
Technical Advisory Committee Review Comment Memorandum

To: Geraldine Becquart, Phnx-Design
From: Jose A. Macias, Senior Planner
Development Services Department, Planning & Zoning
Re: SP24-10-01 Castle Steel Site Plan
Date: October 22, 2024

Mrs. Becquart,

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, Building Official

1. No comment.

ECONOMIC DEVELOPMENT – Tom Doyle, Economic Development

1. No comment.

ENGINEERING – Bryce Christo, Asst. City Engineer

2. See attached memorandum.

FIRE DEPARTMENT – Jason Napier, Fire Marshall

3. See attached memorandum.

PLANNING & ZONING – Jose A. Macias, Senior Planner

4. See attached memorandum.

POLICE DEPARTMENT – Chris Culp, Police Sergeant

5. No comment.

PUBLIC WORKS – Scott Ketchmark, Utilities Superintendent

6. No comment.

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.

MEMORANDUM

TO: Jose Macias, Planner/GIS
FROM: Bryce Christo, P.E., Assistant City Engineer
SUBJECT: Castle Steel Site Plan Review
DATE: 10-21-24

Below are the Engineering Division's comments for the above referenced submittal provided in October 2024. **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.

Narrative

2. What are the hours of operation?
3. What is the proposed canopy height?

Site Plan

4. Show the property lines thicker.
5. Site Data
 - a. The Building Height is shown as 18-feet while the Exterior Elevations for the office shows 11-feet. Is the 18-feet for the canopy?
 - b. A Light Industrial use requires 1 parking space per 350 sf of office (10 spaces) and 1 parking space per 500 square feet for warehouse (29 spaces) which would increase the overall required parking spaces to 39. Only 34 have been provided.
6. Keynotes
 - a. Note 1 - The proposed driveway shall be per MAG or City details. A stop sign shall be placed at the proposed driveway. Verify that the proposed driveway has a minimum throat of 50 feet or more if the trucks that visit this site are longer.
 - b. Notes 12 & 13 – These notes refer to the wall and gate on the north side of the property line as “existing”. There is currently no wall or gate in this area.
 - c. Note 15 – 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.
 - d. Note 20 – The offsite sidewalk shall adhere to MAG Detail 230.
 - e. Note 22 - The fire truck turnaround template shall adhere to City Detail EM-114.
 - f. Note 23 - The sight distance easement shall adhere to City Detail EM-158.

7. The project is responsible for an eight-foot-wide sidewalk (detached and meandering if possible), bike lane striping, streetlights, deceleration lane and landscaping/irrigation along the Olive Avenue frontage.
8. The eight-foot-wide sidewalk shall remain completely within the right of way, if possible. If not possible, a Pedestrian Access Easement (PAE) will be required where the sidewalk encroaches into the private property.
9. Per the Traffic Impact Statement (TIS), the proposed driveway is noted to be for emergency access only and that the site will primarily utilize the Burger King driveway. Is this accurate? If so, this driveway will need a gate, chain or similar instrument to prohibit daily use.
10. The Olive Avenue driveway is proposed to be approximately 100 feet away from the existing Burger King driveway, measured from nearest face of curb to nearest face of curb. The minimum separation of driveways on an arterial street is 250 feet. The final location of the proposed driveway will need to be reviewed as part of the Traffic Study. A Request for a Design Exception for the driveway spacing is required.
11. Show the sight distance requirements at the existing and proposed driveways per City Detail EM-158.
12. The drive aisles within the parking lot shall be a minimum of 25 feet wide for two-way traffic or 26 feet wide if it is a fire lane/emergency access route.
13. Any fire lane/emergency access route shall be 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 and any other pavement sections including Olive Avenue.
14. Provide a template that shows how a vehicle with a minimum inside radius of 19.5 feet and the outside radius of 45 feet can maneuver through the site. The template shall be 20 feet wide. Show entrance and exit to/from the driveway, entering and exiting the rear of the property and maneuvering around the canopy. See Comment #67b.
15. Provide dimensions for the width of the sidewalk in front of the office and the widths of the connecting drive aisles from Burger King.
16. There shall be a minimum landing of 5 feet behind the ramp that leads to the office building.
17. The width of the standard parking spaces shall be a minimum of 9 feet.
18. A 1-foot Vehicular Non-Access Easement (VNAE) is required along Olive Avenue except at legitimate driveways.
19. An 8-inch fire main shall be looped on site, connected to two separate locations, with hydrants spaced every 300 feet or as determined by the Fire Department. This main will be private and any hydrants within the project site will be private and painted Safety Red per City Detail EM-360. All hydrants require markers per MAG Detail 122. Backflow preventers are required at both connection points. Fire service lines shall be a minimum of 6-inches.
20. Water valves are recommended along the fire main every 500 feet and at locations so that the maximum number of hydrants to be out of service is 2.
21. A fire hydrant is required along Olive Avenue, approximately 1,000 feet west of the hydrant at the intersection of Olive Avenue and 121st Avenue. This hydrant will be public and painted Safety Yellow per City Detail EM-360.
22. Domestic water and landscape services each require a separate tap, meter and backflow preventer. The minimum domestic and landscape service sizes are 1-inch. Meters shall be within the right of way and backflow preventers shall be on private property, but not within the Public Utility Easement, separated by a minimum of 5 feet.

23. The developer is required to schedule and perform their own fire flow test. Contact the City's Public Works Department (623-876-4251) to act as a witness to the test one week prior to the scheduled date.
24. The proposed project site is within 300 feet of a public sewer main and must therefore connect to the public system. An 8-inch sanitary sewer main may be run between the project site and the public main that resides within El Mirage Road. Any onsite service/main will be private and any offsite main within Olive Avenue will be public. The existing sanitary sewer manhole that the proposed sewer will tie into shall receive an epoxy coating per City Detail EM-101-12.
25. The proposed sewer service lines shall be a minimum of 6 inches in diameter per City Detail EM-440-1 and require a backwater valve per City Detail EM-442.
26. Show the horizontal and vertical clearances between utilities on the plans. Verify that the clearances adhere to MAG Detail 404 and City Detail EM-402.
27. Per City Code Section 155.057, all overhead utility lines, 13kV and under, shall be placed underground. This includes all electrical, communication, cable, etc. facilities along Olive Avenue. This may require the undergrounding beyond the site boundary to the next convenient power pole or junction element. Relief from this requirement may be requested from City Council if additional electrical lines (over 13kV) will remain on the poles after the undergrounding.
28. Show any onsite exterior signage and/or lighting.
29. One streetlight shall be placed on the right side of the proposed driveway and a second streetlight shall be placed 200 feet further to the east.
30. 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. Provide a Photometric Plan to show the foot candles along the centerline of Olive Avenue to verify that the proposed lighting will not exceed the maximum limit.
31. A trash enclosure shall be proposed on site per City Detail EM-113.
32. Offsite Improvements – Olive Avenue
 - a. Label the storage and taper lengths of the deceleration lane.
 - b. Deceleration lanes shall be a minimum of 11.5 feet wide.
 - c. The minimum longitudinal slope shall be 0.25% for Olive Avenue.
 - d. The cross slope of the deceleration lane shall be between 1% and 3% with 2% preferred.
 - e. A Signage and Striping Plan will be required.
 - f. The two way left turn lane in Olive Avenue shall be re-striped to have double yellow lines on both sides along the project frontage and hatched with 12-inch diagonal lines. This shall be installed from the west boundary line of the site, through the current eastbound left turn lane.
33. 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.

Exterior Elevations

34. Elevations for the canopy may also be required.

Preliminary Grading and Drainage Plan

35. 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 also be at

least two feet of level ground between any wall or vertical obstruction and the top of any side slope grading.

36. There appears to be high points along the underground retention pipe. Please provide grade shots in these areas.
37. Provide grade shots at the southeast and southwest property corners.
38. If any portion of the property wall has a difference in elevation of over 1 foot between the two sides, it will have to be a retaining wall and a structural design will have to be submitted to the Building Safety Division.
39. For each basin/underground pipe, provide the High Water Level (HWL), bottom elevation, volume required, volume provided and overflow elevation.
40. 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/underground pipe and 14 inches above the ultimate outfall of the site.
41. The site is responsible for retaining the drainage from the site and the adjacent half right of way of Olive Avenue along the project frontage. A scupper, inlet, catch basins, etc. will be required to route the roadway drainage to the onsite retention area(s).
42. Add markers to any offsite drainage structure per City Detail EM-559.
43. Retention Calculation - 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.

Preliminary Landscape Plan

44. Add City Landscaping and Irrigation Notes (City Detail EM-101-4) to the plan set.
45. Show the sight distance requirements at the existing and proposed driveways per City Detail EM-158. Verify that landscaping will not block any views.
46. Verify that the proposed landscaping will not conflict with the overhead power lines per the document noted as Schedule B Item No. 6 on the ALTA Survey.
47. DG is required on all non-paved areas both on site and within the right of way adjacent to the project site.
48. No walls or trees shall be placed within the Public Utility Easement (PUE). Trees shall not be placed within 5 feet of any City curb or sidewalk or within 6 feet of any utility.
49. 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.
50. Add a note to the plans that the maintenance for all landscaping and irrigation shown on the plans will be the responsibility of the property owner.
51. Irrigation plans will be required. A separate landscaping service, meter and backflow preventer is required.

Deed

52. No comments.

Preliminary Drainage Report

53. 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.
54. The Volume Required for the basin in the report is slightly different than what is shown on the Grading and Drainage Plan. Verify which is correct and update accordingly.
55. Calculations for any curb openings, wall opening, catch basins, scuppers, etc. will be required. This includes pipe capacity, inlet capacity and scupper openings, as applicable.
56. Street calculations for an arterial street (Olive Avenue) shall verify that:

- a. 10 year flows can be carried within the curb and maintain a 12 foot dry lane in each direction.
- b. 100 year flows can be carried within the right of way with a maximum depth of 6 inches over the crown.

ALTA Survey

57. This ALTA does not meet the current 2021 requirements and shall be updated. Parcel 501-45-015X is not a part of this project and can be removed from the Survey.

Phase I Environmental Assessment

58. The Phase I ESA was completed over one year ago and shall be updated. Parcel 501-45-015X is not a part of this project and can be removed from the report.

Preliminary Water Report

59. The building size is shown as 2,000 square feet but the plans show 3,200 square feet. Verify the area and update the calculations accordingly.

Preliminary Sewer Report

60. The building size is shown as 2,000 square feet but the plans show 3,200 square feet. Verify the area and update the calculations accordingly.

61. Show Dry Weather Peak Demand and Wet Weather Peak Demand (Dry Weather Peak Demand x 1.17).

Traffic Impact Analysis (TIA)

62. Section 1.1

- a. Analysis shall be performed for the opening year of 2025 and 5 years in the future, or 2030.
- b. The proposed driveway is noted to be for emergency access only and that the site will primarily utilize the Burger King driveway. Is this accurate? If not, the final location of the Olive Avenue driveway will need to be addressed in the TIS. Does the separation between the driveways of approximately 100 feet, measured from nearest face of curb to nearest face of curb, present any issues? Also, if this is not accurate, the calculations will have to be updated.

63. Section 2.1 – Neither El Mirage Road nor Olive Avenue (along the project frontage) has aggregate shoulders.

64. Figure 5 – Driveway 3 should have no traffic if it is designated as emergency access only.

65. Section 6.0 & Table 9 – Table 9 shows the storage required for the westbound left turn lane for the El Mirage Road/Olive Avenue intersection to be 400 while the text states it should be 375 feet. Which is correct?

66. Provide an exhibit that shows the distances between the following driveways, measured from nearest face of curb to nearest face of curb: (a) existing Burger King driveway, proposed Castle Steel driveway and (b) proposed Castle Steel driveway and east property line of the project site. Minimum driveway spacing on an arterial roadway is 250 feet.

67. Appendix E

- a. Revise AT-01 to show the WB-67 vehicle can access the site via the deceleration lane without encroaching into the adjacent lane.
- b. Can the largest trucks that will be accessing this site maneuver around the same path as shown in AT-02?

Miscellaneous

68. 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 or easement dedications.
 - b. A 1-foot Vehicular Non-Access Easement (VNAE) is required along Olive Avenue except at legitimate driveways.
69. A Geotechnical Report will be required to provide asphalt/concrete pavement sections including Olive Avenue. Verify the proposed pavement sections can handle 75,000 lbs. for any fire access lane.
70. 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.
71. An Approval to Construction (ATC) 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.
72. A Dust Control Permit from the County will be required prior to the release of any Engineering permit.
73. 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 release of any Engineering permit.
74. Any cutting of the pavement in Olive Avenue 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.

Project: Castle Steel
Project Address: EO 12280 W Olive Avenue
Review Type: Site Plan
Parcel Number: 501-45-923



Comment Date: 10-16-24

Application Comments:

<i>Sheet</i>	<i>Notes</i>
General	The Group F-1 use canopies will require the installation of fire sprinklers. Update the narrative to indicate that the canopies will be equipped with fire sprinklers otherwise, reduce the canopy area to no more than 12,000 square feet and revise the site plan.
General	Extend a compliant all-weather fire apparatus road within 150 feet of all points of the canopy's exterior. Decomposed granite is not an all-weather road surface.
General	Add the fire apparatus roadways to the site plan to include turning radii at each turn along the entire route.
General	Update the preliminary water report to reflect the canopy area in the fire flow and fire sprinkler demand, if equipped.

End of Review

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jnapier@elmirageaz.gov

Planning and Zoning Division
Zoning Application Review Memorandum

To: Geraldine Becquart, Phnx-Design
From: Jose A. Macias, Senior Planner
Development Services Department, Planning & Zoning
Re: SP24-10-01 Castle Steel Site Plan
Date: October 22, 2024

Mrs. Becquart,

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

SITE PLAN APPROVAL

Zoning

1. Property Ownership: Bode Holdings LLC
2. Assigned Address: 12210 W Olive Avenue, El Mirage AZ 85335
3. El Mirage 2020 General Plan: Commerce Industry Planning Area (In Compliance)
4. Zoning: CP Commerce Park
5. Overlay District: ARS 28-8481 Military Land Use Compatibility
6. Flood Plain: No
7. Current Land Use: Vacant
8. Proposed Land Use: Light Industrial
9. Zoning Application Requirement: Site Plan Approval

Narrative

10. This is a Site Plan Approval zoning application, not a Per-Application. Please revise and re-submit for the staff report.
11. Include the number of employees this business will employ in the narrative.

Site Plan

12. Note 13: should read "Proposed Gate".
13. Sign permits are required for all monuments, freestanding, wall signs, and other sign types excluding building address and number signs. Separate fees will apply.
14. Please add the following statement to the site plan.
 - i. *"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."*

Elevations

15. No comment.

Final Landscape Plan

16. 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.

FINAL PLAT

17. A final plat will be required to record the lot combinations, easements, and/or dedication of land before issuing the Certificate of Occupancy. Separate fees will apply. \$1,000.00 plus \$10.00 per lot/tract.

ARS 28-8481 MILITARY LAND USE COMPATIBILITY

18. NOTE: The site is located within the Luke AFB 1988 JLUS 65 DNL, “high noise or accident potential zone” as defined by A.R.S. § 28-8461 and inside the “territory in the vicinity of a military airport” also defined by A.R.S. § 28-8461 and is subject to land use compatibility with the State Statute. Please see the attached email with review comments from the base.

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