

TOWN
Of
PARADISE VALLEY



STAFF REPORT

TO: Chair and Planning Commission Members

FROM: Chad Weaver, Community Development Director
Paul Michaud, Planning Manager

DATE: June 16, 2026

DEPARTMENT: Community Development Department – Planning Division
Paul Michaud, 480-348-3574

AGENDA TITLE: Discussion & Possible Action Paradise Valley DoubleTree Resort
Minor Special Use Permit (SUP-26-03)
5401 N Scottsdale Road

RECOMMENDATION

Recommendation A:

It is recommended the Planning Commission deem the requested amendment to the Paradise Valley DoubleTree Resort Special Use Permit a Minor Amendment per the criteria listed in Section 1102.7.B of the Zoning Ordinance.

Recommendation B:

It is recommended that the Planning Commission approve the Paradise Valley DoubleTree Resort Special Use Permit Minor Amendment SUP-26-03, subject to the stipulations in Attachment O of this report.

SUMMARY STATEMENT

Request

The applicant requests a Minor Special Use Permit (SUP) amendment (SUP-26-03) for the Paradise Valley DoubleTree Resort (which the proposed sign plans have renamed as the Ranch House Scottsdale Resort) located at 5401 N Scottsdale Road (Maricopa County Assessor Numbers 173-17-001, 173-17-011, and 173-17-012). The requests are [1] to add an approximately 4,580 square-foot outdoor event space adjoining the Grand Ballroom (referred to as the Camelback Lawn) located between the resort building and Scottsdale Road, removing 17 existing parking spaces, [2] to convert approximately 7,722 square feet of interior space within the basement underneath the Forum Ballroom for breakout meeting rooms (resulting in a total net increase of 4,078 square feet through the reduction of other covered areas), [3] to approve new exterior signs, [4] to add and modify perimeter improvements (landscaping and lighting), and [5] to modify existing stipulations that are no longer relevant, reference outdated plan sheets, and/or are addressed in other stipulations. The request is submitted by Withey Morris Baugh, PLC, on behalf of JACKRABBITT PROPCO LLC, a Delaware limited liability company.

Planning Commission Work Session

The Planning Commission reviewed SUP-65-03 at the June 2nd work study session. During the work session, the Planning Commission discussed the project as summarized below:

- Questions regarding the occasional use of temporary tents at the Camelback Lawn due to its visibility from Scottsdale Road (particularly regarding the use of tent color to match the existing buildings and height). After discussion, no further information was requested as any occasional temporary tents will be approved on a case-by-case basis through the Town's Special Event Permit process. Also, all temporary tents on the property are subject to the existing SUP-24-06 stipulation that reads "Temporary tents may be erected within Paradise Park as shown on the Approved Plans. All other temporary tent locations require a Special Event Permit with Chapter 8 of the Town Code. No temporary tent shall be higher than twenty-four (24) feet above the finished grade and setback a minimum of forty (40) feet from the perimeter property lines. Placement of temporary tents shall have no adverse impact on parking or circulation on site. Temporary tents or structures shall not be allowed for more than sixteen (16) consecutive days unless approved through a Special Event Permit in accordance with Section 8-8-8 of the Town Code."
 - Discussion regarding the methodology of the attached noise study (Attachment M) and review of the proposed noise stipulations (with comment that amplified noise differs from traffic noise).
 - Discussion regarding the parking study (Attachment L) with review of the ability of the resort to manage parking on site and at the approved offsite parking lot via the perpetual agreement from SUP-97-02. SUP-26-03 provides a total of 587 parking spaces. This provides a surplus of approximately 94 to 180 parking spaces during typical peak and off-peak times (with the modeling in the parking study including an additional worst-case scenario providing for a surplus of approximately 1 to 87 parking spaces).
 - Discussion on the emergency access points within the basement area. The applicant noted that there are three exits and the area has fire sprinklers. All improvements will comply with Town fire code provisions.
 - Questions on the proposed sign located on the water provider parcel, whether an agreement with this owner is necessary in advance of SUP-26-03 approval or whether the proposed stipulation requiring authorization prior to building permit issuance is acceptable. The Town Attorney stated that the stipulation on this matter is acceptable.
 - Discussion on the proposed driveway gate and emergency access. Staff noted that gates require a Knox box for use by emergency personnel.
 - Review of the proposed new and edits to certain existing stipulations. This included discussion on the removal of the 850-person local function cap from 1985 which is supported by the parking study. There are two other SUP properties with such restrictions due to their small acreage. These are Hermosa Inn, having a dining cap of 160 seats, and SmokeTree Resort that limits the conference center to 200 people without a Special Event Permit. Also, the removal of the 1987 low-level lighting requirement of four feet in height which is now subject to the exterior lighting plan with SUP-25-04 that would limit the modification of the existing perimeter 4-foot-tall
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parking lot bollards without following the applicable SUP amendment pursuant to Article XI, Special Uses and Additional Regulations of the Town's Zoning.

- Provide the site address on the entry sign(s), perimeter wall, or other visible location. The applicant revised the plans (Sign Plan, Sheet 1A.2 of Attachment K) to show an address number on the north end of the wall located between the two driveways along Scottsdale Road west of the porte-cochere.
- Revise the plan set to provide detail on the light fixtures proposed along the Scottsdale Road perimeter wall. The Planning Commission generally agreed that these lights should not be within the right-of-way but would consider if these lights are architecturally integrated onto the wall. The applicant provided additional information on the lights (Attachment J) which is in addition to Stipulation 3.f (Attachment O).
- Encouragement to match the new 6-foot-tall block white stucco wall approved in SUP-25-04 located between the two driveways along Scottsdale Road with the existing white shade and block of the existing perimeter wall. The applicant stated the difference was for a feature wall at the resort entrance. The applicant revised the narrative stating that this new wall will incorporate materials complementary to the primary resort buildings. The applicant will try to prepare a conceptual visual for the June 16th meeting. Stipulation 7 (Attachment O) is a new stipulation to address this wall.

Location

The Paradise Valley DoubleTree Resort is located at the southeast corner of Scottsdale Road and Jackrabbit Road in the southeast part of the Town. The properties west of the resort along the west side of Scottsdale Road are the Paradise Valley Medical Center, Vista Church (formerly named First Baptist Church), and the Center for Dermatology & Plastic Surgery. These properties are all within the Town limits and zoned Special Use Permit. The properties north of the resort are within the gated single-family residential community of La Jolla Blanca within the jurisdiction of the City of Scottsdale. There are six single-family lots that are zoned R-43 adjoining the resort along the east property line located within the Town limits. To the south is the Vista Bonita subdivision with commercial uses nearest Scottsdale Road (which includes shared parking for the Paradise Valley DoubleTree Resort) and single-family residential on approximate half-acre lots located within the jurisdiction of the City of Scottsdale.

The resort adjoins two public roads. These are Scottsdale Road to the west, a major arterial, and Jackrabbit Road to the north, a local road.

History/Background

The resort owner purchased the property in 2023 and has been moving forward with remodeling the resort in phases. The main structures of the resort will remain. The resort property is approximately 17.7 net acres (19.6 gross acres). The property was annexed into the Town in 1961 shortly after the Town's incorporation. The site at time of annexation was agricultural fields like much of the area at that time. The resort use on the property was first established in January 1973. However, due to court actions, changes in ownership, and other delays, the resort opened in 1985. Since the resort's construction, there have been not many amendments to the Special Use Permit zoning on this property. The amendments included sign changes in 1986, 1995, and 2011. In 1997, the indoor tennis courts officially converted to meeting room space (called the Forum Ballroom) which

included the recordation of a declaration of Easements and Restrictions on the adjoining office building parking lot located within the City of Scottsdale for resort use of 45 parking spaces which remains in place today with no change with SUP-26-03. In 2025, the Town approved two Managerial SUP Amendments (SUP-24-06 and SUP-25-04). SUP 24-06 confirmed the existing legal use of the outdoor meeting area located at the northeast corner of the resort known as Paradise Park. SUP-25-04 approved interior and exterior improvements on landscape, hardscape, lighting, grading, interior modifications to remove varying floor height differences at the Forum Ballroom, enlarging some interior spaces and reducing others, and various interior enhancements. Refer to the SUP History of the property for more information (Attachment C).

Purpose

The primary purpose of the work session is for the Planning Commission discussion of SUP-26-03 and to review additional details and information provided based upon the previous meeting. The item is scheduled for action during the business meeting, should all issues be addressed to the Commission's satisfaction.

Scope of the Request

Below is a summary of the proposed improvements. For additional information, reference the applicant's narrative (Attachment E).

[1] *Add an Outdoor Event Space between Resort Building and Scottsdale Road (Camelback Lawn).*

The Camelback Lawn will be a new outdoor event space adjacent to the Grand Ballroom that faces Scottsdale Road. This area is approximately 4,580 square feet and replaces 17 existing parking spaces. The Camelback Lawn will serve as both a standalone outdoor event space and an outdoor pre-function space for the Grand Ballroom. Outdoor event space is common at other Town resorts with this outdoor area being the only outdoor area which will capture the views of Camelback Mountain.

There will be no permanent structures (e.g. seating, tables) or permanent shade structures to allow for flexible use of this space. It will have faux turf to accommodate various seating arrangements. The outdoor area will be delineated by a mix of items. This includes a landscape border of mostly agaves along with palm trees (8 within the outdoor area), a perimeter 6-foot-tall block wall (with a direct opening off the Grand Ballroom pre-function space), a landscape border on the exterior wall with a hedge (Ficus), and a walkway that separates the area from the parking lot. As there are no areas under roof at Camelback Lawn, this area does not increase the total floor area, but its use is addressed under parking (as the inclusion of this outdoor space reduces parking spaces and adds to the available person capacity).

The outdoor area will also include lighting that will replace existing parking lot lighting. The illumination will be greater within the outdoor event space than the existing condition. The Town's Special Use Permit Guidelines suggest function areas have an average brightness of 5.0 foot-candles. The proposed lighting has an average of 6.75 foot-candles. However, the location of this outdoor area mitigates possible light trespass as the nearby residential homes are screened by the existing resort buildings, the outdoor

area is setback 83 feet 7 inches from Scottsdale Road (approximately 70 feet from the property line), the perimeter wall with proposed hedge along the street property lines screen the resort from pedestrians and persons within vehicles offsite, and the existing illumination from Scottsdale Road (which is the nearest property line) have the same or greater impact. Furthermore, the foot-candle measurement of this outdoor area reaches 0 foot-candles at the adjoining parking spaces (and subsequently the property line which is further away). The Special Use Permit Guidelines only have a maximum at the property line adjoining residential property of 0.5 foot-candles (with no foot-candle requirement adjoining non-residential).

The proposed lighting will use three fixtures.

- *Palm Tree Ring Lights (Fixture AL3)*. These lights will be like the other palm tree fixtures approved elsewhere on the resort property. They have 3 lights directed downward delivering 399 lumens and 2700 Kelvins. The proposed 10 palm tree lights within and adjacent to the Camelback Lawn will be required to comply with the existing stipulation for festoon/bistro, palm tree, and similar lighting limited to a maximum height of 16 feet tall from grade as measured adjacent to the lights, all lights shall be directed downward, and the light source shall be shielded by an opaque cover and/or shielded by a portion of the building/structure itself. Also, the date palm trees will be subject to the existing stipulation once the date palms grow above the resort roofline and are the subject of complaints from at least two (2) neighboring property owners, the applicant will replace the over height trees with new 16-foot-tall date palms.
- *Bollard (Fixture BH1)*. The bollard is approximately 3 feet 4 inches tall, 531 lumens, and 2700 Kelvins. These metrics are like other bollards approved at other Town resort properties. There are 27 bollards within and adjoining the Camelback Lawn.
- *String Lights/Festoon (Fixture DP3)*. This resort has string lights approved at the outdoor event area of Paradise Park. As with the palm tree lights, they are limited to a maximum of 16 feet tall. The lights are 66 lumens and 2700 Kelvins. They will also include a shade on top of the light to prevent light trespassing above the vertical plane since they are not mounted underneath a roof area.

The other possible nuisance is noise. The applicant provided a noise study (Attachment M). The Camelback Lawn does not exceed the minimum 45 decibel level threshold at the property line. Also, its location is within the resort parking lot and faces Scottsdale Road not near residential property. Any sound associated with this outdoor area is within Town standards. To address the 47 decibels to 50 decibels east of Paradise Park, new stipulations are added like other resorts to mitigate sound from 10:00 p.m. to 7:00 a.m. and on all Sundays and legal holidays. Based on data from the Town's police department, there have been no noise or other nuisance violations over the last three years (Attachment P).

[2] *Add Meeting Floor Area in the Basement underneath the Forum Ballroom.*

The Forum Ballroom was historically on the basement level and in the early days of the resort indoor tennis courts. The Town granted the current owner two Managerial SUP amendments in 2025 as described under History/background of this report. As part of

the 2025 modifications, the Forum Ballroom floor was raised to be at the same finished floor as the rest of the ground level at the resort. This then created approximately 14,155 square feet of additional floor area underneath the Forum Ballroom which was required to be sealed off and inaccessible in compliance with all relevant fire and building codes as authorized pursuant to SUP-25-04 until such time the appropriate SUP amendment to use the space could be requested. The basement level underneath the Forum Ballroom has a finished height of 11 feet 6 inches.

SUP-26-03 includes converting 7,722 square feet of this basement to four breakout meeting rooms (approximately 1,150 square feet each at a total of 4,644 square feet). The conversion will also include a back-of-house hallway area to service these rooms, which is 1,506 square feet. There is another 6,442 square feet that will remain sealed off. The actual net increase of total floor area is 4,078 square feet. This is a result of reductions from the 2025 SUPs as more fully illustrated on the Floor Area Change Study (Attachment H)

The Special Use Permit Guidelines suggest a maximum lot coverage of 25%. The net site size of this resort is 769,192 square feet. The lot coverage area (which excludes basement and 2nd story) is 171,110 square feet (22%) which is below the 25% Special Use Permit Guideline. The lot coverage from the prior condition is approximately 2,821 square feet less due to removal of some roof covering. There is no Special Use Permit Guideline for total floor area. The raised Forum Ballroom created additional basement floor area which increased the total floor area. The resort has a total floor area of 254,391 square feet (33%). This total floor area is below other Town resorts such as Smoke Tree resort, Sanctuary on Camelback, and Omni Montelucia.

Any impact of the additional basement meeting rooms would be parking (as the inclusion of this meeting space adds to the available person capacity). These meeting rooms would serve primarily as breakout rooms for larger functions. Refer to the parking study (Attachment L).

[3] Approval of New Exterior Signs

SUP-26-03 includes resort identification signs and directional signs. As historically approved, these signs are focused along Scottsdale Road. SUP-26-03 continues in this direction with signs facing Scottsdale Road.

- *Resort Identification Signs.* The four existing resort identification signs will be removed. The existing resort monument signs are in two locations, one approximately 50 feet south of Scottsdale Road and Jackrabbit Road intersection and the other approximately 90 feet south of the main resort driveway along Scottsdale Road. These existing signs are double-sided (results in a total of 4 signs) and placed on an existing 6-foot-tall 'V'-shape wall extension adjoining the perimeter wall with a sign facing north and a sign facing south. The signs are approximately 3 feet 4 inches by 5 feet 4 inches (17.75 square feet each, total of 71 square feet) according to the 1997 SUP site plan. These signs are backlit (but the exact details are not with the SUP records). These signs are located within Scottsdale Road right-of-way according to the ALTA survey (Attachment N). The
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northernmost 'V'-shape wall extension will be removed as part of SUP-26-03. However, the southernmost 'V'-shaped wall extension will remain and be replaced with a resort/directional sign facing north and another facing south requiring a Town encroachment permit (see Stipulation 5.a).

There are two proposed resort identification signs. These two signs are larger than the existing signs but less in number and not in the right-of-way. There will be a new sign on the new wall at the middle driveway into the resort that will be angled in a southerly direction for drivers heading north along Scottsdale Road. The other proposed sign is on the existing water well parcel wall at southeast corner Scottsdale Road and Jackrabbit Road and will require authorization by the owner (see Stipulation 5.b). The proposed resort identification signs comply with the Special Use Permit Guidelines and Zoning Ordinance as described below (**bold underline** text showing not within guidelines).

Resort Identification Sign Characteristics	SUP Guideline & Zoning Ordinance [ZO]	Existing	Proposed (SUP-26-03)
Driveways	No minimum/maximum number of driveways	3 on Scottsdale Rd 2 on Jackrabbit Rd	No change (temporary 3 rd access on Jackrabbit Rd to be removed after renovation)
Location	Allows for 1 sign at each entrance (double-sided signs considered 2 signs) 3 signs Scottsdale Rd 2 signs Jackrabbit Rd No permanent signs in right-of-way [ZO]	<u>4 on Scottsdale Rd (in the right-of-way)</u> 0 on Jackrabbit Rd	2 on Scottsdale Road (not in right-of-way, with a sign at the main entrance and a sign on the existing water well parcel wall at southeast corner Scottsdale Rd/ Jackrabbit Rd)
Setback Feet (')	No setback provided Setback by SUP [ZO]	<u>in the right-of-way</u>	0' (on property line) at main entrance 10' minimum from travel lane at intersection
Height Feet (')	8' (Scottsdale Rd) 4' (Jackrabbit Rd)	6' (Scottsdale Rd) No signs Jackrabbit Rd	7' (Scottsdale Rd) No signs Jackrabbit Rd
Sign Area Square Feet (sf)	40 sf each 120 sf total (Scottsdale Rd) 32 sf each 64 sf total (Jackrabbit Rd) Grand Total 184 sf	17.75 sf each 71 sf total (Scottsdale Rd) 0 sf, 0 sf total (Jackrabbit Rd) Grand Total 71 sf	<u>49 sf each</u> (7' x 7' wall) 98 sf total 25 sf each (5' x 5' text) 50 sf total (Scottsdale Rd) 0 sf, 0 sf total (Jackrabbit Rd) Grand Total 50 sf
Illumination	Backlit or indirectly lit Confined to sign [ZO] Fully shielded [ZO] Not move/flash [ZO]	Backlit Confined to sign Fully shielded Not move	Indirectly lit Confined to sign Fully shielded Not move

	3000 Kelvins [ZO] Hours open [ZO]	Unknown Dusk to Dawn	3000 Kelvins Dusk to Dawn
Total Number	3	4	2

- Directional Signs.* SUP-26-03 proposes three large directional signs with two different sizes (two along Scottsdale Road and one at the easternmost driveway along Jackrabbit Road), two smaller directional signs located within the resort near the porte-cochere area, and two informational signs on the gate at the southernmost driveway along Scottsdale Road. The two larger directional signs are along Scottsdale Road at 3 feet wide and 4 feet tall which meet the sign area and height for a directional sign but as these signs include the resort name also function as resort identification signs. These signs also will remain on the 'V' wall that is within the right-of-way. The other larger sign is 1 foot 6 inches wide by 3 feet tall located along Jackrabbit Road proposed back of the right-of-way line. The two smaller directional signs are 1 foot 4 inches square mounted on a post 7 feet tall located within the resort near the porte-cochere. The two informational signs on the gate are approximately 1 foot 6 inches tall, 3 feet wide, and with the top of the sign 5 feet from grade. The proposed directional identification signs comply with the Special Use Permit Guidelines and Zoning Ordinance as described below (**bold underline** text showing not within guidelines), with the two 7-foot-tall signs near the porte-cochere over the 6-foot-tall guideline (but being within the parking area the added height will aid as most vehicles are taller SUVs).

Directional Sign Characteristics	SUP Guideline & Zoning Ordinance [ZO]	Proposed (SUP-26-03)
Location	No minimum/maximum	2 along Scottsdale Road (location of existing resort identification signs) 1 along Jackrabbit Road at easternmost driveway 2 smaller signs near the porte-cochere area
Setback Feet (')	No setback provided Setback by SUP [ZO]	<u>Within the right-of-way on existing 'V' wall along Scottsdale Rd</u> 0' (on property line) at Jackrabbit Rd driveway 40' and greater near port-cochere
Height Feet (')	5'	3' (Scottsdale Rd) 3' (Jackrabbit Rd) 7' (near porte-cochere)

Sign Area Square Feet (sf)	12 sf each	12 sf (2 at Scottsdale Rd) 4.5 sf (1 at Jackrabbit Rd) 2 sf (2 near porte-cochere)
Illumination	Backlit or indirectly lit Confined to sign [ZO] Fully shielded [ZO] Not move/flash [ZO] 3000 Kelvins [ZO] Hours open [ZO]	Indirectly lit Confined to sign Fully shielded Not move 3000 Kelvins Dusk to Dawn
Total Number	No minimum/maximum	7 (includes gate signs)

[4] Perimeter Improvements

SUP-26-03 also includes various miscellaneous perimeter improvements (e.g., landscaping, hardscape, walls) that either reflect substantial compliance modifications to SUP-25-04 or proposed improvements that are consistent with the resort. These are outlined below:

- *Driveway Gate.* SUP-26-03 includes a decorative 5-foot-6-inch-tall driveway gate that replaces a pole and chain that has been in place for a couple of decades in the same location. This driveway has historically been opened only for deliveries or other service-related needs. The Special Use Permit Guidelines refer to Article XXIV, Walls and Fences, of the Zoning Ordinance which addresses residential uses calling for gates to have a 10-foot setback and height of 6 feet. A 10-foot setback is not possible based on the existing parking lot/drive aisle layout approved for this resort. The proposed gate (as the existing chain) has a 15-foot setback from the travel lane. The driveway opening is 50 feet wide at the travel lane and 30 feet wide at the gate (compared to a typical 20-foot-wide driveway) which allows for vehicle maneuverability. Pedestrian access around the gate will remain.
- *Accent Wall Lighting.* SUP-26-03 proposes low-level accent lighting of the perimeter wall along Scottsdale Road. Wall accent lighting is generally discouraged on SUP properties. This accent lighting is along Scottsdale Road which has high existing level of illumination and will not face any residential uses. Based on the location of the existing wall on the property line, any light fixtures would be located outside the right-of-way (but in the existing landscape turf area near the existing perimeter wall). No wall lighting exists or is proposed along Jackrabbit Road. Stipulation 3.f requires that any wall accent lights not be placed within the right-of-way, be architecturally integrated onto the wall, not exceed 300 lumens if directed upwards (and 400 lumens if angled or downward facing), not exceed 2700 Kelvins, and be hood and shielded.
- *Modified Entry Wall.* SUP-26-03 modifies the new entry wall between the two northernmost driveways along Scottsdale Road such that there are no openings for the existing five palm trees and the palm trees will be removed. Ther wall setback will remain approximately two feet from the property line, be a painted stucco 6-foot-tall wall and include a fucus hedge. A new wall segment of the same design and height, approximately 20 lineal feet, is proposed to complete the

existing gap south of the southernmost driveway at the entry. The walls will meet corner vision standards for driveways.

- *Entry Fountain.* SUP-25-04 included making the entry fountain smaller which modifies groundcover plantings. SUP-26-03 keeps the fountain the same. This is substantially-complaint but noted.
- *Paradise Park/Sports Lawn.* SUP-25-04 illustrates the final condition of the outdoor areas for Paradise Park and the Sports Lawn related to the east fencing to the parking lot which had one access gate into two access gates for each outdoor area. This modified landscaping along the fence area. This is substantially-complaint but noted.

[5] Stipulations

Draft stipulations are provided for SUP-26-03. These include the typical references to the submitted plans and documents, stipulations on noise to match other resorts, stipulations on lighting to match other resorts along with 16-foot height maximums for palm tree and festoon/bistro lights, landscaping stipulations to match other resorts, requirement to obtain a right-of-way encroachment permit for walls/lighting, a stipulation to combine the multiple parcels into one lot via the Town's final plat process prior to final inspection for the SUP-26-03 improvements, and the typical requirement for waiver of claims.

The modified existing stipulations are summarized below and shown as strikeouts in the Draft & Existing Stipulations (Attachment O)

- Remove an 850-person local function cap which originated in 1985 when there was concern over adequate parking. The long-standing uses at the resort with no recent complaints and parking study with SUP-26-03 support removing this existing stipulation which is found in SUP-25-04, SUP-87-06, and SUP-85-06.
 - Remove tennis-related stipulations from SUP-97-02 and SUP-87-03 when the resort had six tennis courts. The resort now only includes one outdoor sports lawn for general use. This includes requiring tennis to end at 10:00 p.m., no outdoor amplified sound, no outside public address system, various lighting and other tennis-specific provisions, and referenced tennis court plan sheets. The new SUP-26-03 noise stipulations address various outdoor sounds as at other Town resorts and with no tennis courts at the resort these older stipulations no longer apply.
 - Remove the low-level lighting requirement of four feet in height from SUP-87-03. All the exterior lighting is subject to the exterior lighting plan with SUP-25-04 which shows the location of the perimeter 4-foot-tall parking lot bollards (which is the predominate exterior light fixture at 4 feet) and any lighting with SUP-26-03. Any future exterior light fixture changes (e.g., height) would require following the applicable SUP amendment pursuant to Article XI, Special Uses and Additional Regulations, of the Town's Zoning Ordinance to verify light pollution/spillage beyond property lines.
 - Remove completed requirements from SUP-87-03 and SUP-85-06 such as the cost-sharing for the traffic signal at the intersection of Scottsdale Road and Jackrabbit Road which has been installed years ago, relocation or vaulting of
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the private well site located at the intersection of Scottsdale Road and Jackrabbit Road which based on past Council minutes was vaulted, and the timing of the east and south perimeter walls which were completed during the construction of the resort.

Parking

The resort presently has 604 total parking spaces with 559 parking spaces onsite, and 45 parking spaces required on the adjoining office building parking lot located within the City of Scottsdale for resort use, which was part of the 1997 SUP amendment related to conversion of the indoor tennis courts to the Forum Ballroom. After the construction of the Camelback Lawn there will be a total of 587 parking spaces: 542 on-site and 45 spaces provided via perpetual parking agreement with the office property to the south located at 5225 N. Scottsdale Road. As noted in the Parking Study, there is a peak parking demand of 493 parking spaces during peak season – resulting in a surplus of 94 spaces. During the off-peak season there is a peak parking demand of 407 spaces – resulting in a surplus of 180 spaces.

Traffic/Circulation

There is no change to the existing traffic and circulation patterns. All existing driveways will remain, with the driveway opened along Jackrabbit Road for ongoing construction to be converted back to wall and landscaping. The Camelback Lawn will change the dual drives within the parking lot north of the porte-cochere but not impact the 360-degree circulation around the resort.

General Plan & Zoning

The resort property has a General Plan designation of Resort/Country Club which is the appropriate designation for a resort. The General Plan encourages the renovation of SUP sites while protecting the Town's low-density residential character and quality of life (Goals LU 3 and LU 6) via various policies. These policies include encouraging revitalization if such improvement does not adversely affect the integrity and enjoyment of adjacent residential neighborhoods, ensuring that development within Special Use Permit properties is compatible with adjacent land uses, particularly residential uses, by requiring buffering techniques and enhanced site design measures, among other measures of mitigation through context and scale, and architectural design, setbacks, sound moderation, resort property programming, and landscape buffering.

The request is compliant with the General Plan based on the compliance of SUP-26-03 to the Minor SUP Amendment Criteria, which includes any possible nuisances from the outdoor event space mitigated by the circumstance it is within an existing parking lot that faces Scottsdale Road away from any nearby residential homes, parking capacity is not impacted by the additional meeting room space as provided for in the parking study, and the signs are directed toward Scottsdale Road with improved directional signage.

The resort is zoned Special Use Permit Resort which is the applicable zoning district for the General Plan designation of Resort/Country Club. Proposed improvements follow the specific process outlined in Article XI, Special Uses And Additional Use Regulations, of the Zoning Ordinance. SUP-26-03 falls under the Minor SUP category.

Minor SUP Amendment Criteria

The request meets the criteria for a Minor SUP Amendment (Section 1102.7 of the Zoning Ordinance). There are four criteria for a Minor SUP Amendment:

- *The request does not change or add any uses.*

The proposed improvements do not add or change uses. The functions and activities permitted under this resort SUP remain the same. The primary use is for resort keys with ancillary uses for dining, spa, fitness, meeting event space, and similar uses that align with the uses described in Section 1102.2(A), Resorts, of the Town's Zoning Ordinance.

- *The request cannot increase the floor area over the last 60-month period by more than 5,000 square feet or 15% of the current floor area.*

The proposal meets this standard as the resort has a total floor area of 254,391 square feet, with 15% equalling 38,159 square feet. The renovated Forum Ballroom, which was historically at the basement level (not grade level) as described with SUP-25-04, created a new basement level below this area which was required to be sealed off and inaccessible in compliance with all relevant fire and building codes. This was an intermediary step in the resort renovation until application of future SUP amendment(s) to evaluate the additional floor area. The total basement area underneath the Forum Ballroom is 14,155 square feet as shown on the basement floor plan (Attachment I). However, the resort ownership only plans to utilize 6,433 square feet with the remaining square footage to remain sealed off and inaccessible in compliance with all relevant fire and building codes. With reductions of square footage elsewhere from SUP-25-04, the net additional floor area is 4,078 square feet.

- *The improvements cannot have any significant material effect on the adjoining property owners that are visible, audible, or otherwise perceptible from adjacent properties that cannot be sufficiently mitigated.*

The proposed improvements and stipulation modifications of SUP-26-03 are not expected to have a significant material effect that is visible, audible, or perceptible. The additional lighting is along the Scottsdale Road frontage that adjoins a major arterial street and not nearby residential. The new outdoor Camelback Lawn facing Scottsdale Road will be screened by the existing 6-foot-tall perimeter wall and new hedge, and the sound is within the Town decibel standards. SUP-26-03 also adds new stipulations that align with other Town resorts to regulate the hours and magnitude of amplified sound to ensure it does not have a negative impact on adjacent property owners.

The additional meeting space in the basement underneath the Forum Ballroom and Camelback Lawn provides for added meeting capacity. However, the total of 587 available parking spaces meets the parking demand with extra parking buffer. The parking study provides a surplus of 94 parking spaces to 180 parking spaces. Due to significant changes in transportation methods (rideshare, autonomous vehicles,

location on a transit line, etc.), the resort property accommodates more guests with its on-site parking than was previously possible.

- *The amendment shall not change the architectural style of the SUP.*

The architecture, exterior materials, and colors associated with the proposed modifications of SUP-26-03 are consistent with the resort. There are no new separate structures, except for walls and light fixtures.

Process

The process for a Minor SUP Amendment requires a pre-application review (completed), Planning Commission discussion of the SUP (in process), and Planning Commission action of the SUP at a public meeting (June 16th). Planning Commission action will be in two steps (1) to determine whether the application is a Minor SUP amendment and (2) to act on the application. The Planning Commission action is final unless appealed to the Town Council in accordance with Section 1102(8)(B) of the Zoning Ordinance.

Public Comment

Notice of the public meeting was completed in accordance with Town policy. This includes mailing notices to property owners within 1,500 feet, property posting, and a newspaper advertisement at least 15 days before the public meeting. There were three comments made from the notice. These related to noise, offsite parking concerns, and impact on Jackrabbit Road (Attachment P).

Next Steps

If approved by the Planning Commission, the action becomes final after the 15-day appeal period pursuant to Section 1102.8(B) of the Zoning Ordinance. The applicant can then move forward with building permits.

ATTACHMENT(S):

- A. Staff Report
 - B. Vicinity & Related Maps
 - C. SUP History
 - D. Application
 - E. Narrative
 - F. Landscape Improvement Plans
 - G. Site Plan & Demolition Site Plan
 - H. Floor Area Change Study
 - I. Basement Floor Plan & Cross Section
 - J. Photometrics & Cut Sheets
 - K. Sign Plan
 - L. Parking Study
 - M. Noise Study
 - N. ALTA Survey
 - O. Draft & Existing Stipulations
 - P. Comments & Noticing
 - Q. Waiver of Claims
 - R. Staff Presentation
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