



**LAS VEGAS
CITY COUNCIL**

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MAYOR PRO TEM

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RICKI Y. BARLOW
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BOB COFFIN
BOB BEERS

ELIZABETH N. FRETWELL
CITY MANAGER

March 23, 2016

Ms. Amanda Gushard
Hillshire Building, LLC
1120 North Town Center Drive, Suite #150
Las Vegas, Nevada 89144

Re: CRG-63044 [PRJ-63043] - CITY REFERRAL GROUP

Dear Ms. Gushard:

Your request for a request for a MINOR AMENDMENT OF AN APPROVED SUMMERLIN SITE DEVELOPMENT PLAN REVIEW (SV-0008-91) TO ADD FOUR INGRESS CONTROL ROOMS TO THE FOUR SECONDARY BUILDING EXITS, ADD A SECONDARY BATTERY ROOM, AND FACADE IMPROVEMENTS on 4.55 acres at 1551 Hillshire Drive (APN 138-30-510-002), P-C (Planned Community) Zone, Ward 2 (Beers) [PRJ-63043], was considered by the City Referral Group on Wednesday, March 23, 2016.

The City Referral Group **APPROVED** your request subject to the following conditions:

Department of Planning

1. Conformance to the Conditions of Approval for City Referral Group Review (SV-0008-91) shall be required, except as amended herein.
2. This approval shall be void two years from the date of final approval, unless exercised pursuant to the provisions of LVMC Title 19.18. An Extension of Time may be filed for consideration by the City of Las Vegas.
3. All development shall be in conformance with the site plan, landscape plan, and building elevations, date stamped March 2, 2016, except as amended by conditions herein.
4. Prior to occupancy, all necessary building permits shall be obtained final inspections shall be completed in compliance with Title 19 and all codes as required by the Building and Safety Department.

CITY OF LAS VEGAS
DEPARTMENT OF PLANNING
DEVELOPMENT SERVICES CENTER
333 NORTH RANCHO DRIVE
3RD FLOOR
LAS VEGAS, NEVADA 89106

VOICE 702.229.6301

FAX 702.474.0352

TTY 7-1-1

www.lasvegasnevada.gov



/city of las vegas

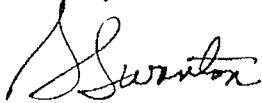
2014 WINNER OF THE U.S. CONFERENCE OF MAYORS CLIMATE PROTECTION AWARD

Ms. Amanda Gushard
Hillshire Building, LLC
CRG-63044 [PRJ-63043 - Page Two
March 23, 2016

5. These Conditions of Approval shall be affixed to the cover sheet of any plan set submitted for building permit.
6. All City Code requirements and design standards of all City Departments must be satisfied, except as modified herein.

This action by the City Referral Group on March 23, 2016 is final unless a written appeal is filed with the Director of the Department of Planning within ten (10) days of the date of the City Referral Group's decision.

Sincerely,



Steven Swanton, AICP
Senior Planner
Department of Planning
Case Planning Division

SS:clb

cc: Mr. Marc Lemoine
Marc Lemoine Architecture, LLC
9081 West Sahara Avenue, Suite #210
Las Vegas, Nevada 89117



AGENDA MEMO - PLANNING

CITY REFERRAL GROUP MEETING DATE: MARCH 2016

DEPARTMENT: PLANNING

ITEM DESCRIPTION: APPLICANT: SHIFT4 CORPORATION - OWNER: HILLSHIRE BUILDING, LLC

** STAFF RECOMMENDATION(S) **

CASE NUMBER	RECOMMENDATION	REQUIRED FOR APPROVAL
CRG-63044	Staff recommends APPROVAL, subject to conditions:	

** CONDITIONS **

CRG-63044 CONDITIONS

Department of Planning

1. Conformance to the Conditions of Approval for City Referral Group Review (SV-0008-91) shall be required, except as amended herein.
2. This approval shall be void two years from the date of final approval, unless exercised pursuant to the provisions of LVMC Title 19.18. An Extension of Time may be filed for consideration by the City of Las Vegas.
3. All development shall be in conformance with the site plan, landscape plan, and building elevations, date stamped March 2, 2016, except as amended by conditions herein.
4. Prior to occupancy, all necessary building permits shall be obtained and final inspections shall be completed in compliance with Title 19 and all codes as required by the Building and Safety Department.
5. These Conditions of Approval shall be affixed to the cover sheet of any plan set submitted for building permit.
6. All City Code requirements and design standards of all City Departments must be satisfied, except as modified herein.

Staff Report Page One
March 2016 - City Referral Group

**** STAFF REPORT ****

APPLICANT:	Shift4 Corporation
LOCATION:	1551 Hillshire Drive

PROJECT DESCRIPTION

This is a request for a Minor Amendment to Site Plan Review (SV-0008-91). The subject site located at 1551 Hillshire Drive is an existing office building requiring exterior and interior tenant improvements for a new tenant. The proposed exterior improvements increase the existing floor area by 426 square feet, or approximately six percent.

The proposed project received approval to proceed to the final submittal from the Summerlin Non-Residential Design Review Committee (SNRDRC) on February 8, 2016. The existing office building remains in conformance with City Referral Group Site Plan Review (SV-0001-98), with the 426 square-foot additions and façade improvements meeting current Summerlin Development Standards. Staff administratively approves this request with conditions.

ISSUES

- The proposed 426 square-foot additions and façade improvements require an amendment to the existing Site Plan Review (SV-0008-91).

BACKGROUND INFORMATION

<i>Related Relevant City Actions by P&D, Fire, Bldg., etc</i>	
05/17/91	The City Referral Group approved a request for a Site Plan Review (SV-0008-91) for a 69,500 square-foot, two-story office building on property located at the southeast corner of Town Center Drive and Village Center Circle.

<i>Most Recent Change of Ownership</i>	
10/02/12	A deed was recorded for a change in ownership.

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March 2016 - City Referral Group

<i>Related Building Permits/Business Licenses</i>	
02/21/92	A building permit (#92136961) was issued for water and sewer at 1551 Hillshire Drive. The permit received its final inspection on 09/02/92.
02/21/92	A building permit (#92136962) was issued for a fire line at 1551 Hillshire Drive. The permit expired on 03/08/03.
02/25/92	A building permit (#92137344) was issued for on-sites at 1551 Hillshire Drive. The permit received its final inspection on 12/15/92.
02/25/92	A building permit (#92137345) was issued for a building shell at 1551 Hillshire Drive. The permit received its final inspection on 12/08/92.
02/26/92	A building permit (#92137424) was issued for a building shell at 1551 Hillshire Drive. The permit received its final inspection on 10/14/92.
02/26/92	A building permit (#92137383) was issued for a building shell at 1551 Hillshire Drive. The permit received its final inspection on 10/13/92.
03/05/92	A building permit (#9238309) was issued for fire sprinklers at 1551 Hillshire Drive. The permit received its final inspection on 10/13/92.
03/25/92	A building permit (#92140668) was issued for a supplemental to the building shell at 1551 Hillshire Drive. The permit received its final inspection on 10/14/92.
07/20/92	A building permit (#92153326) was issued for carports at 1551 Hillshire Drive. The permit expired on 01/12/93.
05/24/93	A building permit (#93188082) was issued for a fire alarm at 1551 Hillshire Drive. The permit received its final inspection on 06/22/93.
12/30/05	A building permit (#11090) was issued to the Las Vegas Valley Water District to raise a valve at 1551 Hillshire Drive. The permit received its final inspection on 03/29/07.

<i>Pre-Application Meeting</i>	
01/14/16	A pre-application meeting was held with staff and the applicant's representative where the submittal requirements for the City Referral Group (CRG) were discussed.

<i>Details of Application Request</i>	
<i>Site Area</i>	
Net Acres	4.55

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March 2016 - City Referral Group

<i>Surrounding Property</i>	<i>Existing Land Use Per Summerlin Development Standards</i>	<i>Planned or Special Land Use Designation</i>	<i>Existing Zoning District</i>
Subject Property	Offices, General Business & Professional	VC (Village Center)	P-C (Planned Community)
North	Offices, General Business & Professional	VC (Village Center)	P-C (Planned Community)
South	Offices, General Business & Professional	VC (Village Center)	P-C (Planned Community)
	Offices, Medical		
East	Low Density Multi-Family	MF1 (Low Density Multi-Family)	P-C (Planned Community)
	Golf Courses/Clubhouses (Public & Private)	P (Parks/Recreation)	
West	Offices, General Business & Professional	VC (Village Center)	P-C (Planned Community)

<i>Master Plan Areas</i>	<i>Compliance</i>
Summerlin	Y
<i>Special Purpose and Overlay Districts</i>	<i>Compliance</i>
P-C (Planned Community) District	Y
Trails	N/A
Development Impact Notification Assessment	N/A
Project of Regional Significance	N/A

DEVELOPMENT STANDARDS

<i>Street Name</i>	<i>Functional Classification of Street(s)</i>	<i>Governing Document</i>	<i>Actual Street Width (Feet)</i>	<i>Compliance with Street Section</i>
Hillshire Drive	Neighborhood Collector, Level 2	Summerlin Development Standards	52	Y
Hillwood Drive	Neighborhood Collector, Level 2	Summerlin Development Standards	52	Y

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Pursuant to the Summerlin Development Standards, the following parking standards apply:

Parking Requirement							
Use	Gross Floor Area or Number of Units	Required			Provided		Compliance
		Parking Ratio	Parking		Parking		
			Regular	Handi-capped	Regular	Handi-capped	
Offices, General Business & Professional	69,943 S.F.*	1:400**	175				
TOTAL SPACES REQUIRED			175		294		Y
Regular and Handicap Spaces Required			169	6	288	6	Y

**Total square footage of the building including the proposed 426 square-foot additions.*

***Per SV-0008-91, the subject site was approved with a parking ratio of 1:400.*

ANALYSIS

This is a request for a Minor Amendment to Site Plan Review (SV-0008-91). The subject site located at 1551 Hillshire Drive is an existing office building requiring exterior and interior tenant improvements for a new tenant. In addition to typical interior remodeling required for a new tenant, the exterior improvements include four ingress control rooms, two shade roofs, a second battery room, and a new walled enclosure for two emergency generators. The total square footage of the exterior additions is 426 square feet, an approximate six percent increase of the current floor area. The other exterior improvements include a new window, mechanical screening, and a new door.

FINDINGS (CRG-63044)

The existing development remains compatible with the existing and future commercial uses on neighboring parcels. The proposed project received approval to proceed to the final submittal from the Summerlin Non-Residential Design Review Committee (SNRDRC) on February 8, 2016. The existing office building remains in conformance with City Referral Group Site Plan Review (SV-0001-98), with the 426 square-foot additions and façade improvements meeting current Summerlin Development Standards. Staff administratively approves this request with conditions.

APPROVALS 0

PROTESTS 0

NE

CITY OF LAS VEGAS

CITY REFERRAL GROUP COMMENT FORM

Roger Bailey	Engineering Planning – Public Works
Mary Wulff	Right-of-Way – Public Works
Oh-Sang Kwon	Flood Control – Public Works
Rick Schroder	Traffic Engineering – Public Works
Joe Pena	Sanitary Sewers – Public Works
David Klein	Fire Protection Engineering
David Guerra	Land Development
Rod Clark	Plans Check
Vicky Skilbred	Council Liaison
John Bear	Council Liaison



Department of Planning
Case Planning Division
333 North Rancho Drive, 3rd Floor
Las Vegas, Nevada 89101
(702) 229-6301 phone (702) 474-7463 fax

CRG-63044 - CITY REFERRAL GROUP - ADMINISTRATIVE - APPLICANT: SHIFT4 CORPORATION - OWNER: HILLSHIRE BUILDING, LLC - For possible action on a request for a MINOR AMENDMENT OF AN APPROVED SUMMERLIN SITE DEVELOPMENT PLAN REVIEW (SV-0008-91) TO ADD FOUR INGRESS CONTROL ROOMS TO THE FOUR SECONDARY BUILDING EXITS, ADD A SECONDARY BATTERY ROOM, AND FACADE IMPROVEMENTS on 4.55 acres at 1551 Hillshire Drive (APN 138-30-510-002), P-C (Planned Community) Zone, Ward 2 (Beers) [PRJ-63043].

CITY REFERRAL GROUP: **MARCH 23, 2016**

CASE PLANNER: **NICOLE EDDOWES**



ADMINISTRATIVE

Comments Due: **MARCH 15, 2016**

Comments not returned by the due date will not be incorporated into the staff report for this case. Comments may be submitted either on this sheet and routed via interoffice mail, U.S. mail, fax, or e-mailed to Nicole Eddowes (neddowes@lasvegasnevadaa.gov), the person responsible for this case. If you desire to meet with the case planner you may schedule an appointment by calling (702) 229-6301.

LIST COMMENTS BELOW:



DEPARTMENT OF PLANNING

APPLICATION / PETITION FORM

City Referral Group review of the exterior changes to 1551 Hillshire. MLA's intention was to get CLV planning to approve the exterior changes administratively prior to submitting to the building department.

Application/Petition For: exterior changes administratively prior to submitting to the building department.

Project Address (Location) 1551 Hillshire

Project Name Shift4 Corporate Headquarters Proposed Use Office

Assessor's Parcel #(s) 138-30-510-002 Ward #

General Plan: existing proposed Zoning: existing proposed

Commercial Square Footage 69,752 66,780 Floor Area Ratio

Gross Acres Lots/Units Density

Additional Information none

PROPERTY OWNER Hillshire Building LLC Contact Amanda Gushard
 Address 1120 N. Town Center Dr. Ste. 150 Phone: 702-233-8575 Fax: 702-233-8588
 City Las Vegas State NV Zip 89144
 E-mail Address Summerlin@hines.com

APPLICANT Marc Lemoine Architecture, LLC Contact Marc Lemoine
 Address 9081 West Sahara Ave. #210 Phone: 702-646-0123 Fax: 702-646-0083
 City Las Vegas State NV Zip 89117
 E-mail Address Marc.mla@lvcoxmail.com

REPRESENTATIVE Same as Above Contact
 Address Phone: Fax:
 City State Zip
 E-mail Address

I certify that I am the applicant and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies, false information or incomplete application may cause the application to be rejected. I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission, as indicated by the owner's signature below.

Property Owner Signature* Amanda Gushard

*An authorized agent may sign in lieu of the property owner for Final Maps, Tentative Maps, and Parcel Maps.

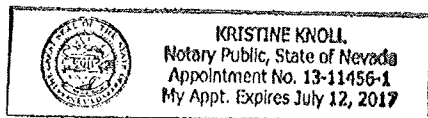
Print Name Amanda Gushard

Subscribed and sworn before me

This 29 day of February, 2016
Kristine Knoll

Notary Public in and for said County and State

Revised 10/27/08



FOR DEPARTMENT USE ONLY

Case #	CRG-63044
Meeting Date:	
Total Fee:	
Date Received:*	
Received By:	

*The application will not be deemed complete until the submitted materials have been reviewed by the Department of Planning for consistency with applicable sections of the Zoning Ordinance.

F:\depot\Application Packet\Application Form.pdf



DEPARTMENT OF PLANNING

STATEMENT OF FINANCIAL INTEREST

Case Number: CRG-63044 APN: 138-30-510-002

Name of Property Owner: Shift4 Corporation

Name of Applicant: Marc Lemoine

Name of Representative: Marc Lemoine

To the best of your knowledge, does the Mayor or any member of the City Council or Planning Commission have any financial interest in this or any other property with the property owner, applicant, the property owner or applicant's general or limited partners, or an officer of their corporation or limited liability company?

☐ Yes

☒ No

If yes, please indicate the member of the City Council or Planning Commission who is involved and list the name(s) of the person or persons with whom the City Official holds an interest. Also list the Assessor's Parcel Number if the property in which the interest is held is different from the case parcel.

City Official: _____

Partner(s): _____

APN: _____

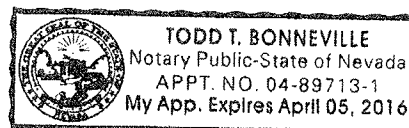
Signature of Property Owner: _____

Print Name: J.D. Oder II

Subscribed and sworn before me

This 20th day of January, 2014

Todd T. Bonneville
Notary Public in and for said County and State





February 8, 2016

Marc Lemoine Architecture LLC
9081 W. Sahara Ave. Suite 210
Las Vegas, NV 89117

Re: SNRDRC Shift 4 Corporation Schematic Architecture Approval– Shift 4 Office Building, 1551
Hillshire Drive, Summerlin Village 1 (The Hills)

Dear Mr. Lemoine,

The Summerlin Non-Residential Design Review Committee (SNRDRC) has reviewed the Schematic/Preliminary architectural submittal for Shift 4 Corporation in The Hills. The plans have been approved to proceed to the Final submittal.

Please note any building or site signage must be reviewed as a separate submittal.

For the next submittal please review the requirements in the Non-Residential Criteria for Step III: Final Design Review.

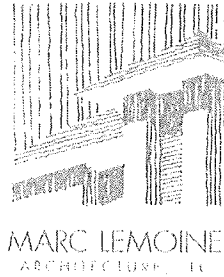
Please contact me if you have any questions.

Regards,

Arthur Elliott, AIA
SDRC Consulting Architect

PRJ-63043 03/02/16

CRG-63044



City of Las Vegas
Department of Planning
Development Services Center
333 North Rancho Drive
Las Vegas, Nevada 89106

December 29, 2015

Re: Justification Letter for Administrative Review for an Office Building Remodel at
1551 Hillshire Drive, Las Vegas, Nevada

To Whom It May Concern,

Working with our client, Shift4 Corporation and the building landlord, Marc Lemoine Architecture, LLC (MLA) is preparing remodeling plans for 1551 Hillshire Drive. MLA is requesting a Planning Pre-Application Conference to review the limited exterior changes to determine if the changes may be approved administratively or whether a public hearing will be required. Based on Planning's review, MLA will prepare the appropriate documents for formal submission.

These changes are shown on the attached set of plans. The exterior changes are;

1. Adding four ingress control rooms to the four secondary building exits. The glass ingress control rooms are approximately 9'-0"x 8'-6" and 10'-0" tall.
2. Adding extended roofs from the two ingress control rooms located behind the atrium (northwest corner) to be used as shade for the employees.
3. Adding a second battery room on the north side of the building to match an existing battery room on the west side of the building. The battery room is approximately 10'-6"x18'-0" and 12'-0" tall.
4. Adding two 5'-0"x5'-0' windows to the conference room above the main building entry.
5. Adding a mechanical screen on the roof above the two building wings. The metal mechanical screens will be approximately 5'-0" taller than the existing parapet. The screens will be required because the existing wood roof structure with central roof drains will be replaced with a steel mono-pitch roof structure with roof drains located to one side. This new roof will be approximately 30 inches higher on the high side. The new roof will accommodate larger taller roof

top mechanical units. The screen color will match the gray green color of the existing window frames.

6. Adding a 12'-0" tall concrete block enclosure for two emergency generators. The enclosure will be located within the existing wall parking area. Where required, the existing 6'-0" CMU walls will be rebuilt to the taller height.

At this time the intent is to maintain the exterior building colors and finishes. Tenant signage will be submitted at a future date. A submittal has been sent to Summerlin for their review and approval.

Thank you for your careful consideration. You may contact me at 702-646-0123 or marc.mla@lvcoxmail.com if you need additional information.

Sincerely,
Marc Lemoine Architecture, LLC



Marc Lemoine, AIA
ML/ml

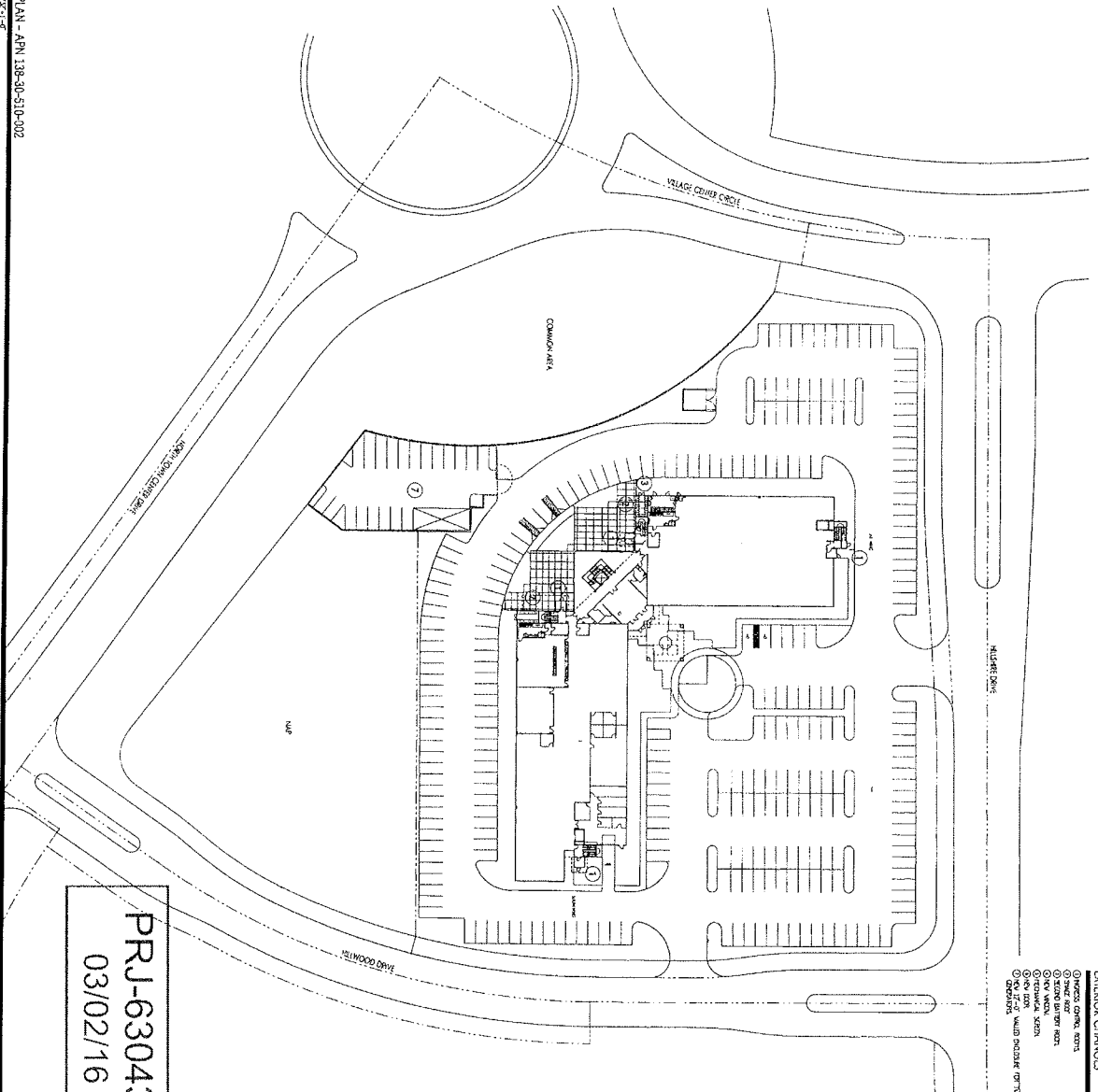
Cc: J.D. Oder II

PRJ-63043 03/02/16

CRG-63044

SITE PLAN - APN 198-30-510-002

Scale: 1/8" = 1'-0"



- TENANT IMPROVEMENTS
EXTERIOR CHANGES
- ① IMPROVE DRIVEWAY, SIGNAGE
 - ② IMPROVE DRIVEWAY, SIGNAGE
 - ③ IMPROVE DRIVEWAY, SIGNAGE
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PRJ-63043
03/02/16



CRG-63044

SITE PLAN

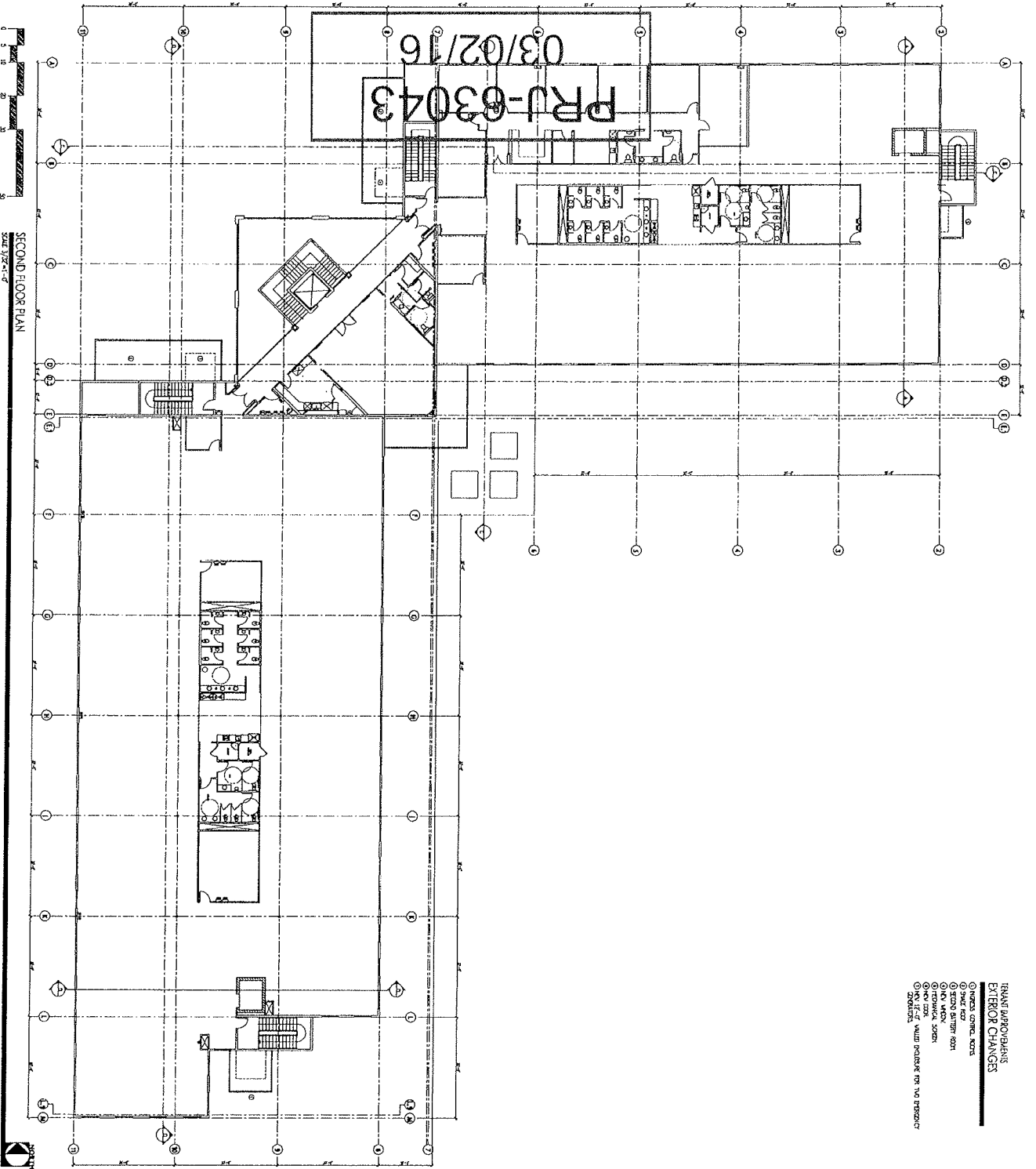
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SHIFT 4 CORPORATE
TENANT IMPROVEMENTS AT
1557 HILLSHIRE DRIVE

MARC LEMONE
ARCHITECTURE, LLC
1557 HILLSHIRE DRIVE
SUITE 100
SAN JOSE, CA 95128
(408) 261-1111
www.marclemone.com



- TENANT IMPROVEMENTS
EXTERIOR CHANGES
- ① DOORS, CORNER, KIOSK
 - ② SIGNAGE, LIGHTING
 - ③ EXIST. ENTRY ROOF
 - ④ EX. WALKWAY
 - ⑤ EXIST. WALKWAY
 - ⑥ EX. 1'-0" WALKWAY FOR TWO PERSONS
 - ⑦ EX. 1'-0" WALKWAY FOR TWO PERSONS



1:500
DATE: 03/02/16
BY: J. L. L. J.

SECOND FLOOR PLAN

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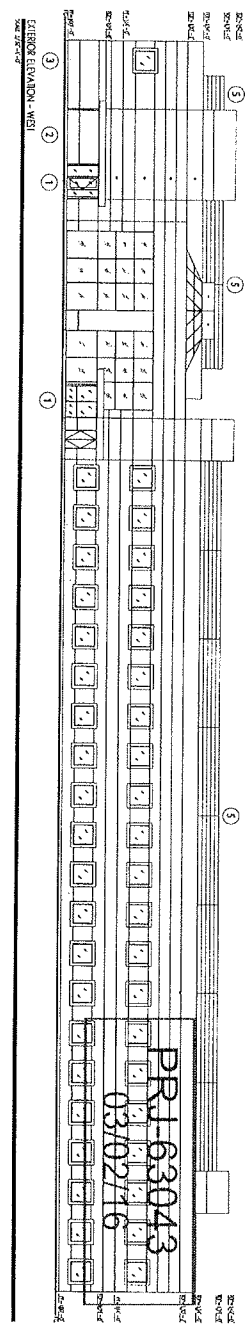
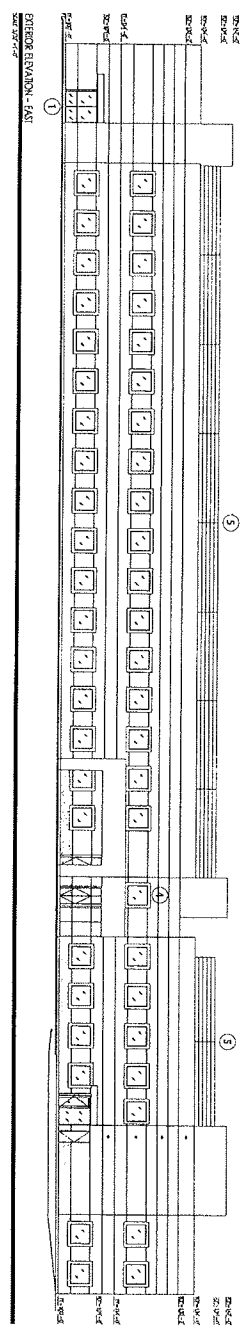
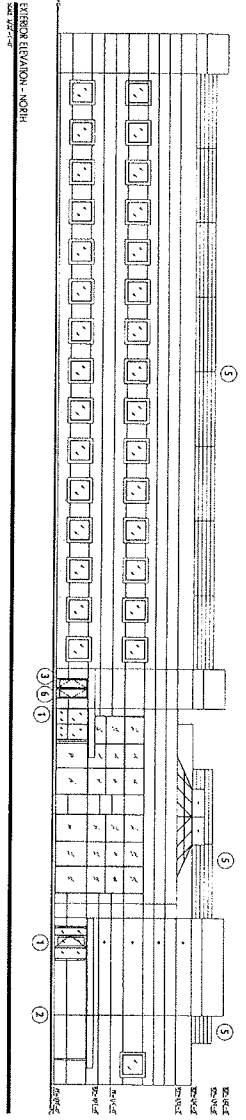
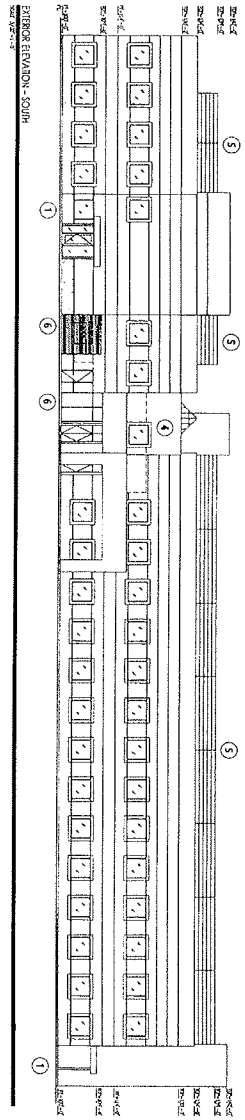
SHIFT 4 CORPORATE
TENANT IMPROVEMENTS AT
1557 HILLSHIRE DRIVE

MARC LEMONE
ARCHITECTURE, LLC
1557 HILLSHIRE DRIVE, SUITE 100
DALLAS, TEXAS 75207
407.754.4000

1557 HILLSHIRE DRIVE, SUITE 100
DALLAS, TEXAS 75207
407.754.4000

CRC-63044

- TENANT IMPROVEMENTS
EXTERIOR CHANGES
- ① EXTERIOR CORNER LIGHTS
 - ② STAIR CASE
 - ③ STAIR CASE WITH RAIL
 - ④ EXTERIOR CORNER LIGHTS
 - ⑤ EXTERIOR CORNER LIGHTS
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MARC LEMONE
ARCHITECTURE, LLC
14023
SUNSET BLVD.
SUITE 100
LOS ANGELES, CA 90047
(310) 415-1234
www.marclemone.com

SHIFT 4 CORPORATE
TENANT IMPROVEMENTS AT
1557 HILLSHIRE, LAS VEGAS, NEVADA

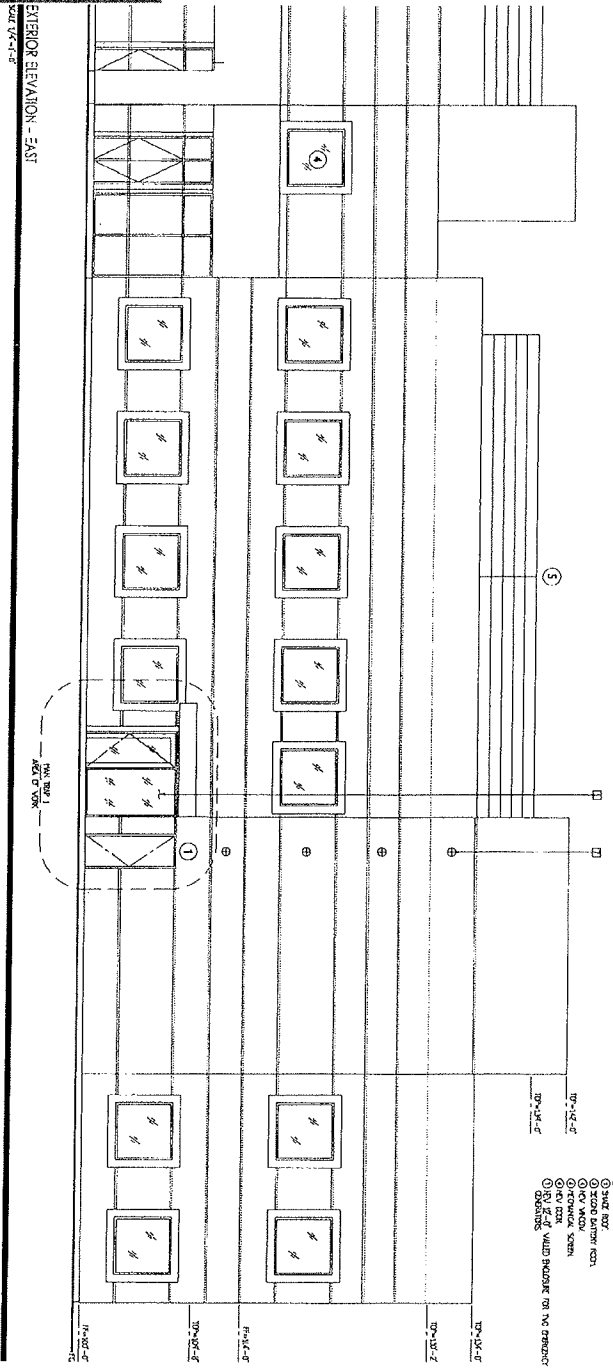
EXTERIOR ELEVATIONS

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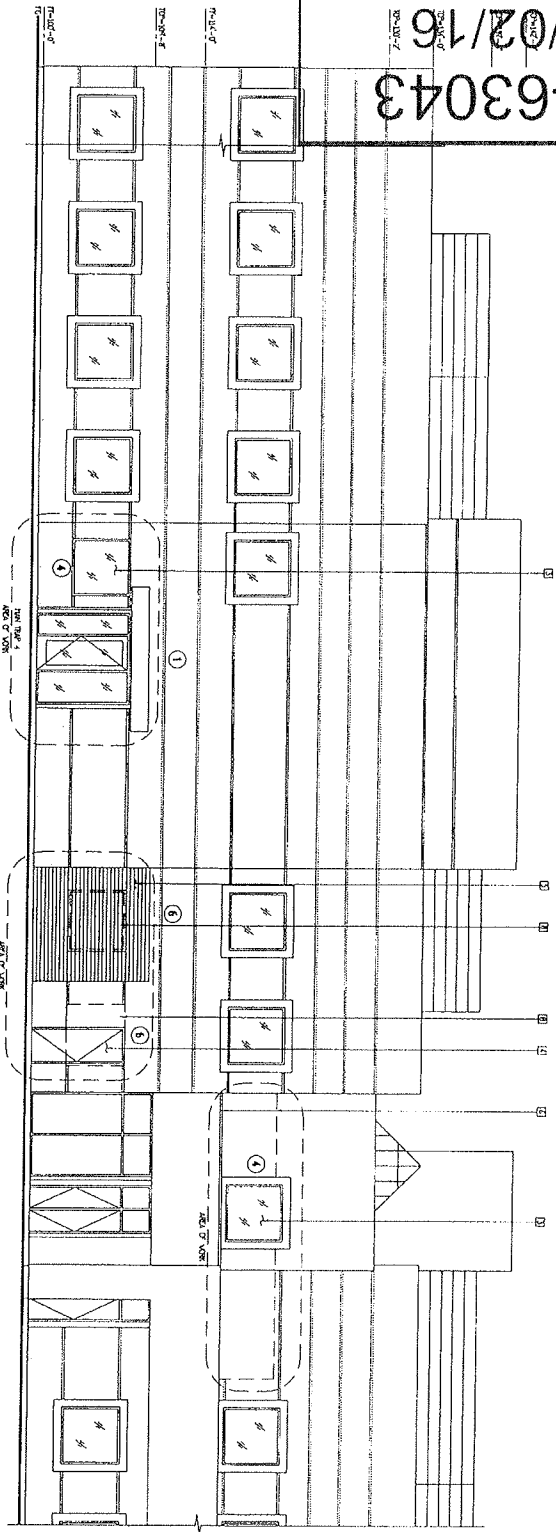
- ① INDEXED DETAIL NOTES
- ② SHIELD GLASS
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EXTERIOR ELEVATION - EAST

SCALE 1/8" = 1'-0"

PRJ-63043
03/02/16



EXTERIOR ELEVATION - SOUTH

SCALE 1/8" = 1'-0"

EXTERIOR ELEVATIONS - LARGE

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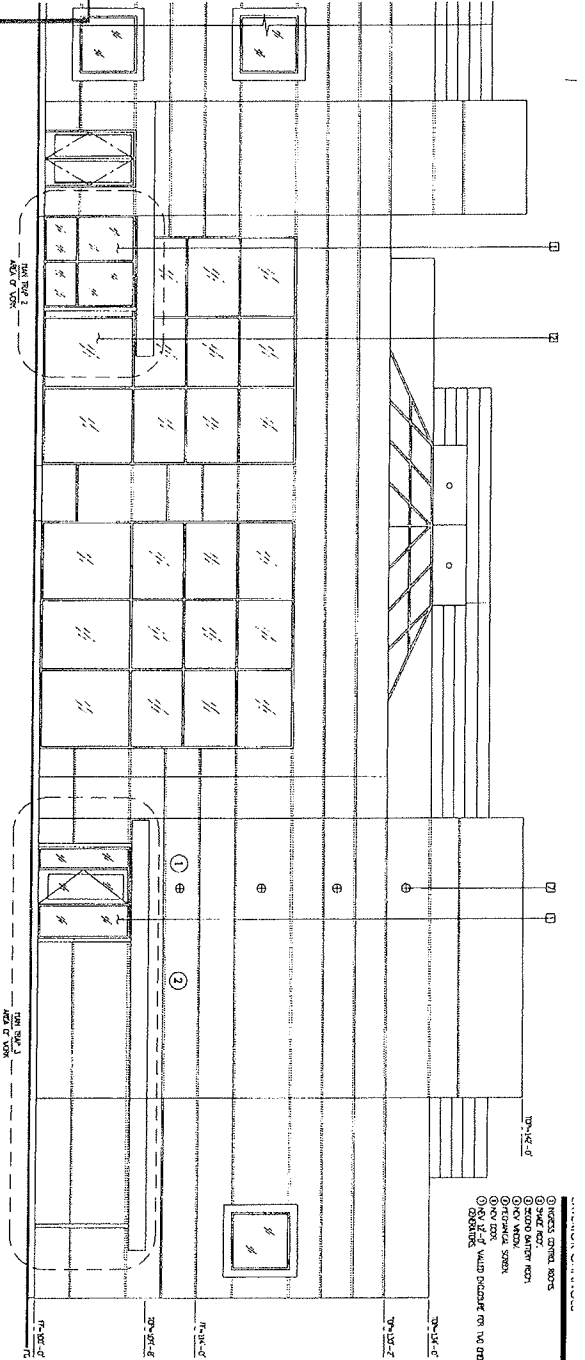
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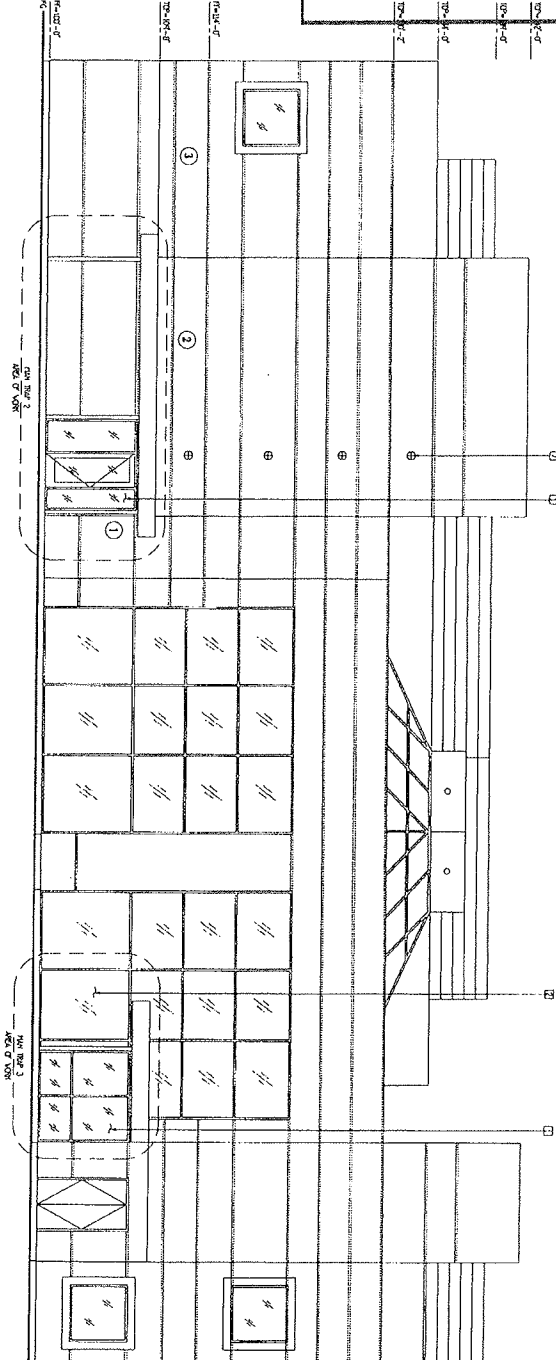
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EXTERIOR ELEVATION - NORTH



EXTERIOR ELEVATION - WEST



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EXTERIOR ELEVATIONS - LARGE

A4.1

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