

PLANNING COMMISSION

STAFF REPORT

Department of Growth Management



MEETING DATE:	August 27, 2025
PROJECT:	The Goddard School Preliminary Development Plan
APPLICANT:	Kathleen Duncan, J.K Tiller Associates, Inc.
PROJECT NUMBER:	DP-06-25-019796
PROJECT MANAGER:	Dan Frazier Planning Manager Department of Growth Management

REQUEST: The Applicant, Kathleen Duncan of J.K. Tiller Associates, Inc., on behalf of property owner David Johnson of Speyside Partners, LLC, is requesting approval of a Preliminary Development Plan application. The project consists of the construction of a two-story day care building with associated infrastructure (Attachment 1).

INTRODUCTION: The property is zoned Buckwalter Planned Unit Development (PUD) and consists of approximately 1.6 acres identified by tax map number R610 022 000 1128 0000 located west of Buckwalter Parkway north of Mott Street within the Berkeley Place Parcel C4 Master Plan and the Washington Square Development Plan (Attachment 2).

BACKGROUND: This application is for a Preliminary Development Plan located within the Buckwalter PUD and as such is subject to the standards set forth in the Buckwalter PUD Concept Plan, Development Agreement, the Berkeley Place Parcel C4 Master Plan, and the UDO Sections 5.3 and 5.10. The subject parcel is part of the Washington Square Development Plan, which was approved for construction on October 1, 2018. As part of this plan, the developer constructed roads and infrastructure to support the future development of individual parcels (Attachment 3).

As reflected in the revised site plan, the proposed development includes a 16,080 SF two-story daycare center including 13 classrooms and 1 multipurpose room, with associated driveways, access, parking, utilities, and stormwater infrastructure. The proposed facility is designed to accommodate approximately 220 students and 26 staff members. (Attachment 4).

In support of the proposed development, 28 onsite parking spaces are required (ZDSO 90/3 Section 5.2.1.1), and the applicant proposes 45 to accommodate staff and school drop-off/pick-up during the peak periods. According to the Applicant's narrative, the Goddard School follows an operational model implemented at other locations, in which parents are required to park their vehicles and bring the child into the facility. Should offsite queuing be necessary, it must be routed through Bleecker Street North. An exhibit demonstrating the offsite queuing will be required at time of Final Development Plan

approval.

A Traffic Assessment submitted by the Applicant concludes that the proposed daycare will generate comparable daily and peak-hour trip volumes to the commercial use previously anticipated in the original Traffic Impact Study provided in Washington Square Master Plan (Attachment 5). Additionally, a signalized intersection at Mott Street and Buckwalter Parkway is planned and is expected to be completed by the time of completion of Buckwalter Parkway Healthcare.

Staff comments on the Preliminary Development Plan were reviewed at the July 9, 2025, Development Review Committee meeting (Attachment 6). The Applicant provided a response to comments and revised site plans on July 25, 2025 (Attachment 7 and 3).

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 Buckwalter PUD and therefore is not subject to the Design Standards set forth in Article 5 of the Unified Development Ordinance (UDO).

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. Town Staff finds that the preliminary site plan is in conformance with the Buckwalter PUD Development Agreement and Concept Plan and the Berkeley Place/Parcel C4 Master Plan.

Finding. At time of Final Development Plan submittal, the applicant will be required to provide a letter of approval from the Washington Square POA Architectural Review Board.

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. The project is located within the Berkeley Place/Parcel C4 Master Plan and the Washington Square Development Plan. A Traffic Impact Analysis was approved in conjunction with the Berkeley Place/Parcel C4 Master Plan and an updated Traffic Assessment was approved in conjunction with the Washington Square Development Plan. The traffic and access plans for the project adhere

to the approved Traffic Impact Analysis and updated Traffic Assessment and no additional improvements are required for the proposed daycare.

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 parcel is an outparcel within the Washington Square development and utilities have been stubbed to serve this site. A fire hydrant, water service, sewer lateral, power and natural gas exist on site and are available for connection to serve this development.

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. Buckwalter Commons Parcel C4 Master Plan

4. Survey and Development Plan Set 07 25 25
5. Traffic Assessment
6. DRC Comments and Original Site Plans 06 10 25
7. Response to DRC Comments 07 25 25