



**Chandler · Arizona**  
*Where Values Make The Difference*



**MEMORANDUM**

**Transportation & Development - PZ Memo No. 10-097b**

**DATE:** OCTOBER 13, 2010

**TO:** PLANNING AND ZONING COMMISSION

**THRU:** R.J. ZEDER, TRANSPORTATION & DEVELOPMENT DIRECTOR  
JEFF KURTZ, PLANNING ADMINISTRATOR *JK*  
KEVIN MAYO, PLANNING MANAGER *KM*

**FROM:** ERIK SWANSON, CITY PLANNER *ES*

**SUBJECT:** ZUP10-0035 STEPPING STONES PEDIATRIC THERAPY

**Request:** Use Permit approval to operate a commercial business in a residential home

**Location:** 1505 N. Alma School Road,  
North of the northeast corner of Alma School and Knox Roads

**Applicant:** Jonathan and Lindsay Cavner

The request was continued from the October 6, 2010 Planning Commission hearing to allow the applicant time to have the site cleaned, a landscape plan developed, and to work with Staff to address the perimeter screen wall currently located in the right-of-way. The site has been cleaned and a landscape plan has been designed and is attached. The applicant is in the process of obtaining the permits to pave the driveways; at that time the walkway will be paved with pavers. Staff has worked with the applicant and City Engineer to determine a time-frame as to when the wall will be demolished; a condition has been added addressing the time-frame.

**RECOMMENDATION**

The request is for Use Permit approval for the operation of a commercial business in a residential home within the Chandler Mobile Manor mobile home subdivision. Staff, upon finding consistency with the General Plan and Residential Conversion Policy, recommends approval with conditions.

### **BACKGROUND**

The subject site is located north of the northeast corner of Alma School and Knox Roads. North and east of the subject site are existing mobile homes. South, adjacent to the site is a gas station and convenience store. West, adjacent to the site is Alma School Road.

The 1,600 square foot building was built in 1972. The building provides two equal size suites, with Stepping Stones occupying the southern suite. On-site parking is provided by four spaces on the north side of the home, and five spaces on the south side. The property fronts onto Alma School Road, while Calle Del Norte and the adjacent alley provide access to the parking areas.

The subject site received Use Permit approval for the operation of a professional office under the Residential Conversion Policy (RCP) in November 2003, with a one-year timing condition. In late 2004, a Use Permit application was filed and approved by Council in early 2006 with a one-year timing condition due to a new property owner and the previous conditions not being met. The property owner was delayed in submitting the Use Permit application, and did not submit until 2008. As part of the recommendation of approval, a condition was added that required the paving of the driveways to be completed within six months of Council approval. During the six month time frame the business ended up closing. The current property owner is aware of the paving requirements and has submitted plans for review.

Stepping Stones Pediatric Therapy provides therapeutic services to children between the ages of 0-18 years including physical, occupational, and speech therapy. All therapeutic services will be provided off-site at a separate location. The subject site will strictly be used for administrative operations only. Typical hours of operation are Monday through Friday from 7:30 a.m. to 5 p.m. The office manager and part-time schedule coordinator would primarily be at the site, with the occasional visit from a therapist to process paperwork. At most, four people would be at the site, and only temporarily.

The home has two suites; the southern suite will be occupied by the business. The property owners would like the option to rent out the northern suite to a small business if the opportunity arises. The business would need to comply with the requirements of the RCP, and have limited employees with no visitors coming to the site. Any future business desiring to occupy the northern suite would be required to obtain a Use Permit. No plans are in place at this point in time for a second business. Additionally, the owners would like the potential to reside in the northern suite; residents, other than the owners, would require a Use Permit.

The RCP was established in 1989 to allow single-family homes the opportunity to convert into small commercial businesses within a residential zoning district through the approval of a Use Permit. Such homes must have direct frontage or access to an arterial street, and propose a business compatible with the existing neighborhood. Within this policy, criteria were established to accommodate the conversion of homes into professional offices or like businesses. Such criteria includes the requirement of an improved parking lot, preservation of front yard landscaping for the aesthetic streetscape setting of the home, and buffering from adjacent residences. The request meets the requirements of the RCP.

### **DISCUSSION**

The applicant has been working with Staff to provide some design and location criteria for a monument sign, however visibility issues have been a concern. Currently, adjacent to Alma School Road, there is a three-foot perimeter wall. The wall, as it was constructed, was built within the right-of-way. The applicant is currently working with the City to demolish the wall; a condition has been added addressing the issue. Assuming the wall issues are addressed, the applicant would like to have the ability to have a sign built in accordance with the RCP requirements without having to go through the Use Permit process. Staff is comfortable with this request, citing that it is a process that has worked in the past. If agreement cannot be reached regarding the sign design, then the request would come before the Planning Commission and City Council for approval.

Staff supports the request, citing that the use is consistent with the RCP, and that this is a good reuse of an existing vacant property with previous commercial uses.

### **PUBLIC/NEIGHBORHOOD NOTIFICATION**

This request was noticed in accordance with the requirements of the Chandler Zoning Code.

- A neighborhood meeting was held on Wednesday, September 15, 2010. No neighbors were in attendance.

At the time of this writing, Staff has received no telephone calls or letters opposed to this application. Staff has received one phone call from the neighbor adjacent to the site, with general support.

### **RECOMMENDED ACTION**

Staff, upon finding consistency with the General Plan and Residential Conversion Policy, recommends approval of ZUP10-0035 STEPPING STONES PEDIATRIC THERAPY, subject to the following conditions:

1. Any expansion or modification beyond the approved Site Plan shall void the Use Permit and require a new Use Permit application.
2. The driveways shall be improved with decorative pavers, concrete, or asphalt within six months from Council approval, or the Use Permit shall be null and void.
3. The screen wall that is located in the right-of-way shall be completely removed within one year of Council approval. A portion of the screen wall shall be removed within six months of Council approval.
4. The Use Permit shall be effective for a period of one (1) year from the date of Council approval. Operation of the business beyond that date shall require re-application and approval of a new Use Permit.
5. The site shall be maintained in a clean and orderly manner.

6. Use Permit approval does not constitute Final Development Plan approval; compliance with the details required by all applicable codes and conditions of the City of Chandler and this Use Permit shall apply.

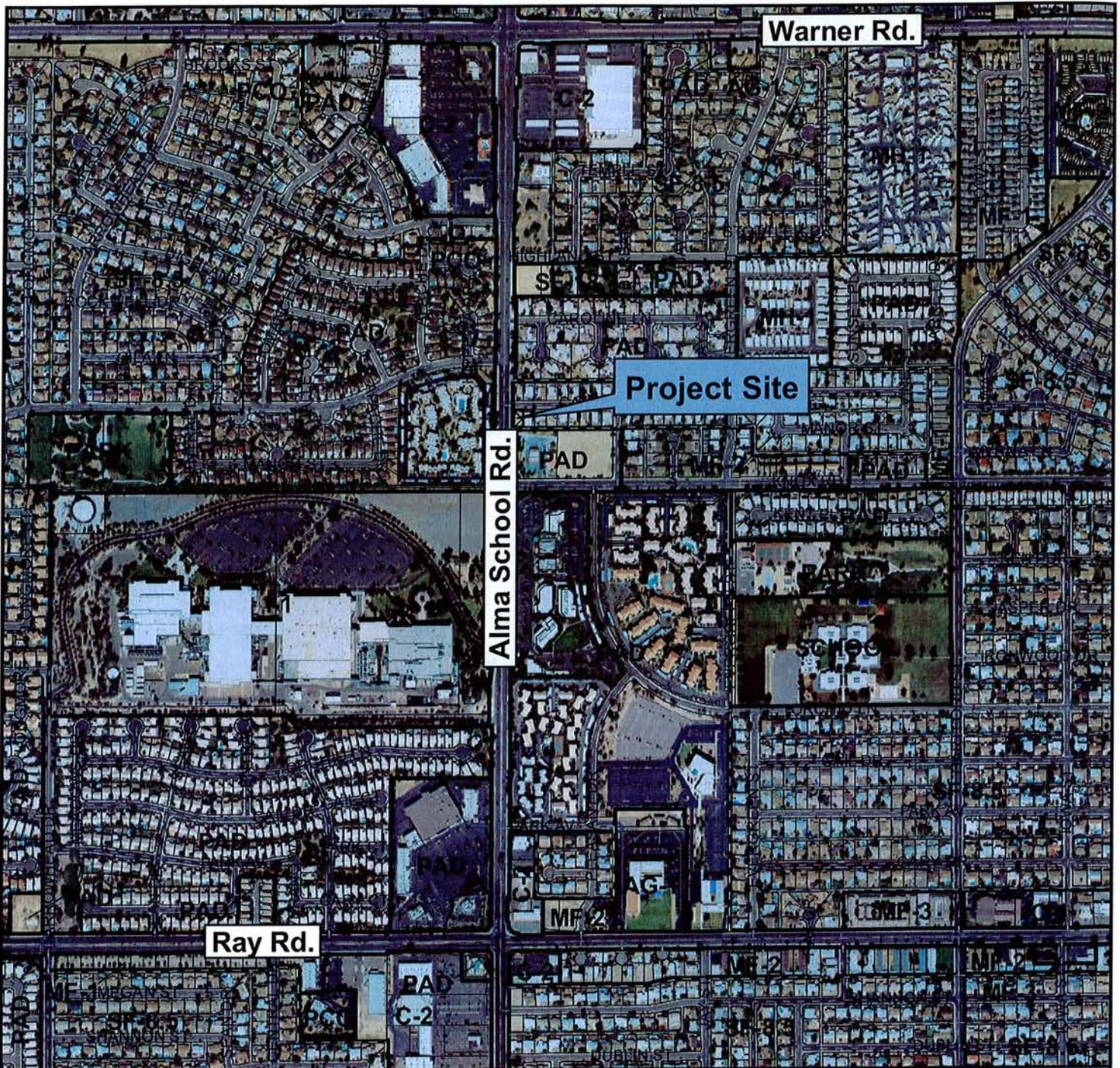
**PROPOSED MOTION**

Motion to recommend approval of ZUP10-0035 STEPPING STONES PEDIATRIC THERAPY, subject to the conditions recommended by Staff.

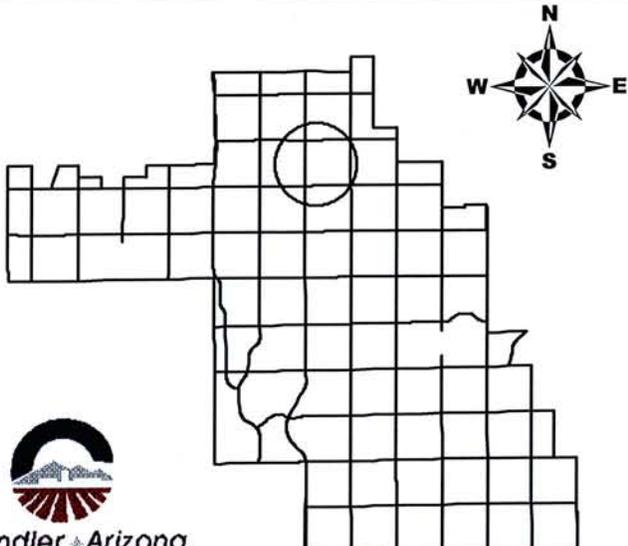
**Attachments**

1. Vicinity Maps
2. Site Plan
3. Landscape Plan
4. Floor Plan
5. Applicant Narrative





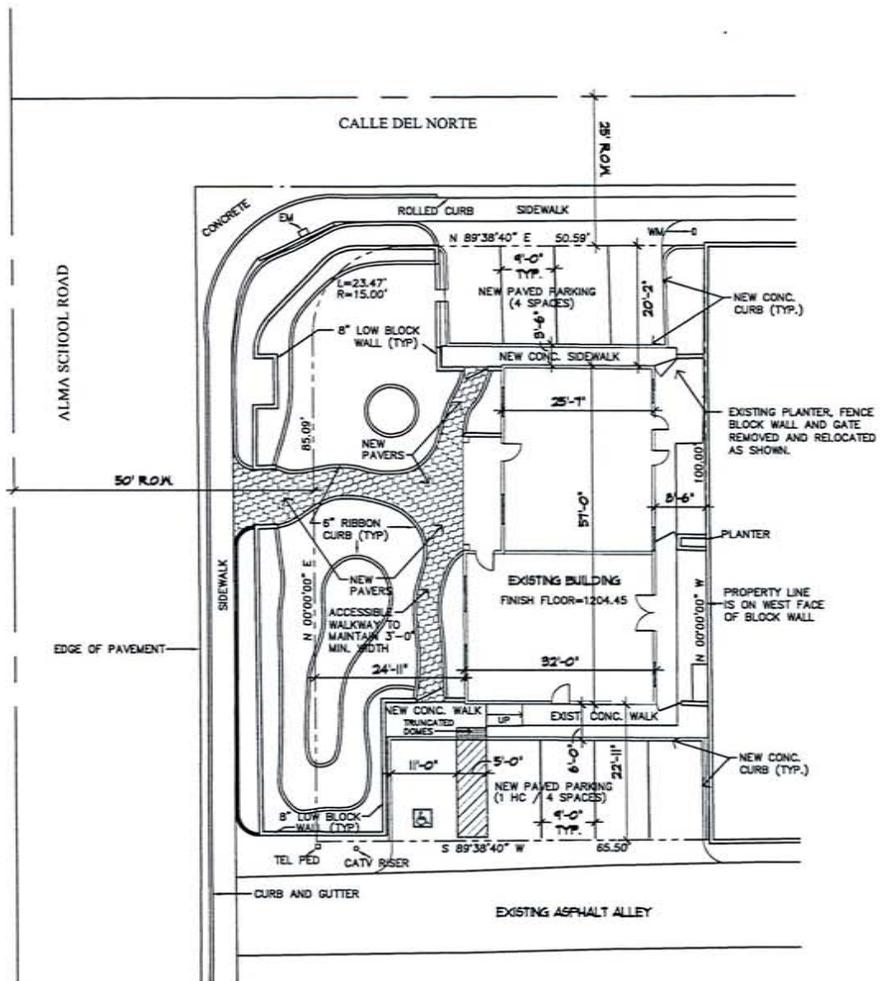
**Vicinity Map**



**ZUP10-0035**

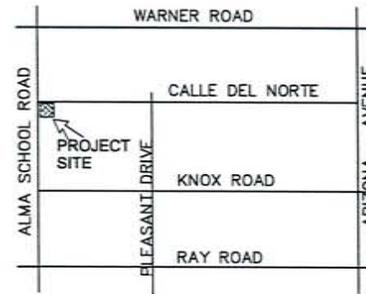
**Stepping Stones  
Pediatric Therapy**





  
 NORTH  
 SCALE: 1" = 20' - 0"

**PROPOSED SITE PLAN**



VICINITY MAP  
NOT TO SCALE

**LEGAL DESCRIPTION**

CHANDLER MOBILE MANOR, BOOK 130 OF  
MAPS, PAGE 22, MARICOPA COUNTY  
RECORDER.

LOT 38  
PARCEL# 302-42-043

**PARKING REQUIRED:**  
1581 SF. / 200 = 7.9 SPACES  
**PARKING PROVIDED:**  
8 SPACES / 1 H.C.

**LOT AREA** = 6502 SF.  
**EXISTING UNDER ROOF** = 1141 SF.  
**EXISTING LOT COVERAGE** = 26.87%

**PROPERTY OWNER & ADDRESS:**  
Lindsay Calmer  
(Lot 38)  
1505 N. Alma School Road  
Chandler, AZ 85224

**SHEET INDEX**

- A1 SITE PLAN
- A2 BUILDING FLOOR PLAN
- A2 SITE PHOTOS

DATE	REVISIONS
-	-

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SITE PLAN  
 1505 N. ALMA SCHOOL ROAD

DRAWN BY: J. C. S.  
 DATE: JULY 26, 2010  
 SCALE: 1" = 20'-0"  
 (U. N. O.)

SHEET NO.  
 A1  
 1 OF 3

SITE PLAN



# Landscape Design

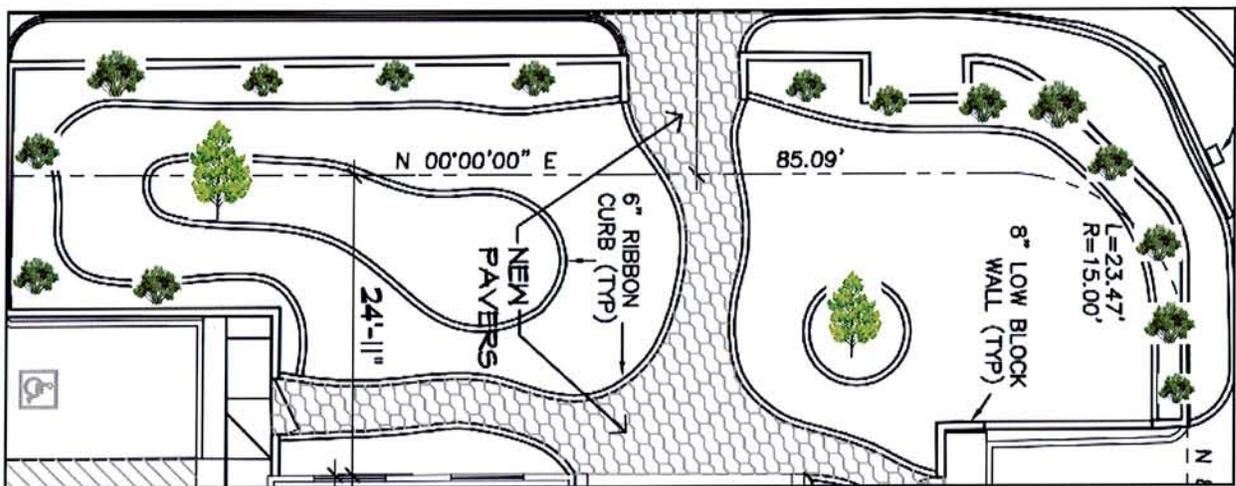
1505 North Alma School, Chandler, AZ

## Maintenance Plan

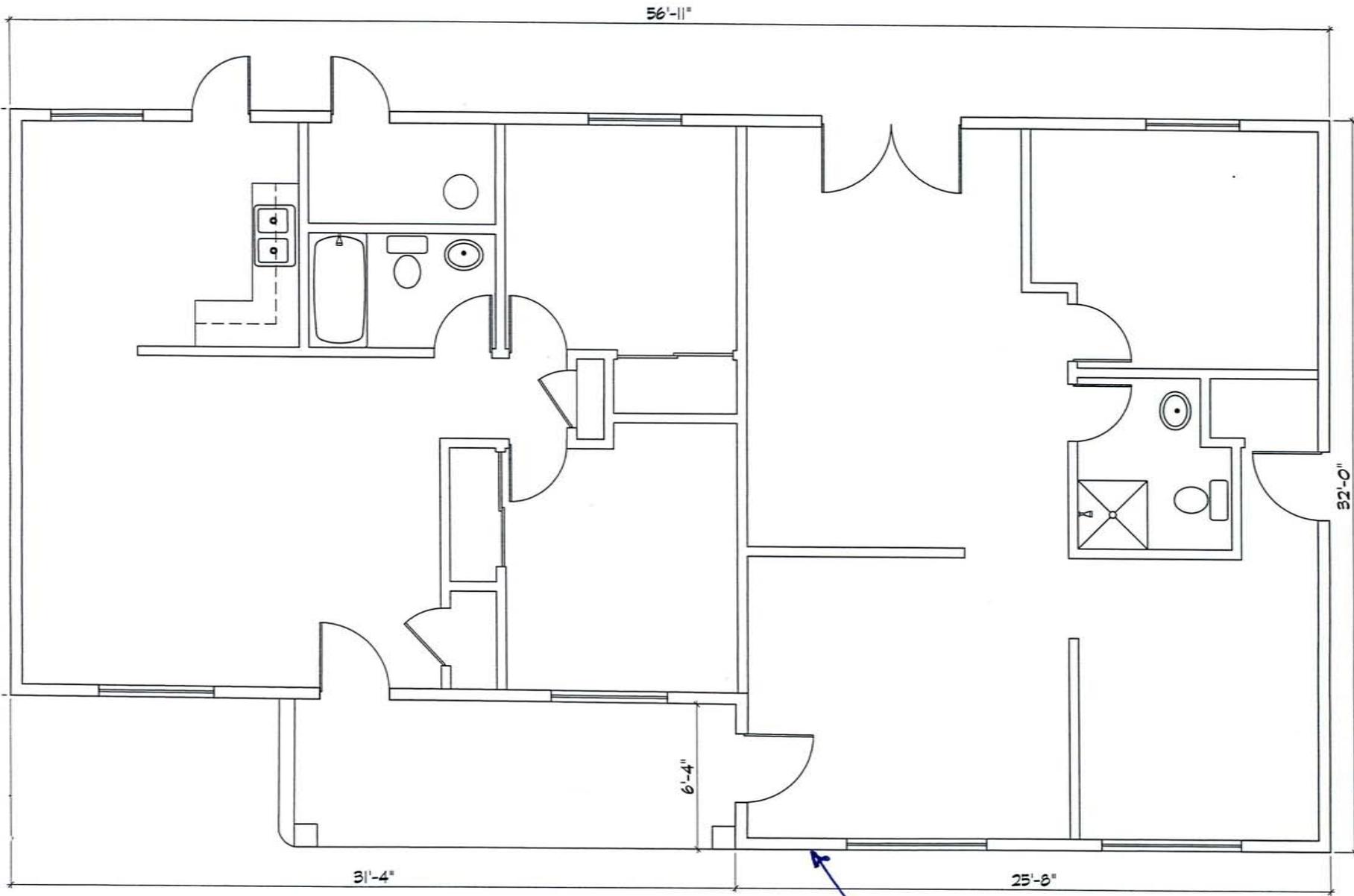
There is a landscape company contracted to maintain the grounds at the property on a semi-monthly basis. The company will mow the lawn, trim the trees and bushes, inspect the irrigation system, reseed the lawn as needed and ensure weeds are not overgrowing walkways and other surfaces.

## Layout

The location of the bushes and trees are depicted in the image below. There is a drip system with applicators at each piece of vegetation shown here. Rock has been



placed in each area in the plan where trees and bushes are located. Grass is in the surrounding areas. The walkways have pavers installed.



DATE	REVISIONS
-	-

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BUILDING FLOOR PLAN  
 1505 N. ALMA SCHOOL ROAD

DRAWN BY: J. C. S.  
 DATE: JULY 26, 2010  
 SCALE: 1/4" = 1'-0"  
 (U. N. O.)

SHEET NO.  
 A2  
 2 OF 3

BUILDING FLOOR PLAN

STEPPING STONES

FLOOR PLAN



793 N Alma School Road  
Suite D4  
Chandler, AZ 85224  
Office: 480.626.4142  
Fax: 480.626.7370

Re: Cavner Narrative Report for Use Permit  
Property Address: 1505 N Alma School Road, Chandler AZ 85225

Date: July 25, 2010

Dear Erik Swanson-

Thank you for this opportunity to convey our proposal for a use permit for the property of 1505 N Alma School Road, Chandler, AZ 85225. The property's current zoning is MH-1. We are proposing to use one suite of this property for the small business operations of our current pediatric therapy business - Stepping Stones Pediatric Therapy, LLC. Our business provides home-based physical, speech and occupational therapy services to children with various disabilities between the ages of 0-18 years of age and their families. Our intent is to house our administrative business operations. Currently, our business is open between the hours of 7:30am - 5 pm, Monday, Weds and Friday and 7:30am- 4 pm Tuesday and Thursday. We have one full time employee - our Office Manager - who works 40 hours a week (MWF 7:30am-4pm), one part time employee - our Schedule Coordinator - who works 34 hours a week (MWF 8-5pm and T Th 8am-1pm), and the Director of Therapy who works one day a week from 10am-5pm on Tuesdays. There might be an occasional 4<sup>th</sup> person present if a job applicant comes to interview, or a therapist stops by to complete paperwork or submit billing to the administrative office. Traffic will be very low - similar to if this was a home office use. There will only be four cars parked on that northern side of the property at any one time.

We intend for the second suite to either remain as a residential dwelling, or rent it out as a second office suite to a small business for administrative use only (such as a law firm or insurance company). We propose that any potential lessee would have no more than 3 employees in the space at any time, and only have 4 cars which is the parking capacity in our draft on that southern suite.

It is our intent to pave the existing current parking lot with concrete to City of Chandler grading and drainage specifications once approval is received. The parking lot we have drafted in our site plan will allow for 8 regulation sized spaces (four on each side of the home) and 1 handicapped parking space located on the south side of the home.

We have completed the survey, civil work for retention and drafting of the site plan and are submitting them with this application. The building size is 1581 sq feet, property size is .15 acres. The landscaping is complete with exception of placing pavers in the small existing walkway area, and rebuilding a section of decorative wall that has been knocked down next to the North side parking area. The fascia of the home will be left the color that it is currently with cultured stone added to the areas which are gray cement in color at current - otherwise this small cemented area may be painted a complimentary desert palate color.

We are in the process for drafting signage options and will submit them to the city when completed for review. We are drafting three options: one, a monument sign that would need to sit just on the side of our property from Alma School frontage road, the second would be a hanging canopy sign, and the third would be a sign plate on the face of the home.

We are excited for the opportunity to work with City of Chandler Planning and Development Services and Civil Department to make positive improvements to this site that will not interfere with the surrounding neighborhood. We understand that we will be required to meet all the necessary requirements of City of Chandler, including maintaining current fire inspections, and a current business license.

Thank you for the time to express our future plans for this property and submit an application for a use permit. Please feel free to contact me, Jonathan Cavner (480.206. 5101) or my wife and co-owner of the company Lindsay Cavner (480.206. 3605) at any time with any further questions or concerns.

Respectfully Submitted,

Jonathan Cavner,  
Owner, Stepping Stones Pediatric Therapy, LLC.  
Owner 1505 N. Alma School Road, Chandler, AZ 85224