

MEMORANDUM

TO: Bethany Grubbs – Senior Planner, Planning & Zoning

FROM: Diana Spriggs, P.E. – Assistant Director, Public Works

DATE: July 9, 2025

SUBJECT: Dalton Learning Center - Special Exception Use (P25-041)
Traffic Generation, Stacking & Circulation Approval

This application and Traffic Report prepared by [Hazley Transportation Group](#) dated June 27, 2025 has been reviewed by the Public Works Department and the City's 3rd party traffic consultant, Kittelson and Associates. The transportation elements of the project were found to be in compliance with the adopted level of service and requirements of Chapter 156 of City Code, and Public Works Policy 19-01pwd.

The proposed use is for a K-8 private school with a maximum capacity of 200 students per State regulation. Based on the Traffic Report, the school is anticipated to generate 772 net new daily trips, 186 AM peak hour net new trips and 109 PM peak hour net new trips. Furthermore, the plan provides space for 52 vehicles to queue within the parking lot drive isle for drop-off and pick-up queuing. This project does not anticipate negatively impacting the adjacent roadway or adjacent parcels.

The applicant was required to meet with FDOT in order to verify all of their concerns are addressed with this site increasing trips directly on to their US Hwy#1 corridor. The applicant was able to receive a letter of "No Objection" from FDOT for their project. This recommendation of approval is based off the assumptions made for the traffic trips and stacking analysis as well as the Operational Management Plan included in the appendix of the traffic analysis.

Public Works would like to recommend the following condition of approval to include:

If the site is found to be out of compliance with the Operational Management Plan included as part of the Traffic Analysis for this Special Exception Use, the school owner or its authorized agent ("School Owner") will have 45 days to:

(a) amend the Operational Management Plan, in a manner acceptable to the City's Public Works Department, to mitigate traffic or stacking issues; or

(b) enforce the Operational Management Plan to ensure mitigation of traffic or stacking concerns ("Corrective Actions").

If the School Owner does not timely take Corrective Actions this Special Exception Use approval will expire. If the Public Work's Director determines that the School Owner is acting in good faith to resolve issues with the site and that the Corrective Actions will require more than 45 days to accomplish, the Public Work's Director may provide the School Owner with an extension of time to take Corrective Actions.