



Maricopa County Planning & Development Department
PRE-APPLICATION MEETING FORM

PA2021079 Pre-Application Meeting Date & Time: Tuesday, April 13 at 10:30 am

Planner: Adam Cannon		Applicant Contacted / Verified on: Contacted 3-15-21 @ 2:04 pm / 3-16 @ 12:07 pm
Applicant or Property Owner: Stephen Anderson – Gammage & Burnham PLC / Westwing Business Park		
Phone: 602-256-4422	Fax:	E-Mail: sanderson@gblaw.com

Request, proposal and description:

Rezone from IND-2 to IND-3 IUPD to allow a recycling and transfer facility

APN #/s: 503-53-025U

Acre(s): 10

General Property Location (and/or address): South of the SWC of the WestWing Substation in Sun City

Planning Research

Zoning District: IND-2 IUPD	Supervisor District: 4 - Hickman
County Area Plan / Land Use: White Tank/Grand Ave. Area Plan - Mixed Use Employment	Municipality General Plan / Land Use: Peoria General Plan - Employment/Industrial
Existing/Related Case Number(s): N/A	County Island Status: Yes, Peoria

Interested Parties for application(s) for routing and Citizen Participation Process (if applicable): City of Peoria, City of El Mirage, Peoria Unified School District #11, Arizona Department of Transportation, PORA, Mining District, Lafarge North America, Concerned Citizens of Crossriver, Phillip Spiller, Ed Grant, Maricopa Association of Governments, ADOT Right of Way Project Management, City of Surprise, American Fire and Medical Association, Maricopa County Parks and Recreation, WestWing Business Park, EPCOR, MCSO, All HOAS/Subdivisions within 5 miles (Optional at that distance, but Recommended), Various Other Interested Parties

It is the responsibility of the applicant to contact all Area of Interest groups for your site as shown on PlanNet, and to identify and contact any HOA within 300' of your site as required per MCZO, Ch. 3.

Pre-Application Meeting Attendees

Maricopa County Agencies and Representatives

Planning Staff <input type="checkbox"/> Darren Gerard <input type="checkbox"/> Matt Holm <input type="checkbox"/> Rachel Applegate <input type="checkbox"/> Ray Banker <input type="checkbox"/> Martin Martell <input type="checkbox"/> Sean Watkins <input checked="" type="checkbox"/> Adam Cannon <input type="checkbox"/> Jose Castaneda <input type="checkbox"/> Warren Rivera	Engineering <input type="checkbox"/> Michael Norris <input checked="" type="checkbox"/> Bob Fedorka <input type="checkbox"/> Kevin Bischel <input type="checkbox"/> Stacey Lapp <input type="checkbox"/> Jerri Loucks <input type="checkbox"/> Tony Regis <input type="checkbox"/> Doug Jones <input type="checkbox"/> Larry Morden	Environmental Services (MCESD) <input checked="" type="checkbox"/> Souren Naradikian	Other County Agencies: _____ <u>MCDOT – Lynndsay O’Neill</u> <u>Building Plan Review – Toral Patel</u> _____ _____ _____
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Applicant Attendees:

Stephen Anderson, Gammage & Burnham PLC

Cheryl Griemsmann, Gammage & Burnham PLC

Chuck Wright, Kimley-Horn

Jeremy Hummel, Larson Design Group

Eric Anderson, Republic Services

- **Note: You must submit a photocopy of this completed form with your application materials. In addition, if an application is not filed within twelve (12) months from the date of this pre-application meeting, or as otherwise noted, a new pre-application meeting may be required under separate fee.**

Review Comments

Current Planning: Current Planning: Refer to the following link to the Maricopa County Zoning Ordinance (MCZO): <https://www.maricopa.gov/DocumentCenter/View/4785/Maricopa-County-Zoning-Ordinance-PDF>.
Applicant may apply for a Zone Change with Overlay. Below is the link for the application: <https://www.maricopa.gov/DocumentCenter/View/35760/Zone-Change-with-Overlay-Application-PDF?bidId=>.

Please be advised of the following development requirements:

Applicant may apply for Zone Change with Overlay from **IND-2 IUPD to IND-3 IUPD**. A Plan of Development is required with the application.

While not expressly required in the MCZO in an IND-3 IUPD zoning district, Staff would like to see solid wall or 80% opaque screening on the proposed western zoning boundary and site landscaping. Any potential awning or covered space on site is considered lot coverage.

A permanent bathroom is required per building/code requirements and should be shown on the site plan. Please be advised of parking requirements: 1 per 600 square feet of lot coverage. Based on this standard, 32 total spaces are required including 2 ADA. This standard may be varied. All industrial uses require paved parking and paved driveways. Striping is required for all required parking spaces. Staff recommends concrete for site pavement. At minimum, asphalt millings compacted with a liquid asphaltic binder or emulsifier is acceptable pavement.

All parking, screening, driveways and structures must be located outside of required 25'x25' sight visibility triangles. An open landscaping strip of 10' is required along road ROW. Applicant should identify existing easements noted on site plan (Access/PUE/Patent).

Staff recognizes that several public outreach activities are ongoing and recommends a broad and comprehensive public participation process that continues after the initial application has been submitted.

Staff recommends that the applicant's narrative thoroughly describe odor control, cleaning procedures, insect control, traffic impacts. The EPA guide could be helpful in that process: <https://www.epa.gov/sites/production/files/2016-03/documents/r02002.pdf>.

Comprehensive Planning: No CPA is required. Site is under 40 acres.

Planning Engineering (includes Drainage, Transportation and Flood Control): ☒ Engineering Memo provided dated 4/09/2021.

Environmental Services and Storm Water Quality Program: See attached memo.

Applicant Advised to submit the following Planning Application(s):

Comprehensive Planning

- ☐ Development Master Plan
- ☐ DMP Amendment
- ☐ DMP Minor Amendment
- ☐ DMP Modification of Condition(s)
- ☐ Comprehensive Plan Amendment Major
- ☐ General CPA
- ☐ CPA Modification of Condition(s)
- ☐ Use Compatibility & Consistency Determination (UCCD)
- ☐ Military Compatibility Permit with POD
- ☐ Military Compatibility Permit without POD

See application packet for fee schedule.

Current Planning & Board of Adjustment

- ☐ Plan of Development
- ☐ Plan of Development - Major Amendment
- ☐ Plan of Development - Minor Amendment
- ☐ Plan of Development - Modification of Condition(s)
- ☒ Zone Change (ZC) with Overlay
- ☐ Zone Change without Overlay
- ☐ Zone Change Major Amendment
- ☐ Zone Change Minor Amendment
- ☐ Zone Change Modification of Condition(s)
- ☐ Special Use Permit (SU)
- ☐ Special Use - Major Amendment
- ☐ Special Use - Minor Amendment
- ☐ Special Use - Modification of Condition(s)
- ☐ Preliminary Plat
- ☐ Preliminary Plat Time Extension
- ☐ Preliminary Plat Modification of Condition(s)
- ☐ Final Plat with Infrastructure
- ☐ Replat

- ☐ BA - Residential Variance
- ☐ BA - Non-Residential Variance
- ☐ BA - Appeal
- ☐ BA - Interpretation
- ☐ BA - Blanket Variance

- ☐ Temporary Use Permit
- ☐ Status Report
- ☐ Text Amendment

- ☐ Legal Non-Conforming
- ☐ As-Built POD
- ☐ Government Action
- ☐ Conditional Use Permit/WCF
- ☐ Agricultural Exemption
- ☐ Mining Exemption
- ☐ Group Home
- ☐ Home Occupation
- ☐ Home Daycare

See application packet for fee schedule.

- ☐ No Planning application(s) required proceed with filing for Building Permit(s).

Fees:

Please see Planning application packet for fee schedule.

Planning Representative Signature

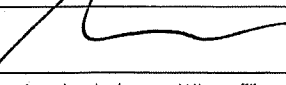
Name: Adam Cannon

Signature: 

Date: 4/13/21

Applicant Signature

Name (print): Stephen W. Anderson

Signature: 

Date: 4/13/21

- Applicant was advised to file for the planning application(s) as checked above. When filing the application materials please **show the Maricopa County One Stop Shop staff a copy of the pre-application meeting form in order to initialize the correct Planning Application.**



**Maricopa County
ENGINEERING PLAN REVIEW
PRE-APPLICATION MEETING SUMMARY
Planning & Development Department**

Primary Contact Name: Stephen Anderson

Project Name: Waste Transfer Facility at West Wing Industrial Park

Description of Work: Re-Zone // Plan of Development

Job Site Address: Northeast of El Mirage Road and Loop 303

APN(s): 503-53-025U **PRE-APP No.** PA201079

Reviewer: Robert Fedorka, PE **Phone:** 602-506-7151 **Date:** 04/09/2021

No. of Pages Transmitted: 4 **E-mail address:**
+Attachments Bob.Fedorka@maricopa.gov

- ☒ Form 703 – Drainage Review Requirements for Precise Plans including Special Use Plans
- ☐ Form 705 – Drainage Review Requirements for Final Plats
- ☒ ADOT Red Letter Process
- ☐ MCDOT RDM Fig. 5.14 – Industrial Road Cross Section
- ☐ MCDOT Right-of-Way Reservation Action Request Form

Effective requirements and guidelines: Maricopa County Zoning Ordinance (Section 1205), Maricopa County Drainage Design Manuals vol. 1-3, Drainage Policies and Standards for Maricopa County, Arizona Department of Water Resources- State Standards, Maricopa Association of Governments- Specifications and Details.

The information presented and discussed in the pre-application meeting, including fees, is preliminary only and provided for general guidance. All projects must be demonstrated to meet the requirements of the Drainage Regulations of Maricopa County and adopted County design methods and standards. Additional data may be required based upon complexity of the design and location.

I acknowledge that I have incorporated these general pre-application review comments into the plans and reports for this project.

Signature: _____ Date: _____

RE-ZONE

1. PND Engineering has no comment on the proposed re-zone to IND-3 IUPD.

PLAN OF DEVELOPMENT

Drainage Plan Review Comments

1. A Grading and Drainage Plan is required. The Maricopa County Zoning Ordinance (MCZO) requires that all commercial submittals be prepared by a Civil Engineer registered in the State of Arizona. **(MCZO 1205.7.2)**
2. Provide the required retention volume for the 100 year, 2 hour storm event with one (1) foot of freeboard for the site. Provide documentation that the retention basin(s) will drain within 36 hours. **(MCZO 1205.7.6-2.a & c)**
3. Provide a runoff coefficient based on Table 6.3 of the Maricopa County Drainage Policies and Standards. Use 0.95 for commercial/industrial areas and 0.5 for retention basin areas.
4. Maintain a minimum 25 foot separation between septic facilities and the retention basin(s).
5. Plans/Drainage Report must address offsite flows that may impact the subject premises and how they will be routed through or around the development site. The main development appears to be in direct conflict with a drainage outflow from the West Wing substation.
6. See <http://www.maricopa.gov/DocumentCenter/Home/View/3972> for the most up to date interactive Engineering Plan Review checklist.

Flood Control District Comments

1. The development site is not located in a Special Flood Hazard Area. However, the new access road to the site will cross the McMicken Dam Outflow Wash which contains lands owned or encumbered by the Flood Control District. FCDMC ROW permitting will be required by the District. For more information, please contact Patrick Schafer at the District (patrick.schafer@maricopa.gov or 602-506-2206). For additional information see: <https://www.maricopa.gov/597/Right-of-Way-Use-Permit>.

PND Transportation Comments

1. A Traffic Study must be submitted with the POD application. The Study must include full build-out of the site so that design parameters for the access can be verified. See following link to MCDOT Traffic Impact Manual. **(RDM 7.1.4)**
<http://www.maricopa.gov/DocumentCenter/View/303>.

2. Currently, there is no access to the site.

Access to the site will require extension of El Mirage Road north of the 303 and an east/west roadway connecting the extended El Mirage Road to the development site. Dedication of a 65 foot wide right-of-way for El Mirage Road will be required from the 303 to the connecting road.

See <https://www.mcdot.maricopa.gov/744/Right-of-Way-Dedications> for more information on the dedication process. Dedications involving State Land will vary.

Drainage easements required for retention basins and other drainage improvements related to the roadway may also need to be dedicated or otherwise designated.

3. The owner/applicant must identify ownership of the east/west connector road. It is our understanding that this will be a private roadway (not County owned or maintained) requiring a 40' R/W width (major collector roadway).
4. 25' half width right-of-way preservation is required for the section line alignment on the west property boundary, per the MCDOT Right-of-Way Reservation Action Request dated 09/23/2020.
5. Offsite improvements and any additional right-of-way needed will be determined by MCDOT Traffic Design and MCDOT Permits based on the approved TIS.
6. Applicant to notify ADOT of the future development through the Red Letter Process due to proximity to SR303L. RedLetter@azdot.gov. As well as acquire the necessary permits for access to the interchange.
7. Applicant to contact Arizona State Land Department for permitting access across state land.
8. Additional coordination with all agencies will be required
9. New roads (i.e. El Mirage Road) to be dedicated to the County must be designed and constructed in accordance with MCDOT standards. A copy of the Roadway Design Manual can be downloaded from:
<https://www.maricopa.gov/DocumentCenter/View/51399/Roadway-Design-Manual-2019>
10. Access to the site will be limited to one location (from the west off a proposed extension of El Mirage Road). The owner/applicant must coordinate with an emergency services provider to develop suitable access (internal and external) that will provide adequate emergency service accessibility to/within the site. A will serve letter, that includes an approval of the emergency access design to and within the site, must be provided with the Plan of Development.

All plans and reports should be developed and formatted to document that the project is designed to meet all County regulations, ordinances and design standards. It is incumbent upon the engineer to demonstrate compliance with all regulatory requirements and County design standards.

DRAINAGE PLAN REVIEW REFERENCES:

The Drainage Regulations are listed in Section 1205 of the MCZO:

<https://www.maricopa.gov/documentcenter/view/272>

Maricopa County Drainage Policies and Standards Manual:

<https://www.maricopa.gov/DocumentCenter/Home/View/2369>

For Additional Information See:

<https://www.maricopa.gov/1635/Drainage-Review>

FLOOD CONTROL DISTRICT OF MARICOPA COUNTY REFERENCES:

Floodplain Regulations for Maricopa County:

<https://www.maricopa.gov/DocumentCenter/View/630>

For Additional Information See:

<https://www.maricopa.gov/3847/Flood-Control-District>

PND TRANSPORTATION REFERENCES

Residential Driveway Guidelines

<https://www.maricopa.gov/documentcenter/view/362>

Roadway Design Manual

<https://www.maricopa.gov/DocumentCenter/View/51399/Roadway-Design-Manual-2019>

Maricopa County Resolution for ROW Permits

<https://www.maricopa.gov/documentcenter/view/364>

For Additional Information See:

<https://www.maricopa.gov/156/MCDOT>

Abbreviations Key:

Drainage:

DD =	Department Directive (See: http://www.maricopa.gov/1911/Department-Directives)
MCZO =	Maricopa County Zoning Ordinance
DPSM =	Maricopa County Drainage Policies and Standards
SSA =	State Standard Attachment
DDMV1=	Maricopa County Drainage Design Manual – Hydrology
DDMV2 =	Maricopa County Drainage Design Manual – Hydraulics

Flood Control:

FRMC =	Floodplain Regulations for Maricopa County
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PND Transportation:

RDM =	MCDOT Roadway Design Manual
RDG =	MCDOT Residential Design Guidelines
MSRP =	MCDOT Major Streets and Routes Plan



Planning & Development Department

DRAINAGE REVIEW REQUIREMENTS FOR PRECISE PLANS INCLUDING SPECIAL USE PERMITS

A detailed drainage report with respect to hydrology and hydraulics in conjunction with grading, drainage and paving plans may need to be submitted. The final drainage plan must be signed and sealed by an Arizona Registered Professional Civil Engineer and address the following:

1. **Offsite Hydrology** – Need to determine the quantity, the entrance and exit points, and how the flow is to be routed around or through the site.
2. **Onsite Hydrology** – Need to show how the flows are to be routed to retention basins.
3. **Onsite Retention** – Need to retain water for the 100-year, 2-hour storm for the site, including adjacent right of way, plus one (1) foot of freeboard. Determine volume needed and the size and location of basins.
4. **Retention Disposal** – Provide notes indicating basin(s) will drain within 36 hours in conformance with Drainage Policies and Standard 6.10.
5. **Cross Sections** – Provide typical sections for edge conditions indicating tie-in to existing surrounding grades and interior design features such as retaining walls and drainage channels.
6. **Finished Pad Elevations and Certification** – Provide finished pad elevations in areas of the project site with unique drainage features (adjacent to basins, channels and/or in areas of significant grading) to demonstrate that the pads will be safe from inundation during the 100-year peak runoff event.
7. **Topography** – Need to show natural and proposed contour elevations and/or spot elevations. All contour lines must be annotated.
8. **Floodplains** – Need to show the regulatory floodplain boundaries if the site is within a Federal Emergency Management Agency's (FEMA) special flood hazard area.
9. **Erosion Setbacks** – For washes and other watercourses flowing at 50 cfs or more, an erosion setback will need to be determined, which meets Arizona State Standard 5-96.

Since complex drainage systems may require more detailed information, a meeting should be arranged with personnel from Drainage Review.

FEE INFORMATION*:

Planning Cases:

Plan of Development including SUP (except SFR-SUP	\$ 1,000 + \$ 500/Acre	\$11,000 Maximum
SUP or Plan of Development with disturbance of less than 1,500 sq. ft.		\$ 650
Minor Amendment to a Plan of Development		\$ 650
Zone Change (no site plan, without precise plan entitlements)		\$ 60
Special Use plan for SFR uses		\$ 210
Modification of Stipulation/s		\$ 60

Construction Permits

\$ 2,000 + \$ 250/Acre \$ 42,000 Maximum

Minor Accessory structure on previously developed site (see Regulation for restrictions) - \$ 650

Major Accessory structure on previously developed site (see Regulation for restrictions) - \$ 5,000

(Or as noted above if lower).

* See the Drainage Regulation for current fee schedule (#710)



Maricopa County

Department of Transportation

Transportation Systems
Management Division
2901 W. Durango Street
Phoenix, AZ 85009
Phone: 602-506-8676
Fax: 602-506-8758
www.mcdot.maricopa.gov

DATE: March 12, 2018

TO: Nicolaas Swart
Division Manager

FROM: Denise Lacey
Planning Branch Manager

SUBJECT: ADOT Red Letter Process

The Arizona Department of Transportation (ADOT) Red Letter Program is meant to aid in early notification, to ADOT, of potential development plans within a quarter mile of established or proposed state transportation alignments.

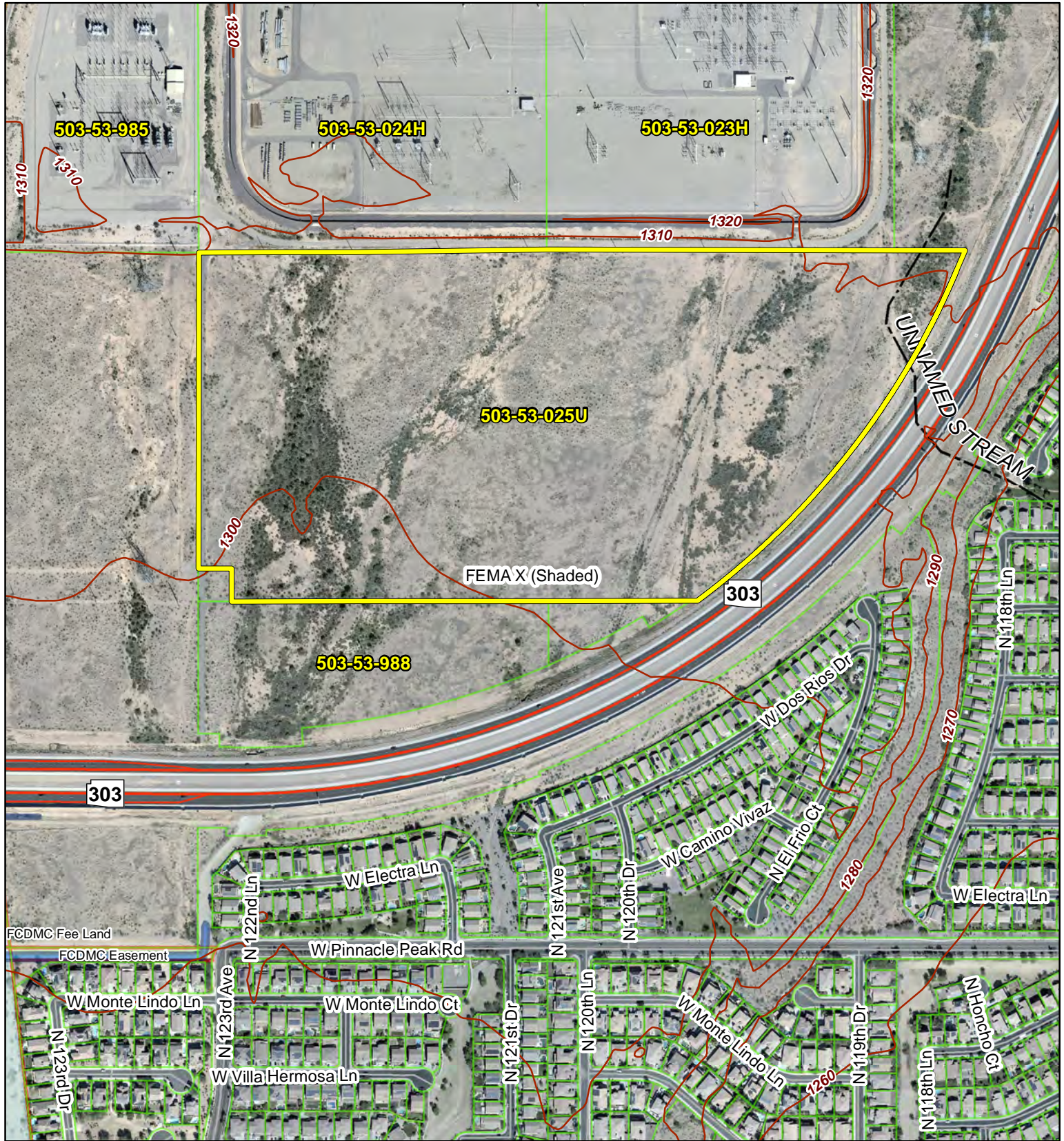
How does this apply to Maricopa County Department of Transportation (MCDOT)? When MCDOT is working on a project within a quarter mile of a current or proposed ADOT facility, MCDOT must notify ADOT by Red Letter. This allows ADOT to determine potential impact and protect current or future right-of-way. While MCDOT currently involves ADOT in these types of projects MCDOT is not utilizing the Red Letter notification process.

How to notify through the Red Letter process:

At time of programming a project within the one quarter mile distance of an ADOT facility the MCDOT staff member in charge of the project (Planner, Project Manager, Engineer, etc.) shall send an e-mail as follows:

E-mail: redletter@azdot.gov
Content: Name of project including map if feasible
Project Limits
Dates, if available
MCDOT contact person

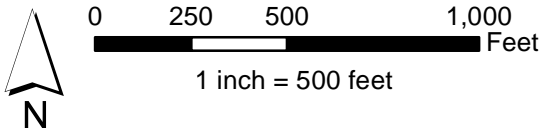




Current FEMA Flood Zones



Current Pending Flood Zones



Date: 04/09/2021
Time: 4:58:02 PM
User: bob.fedorka



Floodplain Management & Services
2801 West Durango Street
Phoenix, Arizona 85009
Phone: (602) 506-2419
Fax: (602) 372-6232
<http://www.fcd.maricopa.gov/Floodplain/floodplain.aspx>

PA2021079: This project is a request for Rezone from IND-2 IUPD to IND-3 IUPD at APN # 503-53-025U. According to the submitted documentation, EPCOR would provide for the sewer and water to the site. MCESD has no concerns. ATC must be obtained prior to any construction permit approval.

Souren Naradikian, P. E.

Engineer

Maricopa County Environmental Services Department

Desk: 602.372-2907

Souren.Naradikian@maricopa.gov

March 12, 2021.