



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Charles S. Cox  
City Manager

DATE: May 9, 2018

SUBJECT: Resolution No. 2018-49 – Detailed Site Plan for Warehouse / Office Buildings  
located at 1903 Diplomat Drive

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## **Existing Conditions:**

The subject property, 3.91 acres in area, is located at the southwest corner of Diplomat Drive and Hutton Drive. The property is surrounded by light industrial and commercial uses on all sides, with exception of an existing drainage channel (approximately 100 feet wide) that borders the property to the east towards Hutton Drive and Cooks Creek on the south. The property is located within Planned Development District No. 22 (PD-22).

## **Site Design:**

The applicant is proposing to develop the property and build two new office / warehouse buildings. The property is accessible by two driveway access points from Diplomat Drive. At the southwest corner of the property there is one of the city's sanitary sewer lift stations. The proposed site plan is retaining the existing access easement that provides access to the lift station with Diplomat Drive, along the western side of the property.

The applicant is planning to divide the property into two lots, corresponding to the proposed buildings.

- The northern lot, Lot 1, will be comprised of 1.55 acres and will front Diplomat Drive. Building A will contain 26,040 square feet to accommodate office uses (1,800 square feet) and warehouse uses (24,240 square feet). The office area is proposed to be located at the northeast corner of the building and will serve as the main access to the building. Building A will be setback at least 57 feet from Diplomat Drive. The front yard will contain a landscape area along Diplomat Drive. Building A will be a U-shaped building with a loading area on the western side. The loading area will not be visible from public view.

- The southern lot, Lot 2, will be comprised of 2.36 acres and will have a “flag lot” configuration with a driveway access from Diplomat Drive along the western side of Lot 1. Building B will contain 32,925 square feet to accommodate office uses (1,813 square feet) and warehouse uses (31,112 square feet). The office area is proposed to be located at the southeast corner of the building and will serve as the main access to the building. The loading area is proposed on the west side of the building and it is not visible from public view, due to being screened by Building A.

**Elevations:**

The proposed buildings will be one story in height, to a maximum height of 36 feet. Both buildings are proposed to have a flat roof configuration. Both buildings will be painted and textured tilt-wall with aluminum storefront systems at the office corners. Accent paint color with different texture will be applied to the façades for building articulation. The proposed façades meet and exceed the City’s masonry requirements.

**Parking:**

According to the parking ratio established by PD-22, 1 parking space per 1,000 square feet of warehouse and 1 parking space per 300 square feet of office, or 1 parking space per employee, whichever is greater, is required. Based on these ratios, Lot 1 would need 30 parking spaces and Lot 2 would need 37 parking spaces. The proposed parking for Lot 1 is 30 parking spaces and for Lot 2 is 52 parking spaces. This meets the requirements established by PD-22 for the parking ratio for office / warehouse uses.

**Landscaping:**

According to the landscape ratio established by PD-22, a minimum of 5 percent of the total property area shall be landscaped between the building and all street right-of-way lines. The proposed landscape plan includes approximately 8% of Lot 1 to be used as landscaped open space and approximately 5% of Lot 2 to be used as landscaped open space. The landscape plan also includes 37 new trees in addition to 2 existing trees that will be preserved on site. PD-22 requires one street tree for each 30 feet of property frontage along a street to be installed. The new trees will be a combination of Oak, Elm and Crape Myrtle trees. In addition to the street trees, the landscape plan includes a dense line of evergreen shrubs along the eastern property line, to screen the surface parking lot from public view from Hutton Drive. The proposed landscape plan meets and exceeds all landscape requirements stipulated in PD-22.

**Signage:**

No signage is proposed at this time with this Detailed Site Plan application. Any signage will be subject to approval by the city and shall be consistent with PD-22.

**Recommendation:**

On April 23, 2018, the Planning and Zoning Commission voted unanimously to recommend approval of the Detailed Site Plan as presented in the Resolution No. 2018-49.

Possible Council Action:

1. Motion to approve Resolution No. 2018-49.
2. Motion to approve Resolution No. 2018-49 with the following modifications ...
3. Motion to deny Resolution No. 2018-49.
4. Motion to continue discussion at the next meeting.