
Technical Advisory Committee Review Comment Memorandum

To: Yoon Taeseok, Ware Malcomb
From: Jose A. Macias, Senior Planner
Development Services Department, Planning & Zoning
Re: SP24-10-02 Vision Park Site Plan
Date: October 23, 2024

Mr. Taeseok,

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. Security System - Will there be exterior and interior surveillance cameras? Alarm System?
6. If commercial vehicles are entering and exiting the property, will there be a turn right turn lane into the property and a level median for left turns?

PUBLIC WORKS – Scott Ketchmark, Utilities Superintendent

7. 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: Vision Park Site Plan Application Review
DATE: 10-22-24

Below are the Engineering Department'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 operational aspects of the Peopleworks America building.
3. How many employees are anticipated to be on site during a typical shift? How many shifts will there be?
4. Will all three buildings be constructed in one phase or multiple phases? If the site will be constructed in multiple phases, a Phasing Plan shall be prepared per Chapter 1, Section F of the City's [Design & Development Standards Manual \(DDSM\)](#).

Sheet A0.1

5. Many of the Site Plan General Notes refer to the City of Phoenix and do not all pertain to the City of El Mirage. City of El Mirage notes shall be used during the construction drawing phase.

Sheet A1.0

6. Site Data – The Net Area should be 53.394 acres.
7. Parking Data
 - a. Are Buildings 1 and 2 considered Distribution Warehouses?
 - b. A Parking Waiver must be submitted for the Peopleworks building and shall include the number of spaces required per City Code, the number of spaces actually required by the site and how that number was determined and explain how additional spaces can be accommodated if required in the future.
8. Keynotes
 - a. Notes 4, 9, 16, 27 and 31 were not used.
 - b. Notes 20 through 23 are called out as existing . These should be revised to proposed.

- c. Note 10 - 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 24 – The proposed rail spur will require review and approval by both the City and BNSF. The City will require a copy of the BNSF approval prior to releasing the permit.
 - e. Note 31 – The radii shall be 19.5' for inside and 45' for outside.
9. Provide the name and mailing address of the Developer/Owner.
 10. The project is responsible for the dedication of 55 feet of right of way, an 8-foot wide Public Utility Easement (PUE), half street roadway improvements, an eight-foot-wide detached meandering sidewalk, streetlights, signing/striping and landscaping/irrigation along the Peoria Avenue frontage. The roadway improvements will require widening the existing roadway section to the monument line including an 11.5-foot wide through lane, an additional 11-foot wide through lane, 5.5-foot bike lane, 11.5-foot wide right turn lane and vertical curb and gutter. The project will also be responsible for any deceleration lanes at the proposed driveways. Offsite plan and profile sheets will be required. The City of Surprise and Maricopa County also have right of way along the project frontage and may require plan reviews/permits.
 11. The improvements noted in Comment #10 above assumes that the County will allow the City to annex Peoria Avenue. For assurance purposes, the City will require a bond from the Developer in the amount determined by an Engineer's cost estimate. The cost estimate must be provided by the Developer, prepared by a registered professional and accepted by the City.
 12. The City is in the process of constructing the five lane (2-M-2) roadway section for the ultimate Dysart Road and both the right of way and 8-foot PUE along the Vision Park property have already been dedicated per the Copperwing Final Plat. The project is responsible for an eight-foot-wide detached meandering sidewalk, streetlights, ITS conduit and landscaping/irrigation along the Dysart Road frontage. The project will also be responsible for any deceleration lanes and associated right of way/easement revisions. Offsite plan and profile sheets will be required.
 13. If the site will be constructed in multiple phases, all offsite improvements must be constructed in Phase 1. All offsite improvements must be approved and accepted by the City prior to the release of any Certificates of Occupancy.
 14. A 1-foot Vehicular Non-Access Easement (VNAE) shall be placed along the Dysart Road and Peoria Avenue frontage, except at proposed driveways, and along any property line that is shared with the railroad, except where the proposed spur enters the site.
 15. Show building setbacks and Jurisdictional boundaries on all plan sets.
 16. Will all three buildings be placed on one parcel or is the parcel expected to be subdivided?
 17. The Site Plan shows three driveways along Peoria Avenue and three driveways along Dysart Road. Per City Detail EM-259, a maximum of two driveways are allowed per street. A [Request for Design Exception](#) must be filled out and submitted for review.
 18. Label the width of the westernmost Peoria driveway. The driveway widths shall be a maximum of 40 feet unless it includes two outbound lanes with a raised median in which it can be a maximum of 46 feet wide.
 19. The driveways shall be per MAG or City details. Stop signs are recommended at each driveway. Verify all driveways have a minimum throat of 50 feet unless they could potentially be signalized in the future in which the length shall be a minimum of 150 feet.

20. If a driveway is either designated for truck entry or prohibits use by trucks, please provide the necessary signage. Verify that any driveway to be used by a truck can accommodate a WB-67 vehicle without encroaching into the adjacent lane.
21. The west edge of the westernmost Peoria driveway shall be a minimum of 150 feet away from the east right of way of the railroad per City Code. The Traffic Impact Analysis shall determine if additional separation is necessary.
22. Show the sight distance requirements at each proposed driveway per City Detail EM-158.
23. The southernmost Dysart driveway must be a minimum of 81.5' north of the south property line, measured to the nearest face of curb of the driveway.
24. Verify that the locations of the guard shack will not create queues that will impact the flow of vehicles into or out of the site or cause stacking into the right of way.
25. When parking spaces are adjacent to a sidewalk, the sidewalk shall be a minimum of 6 feet wide or 5 feet wide with parking blocks.
26. The Peopleworks building requires 6 standard ADA spaces and 2 van accessible spaces. Building 1 requires 5 standard ADA spaces and 2 van accessible spaces. The Building 2 requires 4 standard ADA spaces and 1 van accessible space.
27. Any fire access road shall be designed to handle 75,000 lbs. or more if the site will accommodate larger vehicles. A Geotechnical Report will be required for this project and it should provide a recommended design section for this access road, Peoria Avenue and Dysart Road. The minimum inside radius of the fire access road is 19.5 feet and the outside radius is 45 feet.
28. Site walls, including their corresponding footer, shall be located behind/outside the PUE.
29. A chamfer per City Detail EM-161 is required at the Peoria/Dysart intersection.
30. The trash enclosures shall be per City Detail EM-113.
31. Show the location of any exterior signs.
32. No noise shall be generated at the site that exceeds 55 decibels, measured at any Vision Park property line, between 10 pm and 6 am.
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.

Context Plan (Sheets A1.2 & A1.3)

34. No comments.

Preliminary Grading & Drainage Plans (Separate Grading & Drainage Plans were not provided with this submittal but below are comments related to this grading and drainage portion of this project)

35. Provide topographic contours at a minimum interval of two feet.
36. Verify the slope does not exceed 2% in any direction within ADA parking spaces.
37. Show and label the floodplain on the Site Plan. Show the finished floor elevation of the proposed buildings versus the base flood elevations of the floodplain.
38. The finished floor elevation of the proposed building shall be a minimum of 12 inches above the 100-year base flood elevations and high-water level of any adjacent retention basin and 14 inches above the ultimate outfall of the site.
39. In general, development within or modification of the floodplain is discouraged. Development should be located outside of the 100-year floodplain. If development within the floodplain is necessary, approval from the Flood Control District of Maricopa County via a Floodplain Use Permit is required.

40. For each basin/underground pipe, provide the High Water Level (HWL), bottom elevation, volume required, volume provided and overflow elevation.
41. The proposed retention basins and underground pipes 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.
42. Trash racks and safety rails are recommended for any on-site headwalls.
43. Drainage easements have been proposed along Dysart Road that may affect the design.
44. 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.
45. According to the drainage report for the existing rail spur, there is approximately 120 cfs of offsite flow that crosses Peoria Avenue and runs along the western boundary of the subject property. With the proposed improvements, how are these flows being routed through the site?

Preliminary Utility Plans (Separate Utility Plans were not provided with this submittal but below are comments related to this utilities portion of this project)

46. The Utility Plans shall show all utilities and utility easements including electric, gas, phone and cable.
47. The subject property is now within the EPCOR Service Areas for sewer and water therefore approvals from EPCOR will be required. Copies of their approval will be required prior to the release of the Engineering permit.
48. Water meters/vaults shall be located within the right of way and backflow preventers shall be located on private property but not within the PUE.
49. Do not install utilities under any driveways or adjacent concrete aprons.
50. Any proposed utilities placed beneath the railroad may require extra protection per BNSF guidelines.
51. Show utility horizontal and vertical clearance information crossings per MAG Detail 404 and City Detail EM-402.
52. Water valves are recommended along the fire line, approximately every 500 feet, and at locations so that the maximum number of hydrants to be out of service is two.
53. Hydrants shall be spaced a minimum of 300 feet apart around the proposed buildings. Final hydrant location/spacing will be reviewed and approved by the Fire Department. If bollards are used, they shall adhere to City Detail EM-364.
54. Hydrants are required every 1,000 feet along the south side of Peoria Avenue. The first hydrant shall be placed 500 feet west of the hydrant at the Jandoor (APN 501-43-002T) driveway on the north side of Peoria.
55. 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.
56. Show the location of any exterior lighting. 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 the residential property line to the northeast.
 - 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 Peoria Avenue and ultimate Dysart Road to verify that the proposed lighting will not exceed the maximum limit.

Preliminary Landscape Plans

57. Add City Landscaping and Irrigation Notes (City Detail EM-101-4) to the plan set.
58. Landscaping and irrigation within the right of way of Peoria Avenue and Dysart Road will be required along the project frontage.
59. Show the sight distance requirements at the proposed driveways per City Detail EM-158. Verify that landscaping will not block any views. Add the easements to the intersection of Dysart & Peoria.
60. 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.
61. No walls or trees shall be placed within the existing and proposed Public Utility Easements (PUE).
62. Trees shall not be placed within 5 feet of any City curb or sidewalk or within 6 feet of any public utility.
63. DG is required on all non-paved areas both on site and within the right of way adjacent to the project site.
64. 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.
65. Irrigation plans will be required.

Exterior Elevations (Sheets A1.4, A1.5 & A1.6)

66. No comments

ALTA Survey

67. The existing half right of way along the 604.90' portion of the Dysart Road frontage is 60.5 feet wide, not 65.5 feet.

Preliminary Drainage Report

68. The finished floor elevation of the proposed buildings shall be a minimum of 12 inches above the 100-year base flood elevations and high-water level of any adjacent retention basin and 14 inches above the ultimate outfall of the site.
69. Calculations for any storm drain, catch basin, scuppers, etc. will be required.
70. Calculations will be required to show how the offsite flows will be routed through the site.
71. Section 5.0 – The Hydrology Manual is dated 2023.
72. Street calculations for an arterial street (Peoria Avenue & Dysart Road) 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.

Water Statement

73. The subject property is now within the EPCOR Water Service Area therefore approval of this report from EPCOR will be required. Copies of their approval will be required prior to the release of the Engineering permit.
74. Section 4.0 – The highest base fire flow for the site is 8,000 gpm.

75. Section 5.0 – The bottom of Page 2 refers to the “city pipe network”. This site is within the EPCOR Water Service Area.
76. The provided Flow Test shows the static pressure exceeds 80 psi, therefore individual pressure reducing valves sized equivalent to the meter size may be required on the private services.
77. Appendix B – The report states that the fire loop will be an 8-inch main while the exhibits and calculations show it as a 12-inch. Which is correct?
78. Appendix D – The Flow Test is out of date. 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.

Sewer Statement

79. The subject property is now within the EPCOR Sewer Service Area therefore approval of this report from EPCOR will be required. Copies of their approval will be required prior to the release of the Engineering permit.
80. Section 3.0 – If any sewer main runs within the City’s right of way, the trench bedding and backfill must adhere to City Detail EM-406.
81. Section 4.0 – The minimum allowable slope for an 8-inch main is 0.0033 ft/ft as noted. The minimum slope of a pipe run between the last two manholes, however, must be 0.01 ft/ft.

Traffic Impact Analysis (TIA) (A TIA was not provided with the Site Plan Application)

82. A full Traffic Impact Analysis will be required. The TIA shall follow the City’s [Traffic Impact Study Criteria](#) and [Auxiliary Lane Criteria](#) documents. The report shall review the requirements for deceleration lanes for the site driveways, determine if any signals warrants are met for the driveways, describe the effect on the surrounding area from a traffic standpoint and recommend any improvements to the area to accommodate the proposed site.
83. The TIA shall discuss how many employees are anticipated to be on site during a typical shift and the number of shifts there will be.
84. See Comment #21 regarding the westernmost driveway on Peoria Avenue.
85. Verify the queueing lengths at the guard sheds are sufficient.
86. Provide an exhibit that shows the distances between (a) the various proposed driveways and (b) the proposed driveways and the existing driveways across Peoria Avenue.
87. Provide an analysis and any recommendations for all of the proposed driveways.

Title Report

88. No comments

Phase I Environmental Assessment

89. Section 3.3 – The subject property lies within the EPCOR Service Area for sewer and water, not the City.
90. Section 7.1 – As noted in this Section, if a septic system is found on site, it shall be abandoned in accordance with Maricopa County requirements. The City will require a copy of the abandonment approval.

Miscellaneous

91. A Final Plat will be required to show all right of way and easement dedications. The Plat shall be reviewed and approved by the City and recorded prior to Certificate of Occupancy.

92. A Geotechnical Report will be required to provide onsite and offsite pavement sections. Verify the proposed pavement sections can handle 75,000 lbs. for the fire access lane or more if the trucks entering and existing the site will be heavier.
93. Due to the location of the adjacent Flood Zone "A" and the proposed improvements, a Floodplain Use Permit (FUP) will be required. Contact the Flood Control District of Maricopa County to start the process. A copy of the FUP shall be provided to the City prior to the release of any Engineering permit.
94. 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.
95. An Approval to Construct (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.
96. A Dust Control Permit from the County will be required prior to the release of any Engineering permit.
97. 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.
98. Any cutting of the pavement in Peoria Avenue of Dysart Road will require Pavement Cut Fees per the most current Fee Schedule.
99. The City will not release any permits until EPCOR provides the City with their approval of the water and sewer plans and reports. The applicant is responsible for submitting plans to EPCOR for review and approval.
100. Any modifications to the existing irrigation system would be an agreement between the Developer and the owner of the system but the modifications may be reviewed by the City.

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: Vision Park
Project Address: S/O Peoria Avenue W/O Dysart Road
Review Type: Site Plan
Parcel Number: 509-18-975
Permit Number: SP24-10-02



Comment Date: 10-22-24

Application Comments:

Sheet **Notes**

Water Report The highest base fire flow for the site is 8,000 gallons per minute and not 4,000. Revise report.

Water Report The Hydrant Flow Test Report, dated June 12, 2023 is outdated and needs to be updated. Schedule a new test and revise the report.

Site Plan Increase the pavement width for the North/South roadway along the West side of the Core Building to a minimum of 26 feet.

Site Plan Provide fire apparatus turning radius illustration for a turn east along the front of the Core Building from the North/South roadway along the West side of the Core Building

End of Review

Jason Napier | Fire Marshal
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Planning and Zoning Division
Zoning Application Review Memorandum

To: Yoon Taeseok, Ware Malcomb
From: Jose A. Macias, Senior Planner
Development Services Department, Planning & Zoning
Re: SP24-10-02 Vision Park Site Plan
Date: October 22, 2024

Mr. Taeseok,

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

SITE PLAN APPROVAL

Zoning

1. Property Ownership: EVT El Mirage Industrial LLC
2. Assigned Address: 10400 N Dysart Road, El Mirage AZ 85335
3. El Mirage 2020 General Plan: Commerce Industry Planning Area (In Compliance)
4. Zoning: PAD Planned Area Development
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. Is there a phasing plan or will all the buildings be built in one phase?

Site Plan

12. Note b, water will be provided by EPCOR and not the Town of El Mirage.
13. Please revise or delete note i.
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, lot splits, 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. Once the review letter from the base has been received staff will provide a copy to the applicant.

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