



MEMORANDUM Planning Division – PZ Memo No. 14-084

DATE: OCTOBER 1, 2014
TO: PLANNING AND ZONING COMMISSION
THRU: JEFF KURTZ, PLANNING ADMINISTRATOR
KEVIN MAYO, PLANNING MANAGER
FROM: JODIE M. NOVAK, MEP, SENIOR CITY PLANNER
SUBJECT: ZUP14-0023 AASK – AID TO ADOPTION OF SPECIAL KIDS

Request: Use Permit approval to allow a general office use within an existing building on property zoned Planned Area Development (PAD) for Planned Industrial District (I-1) uses
Location: 175 E. Corporate Place
Applicant: Ron Adelson with AASK

RECOMMENDATION

Upon finding consistency with the General Plan, Planning Staff recommends approval subject to conditions.

BACKGROUND

The property is located within the Westech Corporate Center industrial business park located east of Arizona Avenue and north of Warner Road. In 1985, the property was zoned Planned Area Development (PAD) for light industrial use. A Preliminary Development Plan (PDP) is required for each parcel that develops. In 2003, a PDP was approved for the site and building design of a single light industrial warehouse building with ancillary general office for an electrical wholesale company.

Parcels to the north, west, and east are vacant and planned for light industrial. South of the property is an existing building occupied by Tower Services, a wireless telecommunications contractor.

This application requests approval of a Use Permit to allow a general office use. The property's zoning does not allow 100-percent office use. Recently, AASK purchased this building under the

assumption it could be occupied with 100-percent general office. AASK is a nonprofit agency focused on finding families for children in foster care. This site would be AASK's third location in the valley with approximately 20 employees operating Monday through Friday 8 a.m. to 5 p.m. with occasional weekend hours 9 a.m. to 4 p.m. and evening meetings 6:30 p.m. to 9:30 p.m.

The building is approximately 8,980 square feet in size. The building's interior was approved for a warehouse and up to 57 percent support general office. However, at some point, the prior business expanded the office component without City approval. AASK provides administrative offices and other resources for employees, families, and children including a training room, intake rooms, a play area, multi-purpose room, and crafts room.

The site provides 34 of the required 36 parking spaces for general office. A parking demand study was provided and reviewed by Planning Staff finding the site provides adequate parking based on the nature of the proposed office use. See attachment. There is on-street parking available for overflow parking.

### **DISCUSSION**

Planning Staff feels the proposed AASK office is compatible with the mix of commercial, office and light industrial uses in the Westech business park area. The location provides adequate parking and access for the office.

### **PUBLIC/NEIGHBORHOOD NOTIFICATION**

- This request was noticed in accordance with the requirements of the Chandler Zoning Code.
- A neighborhood meeting and notice was waived due to the property not being located near any residential areas.
- As of the writing of this memo, Planning Staff is not aware of any concerns or opposition to this request.

### **RECOMMENDED ACTION**

Planning Staff, upon finding consistency with the General Plan, recommends approval of the Use Permit subject to the following conditions:

1. Expansion or modification beyond the approved exhibits (Exhibit A Narrative, Exhibit B Site Plan, Exhibit C Floor Plan) shall void the Use Permit and require new Use Permit application and approval by the City of Chandler.
2. The Use Permit is non-transferable to any other property.
3. The property shall be maintained in a clean and orderly manner.
4. Use Permit approval does not constitute Final Development Plan approval such as building permits and/or Certificate of Occupancy for the general office use; compliance with the details required by all applicable codes and conditions of the City of Chandler and this Use Permit shall apply.

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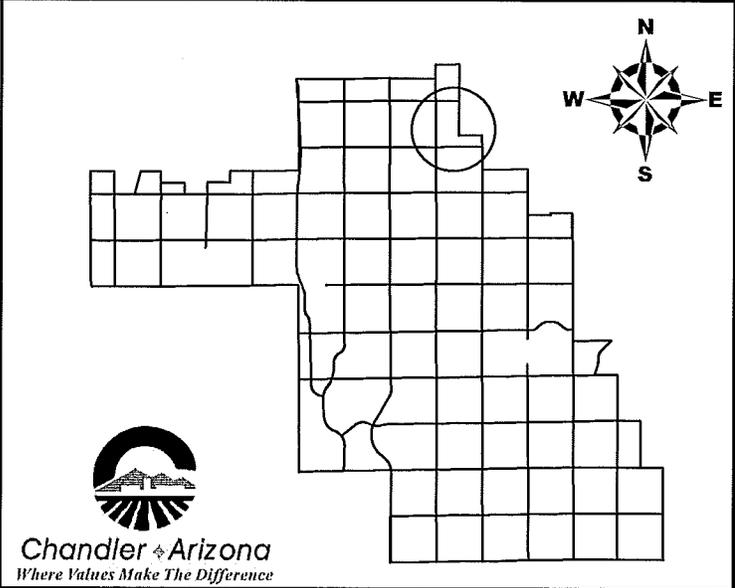
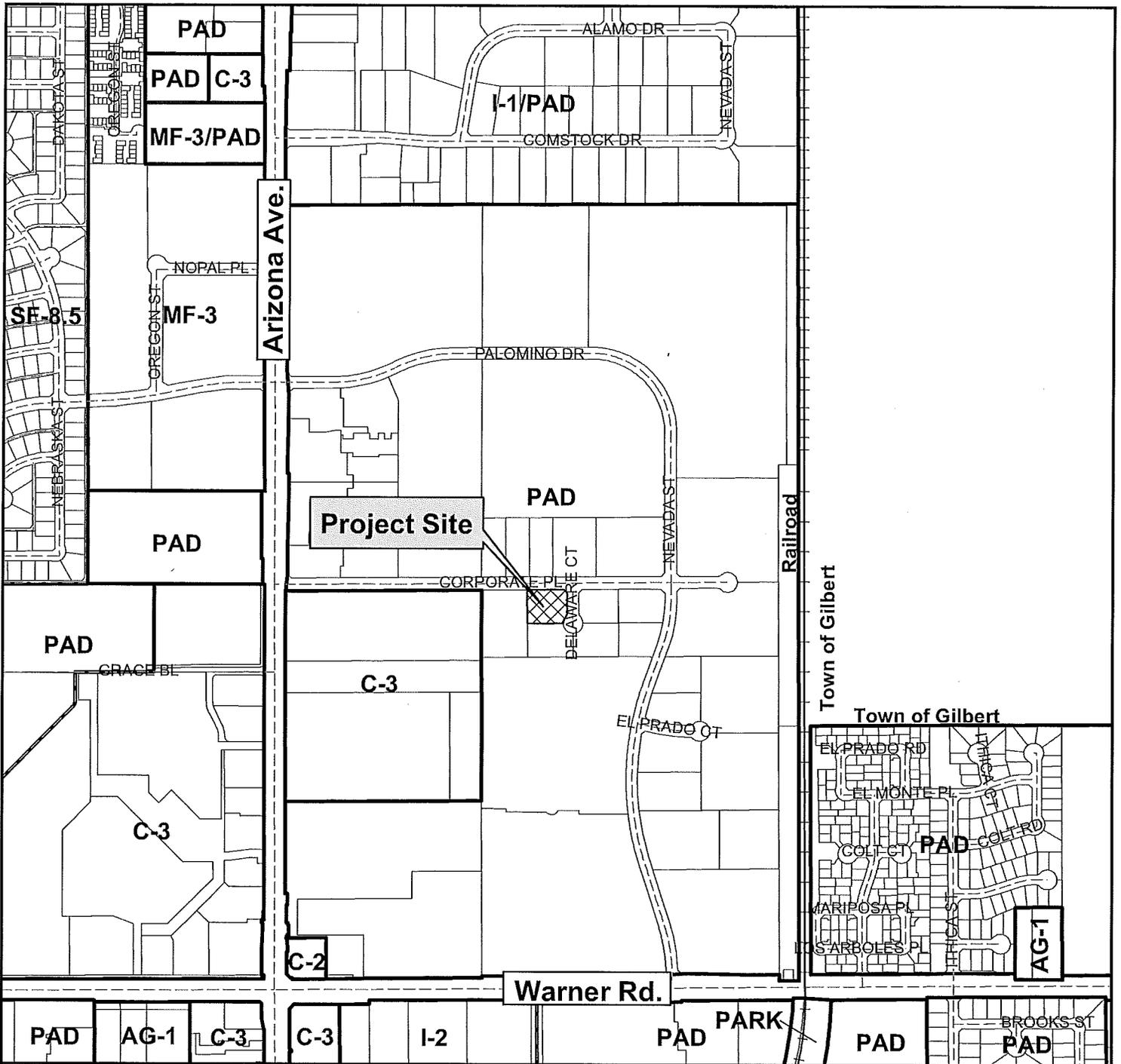
October 1, 2014

**PROPOSED MOTION**

Motion to recommend approval of Use Permit case ZUP14-0023 AASK – AID TO ADOPTION OF SPECIAL KIDS, subject to the conditions recommended Planning Staff.

**Attachments**

1. Vicinity Maps
2. Narrative
3. Site Plan
4. Floor Plan
5. Photos
6. Parking Demand Study



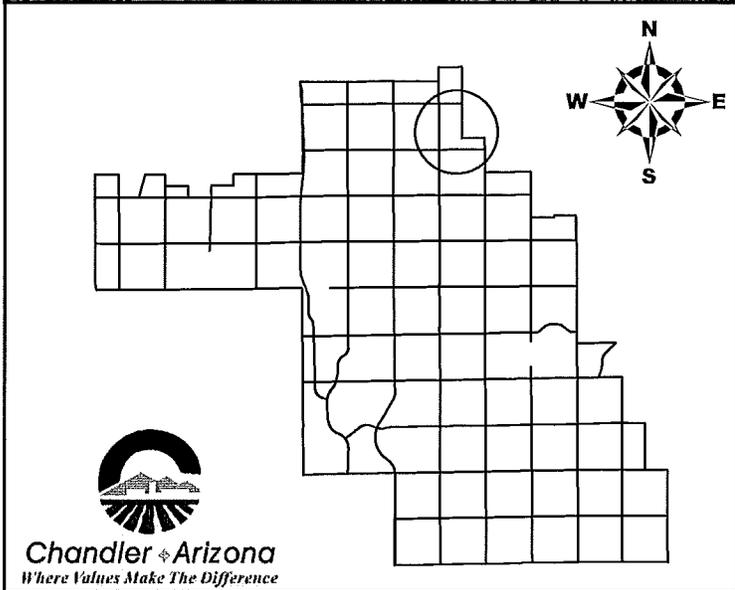
## Vicinity Map



**ZUP14-0023**

**AASK-Aid to Adoption of Special Kids**

CITY OF CHANDLER 9/11/2014



## Vicinity Map



ZUP14-0023

**AASK-Aid to Adoption of Special Kids**

## Use Permit Narrative – AASK East Valley Office

**Use Permit Request:** Request to allow for 100% General Office Use in PAD –Industrial Zoning

**Project Name:** AASK East Valley Office

**Property Address:** 175 E. Corporate Place Chandler, AZ 85225

**APN#:** 302-29-343

**Applicant:** Aid to Adoption of Special Kids “AASK”

**Owner:** AASK Chandler Property LLC -2320 N .20<sup>th</sup> Street Phoenix, AZ 85006 602-930-4414

### Building Details:

AASK purchased 175 E. Corporate Place, an 8,980 square foot free standing building on .766 acres in Westech Corporate Center in June of 2014 for their southeast corporate administrative office. The building is currently built-out as 100% office; however, 5,016 sf has been permitted for office per the City of Chandler. It was not disclosed to AASK until recently that 3,964 square feet of the building was not appropriately permitted for an office use. AASK request a use permit to allow for 100% Office Use in PAD –Industrial Zoning.

### About the Owner/User:

AASK is a nonprofit and is the largest agency in AZ solely focused on finding families for children in foster care, and creates and supports relationships for children with foster families, adoptive families, kin, siblings, and adult mentors. In the last five years, there was an 18% decrease nationwide in the number of children in foster care (and 41 states saw a decrease); in contrast, Arizona showed a 48% increase in the number of children in care during that same time. Currently, there are well over 15,000 children in foster care. AASK addresses this crisis by recruiting and training families and mentors to care for Arizona’s foster children. AASK’s focus is maximizing the experience of each child through building strong relationships that will last a lifetime. AASK’s adoption program helps children find a permanent home with a family that can best meet their needs; the fostering program serves as a way for children to seek stability with a family while away from their biological parents, with the end goal of reunification; and AASK’s mentoring program pairs committed adults with foster children from nine to 22 years old.

*Exh-A Narrative*



**Use:**

This is AASK's 3rd location in the valley and the purpose of having this southeast valley location is to provide easier and more immediate support to the families in the nearby communities. They specifically choose Chandler due to its location and access to the east valley.

AASK will be conducting general office functions to support their initiative and programs. AASK will have approximately 15 – 20 employees. There will also be information sessions held after hours. The information sessions provide individuals with information about foster care, adoption and mentoring through AASK. These informal, brief sessions include a presentation from one of our knowledgeable staff members along with videos about foster kids and an opportunity for questions and answers. AASK will also offer access to AASK staff, training rooms, libraries, and other supportive resources. The use permit for 100% office use will have no detrimental effect to the neighbors and will enhance the community.

**Site and floor plan:** Current site plan is enclosed, dated 08/20/2008; revised site plan with the additional parking, as noted below, is forthcoming. Proposed floor plan is enclosed, dated 09/12/14.

**Normal Business Hours:** 8:00 am – 5:00 pm M-F with occasional weekend (9:00 am- 4:00 pm) and evening (6:30 pm – 9:30 pm) meetings.

**Parking:** There are currently thirty-four (34) spaces on site. With the land use change the building would require two (2) additional parking spaces. AASK has a unique use, in which approximately 50% of the building will be occupied during business hours and approximately 50% will be occupied on a limited basis after hours.

Based on our understanding of the zoning ordinance, the City of Chandler will allow for on-street parking. Therefore, we propose two (2) on-street parking spaces on Delaware Court.

*Section 35-1807 of the zoning ordinance states the following; "(4) Credit for On-Street Parking Spaces: (a) on-street parking spaces located immediately adjacent to the frontage of properties may be counted toward the required off-street parking requirement for non-residential uses. This provision applies only where on-street parking is allowed and constructed as part of the development.*

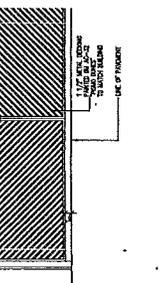
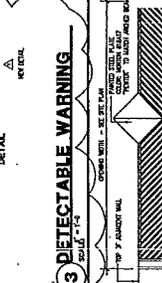
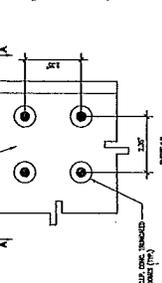
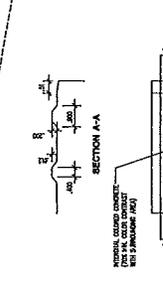
Thank you for your consideration.

Ron Adelson  
CEO

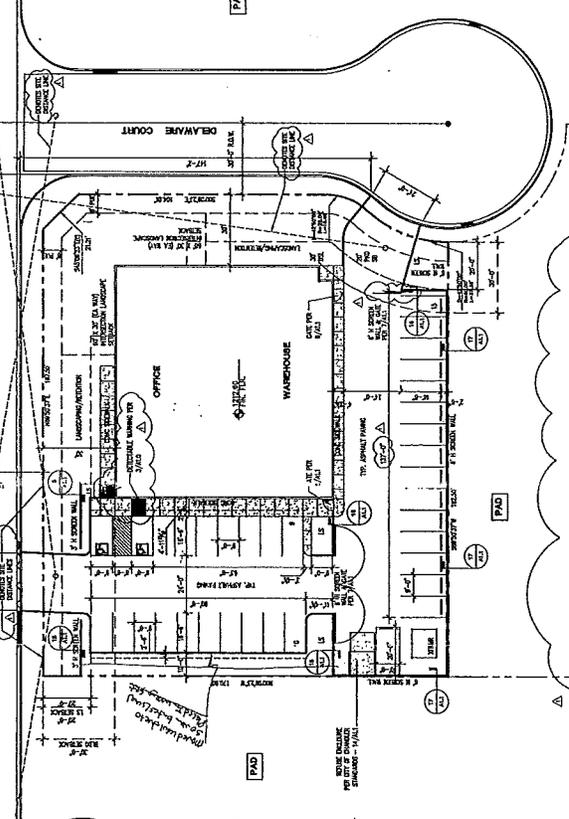
*Exh. A Narrative*



NOTES:  
 1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE TO FACE UNLESS OTHERWISE NOTED.  
 2. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.  
 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.  
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.  
 5. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS THROUGHOUT THE PROJECT.  
 6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.  
 7. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.  
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 10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.



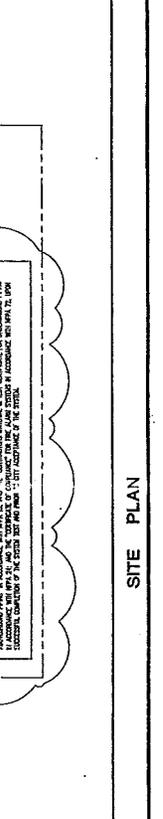
GENERAL NOTES TO THE CONTRACTOR:  
 1. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.  
 2. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.  
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 8. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS THROUGHOUT THE PROJECT.  
 9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.



**PROJECT INFORMATION**  
 PROJECT NAME: ESCO DRIVE WAREHOUSE  
 PROJECT NO.: 038  
 ISSUE DATE: 03/20/03  
 SCALE: 1/8" = 1'-0"

**PARKING CALCULATIONS:**  
 TOTAL SPACES: 30  
 AVAILABLE SPACES: 30  
 REMARKS: 15 SPACES PROVIDED - 15 (AS APPROVED)

**FINISHING MATERIALS:**  
 FLOOR: 4" CONCRETE  
 WALLS: 8" CMU  
 CEILING: 15' HANGERS  
 ROOF: 2" POLYSTYRENE INSULATION  
 EXTERIOR WALLS: 8" CMU  
 INTERIOR WALLS: 5/8" GYP BOARD  
 FLOORING: 1/2" GYP BOARD  
 PAINT: 1 COAT PRIMER, 2 COATS FINISH



**A R C H I T E C T**  
**JOHN MAHONEY**

1819 W. DRAGA DR., SUITE 101  
 TEMPE, ARIZONA 85283  
 TEL: 480.345.8457 FAX: 480.345.1729  
 PALOMINO DRIVE CHANDLER, ARIZONA

**ESCO**  
**OFFICE/WAREHOUSE**

PROJECT NO. 038  
 ISSUE DATE: 03/20/03  
 SCALE: 1/8" = 1'-0"

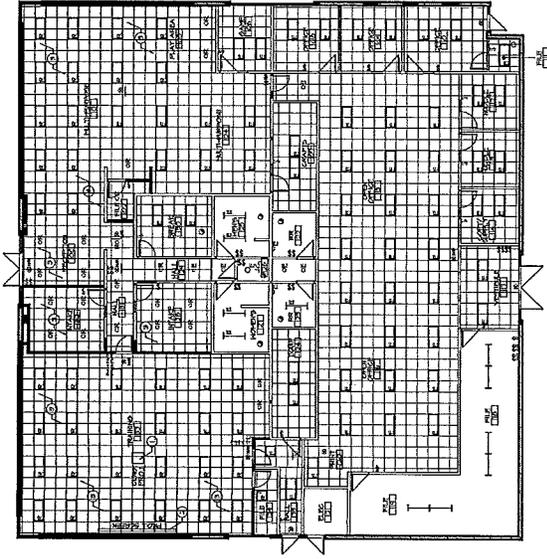
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 SITE PLAN  
 PRE 03-0012



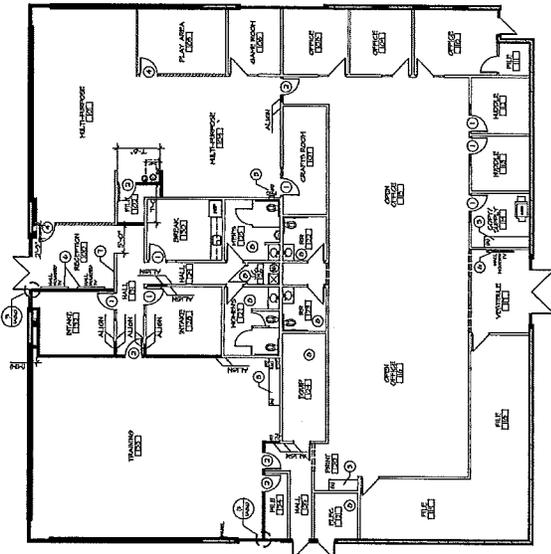
ASK  
175 EAST CORPORATE PLACE  
CHANDLER, ARIZONA 85225  
PH: 480.948.8888  
WWW.ASKCORP.COM

PRELIMINARY  
NOT FOR  
CONSTRUCTION

ASK - Chandler Office  
175 EAST CORPORATE PLACE  
Chandler, Arizona 85225



FIRST FLOOR REFLECTED CEILING PLAN  
SCALE: 1/8"=1'-0"

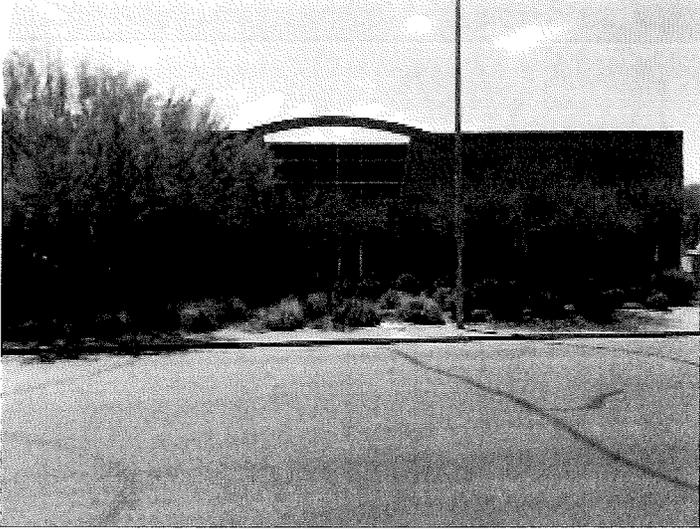


FIRST FLOOR DIMENSIONED PLAN  
SCALE: 1/8"=1'-0"

GENERAL NOTES - FLOOR PLAN	KEY NOTES - FLOOR PLAN	GENERAL NOTES - RCP	KEY NOTES - RCP	LEGEND
<p>1. REPORT TO DETAIL - ASK FOR TYPICAL, HORTING</p> <p>2. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>3. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>4. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>5. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>6. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>7. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>8. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>9. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>10. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>11. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>12. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>13. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>14. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>15. PROVIDE DETAIL FOR TYPICAL, HORTING</p>	<p>1. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>2. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>3. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>4. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>5. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>6. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>7. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>8. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>9. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>10. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>11. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>12. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>13. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>14. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>15. PROVIDE DETAIL FOR TYPICAL, HORTING</p>	<p>1. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>2. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>3. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>4. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>5. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>6. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>7. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>8. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>9. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>10. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>11. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>12. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>13. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>14. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>15. PROVIDE DETAIL FOR TYPICAL, HORTING</p>	<p>1. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>2. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>3. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>4. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>5. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>6. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>7. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>8. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>9. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>10. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>11. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>12. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>13. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>14. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>15. PROVIDE DETAIL FOR TYPICAL, HORTING</p>	<p>1. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>2. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>3. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>4. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>5. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>6. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>7. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>8. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>9. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>10. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>11. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>12. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>13. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>14. PROVIDE DETAIL FOR TYPICAL, HORTING</p> <p>15. PROVIDE DETAIL FOR TYPICAL, HORTING</p>

Exh-C  
Floor Plan

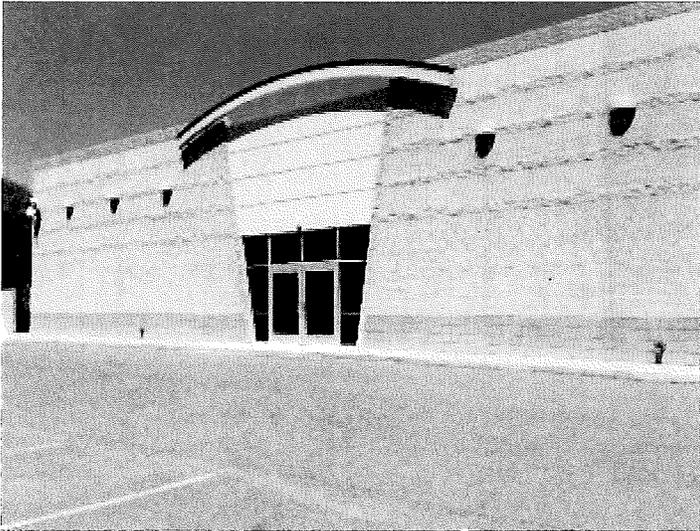
BUILDING PHOTOS – 175 E. CORPORATE PLACE CHANDLER, AZ



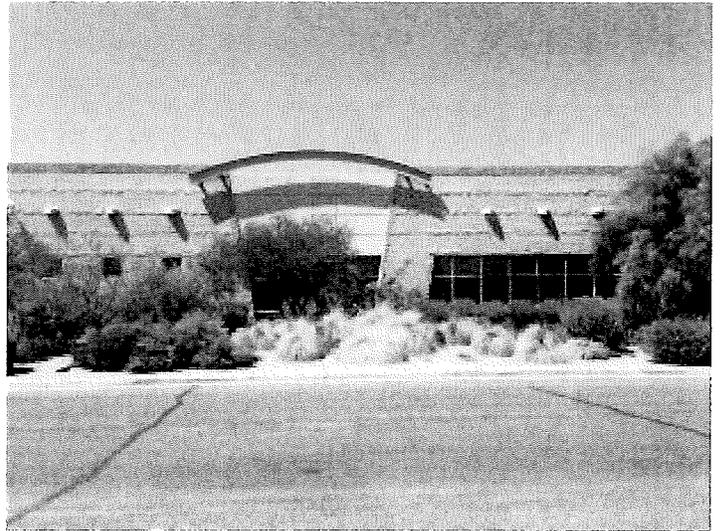
Front – North Side



West Side



Back – Southside



East Side

9/11/2014

## PARKING DEMAND STUDY

**Property Address:** 175 E. Corporate Place Chandler, AZ

**APN#:** 302-29-343

**Applicant:** Aid to Adoption of Special Kids "AASK"

**Building Details:** AASK purchased 175 E. Corporate Place, an 8,980 square foot free standing building on .766 acres in Westech Corporate Center in June of 2014 for their southeast corporate administrative office. The building is currently built-out as 100% office; however, 5,016 sf has been permitted for office per the City of Chandler. It was not disclosed to AASK until recently that 3,964 square feet of the building was not appropriately permitted for an office use. AASK has filed a use permit to allow for 100% Office Use in PAD –Industrial Zoning. If all 8,980 feet were used as general office, Code requires 36 parking spaces. Currently only 34 spaces exist on the site. AASK is submitting this parking demand study to demonstrate that given the intended usage of the building 34 spaces is more than sufficient.

**AASKs' Intended Usage for the Building:** Although AASK has filed a use permit to allow for 100% Office Use in PAD –Industrial Zoning, in reality AASK has two distinct usages for the building.

1. The front 5,016 sf will be used to hold training/informational sessions.
2. The back 3,964 sf will be used to house staff.

The training/informational section of the building will be utilized AASK to recruit and train prospective adoptive/foster families and mentors. Because the space is focused on members of the community and not staff, usage of this section of the building will be restricted to when community members are available. Usage will only occur on weekdays after hours (6-9pm) or on weekends. It will not be utilized at all during the working hours. Based upon our experience holding information sessions and trainings throughout the Valley, AASK anticipates on average utilizing 10 parking spaces and will never need more than 20 spaces for this purpose. Those spaces will only be utilized on weekdays after hours (6-9pm) or on weekends. They will not be utilized at all during working hours.

The staff portion of the building will consist of 24 cubicles, two offices, a file room and a server room. Usage of this section of the building will be weekdays from 8 am to 5 pm. Initially, AASK is planning to station 14 staff in the building and will never grow beyond 20 staff. The primary purpose of all staff is to provide services in families' homes. Usually staff will be out in the field. At no time will all staff be in the building at the same time. (Any centralized trainings or meetings will be held at our Phoenix location.) Therefore, usually no more than 13 parking spaces will be utilized at any time and never more than 26 spaces. Those spaces will only be utilized weekdays from 8 am to 5 pm. Staff will not need to utilize those spaces on weekdays after hours (6-9pm) or on weekends.