

PLANNING COMMISSION



STAFF REPORT

Department of Growth Management

MEETING DATE:	May 27, 2026
PROJECT:	New Riverside Village Parcel 4B-3C Preliminary Development Plan
APPLICANT:	Griffin Savedge of Thomas and Hutton
PROJECT NUMBER:	DP-03-26-020155
PROJECT MANAGER:	Dan Frazier, AICP, Planning Manager Department of Growth Management

REQUEST: The Applicant, Griffin Savedge of Thomas and Hutton, on behalf of property owner S70 Royce Group, LLC requests approval of a Preliminary Development Plan application. The project consists of the construction of two (2) two-story commercial buildings totaling 20,000 SF with associated infrastructure (Attachment 1).

INTRODUCTION: The subject property is within the New Riverside Planned Unit Development (PUD) and consists of approximately 2.35 acres identified by tax map number R610 036 000 3702 0000 within the New Riverside Village Master Plan. It is located along New Riverside Village Way west of Parkside Commons (Attachment 2).

BACKGROUND: This application is for a Preliminary Development Plan located within the New Riverside PUD and is subject to the standards set forth in the New Riverside PUD Development Agreement and Concept Plan, the New Riverside Village Master Plan and Unified Development Ordinance Sections 5.3 and 5.10. The subject property is referenced as Parcel F in the New Riverside Village Master Plan, which is restricted to a maximum of 20,000 SF of commercial/planned shopping (Attachment 3).

As reflected in the revised submittal, the proposed development includes two (2) two-story commercial buildings with associated drives, parking, landscaping, and utilities. The Applicant proposes a 12,900 SF building with a 1,000 SF outdoor patio and a 7,100 SF building. The site will be accessed from drives along New Riverside Village Way and Parkside Commons (Attachment 4).

Per Section 5.2.1.1 of the Development Standards Ordinance Modifications dated April 19, 2000, in the New Riverside PUD Concept Plan a total of 84 parking spaces are required. The Applicant proposes 63 spaces on site, with 21 spaces within the New Riverside Village (NRV) right-of-way. The Applicant has provided a letter from the NRV Property Owner Association, Inc., allocating the off-site parking spaces to the proposed development (Attachment 5).

The Preliminary Development Plan was reviewed at the April 8, 2026, Development Review Committee (DRC) meeting (Attachment 6). The Applicant provided a response to comments and revised plans on April 28, 2026 (Attachment 7 and 4).

REVIEW CRITERIA & ANALYSIS: The Planning Commission shall consider the criteria set forth in Section 3.10.3.A of the Unified Development Ordinance in assessing an application for a Preliminary Development Plan. The applicable criteria are provided below followed by Staff Finding(s) based upon review of the application submittals to date.

1. Section 3.10.3.A.1. Conformance with the applicable provisions provided in Article 5, Design Standards.

Finding. The property lies within the New Riverside PUD and therefore is subject to the standards set forth in the New Riverside PUD Development Agreement and Concept Plan, the New Riverside Village Master Plan, and Unified Development Ordinance Sections 5.3 and 5.10.

2. Section 3.10.3.A.2. The proposed development shall be in conformance with any approved Development Agreement, PUD Concept Plan, PUD Master Plan, Subdivision Plan, or any other agreements or plans that are applicable.

Finding. The property lies within the New Riverside PUD and therefore is subject to, and in conformance with, the standards set forth in the New Riverside PUD Development Agreement and Concept Plan, the New Riverside Village Master Plan.

Finding. At time of Final Development Plan submittal, the Applicant will be required to provide a letter of approval from the New Riverside Village POA Architectural Review Board, if applicable.

3. Section 3.10.3.A.3. If the proposed development is associated with a previously approved Master Plan, then the traffic and access plans shall adhere to the previously approved traffic impact analysis or assessment, where applicable. If an application is not associated with a previously approved PUD Master Plan, then a traffic impact analysis shall be required at final development plan submittal.

Finding. A New Riverside Village Traffic Impact Analysis (TIA) (December 2020, updated May 2021) identified transportation improvements for the master plan build-out, all of which have been constructed (Attachment 8).

4. Section 3.10.3.A.4. The proposed development must be able to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services, the applicant shall be

required to provide an analysis and mitigation of the impact on transportation, utilities, and community services.

Finding. The subject property is an outparcel within the New Riverside Village Master Plan and utilities have been stubbed to serve this site. Water, sewer, and drainage utilities, and established access are available to the project site and will be used to service the proposed commercial use.

Finding. Letters from the agencies providing public services will be required at time of Final Development Plan submittal per the Applications Manual.

5. **Section 3.10.3.A.5. The phasing plan, if applicable, is logical and is designed in a manner that allows each phase to fully function independently regarding services, utilities, circulation, facilities, and open space, irrespective of the completion of other proposed phases.**

Finding. The project is proposed to be completed in a single phase.

6. **Section 3.10.3.A.6. The application must comply with applicable requirements in the Applications Manual.**

Finding. The application has been reviewed by Town Staff and has been determined to be complete.

PLANNING COMMISSION ACTIONS: The Planning Commission has the authority to take the following actions with respect to the application as authorized by Section 2.2.6.C.5 of the UDO:

1. Approve the application as submitted;
2. Approve the application with conditions; or
3. Deny the application as submitted.

RECOMMENDATION: Town Staff finds that the requirements of Section 3.10.3.A of the Unified Development Ordinance (UDO) are met and recommends that the Planning Commission approve the development plan application as submitted.

ATTACHMENTS:

1. Application and Project Narrative
2. Vicinity Map
3. New Riverside Village Master Plan 08 24 2022
4. Revised Site Development Plans 04 29 2026
5. Letter from NRV POA regarding Allocated Parking Spaces
6. DRC Staff Comments & Original Site Development Plans 03 03 2026
7. Response to Staff Comments 04 29 2026
8. New Riverside Village Traffic Impact Analysis (TIA) 05 2021