



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – APRIL 08, 2024

PROJECT NAME:	Al Hendrickson Toyota		
PROJECT NUMBER:	PZ-24030001		
LOCATION:	5201 W Sample Rd		
APPLICANT/AGENT:	Spring Engineering, Inc.		
REVIEW/APPLICATION:	PMDD Rezoning		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair	Liz Aguiar - Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Urban Design & Development	Linda Whitman – Sustainability Manager	lwhitman@coconutcreek.net	(954) 973-6756
Sustainability, Urban Design & Photometrics	Natacha Josiah - Planner	njiosiah@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Transportation	Sean Flanagan - Deputy Building Official	sflanagan@coconutcreek.net	(954) 973-6750
Building	Eileen Cabrera - Senior Engineer	ecabrera@coconutcreek.net	(954) 973-6786
Engineering	Ryan Banyas – Fire Marshal	rbanyas@coconutcreek.net	(954) 956-1563
Fire	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Landscape	Barbara Hendrickx - Police Department	bhendrickx@coconutcreek.net	(954) 956-6721
Police	ALTERNATE REVIEWERS		
Engineering	Mohammed Albassam- Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Thamar Joseph - Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin - Construction Supervisor	gseegobin@coconutcreek.net	(954) 973-6786

DEPARTMENTAL COMMENTS

BUILDING

1. At least one Electric Vehicle charger must be accessible. FBC Accessibility 228.
2. Clarify the total number of parking spaces available to the public. Plans shows 248, which requires 7 accessible spaces, but plans show only 6.

ENGINEERING

1. Please note, comments provided are based on a preliminary engineering review and the project is subject to further review upon future submittals.
2. All required approvals from Broward County Environmental Protection Growth Management Department (BCEPGMD), FDEP (Florida Department of Environmental Protection), FDOT (Florida

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



Department of Transportation) or any other applicable agency shall be obtained and submitted to the Engineering Division prior to issuance of an Engineering permit.

3. Any utility structures or pipes that are no longer necessary for the alteration of the site must be fully removed. Utilities are not to be abandoned and buried. Comment to be added to the PMDD under V. Utilities and Dedications.
4. All landscape/trees shall conform to the minimum separation of 6 feet from City utilities and fire hydrant clear zones. All landscape/trees shall not be located in utility easements and shall not obstruct drivers' sight at intersections.
5. Root barriers shall be provided where large trees are located within six feet (6') of public sidewalks or roadway pavement, and where medium to large foliage trees are located within ten feet (10') of City utilities.
6. All pavement markings and signage must follow the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD).
7. All parking facility designs shall comply with City Land Development Code Sec 13-399, including but not limited to applying Sec 13-398 and the American Disabilities Act (ADA) for all disabled parking spaces.
8. Easements shall not contain permanent improvements including but not limited to pools, air conditioners, structures, utility sheds, poles, trees, and large landscaping. Therefore, all trees must be placed outside of the easement. Comment to be added to the PMDD.
9. Storm water impact fees may be adjusted based on total of impervious area. Provide, in the PMDD, a chart with existing impervious/pervious areas and proposed impervious/pervious areas.
10. The City's requirements for water, wastewater, paving and drainage shall be met at the time of Site Plan and Final Engineering reviews. Comment to be included in PMDD.
11. Include City's wheel stop detail on sheet C2.1.
12. Call out existing water meter and City clean out on the utility plan.
13. Replace the Broward County Health Department reference on page 7 with the Florida Department of Environmental Protection.

FIRE

In advance of a Site Plan submittal and building addition, City Staff has provided the following to aid the development team in preparing for Site Plan review comments as they relate to the Florida Fire Prevention code.

1. Increasing the occupant load for both business and industrial occupancy types could require the installation of a fire alarm system per Chapter 13 of NFPA 1 and the Florida Fire Prevention Code.
2. Display the buildings construction type per NFPA 220 and each buildings total square footage. Use table 18.4.5.2.1 in NFPA 1 Fire Code to calculate the minimum required fire flow for the new combined square footage. The aggregate fire flow for all fire hydrants within 1000 feet of the building shall be measured and displayed. (NFPA 1-18.4.5.3)
3. Show that the minimum number of fire hydrants are meet per the required fire flow (NFPA 101-18.5)

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



4. A preliminary initial assessment is required to determine if a Two-Way Radio Communication Enhancement System is needed. In all new and existing buildings, minimum radio signal strength for fire department communications shall be maintained at a level determined by the AHJ, -95 DBM inbound and outbound (NFPA-11.10)
5. Provide a Fire Truck Route Plan that can accommodate a two axle fire truck or similar truck (B40 Bus template) that is 39 feet long, 9 feet wide, and displays both turning radius dimensions. Use a 50 foot outside 25 foot inside turning radius. Do not overlap the entrance and exit of the truck and provide multiple pages if necessary. (NFPA 1-18.2.3.1.1)
 - Use AutoCAD or similar program to generate the fire truck route plan. Please include a depiction of the truck on the plan.
 - The truck shall not traverse through parking spaces and shall not be required to reverse.
 - Driving into multiple lanes and into oncoming traffic shall be minimized as much as possible

LANDSCAPING

1. Paragraph C under Section II. Existing Conditions refers to Exhibit G - Alternative Design Solutions. This exhibit was not provided and under the listed Exhibits on page 4 of the pdf, it states N/A. Correct discrepancy.
2. Paragraph A, Streetscape Requirements under Section VI. Mainstreet Design Standards. Greenway needs to be re-established or provided per the Mainstreet Design Standards for both Sample Road and Banks Road. Language in PMDD needs to be revised accordingly.
3. Paragraph D. 6 Reduce Heat Islands. Paragraph referencing 10' landscape strip on east side of service bay does not apply to this application as it does not appear on the provided overall site plan. In addition, the south side of the building does not provide a 11.5' wide landscape strip as stated in the document.
4. Paragraph E. Landscape Standards. Update language to state that the development shall meet Subdivision IV - Landscape Standards and Requirements of the LDC in addition to the Mainstreet Design Standards.
5. Additional comments may be provided upon review of the PMDD re-submittal and required Site Plan submittal.

PHOTOMETRICS

General

1. The following comments were made without the benefit of a photometric plan.

Photometric

2. Page 15 & 17: Be advised that this site meet the City's outdoor lighting under LDC Section 13-375, which provides for a MAXIMUM of 10 footcandles on site with a MAXIMUM of 1 footcandle after hours. To meet the CPTED concerns of the Police Department, the applicant may want to consider motion activated lighting for afterhours use.
3. Further comments may be generated once a photometric plan is provided for review.



POLICE

1. Is a photometric plan available? Specific areas of concern are: crosswalks, exterior building entry/exit points and dumpster enclosure.
2. Install IP surveillance cameras at the interior and exterior of the buildings as well as at the dumpster enclosure that can be tied into the Alert System with the Police Department for immediate monitoring by the Real Time Crime Center in the event of an emergency.
3. Consider installing LPR Camera technology at entrance/exit gates that can share data with CCPD Real Time Crime Center.
4. There are numerous cubicle/office areas on the site plan. What material will be used for the walls to form these areas? It is recommended to use transparent material to enhance natural surveillance. This will assist in reducing hiding places/ambush points during an active assailant incident and potentially reduce the opportunity for such an event to occur in the first place.
5. Recommend to install and utilize roll-up style doors on the car wash entry and exit when the business is closed.
6. Recommend that all doors (roll up and standard) be equipped with monitored alarms. This will expedite law enforcement response if an intruder enters the property.
7. It is recommended that the transparent exterior walls be made out of an impact resistant material. This will reduce the opportunity for an intruder to make entry into the property.
8. Please provide PD with the code for the gates to the parking lot in case entry is needed while the property is closed.
9. What type of bench is proposed to be used? It is recommend that the benches are equipped with a full armrest in middle.
10. Have property join the CCPD Trespass Enforcement Program and post signage at all entrances and in accordance with Florida State Statute 810.011(5)(a), which states:
 - o "Posted land" is that land upon which: 1. Signs are placed not more than 500 feet apart along, and at each corner of, the boundaries of the land, upon which signs there appears prominently, in letters of not less than 2 inches in height, the words "no trespassing" and in addition thereto the name of the owner, lessee, or occupant of said land. Said signs shall be placed along the boundary line of posted land in a manner and in such position as to be clearly noticeable from outside the boundary line

SUSTAINABILITY

General

1. The following comments were made without the benefit of a site plan and should be considered during the site plan preparation.

Sustainability

2. Page 16 – Sustainable and Green Components: Title has duplicative wording.
3. Page 18 – Green Plan action Item 1.6: Be advised that EV parking stalls will not be sufficient as a response to the requirement of a "Conspicuous display of green technology."



4. Page 20 – Action Item 6.4: Be advised that at least one ADA accessible EV charging station is required in the customer parking area.
5. Further comments will be provided when a site plan is available.

TRANSPORTATION

1. Section III (A) Roads appears to use a PM Peak Hour ITE trip rate of 2.42/trips per 1,000 square feet. The daily net increase in **total daily trips** shall be included in the table and in the paragraph narrative or summary, not just the PM Peak Hour data;
2. A review from Broward County Traffic Operations as well as the Florida Department of Transportation of the traffic impact to either the roadways, intersections or turn lanes adjacent to this redevelopment parcel shall be performed prior to any scheduled public hearing. A summary of all required off-site improvements (if warranted) and/or a summary of mitigation impact fees from either agency, shall be provided prior to any formal public hearing;
3. The PMDD Proposed Analysis of Public Facilities shall include a Traffic Analysis of the adjacent intersections (Banks Road/Sample Road and NW 54th Avenue/Sample Road). The traffic analysis shall review projected trip assignments to each intersection, turning movements and trip orientation. Moreover, access management from WB Sample Road shall be identified, as the roadway connection from Sample Road does not provide a right turn lane to access Banks Road. The Traffic Engineer shall identify trip assignments to this maneuver and offer mitigation options, as it interacts with PM Peak Hour traffic (AADT) on Sample Road;
4. Infrastructure improvements assigned to the MainStreet Development (Banks Road and NW 54th Avenue) shall harmonize with the modifications associated with this PMDD and/or Site Plan submittal;
5. Additional comments may be forthcoming.

Traffic review or approval from City Staff will not be provided as part of a PMDD rezoning application. However, in advance of a Site Plan submittal, City Staff has provided the following to aid the development team in preparing for Site Plan review comments as they relate to transportation, traffic engineering or site development:

1. A Traffic Analysis dated March 12, 2024 was prepared by Spring Engineering and submitted with this application. The Trip Generation Table appears to have the proposed and removed trip generation data reversed. Please clarify;
2. The Proposed Development includes two (2) buildings and one structure with multiple floors. Please clarify the assigned trip generation for each of the uses proposed within the 102,060 building square feet proposed. Does the trip rate assigned by ITE for Auto Sales justify using 1.86 trip rate for the entire 102k sf? Does the trip generation include additional trips assigned to “vehicle test drives”, office staff, sales staff, maintenance staff, etc. Please confirm;
3. The EB Sample Road Left Turn Lane onto NW 54th Avenue may require additional storage capacity. Broward County Traffic Operations (traffic signals) and the Florida Department of Transportation (FDOT) have jurisdiction over the signal timing and roadway, respectively. Provide a statement from both Agencies that off-site intersection improvements are not required based on the proposed redevelopment and net increase in traffic projections, based on this submittal. A copy of each agency’s response shall be provided to the City’s Sustainable Development Director;



4. With the Site Plan Approval application, provide a copy of the Staff's review comments from the Cocomar Water Control District as it relates to Exhibit E "Master Stormwater Plan" and the proposed redevelopment applications;
5. The Pedestrian Greenway Section and typical section noted in Exhibit F will be reviewed as part of the Site Plan review application. No approvals of this typical section are memorialized with this review of the PMDD submittal;
6. The Plaza and Open Space plan noted in Exhibit F1.1 will be reviewed with the Site Plan application; and;
7. Additional comments may be forthcoming.

URBAN DESIGN AND DEVELOPMENT

General Comments

1. Pursuant to the requirements of Section 166.033, Florida Statutes, be advised, this development permit (application) is incomplete and areas of deficiency are identified herein. The requirements of Section 166.033 further provide that the applicant has 30 days to address the deficiencies by submitting the required additional information. If such a response is not provided in a timely manner, the application shall be deemed withdrawn unless the applicant wishes to waive any or all of the requirements of Section 166.033, Florida Statutes, in which case a request for waiver must be submitted to the City prior to the expiration of the 30 day response period identified above. The City's waiver form is available upon request.
2. Applicant shall be prepared to make a PowerPoint presentation at the Planning and Zoning Board and City Commission meetings. Presentation to include color renderings, aerials or maps of the proposed project, and other information as applicable to aid in the presentation.
3. Prior to the Planning and Zoning Board meeting, applicant shall provide the following to the City:
 - a. One (1) complete set of each item below in a digital format.
 - b. Thirteen (13) complete sets of each item below in printed format.
Each printed set shall be individually bound / stapled / & 3-hole punched.
 - (1) PMDD Rezoning in strike-thru/underline. (Printed sets no larger than 8.5"x11")
 - (2) PMDD Rezoning as a clean version. (Printed sets no larger than 8.5"x11")
 - (3) PowerPoint presentation. (Printed sets no larger than 11"x17")
 - (4) Public outreach report. (Printed sets no larger than 8.5"x11")
 - (5) Sustainable (Green) report. (Printed sets no larger than 8.5"x11")
 - (6) Each round of DRC response document. (Printed sets no larger than 8.5"x11")
4. The City has retained professional services to conduct landscape review of all Development Review Applications. Per Sec.13-80(b) of the City's Land Development Code, the cost for these services shall be billed to the applicant on a cost recovery basis. Provide written acknowledgement and contact information of person(s) responsible for payments to the City.
5. Applicant shall make every effort to ensure public participation as part of this project. The purpose of this action is to provide information regarding the proposed project to neighboring property owners, associations and businesses. Report shall include a detailed accounting of meetings with residents, HOA's or adjacent businesses, copies of mailed notices, meeting notes, site postings etc. Applicant shall submit a full written report to Sustainable Development PRIOR to placement on a Planning and Zoning Board agenda.

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



6. Additional comments may be provided at DRC meeting and upon review of revised application.
7. Acknowledgements to DRC comments do not always show compliance. As applicable, plans and graphics shall be corrected and revisions to WORD documents shall be made in strike-thru and underlined format. Corrected applications shall be re-submitted per digital submittal requirements. Written responses shall identify sheets or pages where corrections have been made.
8. The intent of the Justification statement is not to re-state a standard. As presented, the narrative does not adequately address the requirement. Responses shall provide clear and detailed information for each required criteria.
9. Sec.13-37, Aesthetic Design: Review this section of the Land Development Code and provide detailed responses to each required criteria. Responses shall provide clear and detailed information for each required criteria and shall not be simply re-stated.
10. Sec.13-81(14)(b) – DRC applications continued or inactive for more than six (6) months may be considered null and void and treated as a new application with applicable fees. See comment #1.
11. Sec.13-446(e) - Upon completion of construction, an as-built landscape plan shall be provided to the Sustainable Development Department. All **approved** deviations from the approved landscape plan during construction shall be depicted. This plan is in addition to any engineering, building or site plan as-built requirements.
12. Sec.13-548(5) - **Prior to issuance of the certificate of occupancy**, a sealed as-built site plan shall be submitted to the city. Required information shall be prepared and digitally sealed by a state registered architect, engineer, landscape architect, or land surveyor.

Impact Fees

13. This development shall be subject to required impact fees. Impact Fees are based on use(s) and building square footage and must be paid prior to building permit issuance. See below.
14. Division 5, Impact Fees, Section 13-118 through 13-126. Pursuant to Ordinance 2006-017, all new development shall assume a fair share cost of providing Police and Fire/Rescue facilities.
15. Section 13-110 thru 13-117, Affordable Housing (AF) Program. Pursuant to Ordinance 2006-005, all non-residential development will be subject to an affordable housing linkage fee. AF fee calculations exclude stairwells, elevator shafts, mechanical rooms, and external storage rooms.
16. Section 13-143 through 13-146, Public Art Requirement. Pursuant to Ordinance 2008-008, all new non-residential development, redevelopment, remodeling or converting greater than 12,500 square feet in gross floor area shall be subject to ordinance requirements for providing Public Art. Artwork must be accessible and readily visible to the public based on location of artwork and normal pedestrian and vehicle traffic. Provisions have been established for payment in-lieu of on-site placement of artwork pursuant to the ordinance. Applicant shall specify if payment in-lieu of is proposed, which shall be made part of the site plan application review and approval process.

Rezoning to PMDD

17. Applicants shall post a four-foot by four-foot (4'x4') sign on each street frontage on the property proposed for amendment fourteen (14) days prior to the public hearing. The sign(s) shall be facing all road frontages and setback five (5) feet from the property line. A dated photograph of all signs shall be submitted to the Sustainable Development Department by the applicant the day the sign is posted. Staff to advise date for posting.

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



MainStreet

18. The City's adopted MainStreet Design Standards (MSDS) are the basis of review for any new development, modification, or reconstruction of existing buildings or uses within the MainStreet Project Area. The MSDS supplement the City Land Development Code (LDC). When the MSDS do not provide guidance on specific issues, the LDC shall apply.
19. The MainStreet Design Standards (MSDS) serve as the overall design framework for projects within the MainStreet Project Area (MSPA) including uses, densities and intensities. Each PMDD must be consistent with the MSDS as approved by the City Commission. If this application does not meet MSDS standards and principles, reasons must be identified why and alternate solutions must be provided in the proposed PMDD, which accomplish and maintain the overall concept of the MSPA.
20. All PMDD regulations shall, at a minimum, address the following design criteria, as provided for in the MainStreet Design Standards.
 - a. Streetscape requirements
 - b. Right-of-way and Typical Sections
 - c. Plaza and Open Space Requirements
 - d. Building Design
 - e. Sustainable and Green Components

PMDD Document

21. Revise cover page to identify only the PMDD "name", i.e.: "Hendrickson Toyota PMDD". An additional page may be provided to identify consultants, addresses, phone numbers and other information.
22. Staff has made every effort to identify discrepancies and provide comments for correction. Please review the PMDD in its entirety and revise the document accordingly even if a particular page has not been listed herein.
23. PMDD verbiage and tables shall maintain a clear distinction between; a) existing facilities; b) proposed facilities; c) and total. Include existing B-4 zoning and proposed PMDD. Include the types/variety of uses, height, FAR, square footages at ground level and multi-story, required guest, ADA, inventory parking, etc. This information is essential in maintaining and vesting the existing development under the current B-4 zoning development standards while providing new design guidelines for the new development under the PMDD zoning designation.
24. Clarify "existing square footage" versus "proposed Toyota addition" verbiage. Adding 102,060 SF to the existing 39,315 SF totals 141,375 SF which does not match totals shown elsewhere including on site plan. Please clarify throughout PMDD document and exhibits. Refer to comment above.
25. Exhibits:
 - a. A202 & A203 submitted but not referenced in list of exhibits. Reconcile discrepancy.
 - b. B, Plat Book 131 Page 30 - not submitted.
 - c. C2.01, Overall Site Plan - duplicate of C2.0.
 - d. D, Conceptual Engineering - not submitted. (Referenced on page 8)
 - e. H, Unified Control Agreement Sample – not submitted.
26. Page 5: Please remove references to Audi and Lexus which are not located in Coconut Creek.
27. Page 5: Third paragraph, 1st sentence – clarify language as this is an expansion and not a proposed Toyota Dealership. Review full PMDD and adjust similar language as necessary.

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



28. Page 5: Last paragraph – identify Special Land Use conditions. Ord.100-88 attached for reference.
29. Page 6, A & B: Add/revise verbiage for last sentence in each section - and pursuant to the City's landscape code, Subdivision IV., Landscape Standards and Requirements.
30. Page 6, C: This rezoning should be described as;
 - a. Rezoning the property from B-4, Regional Shopping to PMDD, Planned MainStreet Development District is required to establish uses, densities and intensities pursuant to the RAC, Regional Activity Center land use designation. Please revise.
 - b. Provide Alternative Design Solutions table, referenced as Exhibit G.
 - c. Add to last sentence (*see italic below*) – The Toyota PMDD shall follow the list of permitted and special land uses in Section 13-626, Master Business List – Planned MainStreet Development District (PMDD) (*Al Hendrickson PMDD*) of the City's Land Development Code.
31. Page 8: First paragraph, Exhibit D was not provided.
32. Page 10, Sec. V., B.: Refer to comment below.
33. Page 11, Sec. VI., A.: The subject property does not currently have an existing greenway on Sample Road. However, this redevelopment is subject to the greenway/streetscape requirements pursuant to the adopted MainStreet Design Standards Section 6.7 including a 12' wide meandering sidewalk with integral Venetian Red color. Trees, street furniture including benches, lighting and trash receptacles consistent with the City Amenities Package, pedestrian enhanced plaza, bike racks, etc. Revise language. Ensure pending site plan submittal includes design for review as required.
34. Page 11, Sec. VI., A.: The subject property does not currently have an existing greenway on Banks Road. However, this redevelopment is subject to the greenway/streetscape requirements pursuant to the adopted MainStreet Design Standards. Trees, street furniture including benches, lighting and trash receptacles consistent with the City Amenities Package, pedestrian enhanced plaza, bike racks, etc. Revise language. Ensure pending site plan submittal includes design for review as required. Additional staff discussion warranted.
35. Page 11, Sec. VI., B.: Refer to comment above, as applicable. Review language **proposing** three (3) vehicle display areas. Are these additional or existing? Be advised, additional vehicle display areas without greenway and pedestrian plaza compliance is not supported.
36. Page 12, C. 1.: Adjust verbiage per comment #27. Add verbiage stating proposed height(s) of new facilities, not just allowable.
37. Page 12, C. 2.: Pursuant to Section 6.7 of the MainStreet Design Standards, developments that abut Sample Road are subject to setback requirements provided in Section 8.2. Review this section and revise verbiage as applicable.
38. Page 12, C. 3.: Revise verbiage. See comment #27.
39. Page 14, 11. Signage: Refer to Subdivision V. Regulations for the Use and Control of Signs of the City Land Development Code starting at Section 13-456 for allowable signage. Add verbiage to this section referencing compliance with the City's sign code during site plan approval or as part of a building permit review and prior to building permit issuance.
40. Page 14, 11. Signage: While not all-inclusive, code sections below may assist in developing verbiage for this section. Staff is available to discuss signage with the applicant.
 - a. Sec.13-458 Subdivision 5.2 Permitted & prohibited permanent and temporary signs.

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



- b. Sec.13-459 Schedule of permitted signs.
- c. Sec.13-460 General provisions for all signs.
- d. Sec.13-460(k) Cabinet signs.
- e. Sec.13-460(n) Additional description of services provided or attributes.
- f. Sec.13-462 Permitted signage for specified uses.
- g. Sec.13-463 MainStreet sign regulations.
- h. Sec.13-466.1 Nonresidential frontages eligible for building signage.
- i. Sec.13-466.6 Ground identification signs.
- j. Sec.13-466.8 Wall identification signs.
- k. Sec.13-467.4 Directional signs. (if applicable)
- l. Sec.13-468.1 Address signs.
- m. Sec.13-471 Sign review procedures.
- n. Sec.13-474 Designer signs. (if applicable)

41. Page 15, 12. Lighting: Refer to photometric comments and revise this section accordingly.

42. Page 15, 15: Refer to comment #23 above.

43. Page 15, 13. Parking: Per the MainStreet Design Standards, commercial Uses require 3 spaces for 1,000 square feet of gross leasable area. Applicant may retain existing parking ratios but shall reference MSDS and provide verbiage for clarification. Refine table to include uses within the existing and proposed facility and their respective square footages.

44. Parking: LDC Sec.13-399(a)(3) - Parking spaces may encroach over a curb, sidewalk or landscape area. However, this area shall not count towards meeting sidewalk or landscaping requirements.

45. Parking: LDC Sec.13-399(a)(7): Automobile dealership parking lots shall conform to all screening and landscaping requirements. Such uses may store automobiles in outdoor storage areas which are completely screened by a solid masonry wall at least six (6) feet in height.

46. Parking: LDC Sec.13-399(a)(7): Stacked parking in auto storage area shall be at no greater than four (4) deep, end to end. Isle widths shall be fifteen (15) feet for one-way traffic and twenty-four (24) feet for two-way traffic. A perimeter access isle of twenty-four (24) feet shall also be maintained. Based on site plan review, fire and safety concerns shall determine any further requirements.

47. Page 15, 15. Pedestrian Access/Connectivity: Refer to comment #33 and #34 above.

48. Page 20: Unified Control Agreement not provided.

Site Plan

49. A separate PMDD Site Plan application shall be submitted, Sec.13-546 thru 13-548.

50. Data provided in site data table does not correctly reflect setbacks, height, buffers, FAR, etc., provided in the B-4 zoning designation, Sec.13-345. Verbiage is confusing and seems to imply that the site complies or exceeds minimum requirements. Revise verbiage to correspond to a B-4 standard, an existing site plan condition or a proposed design as applicable. Refer to the MainStreet Design Standards as applicable.

51. Complete areas of site data table left as 0.000.

52. Show location of temporary construction trailer if one is proposed. Trailer shall not be located adjacent to major thoroughfares and may require screening and sign review.



53. If applicant intends to use modular trailers as temporary offices during construction it shall be shown on future site plan submittal.
54. Sec.13-407(b) – When units or measurements determining the total number of required parking spaces result in a fractional space, any such fraction shall require a full parking space.
55. A truck movement plan that includes vehicle transport vehicles accessing and circulating around the site will be required. Parking, loading or unloading of transport vehicles is NOT allowed on public right-of-way including Sample Road or Banks Road. A loading zone within the site of appropriate size and designated for transport vehicles shall be shown on site plan.
56. Proposed architecture does not reflect the ultimate vision for the MainStreet Project Area (MSPA). While the MSDS do not dictate a particular style, exceptional architectural design and quality materials will play a major role in defining the unique character of the MSPA. It is the intent that buildings and building facades include real, quality materials (in lieu of faux appliques or EIFS), shading devices, large roof overhangs to reduce heat-islands, verandahs for visual interest and gathering, variation in doors, windows, etc. Blank unarticulated and stark walls do meet the MSDS.
57. The city has significant concerns regarding architecture. Multiple service bays with open doors and stacked vehicles on the east / front portion of the building is highly visible from both Sample Road and Banks Road. Per Section 8 of the MSDS, parking garages and service areas shall be screened. Applicant shall demonstrate how this area will be screened from public view with materials harmonious with the building, or located as not to be visible from any public ways.
58. Provide details on what material will be used as rooftop or ground mounted equipment screening.
59. Further discussion over architecture is warranted.