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JAN 27 2011

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MEMORANDUM Transportation & Development – CC Memo No. 10-161

DATE: JANUARY 20, 2010

TO: MAYOR AND CITY COUNCIL

THRU: RICH DLUGAS, ACTING CITY MANAGER *RD*
 PATRICK MCDERMOTT, ASSISTANT CITY MANAGER *PM*
 R.J. ZEDER, TRANSPORTATION & DEVELOPMENT DIRECTOR *RJZ*
 JEFF KURTZ, PLANNING ADMINISTRATOR *JK*
 KEVIN MAYO, PLANNING MANAGER *KA*

FROM: JODIE M. NOVAK, MEP, SENIOR CITY PLANNER *JMN*

SUBJECT: ZUP10-0033 CHEN ARCHITECTS/ARISIA CONSTRUCTION MGMT.

Request: Use Permit time extension approval to operate a professional office within a Single-Family (SF-8.5) zoning district

Location: 877 N. Alma School Road, approximately 800 feet south of the southeast corner of Ray and Alma School Roads

Applicant: Ming Chen of Chen Architects/Arisia Construction Management

RECOMMENDATION

The request is for a Use Permit time extension approval for an additional five (5) years to operate a professional office within the Single-Family District (SF-8.5) zoning. Upon finding consistency with the General Plan and the Residential Conversion Policy (RCP), Planning Commission and Planning Staff recommend approval subject to conditions.

BACKGROUND

The subject site is located at 877 N. Alma School Road, south of the southeast corner of Ray and Alma School Roads. The property is zoned SF-8.5 (Single Family) district. In 2005, a Use Permit was approved to allow the residential conversion of this property for a professional office. The Use Permit was approved for a one (1) year period with conditions. In July 2007, the Use Permit was granted a time extension for an additional three (3) years, which expired in July 2010.

The property fronts and is accessed directly from Alma School Road. There is a single-family residence south of this property, which also fronts and is accessed from Alma School Road. North of the property is a single-family residence which backs up to this site. Although the property is directly adjacent to the alley located in the rear, the property does not include any vehicular access which minimizes any impact upon residential properties to the east. The home's carport was enclosed on the side; no other changes were made to the home's exterior thus maintaining compatibility with the surrounding residential character.

The application requests re-approval of the Use Permit for a 5-year time period to continue operating a professional architect's studio with related administration and construction management services. The professional office's services include architectural design drawings, construction engineering plans, and interior design drawings, as well as provide land-planning consulting, real estate services, and construction management. The office is open 9 a.m. to 5:30 p.m. Monday through Friday and closed on the weekends.

The applicant anticipates conducting approximately three meetings at the office per week with clients or staff. Additionally, the applicant is a registered real estate broker and provides real estate advisory services. The majority of real estate activity occurs through phone, email, fax, and standard mail. The Use Permit has previously been approved for a maximum of one full-time and two part-time employees. The application narrative indicates up to three (3) part-time staff; however, the applicant does not have three employees at this time but would like approval for up to three. Planning Staff is not opposed to a maximum of three employees.

The home's interior was re-configured to include a reception/lobby area, an open work area, a private office, a meeting room, and a break room. In 2005, the property's front yard was proposed to remain essentially as-is with the exception of the replacement and addition of concrete drive surfaces to access the proposed additional parking spaces to be located at the property's rear yard. Planning Commission added condition no. 6, which reads, "Parking shall occur at the rear of the site and additional pavement shall be added to the front to only facilitate safe vehicular movement." The site plan indicated there would be several parking spaces in the front yard area for loading and delivery use.

Since the previous Use Permit approval, the property's front yard was paved with asphalt to provide access to the carport area and for occasional loading and unloading space for delivery trucks, print shops, and associate engineers. The applicant conveyed without the additional asphalt paved areas, delivery trucks such as UPS and FedEx had difficulty backing up and turning around on the site to exit to Alma School Road. The additional pavement allows for less difficult on-site turning movements and prevents backing into the traffic lanes on Alma School Road.

A condition of the 2007 Use Permit was the requirement to meet A.D.A. requirements for parking spaces and pedestrian access to the building. The A.D.A. parking space is defined and the accessible ramp is provided at the front entrance door.

The original application included approval for one, three-foot high monument sign. In lieu of the monument sign, the applicant worked with Staff to provide a wall-mounted building sign.

The site provides six parking spaces within the rear yard area and three parking spaces in the front yard area. In addition, the front yard provides two tandem parking spaces. On either side of the front yard paved area there exists landscaped areas with shrubs, trees, and groundcover. Shrubs, landscaping, and rock were added to the front yard to enhance the street appearance. The previous Use Permit included a condition, which reads, "Screen trees shall be planted at the rear of the site along the east property line." Three Ficus trees have been installed along the eastern property line. A condition from the original one-year approval required the removal of parking canopies in the rear yard. The canopies have been removed.

RESIDENTIAL CONVERSION POLICY

The Residential Conversion Policy (RCP) is intended to allow residential properties fronting onto arterial roads the opportunity to convert to commercial land uses in response to safety and noise problems resulting from increased arterial road traffic volumes. The Policy outlines the eligibility criteria used to evaluate potential properties for consideration.

Planning Staff supports the proposed request finding compliance with the RCP eligibility criteria. The request represents a compatible land use with the surrounding neighborhood. The proposed office use does not create, store, or exchange goods of any type. The use generates very little on-site traffic and the site provides adequate parking.

PUBLIC / NEIGHBORHOOD NOTIFICATION

- The request was noticed in accordance with the requirements of the Chandler Zoning Code
- A neighborhood meeting was held on December 7, 2010. One resident in the area attended in support of the Use Permit renewal.
- At the time of this writing, Staff has received no telephone calls or letters from neighboring property owners opposed to this Use Permit.

PLANNING COMMISSION VOTE REPORT

Motion to Approve.

In Favor: 6 Opposed: 0

RECOMMENDED ACTION

Upon finding consistency with the General Plan and Residential Conversion Policy, Planning Commission and Planning Staff recommend approval of the Use Permit subject to the following conditions:

1. Any expansion or modification beyond the approved Site Plan and Floor Plan shall void the Use Permit and require a new Use Permit application.
2. The number of employees occupying the residential conversion shall not exceed one full-time and three part-time employees.

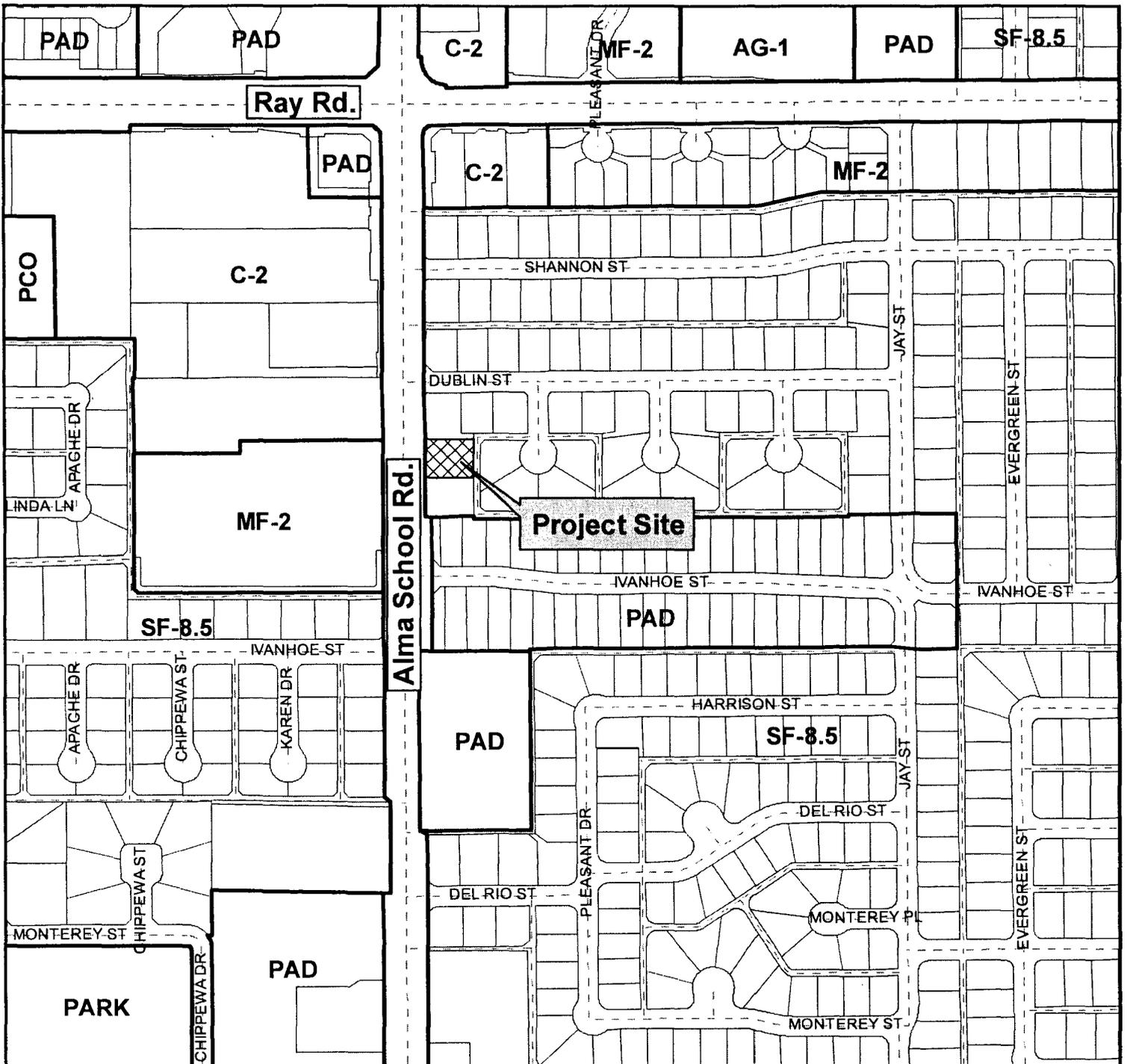
3. The Use Permit is effective for a period of five (5) years from the date of City Council approval. Continuation of the Use Permit beyond the expiration date shall require re-application to and approval by the City of Chandler.
4. Parking shall occur at the rear of the site. Parking in the front yard is for delivery drop-off and pick-up only.
5. The landscaping shall be maintained at a level consistent with or better than at the time of planting. The site shall be maintained in a clean and orderly manner.
6. The landscaping in all open-spaces and rights-of-way shall be maintained by the adjacent property owner or homeowners' association.

PROPOSED MOTION

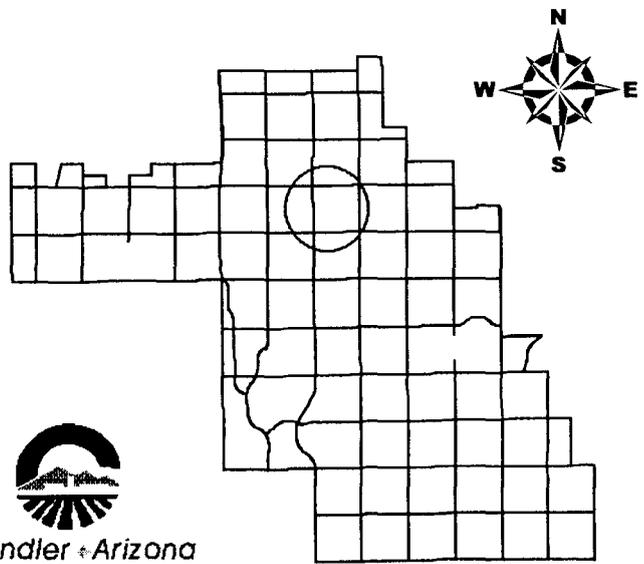
Move to approve Use Permit ZUP10-0033 CHEN ARCHITECTS/ARISIA CONSTRUCTION MGMT., subject to the conditions recommended by Planning Commission and Planning Staff.

Attachments

1. Vicinity Maps
2. Applicant narrative
3. Site Plan/Floor Plan
4. Site Photograph



Vicinity Map

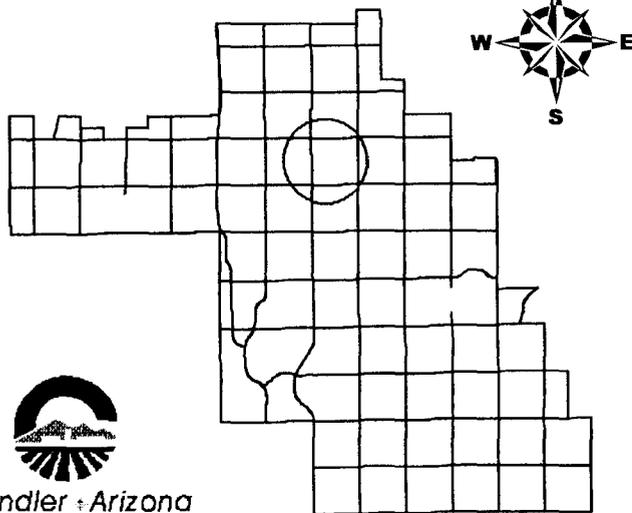


ZUP10-0033

**Chen Architects/
Arisia Construction Management**



Vicinity Map



ZUP10-0033

**Chen Architects/
Arisia Construction Management**



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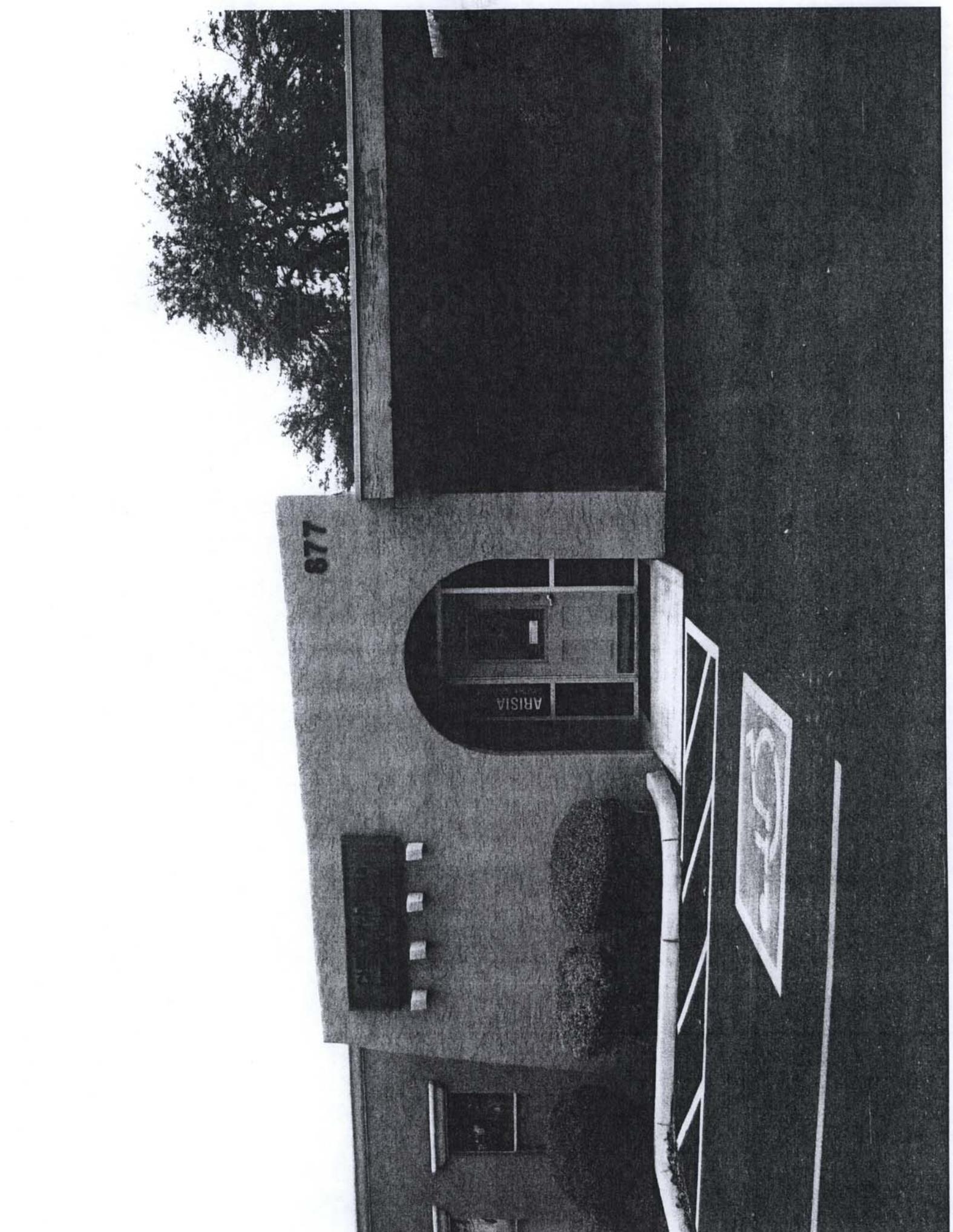
PROJECT NARRATIVE

(Renewal application)

Use Permit Number: _____

Date: July 22, 2010

- Project Name:** CHEN Architects/ ARISIA Offices
- Project Address:** 877 N. Alma School Rd., Chandler, Arizona 85224
- Property Eligibility:** The existing single family home has the only frontage to Alma School Road, an arterial road in Chandler. The subject Residential Conversion Offices have been approved by the City for the past 4 years.
- Project Objectives:**
1. Renew existing residential conversion offices for a professional architect studio and related construction management offices.
- Office Operations:**
- To produce architectural design drawings, construction plans and specifications, including building design, land planning, Interior design, landscaping, real estate advisory services and construction management drawings.
- To hold limited project meetings with engineers or clients. See Project Concept #4 below for more information.
- Business History:**
1. The Architect Firm was established in 1990. The Firm specializes in the area of Building Design, Space Planning, Interior Design, construction management and Real Estate Advisory Services.
 2. The subject property was purchased by Ming Chen, the applicant/ registered architect & designated real estate broker of the firm in September 2004. The residential offices are planned to remain in business for at least 15 years.
- Project Concept:**
1. Office Hours – Open 9:00am to 5:30pm, Mon to Fri.
Closed on weekends.
 2. Number of Employee - One full time staff, and three part time staffs.
 3. Space Plan – See the attached plans.
 - Living room to be reception area or lobby;
 - 2 front bedrooms to be an open work area;
 - Master bedroom to be a private office;
 - Dining room to be a meeting room;
 - Kitchen to be a break room.
 - Restrooms to remain unchanged.
 - Enclosed two-carport to be a sample library.
 4. Project / Office Meeting – Most of time, one or two clients or engineers in the meeting at average 3 times a week in the office. Other meetings are conducted at the job sites or via conference calls, E-mails, Fax etc.
 5. Parking Spaces – Total of 10 spaces, including 7 parking spaces in rear yard; an accessible parking and two regular parking spaces in the front.
 6. Environment impact – No noise or traffic in the premises. After 5:30pm of weekdays or on weekends, no activity is in the property. Office activities have never interfered the neighbors' environment.



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ARISIA

