

*provide signed and sealed documents at the time of permitting that the stormwater facility is not designed to hold water for no more than 72 hours after a rainfall event.*

*The Department of Environmental Health has noted the area of septic system installation appears to have approximately 3,600 s.f. of unobstructed area, which should be sufficient to install a septic system. The Department of Health has noted the size of the system is based on the planned use. Sewage flows will be determined at the time of permitting, based on the uses within the store (i.e. deli counter, food preparation, etc.). Should the final proposed use result in sewage flows exceeding the space limitations for the septic installation, the proposed use will have to be modified to comply with code requirements. See Attachment #7 for details.*

#### **Electric Services (Section 10-7.526)**

According to representatives from Talquin Electric Cooperative, the proposal is located within City of Tallahassee electric service area.

*Finding #21. No additional comments have been provided by the City of Tallahassee Power Engineering since the initial application meeting held on March 5, 2014.*

#### **Number of Off-Street Parking Spaces (Section 10-7.545) – Includes Schedule 6-2.**

The number of off-street parking spaces required for a convenience store is one space for every 300 gross square feet of gross floor area. The minimum bicycle parking required for convenience stores is 0.10 spaces for every required parking space.

*Finding #22. The 2,904 s.f. convenience store requires 10 ( $2,904 \text{ s.f.} / 300 = 9.68$ ) regular spaces. Pursuant to Section 10-7.545 of the Land Development Code, the standard number of spaces required may be equivalent (at the developer's discretion) to the range of spaces provided in Section 10-7.545(a) of the Land Development Code. According to this Section, 95% - 100% of the standard parking required in the Rural zoning district may be applied. Therefore, the applicant has the option of reducing the total number of regular off-street spaces to nine (9) - without requesting a parking deviation. The applicant has met the parking standard requirements, providing ten (10) regular spaces in addition to one disabled parking space.*

*Finding #23. One (1) bicycle parking space is required pursuant to this section (0.10 per required parking spaces [ $10 \times 0.10 = 1$ ]). One bicycle parking space was proposed with the previous submittal. Staff had recommended at least five, since the site is located in close distance to the Crump Road trailhead for the Miccosukee Greenway. The latest revised site plan now shows parking for up to five (5) bicycle spaces.*

*Finding #24. At the initial review, staff recommended a safe connection through the site for trail users. The site plan has been revised to include a safe route (6" solid white striping) from the front of the parcel (adjacent to the north property line) to the store front.*

#### **Required Off-Street Loading Space (Section 10-7.547 and Section 10-7.548)**

Every use requiring delivery or distribution of products and/or materials by motor vehicles requires loading berths in accordance with Schedule 6-6 of this section. Loading spaces shall observe the interior setbacks used for structures within the zoning district. Loading spaces shall not hinder the use of travel lanes and parking spaces. Schedule 6-6 states, commercial uses with a gross building floor area less than 8,000 square feet requires one (1) loading berth. Each required off-street

loading berth shall have a minimum width of 12 feet and a minimum length of 30 feet for local delivery vehicles. Semi-trailers require a minimum length of 60 feet.

***Finding #25. The development proposal is less than 8,000 s.f. The site plan includes one 12' x 60' loading berth in a revised location that is situated on the north end of the site. The loading berth meets the location standards outlined in Section 10-7.548 of the LDC.***

**Sec. 10-10.307. Well maintenance, well abandonment and geotechnical borings.**

According to this section, wells that are not in use shall be properly abandoned at the property owner's expense following guidelines established with the Northwest Florida Water Management District (NFWMD).

***Finding #26. The Aquifer Protection Division (COT) has indicated there is an existing well and septic system on-site. According to Paul Schmid with the Aquifer Protection Division, the well and septic systems need to be properly abandoned. The Aquifer Protection Division has noted the well abandonment and new well installation require permits from the NFWMD. The Leon County Department of Environmental Health will require septic tank abandonment. These are conditions that need to be annotated on the site plan in a prominent location.***

**Deviations. Criteria for granting a deviation from development standards (Section 10-1.106).**

A deviation was not requested with the application submittal. However, should the applicant file a request for a deviation, it shall be determined consistent with the criteria established in the referenced section. Each request for a deviation from a development standard is \$600. There is no application for such requests; however, each request shall be accompanied by a narrative which addresses the criteria mentioned above and the associated fee.

## CONCLUSION:

As noted in Finding #14 of the staff report, the written recommendation from the application review committee to the County Administrator's Designee is to approve the application, subject to the conditions – as outlined in the staff reports of the application review committee. Prior to the County Administrator's Designee issuing a preliminary decision, the applicant shall make the required revisions within thirty (30) calendar days of the staff recommendation. If the requested revised plans are not submitted within thirty (30) calendar days from the date of this report, the County Administrator's designee shall consider the application to be withdrawn. The designee may grant extensions of up to thirty (30) days, provided such request for extension is filed prior to the deadline date.

**REVISIONS:** The following is a list of revisions or additional information that needs to be incorporated as part of the site plan re-submittal prior to the application receiving a determination of completeness. The applicant shall submit the revised site plan within thirty (30) calendar days, which has addressed those items outlined below as well as, any additional revisions requested by other review staff included as an attachment.

1. **Auto-Turn** – The *Tallahassee Fire Department* has noted that the site plan shall be revised to demonstrate the access roadways are accessible to fire department apparatus by way of an "all-weather driving surface" of not less than 20 feet of unobstructed width, with adequate turning radius capable of supporting the imposed loads of fire apparatus (32 tons) and having a minimum clearance of 13 feet, 6 inches. The auto-turn provided on Exhibit C-2 by separating the BUS-40 emergency vehicle auto-turn configuration from the dumpster truck auto-turn configuration. These two auto-turn configurations need to be included in the site plan package as separate documents.

The *Public Works Department* has noted the auto-turn shall be revised to demonstrate the semi-truck can maneuver safely through the parking lot without encroaching on parking spaces, curbs or the pump area to access the loading zone. If deliveries are limited to off-hours only, then a note stating such must be include in the plans identifying the hours of operation and hours of deliveries. Be aware that off-hour deliveries and loading may affect access to the dumpster area.

2. **Sight Triangles** – The Public Works Department has stated the site plan shall be revised to show and dimension sight distance triangles in their entirety.
3. **Southernmost Driveway** – The southernmost driveway has been reconfigured as right-in, right-out configuration that includes a concrete "pork chop." The site plan shall be revised to include annotation which states the concrete pork chop shall have a mountable curb for emergency vehicle access.
4. **Hours of Operation** - The applicant has noted the hours of operation will be limited to help reduce the amount of light trespass and impacts on adjacent properties. However, the applicant has not indicated the store hours of operation. *Will gas canopy lighting be dimmed during non-store hours?* This information is useful in determining whether the proposed use would be as compatible as practical with nearby residences, as suggested with Section 10-7.505 of the LDC.
5. **Type "B" Landscape Buffer** – the site and development plan shall be revised to address landscaping and fencing requirements as per Section 10-7.522(2) and (3) of the LDC. Pursuant to subsection (2), the less intensive side will not have view of support posts and rails. This requirement needs to be annotated as a condition on Sheet 7 (Landscape Plan) of

the site plan. Subsection (3) states at least one-half of all required plant materials shall be installed and maintained on the side facing the less intensive use. The buffer shown along the east property line shall be revised to illustrate the 8-ft. fence with half of the required plantings on the less intense (residential) side.

6. **Two Acre Site Limitation** - Subdivision of the property to create a commercial tract that is no greater than two acres is required. The site plan has been amended to include a note to this effect on the cover sheet. However, this note shall also be included on Sheet 4 of the site plan in a prominent location.
7. **Environmental Services** – The applicant shall make the necessary revisions outlined in the Environmental Services Memorandum from Charley Schwartz dated April 1, 2014.
8. **Environmental Health (Septic)** - The applicant is required to provide signed and sealed documents, at the time of permitting for the septic system, that the stormwater facility is not designed to hold water for no more than 72 hours after a rainfall event.
9. **Fueling Islands** - The site plan should be revised to illustrate a maximum of three fueling islands. This reduction in canopy size will also further compatibility as set forth in Section 10-7.505 of the LDC. The reduced canopy size will help control the intensity of lighting as established under subsection seven (7). The maximum number of fueling positions shall be limited to seven (7) and the total (max.) number of vehicles that can fuel at any given time is limited to six (6) vehicles.

**CONDITIONS OF APPROVAL:** The following are conditions of approval that will be incorporated as part of the written recommendation to be included as part of the development order to the County Administrator's designee:

1. **Environmental Management Permit** – The applicant shall receive an approved EMP.
2. **As-Built and Operating Permit** – Approved As-Built and Operating Permits are required prior to final inspection. This condition needs to be annotated on the cover sheet and Sheet 4 of the site plan package.
3. **Two Acre Site Limitation** - Subdivision of the property to create a commercial tract that is no greater than two (2) acres is required. *The Planning Department has noted the commercial site is limited to 2 acres or less pursuant to Policy 3.1.2 of the Land Use Element.* The site plan has been amended to include a note to this effect on the cover sheet.
4. **Supervised Manual Fire Alarm System** – The Tallahassee Fire Department will require the applicant to provide a manual fire alarm system with complete smoke detection to be located at the proposed gas station facility. (As a condition, a restrictive note including these fire safety conditions is required to be included on the site plan.)
5. **Aquifer Protection Clearance** – The Aquifer Protection Division (COT) has indicated there is an existing well and septic system on-site. There is also an existing dwelling that will need to be removed, as noted on the existing conditions sheet. According to Paul Schmid with the Aquifer Protection Division, the well and septic systems need to be "properly abandoned." The Aquifer Protection Division has noted the well abandonment and new well installation require permits from the NFWFMD. Abandonment and/or removal needs to be included in the construction sequence as part of the environmental permit. The Leon County Department of Environmental Health will require septic tank abandonment. These are conditions that need to be annotated on the site plan in a prominent location.
6. **Design Alternatives** – Those design alternatives agreed to by the applicant as outlined on Sheet 4 of the Site Plan.

**Attachments:**

1. Tallahassee-Leon County Planning Department Memorandum from Susan Denny, Senior Planner
2. Concurrency Management Correspondence from Ryan Guffey, Concurrency Management Planner
3. Tallahassee Fire Department Memorandum from Gary Donaldson
4. Environmental Services Memorandum from Charley Schwartz
5. Public Works Memorandum from Kimberly Wood, PE, Chief of Engineering Coordination
6. Talquin Electric Cooperative Response
7. Memorandum from Department of Environmental Health, Alex Mahon