master Plan* provided by Wilson Engineers

(2) Persons per household, 2014-2018, per US Census Bureau

(3) Use latest version of City of Phoenix *Design Standards Manual for Water and Wastewater Systems*. Other values may be used with prior approval from the Engineering Division.

WASTEWATER SYSTEM DESIGN CRITERIA	
DESCRIPTION	CRITERIA
AVERAGE DAY DEMAND	
Gallons per capita per day (gpcd) ⁽¹⁾	58.5
Density (people per dwelling unit) ⁽²⁾	3.34
Land Use Category ⁽³⁾	Varies
PEAKING FACTORS	
Dry Weather Peaking Factors (Applied to Average Flows)	Per AAC R18-9-E301.D
Wet Weather Peaking Factors (Applied to Peak Flows)	1.17
VELOCITY CRITERIA	
Gravity Mains	2 fps ≤ Velocity ≤ 8 fps
Force Mains	3 fps ≤ Velocity ≤ 7 fps
FLOW DEPTH CRITERIA (d/D) FOR DRY WEATHER PEAK HOUR FLOWS	
d/D for new sewer with diameter less than 10 inches	0.50
d/D for new sewer with diameter 12 inches and above	0.75 (AAC R18-9-E301.D.e.iii)
FLOW DEPTH CRITERIA (d/D) FOR WET WEATHER PEAK HOUR FLOWS	
d/D for designing new sewer pipe	< 0.90
d/D for evaluating existing pipe in developed areas	< 1.00
HEAD LOSS CRITERIA	
Gravity pipe	Manning's n=0.013
Pressure pipe	Hazen Williams' C=120
MANHOLES	
When smaller pipe joins larger pipe	Match Crowns
Invert drop through manhole	0.20 feet

NOTES:

- (1) Average per capita water use per 2012 *Water and Wastewater Master Plan* provided by Wilson Engineers
- (2) Persons per household, 2014-2018, per US Census Bureau
- (3) Use latest version of City of Phoenix *Design Standards Manual for Water and Wastewater Systems*. Other values may be used with prior approval from the Engineering Division