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## Technical Advisory Committee Review Comment Memorandum

**To:** Steve Bowser  
**From:** Jose A. Macias, Senior Planner  
Development Services Department, Planning & Zoning  
**Re:** SP24-08-01 Black Rock Coffee  
**Date:** August 20, 2024

Mr. Bower,

Please see the review comments from the El Mirage Technical Advisory Committee (TAC) for the conditional use permit and site plan approval zoning application.

BUILDING & SAFETY – Brigham Bennett

1. No comment.

ECONOMIC DEVELOPMENT – Tom Doyle

2. El Mirage needs coffee shops. If traffic permits, I recommend approval of the site plan.

ENGINEERING – Bryce Christo

3. See attached memorandum.

FIRE DEPARTMENT – Jason Napier

4. No comment.

PLANNING & ZONING – Jose A. Macias

5. See attached memorandum.

POLICE DEPARTMENT – Chris Culp

6. No comments.

PUBLIC WORKS – Scott Ketchmark

7. Is there a sufficient amount of parking spaces? The narrative indicates up to 5 employees may be working at one time.

If you have any questions regarding these comments or would like to set up a follow-up meeting or call, please feel free to contact my office.

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## MEMORANDUM

TO: Jose Macias, Planner/GIS  
FROM: Bryce Christo, P.E., Assistant City Engineer  
SUBJECT: Black Rock Coffee Site Plan Review  
DATE: 08-22-24

Below are the Engineering Department's comments for the above referenced submittal provided in August 2024. **These items will have to be addressed prior to the Planning and Zoning Meeting.**

1. The second from last paragraph of the Narrative states that "this project (Black Rock Coffee) will be constructed in a single phase". Is the developer purchasing the entire 2.2 acre property with plans for a second phase for the portion to the north or are they just purchasing the portion that includes the Black Rock Coffee site?

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

### Requests for Design Exceptions

2. Requests for Design Exceptions:
  - a. DE#1 – Reduced distance from Driveway to Intersection – This request has been approved.
  - b. DE#2 – Offsite Drainage will not be Routed Onsite – This request has been approved. The site is responsible for providing enough volume to retain the drainage from the site, the adjacent half right of way of Acoma Drive and the full roadway width of GAFR along the project frontage. The site is not being required to route the offsite drainage into the onsite basin(s).

### Narrative

3. None

### Site Plan

4. Provide name and mailing address of developer/owner.
5. Provide the Lot Coverage of the parcel.
6. Site Notes
  - a. Note 1 - The proposed driveways shall be per MAG or City details. Stop signs are recommended at the driveways. Provide dimensions to verify that the proposed driveways have a minimum throat of 50 feet.
  - b. Note 3 – The trash enclosure shall meet the minimum dimensions per City Detail EM-113.
7. The ADA parking space shall be van accessible and signed accordingly.

8. Show and label the building setbacks on all plans. The setbacks are 5 feet for all yards for Zone UC.
9. Show the sight distance requirements at each driveway per City Detail EM-158.
10. The proposed Acoma driveway appears to encroach on to the property to the west. An easement from the neighboring property will be required for this to remain or the driveway shall be adjusted accordingly.
11. Parking spaces shall be striped with a minimum of 4-inch painted lines.
12. 6-inch MAG type curbing is required around all driveways and parking lots. Curb that carries drainage shall include a gutter. The curbing shall be no closer than 3 feet to any property line.
13. Any fire lane/emergency access road shall be 26 feet wide and designed to handle 75,000 lbs. A Geotechnical Report will be required for this project and it should provide a recommended design section for this access road.
14. Provide a 20 foot wide template to show how emergency vehicles will maneuver through the site, using an inside radius of 19.5 feet and an outside radius of 45 feet.
15. Remove and replace the existing sidewalk along Acoma Drive and GAFR with a 6-foot wide sidewalk. Additional right of way may need to be dedicated along GAFR to accommodate the wider sidewalk.
16. Plans shall include applicable City Notes. Call out MAG, City, etc. details to be used. Use the City's Design & Development Standards Manual (DDSM) as a guide for the final design.

Preliminary Grading & Drainage Plans (Separate Grading Plans were not provided but the below items have been provided as a guide for the future Civil Plan submittal)

17. Side slopes adjacent to the public right of way, areas where pedestrian access is permitted and within Public Utility Easements (PUE) 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.
18. Verify the slope does not exceed 2% in any direction within ADA parking spaces.
19. For each basin/underground pipe, provide the High Water Level (HWL), bottom elevation, volume required, volume provided and overflow elevation. Also show the location and elevation of the low outfall of the lot.
20. The finished floor elevation for the proposed building is required to be a minimum of 12 inches above the 100-year high-water level of any adjacent retention basin and 14 inches above the ultimate outfall of the site.
21. Any proposed retention basins shall be located a minimum of 4 feet away from any structures and shall not be located within any building setbacks, easements or fire lanes. It is recommended to provide as much separation between the proposed underground retention pipe and the proposed building as possible.
22. The site is responsible for providing enough volume to retain the drainage from the site, the adjacent half right of way of Acoma Drive and the full roadway width of GAFR along the project frontage. The site is not being required to route the offsite drainage into the onsite basin(s) per Design Exception #2.

Preliminary Utility Layout (Separate Utility Plans were not provided but the below items have been provided as a guide for the future Civil Plan submittal)

23. If multiple buildings will be placed at this location, a water main loop shall run through the parcel, connecting to the mains in both GAFR and Acoma Drive.
24. Water valves shall be placed approximately every 500 feet and at locations so that the maximum number of hydrants to be out of service is two.

25. Water meters shall be located within the right of way and backflow preventers shall be located on private property but not within the PUE.
26. A new public hydrant shall be placed at the shared property line of APN 501-33-009Z and 501-33-116B.
27. The number of onsite hydrants will be determined by the Fire department. Any on site hydrants will be private.
28. Any hydrants within the project site will be private and painted "Safety Red" and any within the right of way will be public and painted "Safety Yellow" per City Detail EM-360. All hydrants require markers per MAG Detail 122.
29. Hydrants require a minimum clearance of 6 feet per City Details EM-361 and 362.
30. The existing sanitary sewer manhole that the proposed sewer will tie into shall receive an epoxy coating per City Detail EM-101-12.
31. The proposed sanitary sewer will be private and any manhole covers shall be labeled as "Private Sewer".
32. The proposed sewer service lines shall be a minimum of 6 inches in diameter and require a backwater valve per City Detail EM-442.
33. Show utility horizontal and vertical clearance information per MAG Detail 404 and City Detail EM-402.
34. Per City Code Section 155.057, all overhead utility lines, 13kV and under, along the west property line, shall be placed underground. This includes all electrical, communication, cable, etc. facilities. This may require the undergrounding beyond the site boundary to the next convenient power pole or junction element.
35. Provide onsite exterior lighting.
36. A Photometric Plan will be required that addresses the following:
  - a. Any lighting used to illuminate an off-street area shall be arranged so as to deflect light away from any adjoining residential zone or from the public streets. The source of lights shall be hooded or controlled in some manner so as not to light adjacent property. The foot candles generated from the proposed site shall be 0.0 at any residential property lines.
  - b. Any light or combination of lights which cause light on a public street, other than lights specifically intended for that purpose, shall not exceed one foot candle as measured from the center line of the street. Show the foot candles along the centerline of Acoma Drive and GAFR to verify that the proposed lighting will not exceed the maximum limit.
37. A streetlight is required at the Acoma driveway.

#### Preliminary Landscape Plans

38. Add City Landscaping and Irrigation Notes (City Detail EM-101-4) to the plan set.
39. Landscape Key Notes
  - a. Key Notes 15 & 16 – Why are these items noted as temporary?
  - b. Key Note 17 – The barricades shall be per MAG Detail 130.
40. The northwest-southeast roadway is Grand Avenue.
41. Show the sight distance requirements per City Detail EM-158 at both proposed driveways and at the west and south legs of the Acoma/GAFR intersection. Verify that landscaping will not block any views.
42. All plantings at maturity shall maintain a minimum of 6 feet of clearance from all fire hydrants and fire suppression devices per City Detail EM-361.
43. No walls or trees shall be placed within the proposed Public Utility Easement (PUE).
44. Trees shall not be placed within 5 feet of any City curb or sidewalk or within 6 feet of any public utility.

45. Decomposed granite or other approved dust control measure shall be used within the temporary basin.
46. Irrigation plans will be required.

#### Exterior Elevations

47. These plans should include dimensions and a description of the exterior materials to be used.

#### ALTA Survey

48. The ALTA Survey is older than 6 months and shall be updated.
49. The northwest property line is labeled as 300.07” instead of 300.07’.
50. The developer may want to verify with APS the required width of the electrical easement that runs along the southwest property line.

#### Preliminary Drainage Report

51. Section IV
  - a. Section B - The full width of GAFR for the project frontage shall be included in the volume provided calculations.
  - b. Section D - Although the City Code does allow for a percolation rate of 0.8 cfs, it should be noted that a rate of 0.1 cfs is recommended.
  - c. Section D – It is noted that “if dry up can be achieved by direct percolation, then no drywells be installed”. Any basin over 1 foot deep will require a minimum of one drywell.
52. Section V – MCFCD DDM Volume 1 was updated in 2023. The latest version of the City’s DDSM must be used which is currently 2024.
53. Appendix 2
  - a. Use the City Runoff Coefficients per City Code Section 155.054(B)(6)(a). Concrete = 0.95, roofs/asphalt = 0.85, grass = 0.15 and desert/rock lawn = 0.70.
  - b. Using a Cw of 0.95 for Basin 1 is acceptable. The Cw for Basins 2 and 3 will need to be revised per City coefficients.
  - c. Provide stage-storage or equivalent calculations for the provided basin volumes.
54. Calculations for the proposed catch basin and associated storm drain will be required.
55. Drywell calculations are required.
56. A Final Drainage Report will be required.

#### Preliminary Water/Sewer Report

57. Section A – Use Commercial (retail) which is has a water demand of 125 gallons per 1,000 sf per day and a wastewater demand of 75 gallons per 1,000 sf per day.
58. Section B
  - a. The City only allows a 50% reduction for fire flows although that will not be required here as the minimum fire flow for a 620 sf, Type V-B building is 1,500 gpm.
  - b. These calculations show the operational hours as 12 hours per day but the Narrative stated 5 am to 7 pm or 14 hours.
59. Section C
  - a. Please note that the final run of the sanitary sewer main must have a minimum slope of 1.00%.
  - b. The conversion from gpd to gpm for Dry Weather Peak Hour Demand appears incorrect. The value should be 1.72 gpm. The Wet Weather PHD should be revised accordingly.

60. Add Max Day Demand + Fire Flow to the calculations.

### Traffic Impact Analysis (TIA)

61. Now that it has been requested that the Acoma driveway will be full access and a new driveway on GAFR is proposed, additional Design Exceptions will be required.
- a. DE#3 - City Code Section 154.103(C) requires a minimum corner clearance between driveways and street intersections to be 350' for collectors when approaching an intersection. The proposed Acoma driveway only has approximately 215' when approaching Via Camille.
  - b. DE#4 - City Code Section 154.103(C) requires a minimum corner clearance between driveways and street intersections to be 350' for collectors when approaching an intersection. The proposed GAFR driveway only has approximately 230' when approaching Acoma.
  - c. DE#5 - City Code Section 154.103(D) requires a minimum driveway spacing to be 150' for collectors. The current GAFR driveway only has approximately 100' separation from the Carniceria driveway to the north.
62. Provide an exhibit showing the following distances, measured from nearest face of curb to nearest face of curb: (a) the distance between the proposed Acoma driveway and GAFR, (b) the distance between the proposed driveway and Via Camille and the distances associated with Comments 61b and 61c above.
63. Are there any concerns with both driveways being full access. Any there any concerns with the GAFR driveway being full access while also being close to the Carniceria driveway?
64. The Traffic Engineer provided the City with several designs of the striping of Acoma Drive between the Acoma driveway and Via Camille. Provide an analysis and justification for the proposed reduced storage and taper lengths for the left turns into the BRC site and Via Camille.
65. Page 7 – Acoma Drive – It is noted that a left turn lane is not required but one is being proposed.
66. An update to the TIA will be required with any future phases.

### Title Report

67. No comments.

### Phase I Environmental Assessment

68. Section 4.1 – Planning Department – The report notes the Zoning as M-U for mixed use. The General Plan shows this property within the mixed use land use but the Zoning is Urban Corridor (UC).

### Miscellaneous

69. A Final Plat per Chapter 1, Section B-2 of the City's Design & Development Standard Manual (DDSM) will be required prior to Certificate of Occupancy. The Plat shall show:
- a. Any right of way and easement dedications.
  - b. Subdividing of lots and/or any cross easement/agreements to share access, parking, drainage, etc.
  - c. An 8-foot wide Public Utility Easement along the frontage of both Acoma Drive and GAFR.
  - d. A 1-foot Vehicular Non-Access Easement (VNAE) is required along the frontage of both Acoma Drive and GAFR, except at legitimate driveways.

- e. Any portion of the proposed driveways or sidewalk that encroaches on to the property will require a Pedestrian Access Easement (PAE).
- 70. A Geotechnical Report will be required to provide asphalt/concrete pavement sections. Verify the proposed pavement sections can handle 75,000 lbs. for any fire access lane or more if the trucks entering and exiting the site will be heavier.
- 71. 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.
- 72. An Approval to Construction (ATC) or waiver will be required from MCESD for the water and sewer line extensions. A copy shall be provided to the City prior to the release of any Engineering permit.
- 73. A Dust Control Permit from the County will be required prior to the release of any Engineering permit.
- 74. A Stormwater Pollution Prevention Plan (SWPPP) will be required per the City's [SWPPP Guidelines](#) document if the total area of disturbance is 1 acre or more. A Notice of Intent (NOI) from ADEQ will be required prior to release of any Engineering permit.
- 75. Any cutting of the pavement in either Acoma Drive or GAFR 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.

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**Planning and Zoning Division**  
**Zoning Application Review Memorandum**

**To:** Steve Bowser  
**From:** Jose A. Macias, Senior Planner  
Development Services Department, Planning & Zoning  
**Re:** SP24-08-01 Black Rock Coffee  
**Date:** August 20, 2024

Mr. Bowser,

Please see the review comments from the Planning and Zoning Division for the zoning application mentioned above.

**SITE PLAN APPROVAL**

**Narrative**

1. The narrative states “No access is planned on Grand Ave”, the site plan shows a 26 ft. drive access off Grand Avenue frontage road. Please review the narrative.
2. Provide information on the development of the rest of the lot.

**Site Plan**

3. A final plat will be required to record the lot splits, easement, and any map of dedication before the certificate of occupancy is issued for the restaurant's use. A final plat application shall be submitted to the Zoning Division for processing and separate fees will apply.
4. Sign permits will be required for the monument and business wall sign on the building.

**Final Landscape Plan**

5. Provide the quantity of the trees on the plant list.
6. The final landscape plan shall be in conformance with the approved preliminary plan and any stipulated changes or additions and shall be approved by the Zoning Administrator or designee prior to the issuance of a building permit.
7. All changes in landscape plans before, during, or after preliminary or final landscape plan approval and/or landscape installation shall be approved by the Zoning Administrator or his or her designee.

**ARS 28-8481 MILITARY LAND USE COMPATIBILITY**

8. The site is located outside the Luke Air Force Base (LAFB) Noise Contour Zone, and inside the Military Airport Territory Area and is not subject to review from LAFB for land use compatibility with ARS 28-8481. Since the site will be located inside the “territory in the vicinity of a military airport,” it will be subjected to approximately 165 over flights per day. See the attached email from the Luke Air Force Base Community Initiative Team

If you have any questions regarding these comments, please feel free to contact my office; at (623)876-2996 or [jmacias@elmirageaz.gov](mailto:jmacias@elmirageaz.gov).