

PLANNING APPROVAL,
PLANNED UNIT DEVELOPMENT &
SUBDIVISION STAFF REPORT

Date: May 3, 2007

<u>NAME</u>	Weinacker's Montessori School, Inc.
<u>SUBDIVISION NAME</u>	WMSHC Subdivision
<u>LOCATION</u>	227 Hillcrest Road (East side of Hillcrest Road, 625'± South of Cedar Bend Court)
<u>CITY COUNCIL DISTRICT</u>	District 5
<u>PRESENT ZONING</u>	R-1, Single-Family Residence District
<u>AREA OF PROPERTY</u>	1 lot / 1.6 acres ±
<u>CONTEMPLATED USE</u>	Planning Approval to allow a school in an R-1, Single-Family Residential District, Planned Unit Development approval to allow multiple buildings on a single building site, and Subdivision approval to create one legal lot.
<u>TIME SCHEDULE FOR DEVELOPMENT</u>	Immediate

ENGINEERING

COMMENTS No fill allowed in AE flood plain without compensation. Show minimum finished floor elevation on each lot in AE flood plain. No detention is allowed in the AE flood plain. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.

Revised June 21st Engineering Comments: Show flood way. No detention in AE flood plain. Show Minimum Finished Floor on each lot. No fill in AE flood plain without flood study. It is the responsibility of the applicant to look up the site in the City of Mobile (COM) GIS system and verify if NWI wetlands are depicted on the site. If the COM GIS shows wetlands on the site, it is the responsibility of the applicant to confirm or deny the existence of wetlands on-site. If wetlands are present, they should be depicted on plans and/or plat, and no work/disturbance can be performed without a permit from the Corps of Engineers. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.

Revised July 19th Engineering Comments: Show flood way. No detention in AE flood plain. No fill in AE flood plain without flood study. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.

Revised August 16th Engineering Comments: Show minimum finished floor elevation. Label flood zone/floodway. Check the need for 100-year detention with 10-year release with the City Engineer. It is the responsibility of the applicant to look up the site in the City of Mobile (COM) GIS system and verify if NWI wetlands are depicted on the site. If the COM GIS shows wetlands on the site, it is the responsibility of the applicant to confirm or deny the existence of wetlands on-site. If wetlands are present, they should be depicted on plans and/or plat, and no work/disturbance can be performed without a permit from the Corps of Engineers. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.

TRAFFIC ENGINEERING

COMMENTS

Driveway number, size, location, and design to be approved by Traffic Engineering and conform to AASHTO standards.

Revised June 21st Traffic Engineering Comments: Driveway number, size, location, and design to be approved by Traffic Engineering and conform to AASHTO standards. Eliminate parking that backs into right-of-way.

Revised July 19th Traffic Engineering Comments: Driveway number, size, location, and design to be approved by Traffic Engineering and conform to AASHTO standards.

URBAN FORESTRY

COMMENTS

Property to be developed in compliance with state and local laws that pertain to tree preservation and protection on both city and private properties (State Act 61-929 and City Code Chapters 57 and 64).

FIRE DEPARTMENT

COMMENTS

All projects must comply with the requirements of the 2003 International Fire Code, including Appendices B through D, with local amendments, and the 2003 International Existing Building Code.

REMARKS

The applicant is requesting Planning Approval to allow a school in an R-1, Single-Family Residential District, Planned Unit Development approval to allow multiple buildings on a single building site, and Subdivision approval to create one legal lot. Schools require Planning Approval when located in R-1 districts.

The applicant, Weinacker's Montessori School, proposes to expand their facilities through the addition of a 3,000 square foot \pm structure. The site currently has four structures with a combined area of 3,520 square feet \pm .

No information has been provided regarding the age range of the existing/proposed students for the school or the existing/proposed grades served. No information has been provided regarding the number of existing or proposed "teaching stations," which is required to determine the required parking ratios. No information has been provided regarding the existing/proposed enrollment.

Due to the size of the proposed new structure, the site must be brought into compliance with the tree and landscaping requirements of the Zoning Ordinance, thus the site plan should be revised to depict compliance. Paved parking will be required for employees, and it cannot be located within the public right-of-way.

Finally, the Zoning Ordinance requires Planning Approval for schools (elementary and higher) in an R-1 district, and does not allow daycare or kindergarten facilities in R-1 districts.

RECOMMENDATION

Planning Approval: The request is recommended for Holdover until the June 7th meeting, with additional information due to the Planning Section of Urban Development by May 14th, to allow the applicant to provide the following information:

- 1) existing and proposed enrollment, including age range and grades;
- 2) program types by grade – full day versus half day or after school programs;
- 3) the number of existing and proposed teaching stations (classrooms);
- 4) revision of the site plan to show full compliance with the tree and landscaping requirements of the Zoning Ordinance;
- 5) revision of the site plan to show paved parking for employees, in compliance with the Zoning Ordinance;
- 6) revision of the site plan to show, if required, the general area of any on-site storm water detention pond or area; and
- 7) revision of the site plan to show a sidewalk along Hillcrest Road, or submission of an application for a Sidewalk Waiver

Planned Unit Development: The request is recommended for Holdover until the June 7th meeting to allow the applicant to provide additional information for the Planning Approval, and to make the following revisions to the site plan:

- 1) revision of the site plan to show full compliance with the tree and landscaping requirements of the Zoning Ordinance;
- 2) revision of the site plan to show paved parking for employees, in compliance with the Zoning Ordinance;
- 3) revision of the site plan to show, if required, the general area of any on-site storm water detention pond or area; and
- 4) revision of the site plan to show a sidewalk along Hillcrest Road, or submission of an application for a Sidewalk Waiver

Subdivision: The Subdivision request is recommended for Holdover until the June 7th meeting to allow the applicant to provide additional information for the Planning Approval and PUD applications.

Revised for the June 7, 2007 meeting:

The application was heldover from the May 3 meeting to give the applicant time to revise the site plans and provide the requested information by May 14th. The requested information was not provided by the applicant until the afternoon of May 30th, giving staff insufficient time to review the materials for the June 7th meeting.

RECOMMENDATION

Planning Approval: The request is recommended for Holdover until the June 21st meeting to give staff time to review the revised information.

Planned Unit Development: The request is recommended for Holdover until the June 21st meeting to give staff time to review the revised information.

Subdivision: The Subdivision request is recommended for Holdover until the June 21st meeting to give staff time to review the revised information.

Revised for the June 21, 2007 meeting:

The application was heldover from the June 7th meeting to give staff time to review the revised materials.

Two new site plans were provided, an existing conditions plan, and a proposed site plan.

The site currently has 3 classrooms with a total of 2 teachers per classroom, for a total of 6 teachers. Grade levels served are from Kindergarten through 1st grade, and current enrollment is approximately 85 students. Normal school hours are from 8:30 AM to 2:30 PM, however, they do provide before and after school programs as well as summer programs. It appears that parking currently occurs in gravel or grassed areas.

The proposed site plan depicts a new 3000 to 4000 square foot building, a widened access drive from Hillcrest Road, and 12 new parking spaces. The applicant proposes to add 2 to 3 new classrooms within the new building, extend the grades served from Kindergarten through 3rd grade, and increase enrollment to approximately 125 students.

The Zoning Ordinance requires 1 ½ parking spaces per teaching station, and it appears that the applicant will provide two teachers per classroom with the expansion. With a total of 6 classrooms, 12 teachers can be anticipated, thus 18 parking spaces should be provided. Additionally, parking areas with more than 10 spaces must be illuminated if the parking area is used at night, in compliance with Section 64-6.A.3.c. of the Zoning Ordinance.

It also appears that several of the proposed parking spaces will require drivers to back into the right-of-way for Hillcrest Road. While the right-of-way at this location is approximately 150 feet wide, much wider than the 100 feet recommended by the Major Street Plan component of the Comprehensive Plan, backing into the right-of-way is not permitted by Section 64-6.A.2. of the Zoning Ordinance. The parking area should be redesigned so that all circulation related to parking and pick-up and drop-off activities occur fully on the site, and that the dimensions for the parking and circulation comply with the standards listed in the Zoning Ordinance.

A dumpster or other waste facility is not depicted on the site plan, however, it is assumed that wastes are generated by the site. Since the site is a commercial use, waste must be removed from the site by a private service, thus if dumpsters are used, they must comply with the screening requirements of the Zoning Ordinance and be depicted on the site plan.

Finally, a protection buffer strip should be provided along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance.

The applicant may wish to consider withdrawing the current applications and resubmitting revised applications and plans which fully comply with the requirements of the Zoning Ordinance in order to avoid the 6 month waiting period required before new applications can be submitted, if the current applications are denied.

RECOMMENDATION

Planning Approval: *The request is recommended for Denial for the following reason:*

- 1) The proposed parking and circulation improvements will not comply with the requirements of the Sections 64-6.A.2. and 64-6.A.6. of the Zoning Ordinance;*
- 2) Insufficient parking will be provided for the proposed uses; and*
- 3) other site improvements necessary to comply with the Zoning Ordinance are not depicted on the site plan.*

Planned Unit Development: *The request is recommended for Denial for the following reason:*

- 1) The proposed parking and circulation improvements will not comply with the requirements of the Sections 64-6.A.2. and 64-6.A.6. of the Zoning Ordinance;*
- 2) Insufficient parking will be provided for the proposed uses; and*
- 3) other site improvements necessary to comply with the Zoning Ordinance are not depicted on the site plan.*

Subdivision: *The Subdivision request is recommended for Denial based upon the Planning Approval and Planned Unit Development recommendations.*

Revised for the July 19th meeting:

The applications were Heldover from the June 21st meeting at the applicant's request.

The applicant met with staff and subsequently submitted revised plans depicting a paved parking area with 18 spaces, the proposed new building of up to 4,000 square feet and containing up to 3 additional classrooms, and tree and landscape area calculations. It appears that the revised plans depict general compliance with the overall minimum requirements of the Zoning Ordinance. It should be pointed out, however, that no location for a dumpster or other waste disposal facility is depicted, and that no storm water detention facilities are depicted: these items should be depicted on the site plans if they will be required.

Regarding on-site circulation, gravel cannot be used as a maneuvering or parking surface, thus the site plan should be revised to clearly show asphalt where the "existing gravel drive" is labeled. The "existing gravel drive" area also appears to have excessive width, thus a redesign of this area is recommend, perhaps providing a traffic circle type facility to allow parents to easily circle to drop-off and pick-up children, and allowing school staff access to the parking area in the rear.

Regarding the use of the site, a note should be placed on the site plans stating that Weinacker's Montessori School is limited to a maximum of 12 teachers, 125 students, and grades K-3, and that any increase will require a new application for Planning Approval. Any changes to the site plan will additionally require new applications for Planning Approval and Planned Unit Development approval.

The site plans should be revised to depict a fence or protection buffer strip along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance.

Due to the size of the proposed parking area, a note should be placed on the site plans stating that the parking area will be illuminated in accordance with the requirements of Section 64-6.A.3.c. of the Zoning Ordinance, if the parking area is used at night.

Finally, regarding the Subdivision, a note should be placed on the plat stating that the site is limited to one curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards.

RECOMMENDATION

Planning Approval: *Based upon the revised plans, the request is recommended for Approval, subject to the following conditions:*

- 1) Revision of the site plan to depict a dumpster or waste storage facilities, in compliance with Section 64-4.D.9. of the Zoning Ordinance;*
- 2) Revision of the site plan to depict any required storm water detention facilities;*
- 3) Compliance with Engineering comments (Show flood way. No detention in AE flood plain. No fill in AE flood plain without flood study. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.)*
- 4) Revision of the site plan to clearly depict paving of all vehicular circulation and parking areas, and revision of the front "existing gravel drive" area to reduce the excessive driveway width or provide a circular pick-up and drop-off facility with central landscaped area;*
- 5) Placement of a note on the site plan stating that Weinacker's Montessori School is limited to a maximum of 12 teachers, 125 students, and grades K-3, and that any increase will require a new application for Planning Approval;*
- 6) Placement of a note on the site plan stating that any changes to the site plan, that would normally require a building or land disturbance permit, will require new applications for Planning Approval and Planned Unit Development approval prior to the issuance of any permits;*
- 7) Revision of the site plan to clearly depict a fence or protection buffer strip along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance;*
- 8) Placement of a note on the site plan stating that the parking area will be illuminated in accordance with the requirements of Section 64-6.A.3.c. of the Zoning Ordinance, if the parking area is used at night;*

- 9) *Placement of a note on the site plan stating that the site is limited to one curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards;*
- 10) *Provision of a revised Planning Approval site plan to the Planning Section of Urban Development prior to the signing of the final plat;*
- 11) *Completion of the Subdivision process; and*
- 12) *Full compliance with all municipal codes and ordinances.*

Planned Unit Development: *Based upon the revised plans, the request is recommended for Approval, subject to the following conditions:*

- 1) *Revision of the site plan to depict a dumpster or waste storage facilities, in compliance with Section 64-4.D.9. of the Zoning Ordinance;*
- 2) *Revision of the site plan to depict any required storm water detention facilities;*
- 3) *Compliance with Engineering comments (Show flood way. No detention in AE flood plain. No fill in AE flood plain without flood study. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.)*
- 4) *Revision of the site plan to clearly depict paving of all vehicular circulation and parking areas, and revision of the front "existing gravel drive" area to reduce the excessive driveway width or provide a circular pick-up and drop-off facility with central landscaped area;*
- 5) *Placement of a note on the site plan stating that any changes to the site plan, that would normally require a building or land disturbance permit, will require new applications for Planning Approval and Planned Unit Development approval prior to the issuance of any permits;*
- 6) *Revision of the site plan to clearly depict a fence or protection buffer strip along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance;*
- 7) *Placement of a note on the site plan stating that the parking area will be illuminated in accordance with the requirements of Section 64-6.A.3.c. of the Zoning Ordinance, if the parking area is used at night;*
- 8) *Placement of a note on the site plan stating that the site is limited to one curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards;*
- 9) *Provision of a revised Planned Unit Development site plan to the Planning Section of Urban Development prior to the signing of the final plat;*
- 10) *Completion of the Subdivision process; and*
- 11) *Full compliance with all municipal codes and ordinances.*

Subdivision: *Based upon the revised plans, the Subdivision request is recommended for Tentative Approval, subject to the following conditions:*

- 1) *Provision of revised Planning Approval and Planned Unit Development site plans to the Planning Section of Urban Development prior to the signing of the final plat;*
- 2) *Placement of a note on the final plat stating that the site is limited to one curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern*

boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards; and

- 3) Compliance with Engineering comments (Show flood way. No detention in AE flood plain. No fill in AE flood plain without flood study. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.).*

Revised for the August 16th meeting:

The applications were heldover from the July 19th meeting at the applicant's request. The applicant submitted revised site plans and a plat that depict an increase in paved parking from 18 to 29 total spaces. The site plan does not indicate a storm water detention facility, which may be required due to the amount of new paved area.

A meeting with the applicant indicates that the curb-cut situation is an existing situation that is being slightly modified by the Alabama Department of Transportation as part of the widening of Hillcrest Road. Therefore, the curb-cut limitation will be revised to state that the site is limited to the existing curb-cut.

The meeting with the applicant also revealed that the applicant has plans to expand the facility in the future. Staff recommended that the applicant withdraw the current applications and develop an overall master plan for the site in order to facilitate approvals in the future. As the applicant has apparently chosen not to follow staff recommendation, any future changes to the site or scope of activities will require new Planning Approval and Planned Unit Development applications.

RECOMMENDATION

Planning Approval: *Based upon the revised plans, the request is recommended for Approval, subject to the following conditions:*

- 1) Revision of the site plan to depict a dumpster or waste storage facilities, in compliance with Section 64-4.D.9. of the Zoning Ordinance;*
- 2) Revision of the site plan to depict any required storm water detention facilities;*
- 3) Compliance with revised Engineering comments (Show minimum finished floor elevation. Label flood zone/floodway. Check the need for 100-year detention with 10-year release with the City Engineer. It is the responsibility of the applicant to look up the site in the City of Mobile (COM) GIS system and verify if NWI wetlands are depicted on the site. If the COM GIS shows wetlands on the site, it is the responsibility of the applicant to confirm or deny the existence of wetlands on-site. If wetlands are present, they should be depicted on plans and/or plat, and no work/disturbance can be performed without a permit from the Corps of Engineers. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.)*
- 4) Placement of a note on the site plan stating that changes to the scope of operations for Weinacker's Montessori School will require a new application for Planning Approval;*

- 5) *Placement of a note on the site plan stating that any changes to the site plan will require new applications for Planning Approval and Planned Unit Development approval prior to the issuance of any permits;*
- 6) *Revision of the site plan to clearly depict a fence or protection buffer strip along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance;*
- 7) *Placement of a note on the site plan stating that the parking area will be illuminated in accordance with the requirements of Section 64-6.A.3.c. of the Zoning Ordinance, if the parking area is used at night;*
- 8) *Placement of a note on the site plan stating that the site is limited to the existing curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards;*
- 9) *Provision of a revised Planning Approval site plan to the Planning Section of Urban Development prior to the signing of the final plat;*
- 10) *Completion of the Subdivision process; and*
- 11) *Full compliance with all municipal codes and ordinances.*

Planned Unit Development: *Based upon the revised plans, the request is recommended for Approval, subject to the following conditions:*

- 1) *Revision of the site plan to depict a dumpster or waste storage facilities, in compliance with Section 64-4.D.9. of the Zoning Ordinance;*
- 2) *Revision of the site plan to depict any required storm water detention facilities;*
- 3) *Compliance with revised Engineering comments (Show minimum finished floor elevation. Label flood zone/floodway. Check the need for 100-year detention with 10-year release with the City Engineer. It is the responsibility of the applicant to look up the site in the City of Mobile (COM) GIS system and verify if NWI wetlands are depicted on the site. If the COM GIS shows wetlands on the site, it is the responsibility of the applicant to confirm or deny the existence of wetlands on-site. If wetlands are present, they should be depicted on plans and/or plat, and no work/disturbance can be performed without a permit from the Corps of Engineers. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.)*
- 4) *Placement of a note on the site plan stating that any changes to the site plan will require new applications for Planning Approval and Planned Unit Development approval prior to the issuance of any permits;*
- 5) *Revision of the site plan to clearly depict a fence or protection buffer strip along the North, East and South perimeters of the site, in accordance with Section 64-4.D.1. of the Zoning Ordinance;*
- 6) *Placement of a note on the site plan stating that the parking area will be illuminated in accordance with the requirements of Section 64-6.A.3.c. of the Zoning Ordinance, if the parking area is used at night;*
- 7) *Placement of a note on the site plan stating that the site is limited to the existing curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards;*
- 8) *Provision of a revised Planned Unit Development site plan to the Planning Section of Urban Development prior to the signing of the final plat;*
- 9) *Completion of the Subdivision process; and*

10) Full compliance with all municipal codes and ordinances.

Subdivision: *Based upon the revised plans, the Subdivision request is recommended for Tentative Approval, subject to the following conditions:*

- 1) Provision of revised Planning Approval and Planned Unit Development site plans to the Planning Section of Urban Development prior to the signing of the final plat;*
- 2) Placement of a note on the site plan stating that the site is limited to the existing curb-cut onto Hillcrest Road, and denied access to the unopened public right-of-way on the Eastern boundary of the lot, with the size, design and location of the curb-cut to be approved by Traffic Engineering and in compliance with AASHTO standards;*
- 3) Labeling of the lot with its size in square feet; and*
- 4) Compliance with revised Engineering comments (Show minimum finished floor elevation. Label flood zone/floodway. Check the need for 100-year detention with 10-year release with the City Engineer. It is the responsibility of the applicant to look up the site in the City of Mobile (COM) GIS system and verify if NWI wetlands are depicted on the site. If the COM GIS shows wetlands on the site, it is the responsibility of the applicant to confirm or deny the existence of wetlands on-site. If wetlands are present, they should be depicted on plans and/or plat, and no work/disturbance can be performed without a permit from the Corps of Engineers. Must comply with all storm water and flood control ordinances. Any work performed in the right of way will require a right of way permit.).*

LOCATOR MAP



APPLICATION NUMBER 1,2,& 3 DATE August 16, 2007

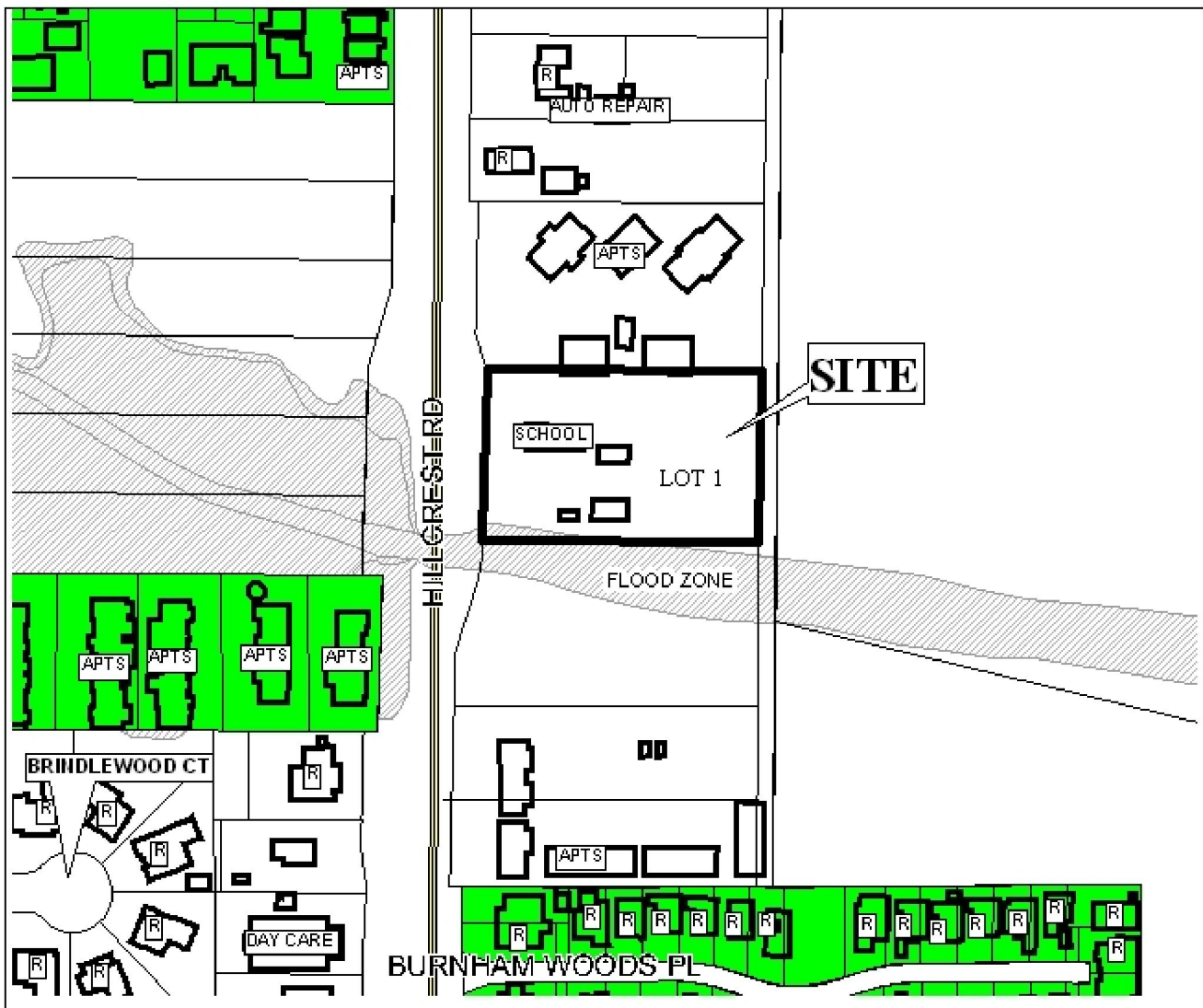
APPLICANT Weinacker's Montessori School, Inc.

REQUEST Subdivision, Planned Unit Development, Planning Approval



NTS

PLANNING COMMISSION VICINITY MAP - EXISTING ZONING



Apartments are to the north, west, and south of site and single family residential units are to the north and southwest.

APPLICATION NUMBER 1,2,& 3 DATE August 16, 2007

APPLICANT Weinacker's Montessori School, Inc.

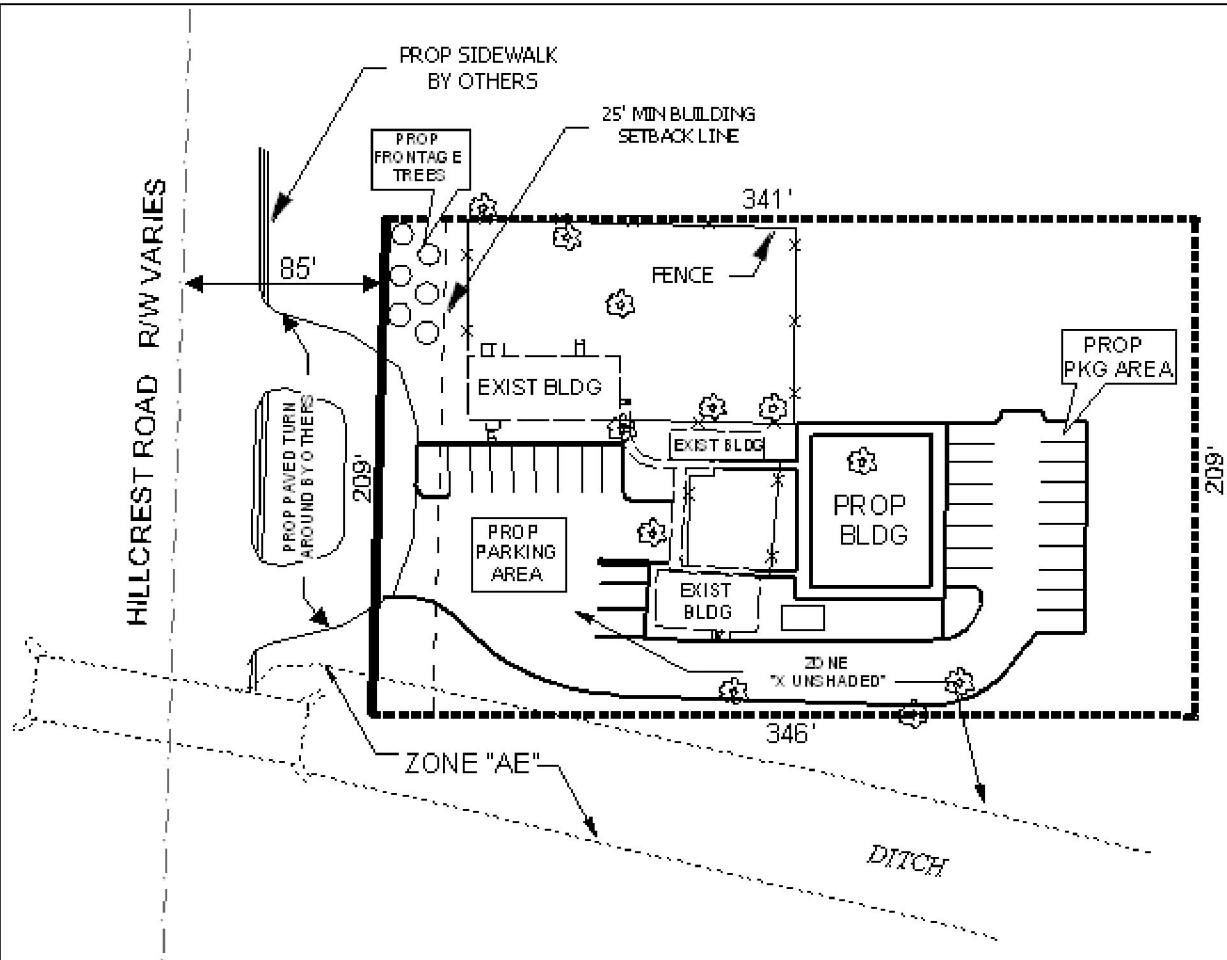
REQUEST Subdivision, Planned Unit Development, Planning Approval

LEGEND

R-1	R-2	R-3	R-A	R-B	H-B	B-1	LB-2	E-2	E-3	B-4	B-5	I-1	I-2	NTS
-----	-----	-----	-----	-----	-----	-----	------	-----	-----	-----	-----	-----	-----	-----



SITE PLAN



The site plan illustrates the proposed building, existing buildings, proposed drive, and fences.

APPLICATION NUMBER 1,2,& 3 DATE August 16, 2007

APPLICANT Weinacker's Montessori School, Inc.

REQUEST Subdivision, Planned Unit Development, Planning Approval



NTS