



INFORMATION MEMORANDUM

TO: Mayor and City Council

FROM: Charles S. Cox
City Manager

DATE: June 15, 2021

SUBJECT: Consider approving Resolution No. 2021-082 for a Detailed Site Plan for an office building on an approximate 3.35-acre lot, located at 13998 Diplomat Drive; and take appropriate action.

Background:

The applicant, Derek Dizon, Merriman Anderson Architects, is requesting approval of a detailed site plan for a 12,500 SF, single-story, office building located at the southeast corner of Diplomat Drive and Valwood Parkway. The subject property is currently vacant, and is located in the Planned Development District No. 22 (PD-22) zoning district which allows for the proposed use. The proposed development meets all the PD-22 requirements and does not require approval of any special exceptions.

Subject Property:

Site acreage: 3.35 acres

Location: 13998 Diplomat Drive

Proposed Development:

The applicant is proposing a 12,500 SF office building on the approximate 3.35-acre lot. The subject property is bound by Valwood Parkway to the north, Diplomat Drive to the west, and Delegate Drive to the south. This development will be the local office for Manhattan Construction Company with a proposed future building expansion area of 5,000 SF. This second phase of the development will not occur for another four to five years. As long as the limits of the building expansion does not exceed the proposed 5,000 SF area shown on the detailed site plan or alter the site layout in any other manner, another detailed site plan approval will not be required. No outdoor

storage is proposed on this site, including no storage of vehicles nor equipment. The main building entrance will be facing Diplomat Drive. A five-foot wide concrete sidewalk is proposed along Valwood Parkway on the north side of the subject property. The proposed site layout meets the PD-22 building and parking setback requirements.

Adjacent Zoning Districts and Land Uses:

Direction	Zoning District	Land Use
North	Planned Development District No. 22 (PD-22)	Drive-through bank (across Valwood Parkway)
South	Planned Development District No. 22 (PD-22)	Office/warehouse (across Delegate Drive)
East	Planned Development District No. 22 (PD-22)	Contractors shop and outdoor storage yard (across the drainage channel)
West	Planned Development District No. 22 (PD-22)	Office/warehouse (across Diplomat Drive)

Access:

The proposed development will be accessible from Diplomat Drive through a single driveway.

Parking:

Required Parking Ratio per PD-22	Total Minimum Parking Required	Total Parking Provided	Type of Parking Provided	Complies
• Office: 1 space/300 SF	42	58	Surface parking spaces	Yes

Site Landscaping:

% Required per Zoning	% Provided	Location Provided	Complies
5% of the total property area shall be landscaped between the building and all street right-of-way lines	80%	Landscaping is generally proposed throughout the subject property, but primarily along Diplomat Drive, Delegate Drive, and Valwood Parkway. Parking lot interior landscaping has been proposed.	Yes

Street Trees Required:

Street Name	Minimum Number Required	Number Provided	Tree Variety/Type	Complies
Diplomat Drive	19	21	10 – Chinese Pistache 11 – Monterey Oak	Yes
Valwood Parkway	5	6	6 – Cedar Elm	Yes
Delegate Drive	11	12	5 – Cedar Elm 7 – Chinquapin Oak	Yes

Buildings Elevations:

Due to House Bill 2439, the City is not able to enforce exterior building material requirements, including minimum masonry material. The proposed building facades reflect the following exterior building material types and percentages.

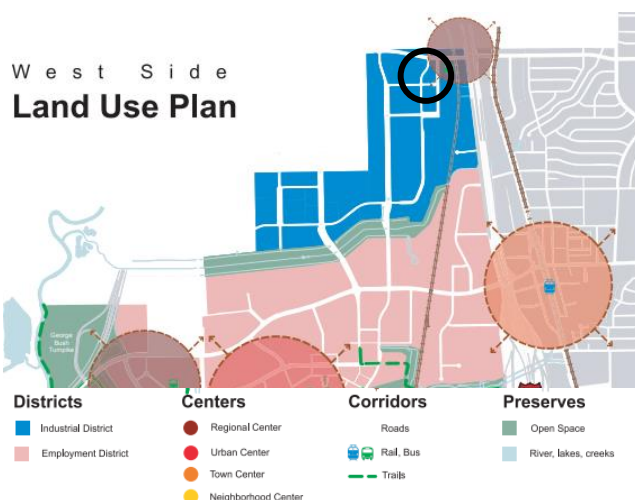
Building Façade	Masonry Type Provided	Total % Provided
North	Form lined concrete tilt wall	75%
South	Form lined concrete tilt wall	75%
East	Form lined concrete tilt wall	75%
West	Form lined concrete tilt wall	72%

Signage:

PD-22 permits one monument sign not to exceed 40 SF in area and four feet in height. Therefore, the applicant is proposing one monument sign, three feet tall and 13 feet wide (39 SF), on the north side of the building, approximately 30 feet east of Diplomat Drive and 63 feet south of Valwood Parkway. PD-22 also allows wall signs not to exceed 5% of the building façade. One wall sign is proposed on the main façade (west façade) of the building consisting of 34 SF in area (1% of the west façade). The proposed signage complies with PD-22 requirements.

Comprehensive Plan Recommendation:

The West Side Plan designates the subject property as industrial district as provided for on the



Future Land Use Map. This land use designation recommends this area include land uses such as light manufacturing, assembly, distribution, office, and research and development. The Plan also recognizes that although the goal is to create a successful environment for business activity, this area should be respectful of the park-like setting and integrate with the adjacent employment district in the West Side by providing streetscape, front lawn open space, and providing screening for parking and loading areas.

The proposed office use is consistent with the plan recommendation, and the proposed street trees and landscape enhancement will benefit the overall park-like setting of the area.

Recommendation:

On May 24, 2021 the Planning and Zoning Commission considered this request and unanimously recommended approval of the Detailed Site Plan as presented in Resolution No. 2021-082.

Possible Council Action:

1. Motion to approve Resolution No. 2021-082.
2. Motion to approve Resolution No. 2021-082 with the following modifications...
3. Motion to deny Resolution No. 2021-082.
4. Motion to continue discussion at the next meeting.

Applicable Zoning and Development Case History: *(most recent to oldest)*

Date Approved	Case Number	Description
09/25/2018 Denied	18-ZA-03	PD-22 amendment to allow hotel uses, subject to approval of an SUP, and simultaneous request for an SUP for proposed hotel. Considered by Planning and Zoning Commission on 08/27/2018
12/13/1999 Ordinance No. 2512	99-41	Amended and restated Ordinance No. 2434 as it relates to the development standards of Planned Development District No. 22 (PD-22).

12/07/1998 Ordinance No. 2434	98-36	Amended development standards of Planned Development District No. 22 (PD-22) for the northern portion of PD-22.
11/07/1977 Ordinance No. 1162	NA	Established Planned Development District No. 22 (PD-22) zoning district.