LEON COUNTY GROWTH AND ENVIRONMENTAL MANAGEMENT

DEVELOPMENT SERVICES DIVISION

DEVELOPMENT REVIEW COMMITTEE STAFF REPORT

Application Name: Eastside Branch Library - Type "C" Site and Development Plan **(LSP090036)**

INTRODUCTION: The purpose of this document is to provide conclusive information for the review of the applicant's submittal for compliance with Article IV, Environmental Management, Article VI, Zoning, and Article VII, Subdivision and Site and Development Plan Regulations, of Chapter 10, Leon County Land Development Code. Final disposition of this site and development plan shall be determined by the Leon County Board of County Commissioners (BCC).

Date: November 18, 2009 *(Special DRC meeting date)*

Level of Review: Type "C"

Staff Recommendation: Approve with conditions

Applicant: Leon County
1907 S. Monroe St.
Tallahassee, FL 32301
850-606-5000

Agent: Spectra Engineering & Research, Inc.
3058 Highland Oaks Terrace
Tallahassee, FL 32301
850-656-9834

PROJECT SUMMARY: The application proposes the construction of a 13,200 square foot library facility with an associated parking area. The proposed site is located inside the Urban Service Area (USA). The parcel is located within the Residential Preservation (RP) zoning district and designated RP on the Future Land Use Map of the Comprehensive Plan. A community service facility, which includes libraries, is allowed in the RP district. The proposed development is located on Pedrick Road, a minor collector roadway. The parcel is currently owned by Leon County and is currently utilized as a community park along with a regional stormwater management facility.

This Development Review Committee (DRC) review represents the third step within the process established by the Code to secure approval. The final step is the review and disposition of a Type "C" site and development plan application by the Board of County Commissioners.

Project Planner: Ryan Culpepper, Development Services Administrator
Date of Pre-App: October 7, 2009

Date of Technical Staff Review: October 28, 2009

Parcel ID#: 11-24-20-008-000-0

Parcel Size: 19.33 +/- acres

Location: Located at 1709 Pedrick Road

Access: Pedrick Road (minor collector roadway)

Future Land Use Category: Residential Preservation (RP)

Zoning District: Residential Preservation (RP)

Existing Land Use: Passive Recreation and Stormwater Management

Infrastructure: Electricity, City of Tallahassee; Central Potable Water, City of Tallahassee; Sewage Disposal, City of Tallahassee central sewer; Streets, utilities and stormwater management facilities including drainage easements, public maintenance.

APPLICATION REVIEW CRITERIA.

The following criteria, established in the Land Development Code shall be used as the basis to determine whether this application should be approved.

Site Plan and Subdivision Review Criteria: In deciding whether to recommend approval, approval with conditions, or denial of a site plan, the Development Review Committee shall determine the following, pursuant to Sections 10-2.301, and 10-7.405 (Type "C" Review):

(a) *Consistency with the Comprehensive Plan: To be approved, the application shall demonstrate consistency with the Comprehensive Plan.*

(b) *Compliance with the design standards and requirements set forth in the Subdivision and Site and Development Plan regulations (Article VII of the Land Development Code): To be approved, the application shall demonstrate compliance with the procedural and substantive requirements for site and development plans, as well as related requirements for platting.*

(c) *Compliance with the applicable criteria of Environmental Management have been met (Article IV of the Land Development Code): To be approved, the application shall demonstrate compliance with all applicable sections of Environmental Management including those pertaining to stormwater management, performance and design standards, and tree protection.*

(d) *Compliance with the standards and requirements of the zoning code (Article VI of the Land Development Code): To be approved, the application shall demonstrate compliance with all applicable Divisions of Article VI including the development standards of the RP zoning district, special regulatory overlay districts, parking and loading, and any applicable supplementary regulations.*

(e) *Compliance with requirements of other applicable regulations or ordinances which impose specific requirements on the proposed development have been met (such as, Article II: Division 5, Articles III, VIII, IX, X, XII, and XIII).*

Site and Development Plan Application Approval Criteria. Pursuant to Article VII, Section 10-7.407, Leon County Land Development Code, to be approved, a site and development plan application must demonstrate compliance with the following three general standards:

1. *applicable provisions of Article VI, Zoning;*
2. *applicable provisions of Article IV, Environmental Management; and,*
3. *other applicable portions of the Land Development Code and other applicable regulations or ordinances which impose specific requirements on site and development plans and development.*

FINDINGS:

Department of Growth and Environmental Management Findings: The Department is generally responsible for reviewing site plan application to ensure that the application meets the applicable requirements set forth in Chapter 10 of the Leon County Code of Laws, also known as the Leon County Land Development Code (LDC). Development Services Division's review emphasizes compliance with zoning, site and development plan, and subdivision design regulations. The Environmental Compliance Division's review (attached) emphasizes compliance with the County's environmental management regulations (Article IV of the LDC).

Pursuant to the review criteria identified above, the Development Services Division has reviewed the application and finds the following:

Finding #1: Criteria for approval. The standards set forth in the Land Development Regulations and the Comprehensive Plan control the development within the subject parcel. These standards were applied during the review of this concept plan.
Comments: The review of the proposed development and supporting application documents has determined that there are LDC compliance deficiencies. These compliance deficiencies are outlined specifically in findings 3, 4, 6, 7, 9, 10 and 12 *of this report.*

Finding #2. Consistency with the Comprehensive Plan. The site is designated Residential Preservation (RP) on the Future Land Use Map of the Comprehensive Plan. The Planning Department shall determine that the proposed development is consistent with the Comprehensive Plan prior to finding the application complete.
Comments: The Tallahassee/Leon County Planning Department has determined that this application is consistent with the Tallahassee-Leon County Comprehensive Plan (See Attachment #1).

Finding #3: Compliance with Article III, Land Development Code, Concurrency Management System Implementation Requirements: The proposed amendment shall include documentation from Concurrency Management that the concurrency has been addressed.
Comments: The applicant received a preliminary certificate of concurrency for the proposed development on October 30, 2009. The preliminary certificate will expire on January 30, 2010. Please refer to the Preliminary Certificate of Concurrency in Attachment #2.

Finding #4. Compliance with Article IV, Land Development Code, Environmental Management: The Environmental Compliance Division of the Department of Growth and Environmental Management has reviewed the application to determine whether the amended site and development plan will comply with the Environmental Management provisions of the Code, with regard to potential development impacts upon natural features and environmentally sensitive resources.

Comments: The Natural Features Inventory (NFI) for the application was approved on September 1, 2009. An Environmental Impact Analysis (EIA) is required for this application. As of the date of this report, the EIA was approved with conditions on November 17, 2009.

It should be noted that if this application were approved, the applicant would be required to apply for and obtain an Environmental Management Permit (EMP) prior to the commencement of any development activity. For additional information on compliance with the Article IV, please refer to comments from the Environmental Compliance Division included in Attachment #3.

Compliance Deficiencies:

a. *The application shall be revised to address the compliance deficiencies noted in the attached memorandum from Environmental Compliance prior to finding the application complete and forwarding to the BCC for final disposition.*

Finding #5. Compliance with the Residential Preservation Zoning District, Section 10-6.617 of the LDC. The primary function of the Residential Preservation zoning district is to protect existing stable and viable residential areas from incompatible land uses and density intrusions. Commercial, retail, office and industrial activities are prohibited. Certain nonresidential activities may be permitted, such as home occupations consistent with the applicable provisions of Section 10-6.803; community services and facilities/institutional uses (which includes libraries) consistent with the applicable provisions of Section 10-6.806; and churches, religious organizations and houses of worship.

Comments: The application proposes to construct a 13,200 square foot library facility, a special exception use in the RP district. Although not specifically required in Section 10-6.617, the applicant has provided minimum required building setbacks and has demonstrated that the proposed 13,200 sq ft facility will satisfy the minimum setback requirements for buildings. Special exception uses within the RP zoning district require ultimate approval by the Board of County Commissioners. Also refer to Finding #6.

Finding #6. Community Services and Facilities/Institutional Uses, Section 10-6.806 of the LDC. The intent of this section is to establish regulations, requirement and standards for land uses and activities conducted for the public welfare. The location of community services and facilities/institutional uses shall be consistent with the Comprehensive Plan.

Comments: The site is currently utilized as a Leon County park. The application proposes to remove the existing parking area and construct a 13,200 square foot library facility. The site is located in an area of the county that has no existing branch library facilities within the immediate vicinity. The proposed development also provides a parking space for an Emergency Management Services vehicle.

Compliance Deficiencies:

a. *The application narrative shall be revised to address the criteria of Section 10-6.806(c) of the Leon County Land Development Code (LDC). The current narrative does not adequately address these criteria; therefore, the application does not demonstrate compliance with this section of the LDC.*

Finding #7. Buffer Zone Standards, Section 10-7.522 of the LDC.
A buffer zone is a landscaped strip between adjacent land uses that is intended to serve a screening function, as well as, provide an attractive boundary between parcels. The width or degree of vegetation within a buffer zone depends on the type of land use(s) on adjacent parcels. The required widths and degree of vegetation plantings for all buffers are outlined in this section.

Comments: According to buffer chart found in Section 10-7.522, the proposed development will require additional buffering. A type "B" buffer shall be required along the perimeter of the site adjacent to

properties zoned Residential Preservation (RP) and developed with single-family homes. A 25 foot wide Type "B" buffer has been provided along the southern perimeter of the site. Although a Type "B" buffer is not required along the perimeter of the site adjacent to Pedrick Road, the applicant has provided this buffer which would appear to be in excess of the minimum required 20 foot wide landscape area. Please also refer to any additional comments from Environmental Compliance in attachment #3.

Compliance Deficiencies:

a. *The site plan does not provide a 20' landscape buffer, at minimum, along a small portion of the western perimeter of the site, located adjacent and to the north of the southern-most entrance. The site plan shall be revised to provide the minimum 20' landscape buffer in this location prior to final approval of the site and development plan.*

Finding #8. Compliance with Standards for Special Regulatory Districts. Conservation/Preservation Areas, Sections 10-6.704 and 10-6.705 of the LDC. The proposed development must comply with all applicable regulations pertaining to conservation and/or preservation areas as established in Article IV of the LDC, and within the Conservation and Land Use Element of the Comprehensive Plan if such are identified on site in the EIA. The site and development plan must clearly indicate significant environmental features or constraints located on or adjacent to the subject property and ensure that the proposed site and development plan accommodates these features.
Comments: The application appears to demonstrate compliance with this section by proposing construction outside of the majority of environmental constraints. However, please refer to the comments from the Environmental Compliance Division in Attachment #3.

Finding #9. Compliance with Parking and Loading Requirements, Section 10-7.544 of the LDC. Parking for the proposed development shall comply with the parking and loading standards outlined in this section.
Comments: The application proposes to construct a 13,200 square foot library facility. Pursuant to Section 10-7.545 of the LDC, the parking standards for a library shall be determined by the Parking Standards Committee. Therefore, a parking study for libraries will be required and shall be reviewed and approved by the Parking Standards Committee in order to determine the appropriate parking standards for this development. Sheet C3.0 provides information indicating a parking study or analysis has been undertaken by the applicant.

On October 14, 2009, the applicant provided revised drawings for Technical Staff Review, which included a parking study on Sheet C3.0. The study indicated that 97 regular parking spaces would be adequate to serve the proposed development. However, the site plan only indicated 92 regular parking spaces were provided. The Parking Standards Committee was provided with the parking study information submitted on October 14, 2009 and shall provide their comments at, or prior to a scheduled DRC meeting.

On October 27, 2009, Leon County Growth & Environmental Management recommended approval of the parking study received on October 14, 2009 with the added condition that the onsite parking layout/design shall demonstrate compliance with all applicable landscaping requirements as established in the LDC. On October 29, 2009, Leon County Public Works recommended approval of the parking study which indicated 97 regular parking spaces would be required. See attachment #4 for the comments from the Parking Standards Committee on this parking study.

The layout of the proposed development illustrates 92 total regular parking spaces are provided, which would indicate consistency with the updated parking study, received on November 4, 2009. However, the

parking standards table on Sheet C3.0 does not appear consistent with the parking study nor is it consistent with the actual number of regular parking spaces illustrated on the site and development plan layout (92 regular spaces). The parking standards table indicates 66-88 regular parking spaces are provided "per parking study". In addition, the parking table states that a total of 83 regular parking spaces were provided. It also indicates 9 regular parking spaces are provided "for park".

On November 16, 2009, Leon County Public Works approved the revised parking study submitted on November 4, 2009. On November 17, 2009, the Tallahassee/Leon County Planning Department approved the revised parking study, received on November 4, 2009.

Compliance Deficiencies:

a. *The parking study, indicating that 92 regular parking spaces would be required for this development, shall be approved by all members of the Parking Standards Committee prior to final approval of the site and development plan.*
b. *Sheet C3.0 of the site and development plan shall be revised to address the inconsistencies with the parking study and the unclear information (i.e. 5 spaces provided for park; 66-88 regular parking spaces provided per parking study; 83 parking spaces provided, etc) illustrated in the parking standards table.*

Finding #10. Compliance with General Layout and Design Standards, Section 10-7.502 of the LDC. The proposed plan of development shall comply with the general layout and design standards in this section. This includes streets, driveways, lots and lot designs, stormwater management areas, pedestrian and bikeways and facilities, proposed utility locations and easements, public/private street designations, utility systems and protection of natural features.

Comments: The City of Tallahassee has provided information via email (see attachment #7) which indicates that the County has agreed to construct a lift station and force main to extend sanitary sewer to this site. In regard to other aspects of compliance with Section 10-7.502(b)(2) of the LDC, and consistent with past practices and administrative protocols, the Department of Growth and Environmental Management defers analysis of dimensional requirements for infrastructure to the Department of Public Works; please refer to the comments from that Department provided in Attachment #5.

Compliance Deficiencies:

a. *The site and development plan shall be revised to address the deficiencies noted in the attached memorandum from Leon County Public Works prior to finding the application complete.*

b. *A letter of agreement between the City of Tallahassee and the applicant for the construction of the lift station and extension of the force main shall be completed and a copy provided to Development Services. In addition to the letter of agreement, the applicant shall provide Leon County Growth & Environmental Management with documentation that demonstrates that the property owner, upon which the proposed lift station will be constructed, has agreed to the proposed improvements. The site and development plan application shall be revised to provide a copy of the letter of agreement, documentation which demonstrates approval by the property owner(s) involved in the construction of the lift station, along with documentation of an approved utility concept plan, prior to finding the application complete.*

Finding #11. Signage, Article IX of the LDC. The site and development plan shall demonstrate compliance with the sign regulations of this section.

Comments: The application proposes to construct an entrance sign near the southern entrance. The application also provides annotation which states that the proposed signage shall comply with Article IX

of the LDC. Therefore, the application appears to be compliant with this section. The design criteria of any proposed sign shall be handled at the time of the sign's permitting and the sign shall be installed in accordance with Article IX of the LDC.

Finding #12. Compliance with Other Regulations Applicable to Site and Development Plan Applications. The application shall address any other applicable deficiencies as well as the comments and deficiencies of other department or technical staff reviewers.
Comments: *The application received clearance from Aquifer Protection on October 20, 2009.*

The City of Tallahassee indicated that central sanitary sewer was available to the site in their memorandum dated October 28, 2009. Utility concept plan approval is required prior to finding the application complete. See email response from Jimmy Lee, City of Tallahassee Utilities in Attachment #7.

Compliance Deficiencies:

a. *A letter of agreement between the City of Tallahassee and the applicant for the construction of the lift station and extension of the force main shall be completed and a copy provided to Development Services. In addition to the letter of agreement, the applicant shall provide Leon County Growth & Environmental Management with documentation that demonstrates that the property owner, upon which the proposed lift station will be constructed, has agreed to the proposed improvements. The site and development plan application shall be revised to provide a copy of the letter of agreement, documentation which demonstrates approval by the property owner(s) involved in the construction of the lift station, along with documentation of an approved utility concept plan, prior to finding the application complete.*
b. *The cover sheet shall be revised to update the title of the site and development plan. The title should be revised to state: Type "C" site and development plan for the Eastside Branch Library.*
c. *Sheet C3.0 shall be revised to update the "Project Development Schedule". The schedule indicates a "DRC Plan Approval" in November 2009. The DRC does not render a final decision on this application, only a recommendation to the BCC. The application will then proceed to the BCC for ultimate decision at the next available public hearing. Therefore, the applicant shall revise the development schedule accordingly.*
d. *The site and development plan shall be revised to provide a lighting plan which demonstrates that lighting for the proposed development will not adversely impact the adjacent residential parcels. In addition, a note shall be added to the plan which states that lighting shall be directed to not shine on off-site residential properties. The lighting plan shall clearly identify that the proposed light fixtures are designed with recessed bulbs and/or filters. The height of light fixtures in the parking area should not exceed 18 feet from grade.*
e. *The application shall be revised to address the deficiencies noted by the Tallahassee Fire Department in Attachment #6.*

SITE AND DEVELOPMENT PLAN RECOMMENDATION:

Subject to satisfying the deficiencies cited in findings 3, 4, 6, 7, 9, 10 and 12, above, the Development Services Division recommends that this application be forwarded to the Board of County Commissioners for final disposition with a recommendation for approval. The applicant shall revise the site and development plan to address the following deficiencies:

1. The site and development plan application shall be revised to address the deficiencies noted in Finding #3 of the Development Review Committee staff report. More specifically, the applicant

shall address the deficiencies noted in Finding #3a prior to final approval of the site and development plan.

2. The site and development plan application shall be revised to address the deficiencies noted in Finding #4 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #4a prior to final approval of the site and development plan.
3. The site and development plan application shall be revised to address the deficiencies noted in Finding #6 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #6a prior to final approval of the site and development plan.
4. The site and development plan application shall be revised to address the deficiencies noted in Finding #7 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #7a prior to final approval of the site and development plan.
5. The site and development plan application shall be revised to address the deficiencies noted in Finding #9 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #9a and 9b prior to final approval of the site and development plan.
6. The site and development plan application shall be revised to address the deficiencies noted in Finding #10 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #10a and 10b prior to final approval of the site and development plan.
7. The site and development plan application shall be revised to address the deficiencies noted in Finding #12 of the Development Review Committee staff report. More specifically, the applicant shall address the deficiencies noted in Finding #12a, 12b, 12c, 12d and 12e, prior to final approval of the site and development plan.

Preferred Design Alternative:

No additional comments.

Responses to Notification:

129 notices mailed
0 responses returned
4 returned as undeliverable

Attachments:

1. November 18, 2009, memorandum from Zach Galloway, Tallahassee/Leon County Planning
2. October 30, 2009, Preliminary Certificate of Concurrency
3. November 18, 2009, memorandum from Charley Schwartz, Environmental Compliance
4. Memorandums from Leon County Public Works, Leon County Growth & Environmental Management and Planning in response to the Parking Study submitted by the applicant.
5. November 17, 2009, memorandum from Kimberly Wood, Leon County Public Works
6. November 18, 2009, memorandum from Maurice Majszak, Tallahassee Fire Department
7. November 17, 2009, email response from Jimmy Lee, City of Tallahassee Utilities

TLCPD

Tallahassee-Leon County Planning Department

MEMORANDUM

TO: DRC Members

FROM: Zach Galloway, Senior Planner, TLCPD

DATE: November 13, 2009

SUBJECT: November 18, 2009: Development Review Committee – Eastside Branch Library

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APPLICANT: Leon County
AGENT: Spectra Engineering & Research, Inc.
PARCEL ID: 11-24-20-008-0000
FUTURE LAND USE: Residential Preservation
ZONING: Residential Preservation (RP)

Findings:

1) The proposed project is the construction of a 14,000 s.f. branch library on 19.33 acres located at 1709 Pedrick Road.

2) The proposed project complies with the density, intensity, and allowed use provisions of the Residential Preservation future land use category of the Tallahassee-Leon County Comprehensive Plan.

3) *Interconnectivity.* Comprehensive Plan, Transportation Policies require interconnections between developments. However, existing parcels/development and environmental features preclude connections.

Deviation to Development Standards:

NA

Planning Department Response to Deviation Request:

NA

Recommendation:

The Planning Department recommends approval of the site plan.

Attachment # 3
Page 10 of 17

Certificate Number: LCM090029
Date Issued: 10/30/2009
Expiration Date: 01/30/2010

LEON COUNTY
PRELIMINARY CERTIFICATE OF CONCURRENCY

Applicant.....: SPECTRA ENGINEERING & RESEARCH
Owner:.....: LEON COUNTY
Project Name....: Eastside Library
Project Location: Pedrick Road
Current Zoning: RESIDENTIAL PRESERVATION
Future Use Description: RESIDENTIAL PRESERVATION
Parcel I.D. Number(s) 11-24-20-008-0000

Type of Land Use:
Library 13200 Sq Ft

Conditions:

This Preliminary Certificate of Concurrency is issued pursuant to Article VI of Chapter 10 of Leon County Code of Laws. Based upon the information submitted by the applicant, this certificate certifies that a development with the land use densities and intensities specified at the location specified above will have adequate infrastructure capacity tentatively reserved for water, wastewater, solid waste, recreation, mass transit, stormwater and transportation to serve the needs of the development. School capacity is not reserved at the time of the issuance of a Preliminary Certificate of Concurrency. Concurrency applicants for residential development after June 6, 2008 are required to provide proof from the Leon County School Board that school concurrency has been satisfactorily addressed.

The information provided by the applicant has not been verified as accurate by staff. Upon notification from the Development Services Division that a complete application for a Development Order is received from the applicant, staff will begin the assessment of the information received from the applicant. This permit in no way gives the proposed development any final authorization to develop, nor does it absolve the applicant from fulfilling the requirements of any Federal, State, County, or City Laws or regulations related to land use or land development.

Ryan Guffey, AICP
Development Review and
Inspection Division

10-30-09
Date

Leon County, Department of Growth & Environmental Management

MEMORANDUM

TO: Ryan Culpepper
Development Services Administrator

FROM: Charley M. Schwartz, P.E. CMS
Senior Environmental Engineer

DATE: November 17, 2009

RE: **Eastside Branch Library (fka Southeast Branch Library)**
Type "C" Site and Development Plan – DRC meeting for 11/18/2009
Parcel ID: 11-24-20-008-0000

The applicant for the referenced project is seeking DRC approval of the 11-sheet (Including the cover sheet) site and development plan set titled:

TYPE "C" TECHNICAL REVIEW SITE
DEVELOPMENT PLAN FOR EASTSIDE LIBRARY

Environmental Compliance staff has completed their review of information and plans submitted for the referenced project. The applicant received an approval with conditions, for the Environmental Impact Analysis (LEA09-0051), on November 17th, 2009. Based on our review of the plans submitted for DRC review by the applicant, we recommend approval of this project provided the following conditions are met.

1. Based on revised plan sheets supplied by the applicant since the time of the original DRC Site Plan submittal, it has been determined that the project will be able to meet the natural area requirements within the County Land Development Code [ref LDC Sec. 10-4.345 & 346]. The Site Plan shall be revised to show that the natural area requirements are met.

2. The Site Plan shall be revised accordingly to include any portion of parcels 11-24-20-002-0000 and 11-24-20-004-0000 used to demonstrate compliance with the natural area requirements (See Item 1 above).

3. The Site Plan shall be revised to show that grassed swales with gentle side slopes (underlain with geotextile if necessary) be used in lieu of the concrete drainage flumes. The change is required to make the Site Plan consistent with the approved EIA.

The following issues will need to be addressed during permitting. The issues are identified herein in case other review groups believe these need to be addressed within the Site Plan.

4. The proposed Vegetation Management Plan for the Natural Area is not acceptable. While limited passive recreation (including a few park benches, small foot trails, etc.) may be allowable, mowing, prescribed burning, and maintenance in a park like condition are not acceptable. The management plan will need to reflect the maintenance of natural vegetative communities.

5. Several areas of the site including significant portions of the proposed post-development natural area are infested with invasive and/or exotic plant species. The permit will need to address eradication/treatment of invasive plants.

6. Documentation shall be provided indicating that the proposed improvements and construction methods within the pipeline easement area are acceptable to the easement holder (Florida Gas Transmission Company).

7. Construction activity will not be allowed to begin for the project until the applicant demonstrates that all utilities are imminently available (ex. construction of nearby sewer pump station).

Should you have any questions or need additional information, please contact me.

BOARD OF COUNTY COMMISSIONERS
MEMORANDUM

Attachment # 3
Page 12 of 12

DATE: November 16, 2009

TO: Ryan Culpepper – Development Services Administrator

FROM: Tony Park, P.E., Director of Public Works Tony

SUBJECT: Eastside Library Revised Parking Standards Request – LSP090036

After reviewing the revised information provided by applicant, and taking into consideration that this site provides parking for the library, park and EMS staging, Public Works approves the parking standards request for 92 spaces, as submitted November 15, 2009.

F:\WOODK\siteplan\parking_eastsidelibraryupdated.doc

ASafety is No Accident@

Fax sent by : 8506061501 LEON COUNTY PUBLIC W 11-16-09 08:14 Pg: 2/2

RyanCulpepper - RE: Eastside Libary Parking Standards memo for EastsideLibrary (LSP090036)

Attachment # 3
Page 13 of 17

From: "Snyder, Russell" <Russell.Snyder@talgov.com>
To: "Culpepper, Ryan" <CulpepperR@leoncountyfl.gov>
Date: 11/16/2009 8:40 AM
Subject: RE: Eastside Libary Parking Standards memo for EastsideLibrary (LSP090036)

92 is acceptable.

-----Original Message-----
From: Ryan Culpepper [mailto:CulpepperR@leoncountyfl.gov]
Sent: Sunday, November 15, 2009 3:49 PM
To: McDevitt, David; Park, Tony; Snyder, Russell
Subject: Fwd: Eastside Libary Parking Standards memo for EastsideLibrary (LSP090036)
Importance: High

I have already received comments back from Public Works on this request. I will note, however, that the parking study has changed since the original submittal on October 14, 2009. Note that the parking study now shows that only **92** regular parking spaces will be needed (the original request stated 97), which is consistent with the actual number of spaces provided on the site plan in the last two submittals.

Please provide me your department's comments prior to Tuesday (11/17) so that I can include it in the report.

Ryan Culpepper
Development Services Administrator
Leon County Growth & Environmental Management
Renaissance Center, 2nd Floor
435 N. Macomb St
Tallahassee, FL 32301
Phone: (850) 606-1300
Fax: (850) 606-1301 or 606-1302
E-mail: culpepperr@leoncountyfl.gov

Did you know that most homeowners can easily add an accessory dwelling unit to their existing house? Leon County allows both attached and detached accessory dwelling units. Applications fees are low, the review process is quick, and in most instances, the applicable standards are easy to meet. Please contact the Development Services Division for additional information at 850-606-1300.

BOARD OF COUNTY COMMISSIONERS
MEMORANDUM

DATE: November 17, 2009

TO: Ryan Culpepper – Development Services Administrator

FROM: Kimberly A. Wood P.E. – Chief of Engineering Coordination

SUBJECT: Type C Review of Eastside Branch Library for November 18, 2009, Development Review Committee Meeting

Public Works recommends approval subject to the following conditions;

1. Due to the direct impact on public facilities proposed by this project, Public Works will require that the applicant obtain Construction Plan Approval from Public Works prior to construction starting. This review for approval should coincide with applicant's application for environmental permits for the project.
2. Plans must revised with notes that indicate that the following changes may be required during construction plan review by Public Works:
    a. The overland concrete conveyances may be modified in typical section to allow for sufficient conveyance and also allow for access across them for pond maintenance.
    b. The ditch bottom inlet at the northern drive may be converted to a standard curb inlet.
    c. Typical sections of the concrete pavement, pavers, sidewalks, etc. will be finalized during Public Works review.
3. It is noted that construction is proposed within the gas easement on the property, including a stormwater drop inlet. Applicant should insure that such uses within the easement are in compliance with the easement.
4. Plans must be revised to demonstrate that emergency vehicles can maneuver through the parking areas. Sheet C3.1 must include the vehicle type, wheel paths, and information where it is apparent that the vehicle is driving over islands. Will the traffic islands have mountable curb? And will landscaping be placed such that emergency vehicles will not have to drive over it?
5. Applicant will need a Driveway Connection permit for any proposed connection to Pedrick Road, therefore should include information regarding the construction over the existing roadside drainage along Pedrick Road, pipe sizes and materials..
6. Plans suggest that the future trail around the pond "By Others" will be a 10 foot wide concrete sidewalk, which is not our understanding of the proposed trail. If shown on the siteplan, applicant should note that a 10 foot trail around the pond's maintenance access berm which will be designed and constructed by others, without suggesting design specifics.

TALLAHASSEE FIRE DEPARTMENT
SITE PLAN REQUIREMENTS

Project Name:	Eastside Branch Library "C"
Parcel ID #	11-24-20-008-0000
	LSP090036
AGENT:	Spectra Engineering & Research, Inc.
PLANNER:	Ryan Culpepper
MEETING DATE:	November 18, 2009

Located at 1709 Pedrick Road, the proposed project is the construction of a 13,200 SF Library.

Please provide occupant load calculations to determine fire sprinkler requirements.

Listed below are the Tallahassee Fire Department's requirements concerning the above proposed development. The agent or owner prior to approval shall address the items checked. Comment numbers are not sequential as only those comments pertinent to this project are provided.

_X_ 1. Must meet NFF (needed fire flow) as determined by AWWA Manual M31, using ISO Method. Please provide needed fire flow calculations to the Tallahassee Fire Department representative and to Water Utilities Engineering and Inspections at this time.
If hydrants are existing, the following is required. After the NFF is determined, the existing fire hydrant(s) shall be flowed to determine its GPM. If the GPM meets or exceeds the NFF, no additional hydrants are required. If it does not meet the NFF, additional hydrant(s) are required. **Fire flow from existing hydrant not provided. If fire sprinklers are not required, an additional fire hydrant is required to meet the calculated needed fire flow.**

_X_ 5. Commercial buildings, multi-family residential, institutional or industrial
*8 inch fire line and looped wherever possible
*Maximum distance between fire hydrants shall not exceed 300 feet
Please show on plans.

_X_ 6. Every building constructed shall be accessible to fire department apparatus by way of access roadways with all-weather driving surface of not less than 20 feet of unobstructed width, with adequate roadway turning radius capable of supporting the imposed loads of fire apparatus (32 tons) and having a minimum clearance of 13 feet, 6 inches. Slope approach angle 15 degrees, departure angle 9 degrees. **Please use auto-turn software (BUS-40) throughout site to show turning radii. Sheet C3.1 does not identify what template is being used. Additionally vehicle is show going over island to access the main entrance of the proposed building.**

_X_ 9. An automatic sprinkler system is required. The fire department connection (FDC) for the sprinkler system shall be located within 100 feet of a fire hydrant. A post

indicator valve is required at the point where the water distribution system becomes exclusively used for a fire sprinkler system. Please show FDC, post indicator valve and hydrant locations on plans.

X 10. Every fire department connection shall be so located, with respect to hydrants, driveways, buildings and landscaping; that fire apparatus and hose connected to supply the system will not obstruct access to the buildings for other fire apparatus. Fire department connections shall be located in front of the building it services, shall be fully visible and recognizable from the street or nearest point of fire department apparatus accessibility, and shall be provided with address signage. Please show FDC location meeting the above stated code requirements.

X 11. Please include the following notes on plans:
Depth of fire main piping (to top of pipe):
36" minimum under driving surfaces
30" minimum under non-driving surfaces
Fire main piping shall not be covered until inspected by the Tallahassee fire department.
Fire hydrants shall be a minimum of 18" above grade measured to the steamer nozzle.
Steamer nozzle to face roadway or nearest point of fire department apparatus accessibility when placed in service.

Maurice Majszak
Tallahassee Fire Department
Senior Plans Examiner
327 N. Adams St
Tallahassee Fl 32301
(850)891-7179
Maurice.Majszak@talgov.com

Attachment # 9
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Ryan Culpepper - RE: Eastside Branch Library - sewer and water availability

From: "Lee, Jimmy" <Jimmy.Lee@talgov.com>
To: "Culpepper, Ryan" <CulpepperR@leoncountyfl.gov>
Date: 11/17/2009 2:18 PM
Subject: RE: Eastside Branch Library - sewer and water availability

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Ryan,

We have been coordinating with the County on this concerning the library. I am awaiting an updated concept plan for the Library site but from my talks with them, they have agreed to construct the Lift Station and force main on the Church site as part of the Library project. This will accommodate the sewer needs for the development and allow them to connect to central sewer.

Please give me a call at 891-6173 so we can discuss.

Jimmy

-----Original Message-----
From: Ryan Culpepper [mailto:CulpepperR@leoncountyfl.gov]
Sent: Tuesday, November 17, 2009 12:12 PM
To: Lee, Jimmy
Cc: Ezzagaghi, Nawfal; Schwartz, Charley; Kessler, Bruce
Subject: Eastside Branch Library - sewer and water availability
Importance: High

Jimmy,

It's our understanding that, based on your comments dated October 28, 2009, that sewer and water services are available to the referenced site. However, sheet C5.0 of the current site and development plan, submitted by the applicant, indicates that sanitary sewer is not currently available and will be provided by "others". Also, your comments indicated that a meeting between the city and Morningside Baptist Church was to occur on October 30, 2009. What was the end result of that meeting?

Therefore, the most interesting question of the day, does the site have access to central sanitary sewer or not? This project hinges on the availability of sewer services. I need your answer by the end of the day. The Development Review Committee will be reviewing this project tomorrow morning, therefore I need to have a report done by the end of today. Your comments will have a major impact.

Ryan Culpepper
Development Services Administrator
Leon County Growth & Environmental Management
Renaissance Center, 2nd Floor
435 N. Macomb St
Tallahassee, FL 32301
Phone: (850) 606-1300
Fax: (850) 606-1301 or 606-1302
E-mail: culpepperr@leoncountyfl.gov

Did you know that most homeowners can easily add an accessory dwelling unit to their existing house? Leon County allows both attached and detached accessory dwelling units. Applications fees are low, the review process is quick, and in most instances, the applicable standards are easy to meet. Please contact the Development Services Division for additional information at 850-606-1300.