

## PRE-APPLICATION REVIEW TEAM (PRT) MEETING

PA# 17-176      Date: 11-28-17      Time: 3pm

Address: 6707 at 6711 Jefferson NE

### 1. AGENCY REPRESENTATIVES PRESENT AT MEETING

Planning:             Kym Dicome             Other: Michelle Wail  
Code Enforcement:  Ben McIntosh             Other: \_\_\_\_\_  
Fire Marshall:         Antonio Chinchilla         Eric Gonzales  
Transportation:       Marwa Al-Najjar

### 2. TYPE OF APPLICATION ANTICIPATED / APPROVAL AUTHORITY

- |  |                                       |   |
|--|---------------------------------------|---|
| <input type="checkbox"/> Zone Map Amendment              | <input type="checkbox"/> EPC Approval | <input type="checkbox"/> City Council Approval                                |
| <input type="checkbox"/> Sector Dev. Plan Amendment      | <input type="checkbox"/> EPC Approval | <input type="checkbox"/> City Council Approval                                |
| <input type="checkbox"/> Site Dev. Plan for Subdivision  | <input type="checkbox"/> EPC Approval | <input type="checkbox"/> DRB Approval <input type="checkbox"/> Admin Approval |
| <input type="checkbox"/> Site Dev. Plan for Bldg. Permit | <input type="checkbox"/> EPC Approval | <input type="checkbox"/> DRB Approval <input type="checkbox"/> Admin Approval |
- Other \_\_\_\_\_

### 3. SUMMARY OF PRT DISCUSSION:

Current Zoning: M-1  
Proposed Use/Zone: \_\_\_\_\_  
Applicable Plans: North Valley Area plan, Comprehensive plan  
Applicable Design Regulations: \_\_\_\_\_  
Previously approved site plans/project #s: \_\_\_\_\_  
Requirements for application: (R-270-1980, Notification, as-built drawings, TIS, Check Lists, Other) \_\_\_\_\_

Handouts Given:

- Zone Map Amendment Process     R-270-1980     AA Process     EPC Schedule

Additional Notes:

The M-1 Zone allows drive up service window as a conditional use, 14-16-2-20(B)(5).  
Retail uses are allowed permissively as listed in 14-16-2-20(A)(22).  
Approval of Site Development plan for Building Permit is through DRB and must comply

**\*\*\*Please Note: PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY: THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL. Statements regarding Zoning are not Certificates of Zoning. Additional research may be necessary to determine the exact type of application and/or process needed. It is possible that factors unknown at this time and/or thought of as minor could become significant as the case progresses.**

With the approved site Development plan for  
Subdivision (1005517-15EPC-40021)

Submit File 1 plan

sprinklers may be required depending on  
occupant load.

# PRE-APPLICATION REVIEW TEAM (PRT) DISCUSSION

**NOTE:** Pre-Application Review Team (PRT) discussion meetings are available to help applicants obtain information about procedures and requirements pertaining to their request. The interpretation of specific uses allowed in various zones is the responsibility of the Zoning Enforcement Officer, as provided for by the Zoning Code. Any Statements regarding zoning at the Pre-Application Discussion are not Certificates of Zoning. **Also, the discussions are for informational purposes only and they are non-binding and do not constitute any type of approval.**

<i>Official Use only</i>		
PA#: _____	Received By: _____	Date: _____

Applicant Name: DPS, agent for Indy Square Phone#: 761-9700 Email: chrisg@dpsdesign.org

**APPOINTMENT DATE & TIME:** November 28, 2017, 3pm, or first available

PLEASE CONTACT THE PLANNING DEPARTMENT AT 924-3955 TO SCHEDULE AN APPOINTMENT. Applications are taken on a first-come, first-served basis. Once the completed application and the zone atlas page are submitted, you will be scheduled for the next available discussion time. PRT discussions take place weekly on Tuesday afternoons, with five 30 minute time slots available starting at 1 p.m.

**BRIEFLY DESCRIBE YOUR REQUEST:** (What do you plan to develop on this site?)

Retail development of a 2,000sf coffee shop with drive thru and a 9,000sf multi tenant shops building.

**PLEASE RESPOND TO THE FOLLOWING QUESTIONS:**

Size of Site: 1.64 acres Existing Zoning: M-1 Proposed Zoning: no change

Previous zone change or site plan approval case number(s) for this site: 1005517, 15EPC-40021, 16-DRB-xxxx

Applicable Area or Sector Plans: None

Residential: Type and No. of Units Proposed: NA

Commercial: Estimated building square footage: 11,000 SF No. of Employees: 60

**LOCATION OF REQUEST:**

Physical Address: 6707 & 6711 Jefferson NE Zone Atlas Page (Please identify the subject site on the map and attach) E-17

**LIST ANY QUESTIONS OR CONCERNS YOU HAVE REGARDING THIS REQUEST:**

*(Please be specific so our staff can do the appropriate research)*

1. Confirm drive thru on 2,000 sf coffee shop is allowable under approved SDF for SD Design Standards.

2. Confirm pickup window on the south end of proposed retails shops building is allowed, and that stacking is sufficient.