

PD Modification Application: MM 25-1243

Zoning Hearing Master Date: November 17, 2025

BOCC Land Use Meeting Date: January 13, 2026



Hillsborough County Florida
Development Services Department

1.0 APPLICATION SUMMARY

Applicant: M Suites Hotel LLC

FLU Category: RMU-35

Service Area: Urban

Site Acreage: 3.59 AC

Community Plan Area: Town N' Country

Overlay: None



Introduction Summary:

Planned Development PD 08-0425 was approved in 2008 to allow 9,371 square feet of manufacturing uses on the southern parcel ("Area A") and a 103,700-square-foot hotel with 179 rooms and a 4,050 square foot associated conference center on the northern parcel ("Area B"). Since the original PD approval, the Future Land Use category has changed from LI to RES-35.

This application concerns only to the northern parcel, where the hotel was previously approved. The request seeks to replace the hotel and conference center entitlements with 125 multifamily residential units. The southern parcel, which retains its manufacturing entitlements. Additionally, two new access points are proposed along the west, and east property boundaries.

Existing Approval(s):	Proposed Modification(s):
103,700 square-foot hotel with 179 rooms and a 4,050 square-foot conference center associated only with the hotel on the northern parcel.	125-unit multifamily development in the northern parcel only
Maximum building height of 50 feet, 5-story structure for commercial buildings	Maximum building height of 75 feet/ 7-stories
Min. Front Yard: 300 ft (from the PD boundary) Min. Side Yard (East): 25 ft, (West): 55.5 ft Min. Rear Yard: 233 ft	Min. Front Yard: 25 ft (from the Area A boundary) Min. Side Yard (East and West): 25 ft Min. Rear Yard: 25 ft
One access point on the west PD boundary	Add a vehicular and pedestrian access in the northwest PD boundary
No access point is permitted along the east side of the PD	New pedestrian access along the east side of the PD envelope

Additional Information:

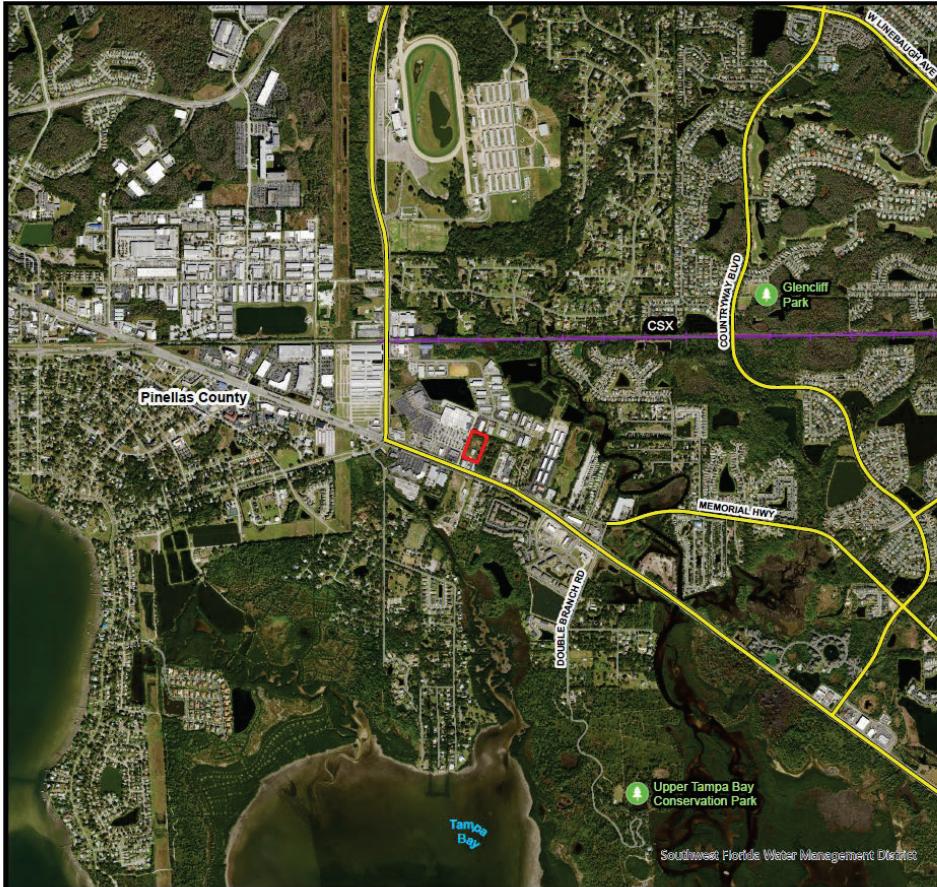
PD Variation(s):	LDC Part 6.06.00 (Landscaping/Buffering)
Waiver(s) to the Land Development Code:	None Requested as part of this application

Planning Commission Recommendation:
Consistent

Development Services Recommendation:
Approvable, subject to proposed conditions

2.0 LAND USE MAP SET AND SUMMARY DATA

2.1 Vicinity Map

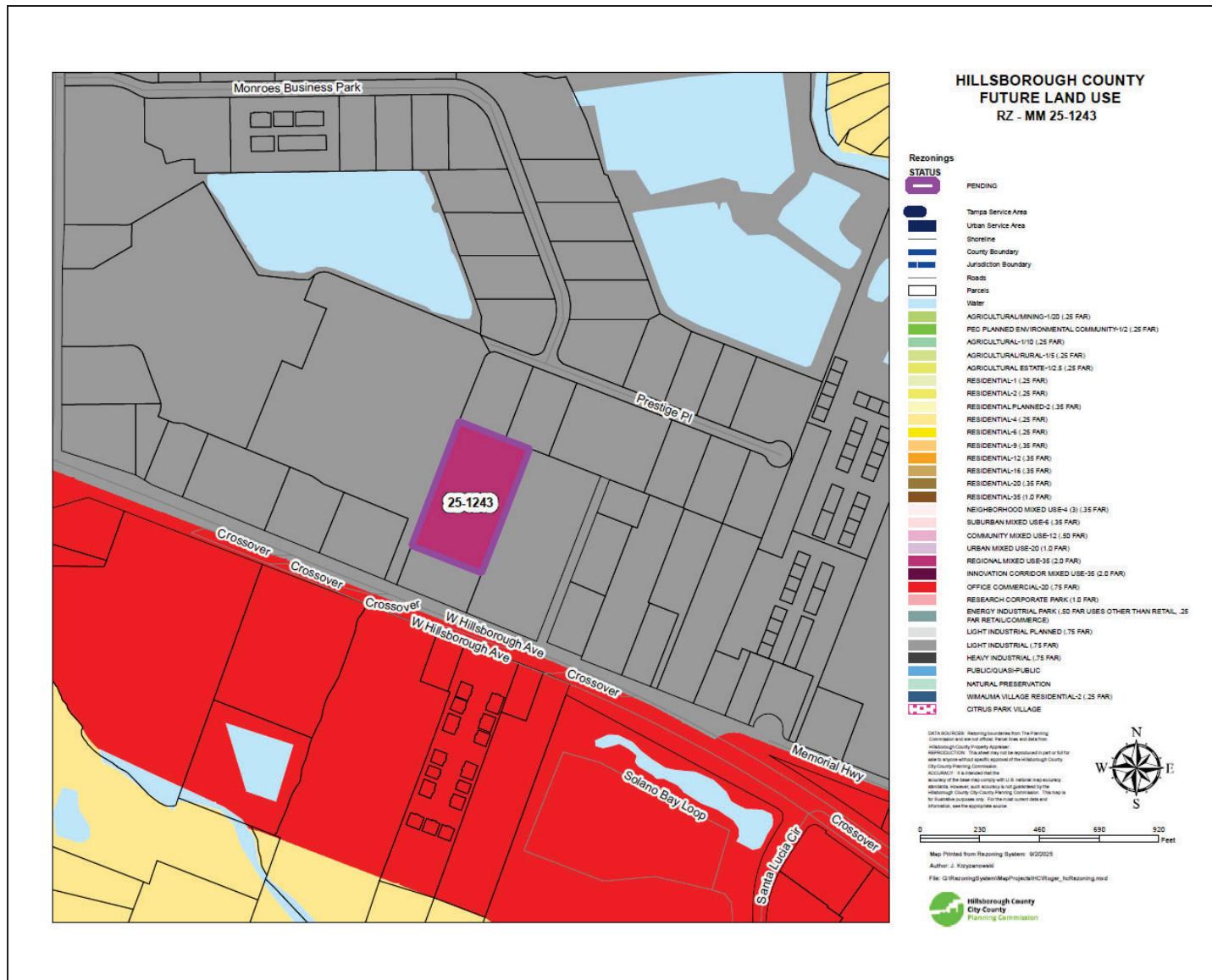


Context of Surrounding Area:

The parcel is located in a commercial corridor along W Hillsborough Ave., a Principal Arterial roadway. The area surrounding the property to the north, east and west contains Light Industrial, Retail and Offices. Across W Hillsborough Ave., to the south are Light Industrial, Agricultural and Offices.

2.0 LAND USE MAP SET AND SUMMARY DATA

2.2 Future Land Use Map



Subject Site Future Land Use Category:	RMU-35 - Regional Mixed-Use
Maximum Density/F.A.R.:	35 du/ga, 2.00 FAR
Typical Uses:	Agricultural, residential, retail commercial, office, business park, research corporate park, light industrial, multi-purpose and/or mixed-use projects at appropriate locations.

2.0 LAND USE MAP SET AND SUMMARY DATA

2.3 Immediate Area Map

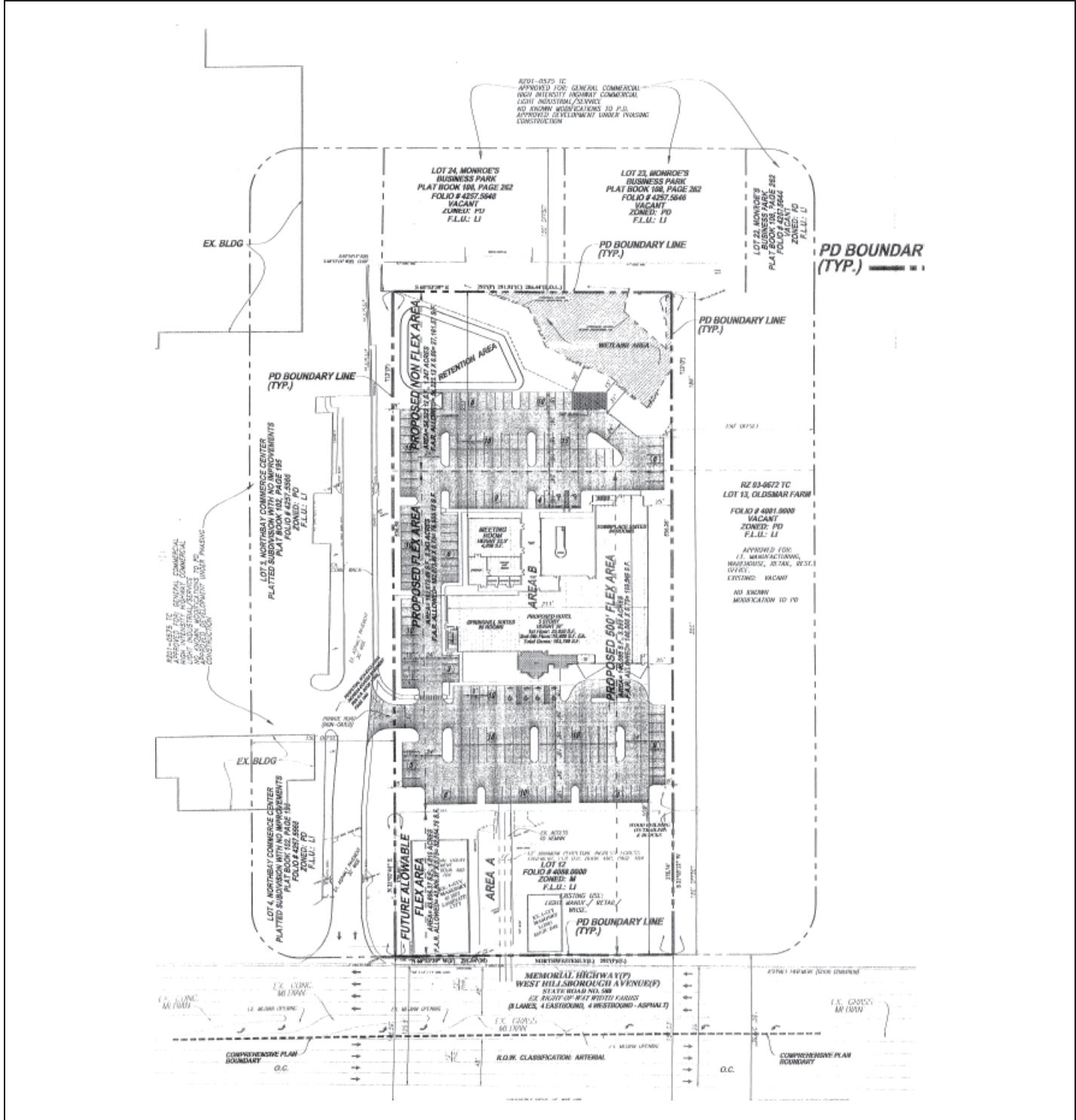


Adjacent Zonings and Uses

Location:	Zoning:	Maximum Density/F.A.R. Permitted by Zoning District:	Allowable Use:	Existing Use:
North	PD 01-0575	0.13 FAR	Light Industrial, Service Uses, M (Manufacturing) uses	Offices
South	PD 08-0425 (Area A)	0.19 FAR	Manufacturing uses	Office, Warehouse
East	PD 03-0672	Parcel B: 0.16 FAR Parcel C: 0.41 FAR Parcel D: 0.21 FAR	Restaurant, BPO (Business Professional), CN (Commercial Neighborhood) and M (Manufacturing) uses	Vacant
West	PD 01-0575	0.13 FAR	High Intensity Highway Commercial Uses M (Manufacturing) uses	Retail

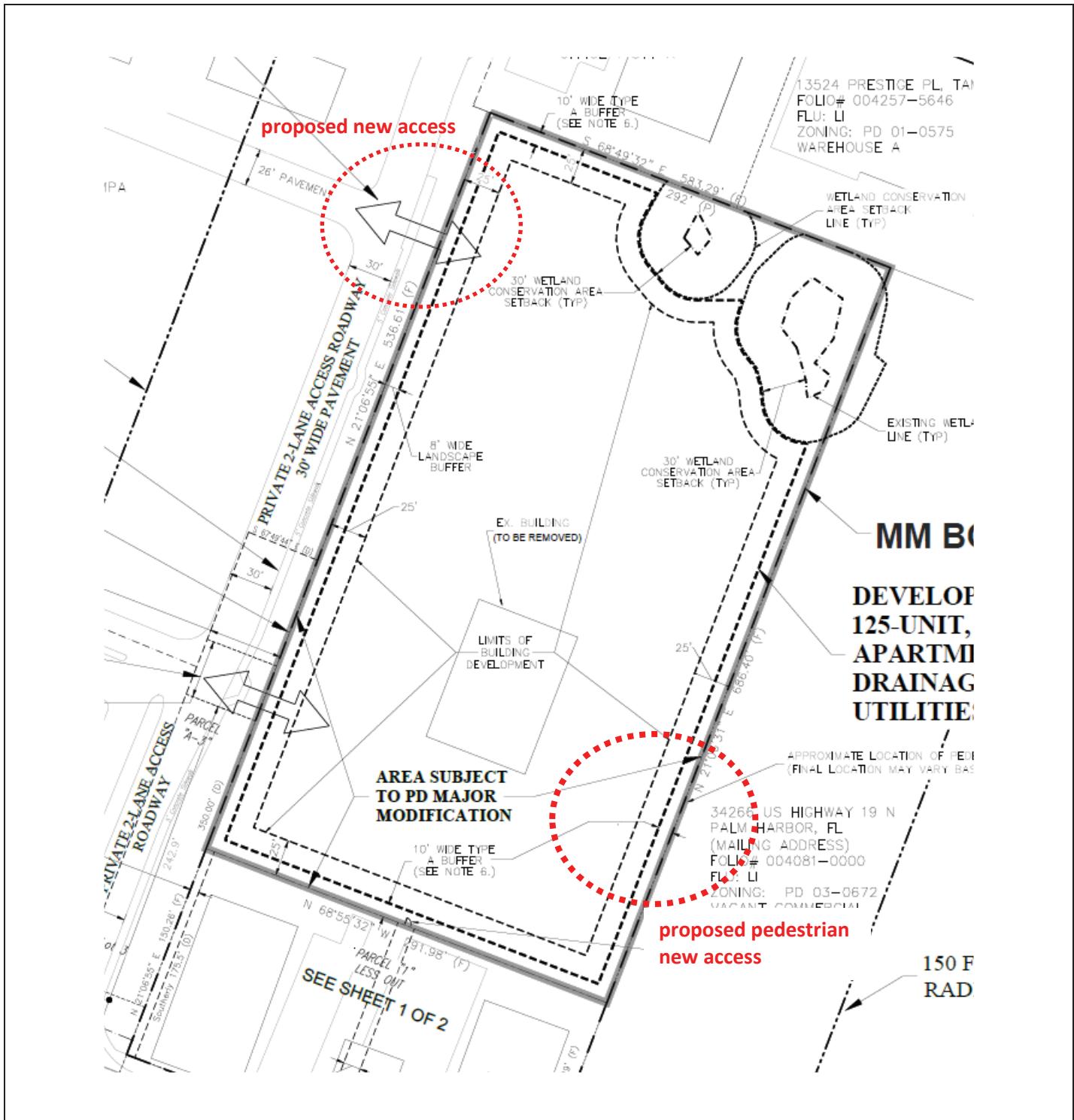
2.0 LAND USE MAP SET AND SUMMARY DATA

2.4 Approved Site Plan (partial provided below for size and orientation purposes. See Section 8.1 for full site plan)



2.0 LAND USE MAP SET AND SUMMARY DATA

2.5 Proposed Site Plan (partial provided below for size and orientation purposes. See Section 8.2 for full site plan)



3.0 TRANSPORTATION SUMMARY (FULL TRANSPORTATION REPORT IN SECTION 9.0 OF STAFF REPORT)

Adjoining Roadways (check if applicable)			
Road Name	Classification	Current Conditions	Select Future Improvements
Hillsborough Ave.	FDOT Arterial - Urban	6 Lanes <input type="checkbox"/> Substandard Road <input type="checkbox"/> Sufficient ROW Width	<input type="checkbox"/> Corridor Preservation Plan <input type="checkbox"/> Site Access Improvements <input type="checkbox"/> Substandard Road Improvements <input type="checkbox"/> Other

Project Trip Generation		<input checked="" type="checkbox"/> Not applicable for this request		
		Average Annual Daily Trips	A.M. Peak Hour Trips	P.M. Peak Hour Trips
Existing		1,045	61	96
Proposed	Proposed	558	44	48
Difference (+/-)		-487	-17	-48

*Trips reported are based on net new external trips unless otherwise noted.

Connectivity and Cross Access				
Project Boundary	Primary Access	Additional Connectivity/Access	Cross Access	Finding
North		Choose an item.	Choose an item.	Choose an item.
South		Pedestrian	Choose an item.	Choose an item.
East		Choose an item.	Pedestrian	Choose an item.
West	X	Vehicular & Pedestrian	Choose an item.	Choose an item.
Notes:				

Design Exception/Administrative Variance				
Road Name/Nature of Request	Type	Finding	Finding	
Hillsborough Ave./Maximum Driveway Length	Administrative Variance Requested		Approvable	
	Choose an item.		Choose an item.	
Notes:				

4.0 ADDITIONAL SITE INFORMATION & AGENCY COMMENTS SUMMARY

INFORMATION/REVIEWING AGENCY				
Environmental:	Comments Received	Objections	Conditions Requested	Additional Information/Comments
Environmental Protection Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Natural Resources	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Conservation & Environ. Lands Mgmt.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>Check if Applicable:</p> <p><input checked="" type="checkbox"/> Wetlands/Other Surface Waters <input type="checkbox"/> Potable Water Wellfield Protection Area</p> <p><input type="checkbox"/> Use of Environmentally Sensitive Land <input checked="" type="checkbox"/> Significant Wildlife Habitat</p> <p>Credit <input type="checkbox"/> Coastal High Hazard Area</p> <p><input type="checkbox"/> Wellhead Protection Area <input type="checkbox"/> Urban/Suburban/Rural Scenic Corridor</p> <p><input type="checkbox"/> Surface Water Resource Protection Area <input type="checkbox"/> Adjacent to ELAPP property</p> <p><input type="checkbox"/> Other _____</p>				
Public Facilities:	Comments Received	Objections	Conditions Requested	Additional Information/Comments
Transportation <input checked="" type="checkbox"/> Design Exc./Adm. Variance Requested <input type="checkbox"/> Off-site Improvements Provided	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Service Area/ Water & Wastewater <input checked="" type="checkbox"/> Urban <input type="checkbox"/> City of Tampa <input type="checkbox"/> Rural <input type="checkbox"/> City of Temple Terrace	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Hillsborough County School Board Adequate <input checked="" type="checkbox"/> K-5 <input checked="" type="checkbox"/> 6-8 <input checked="" type="checkbox"/> 9-12 <input type="checkbox"/> N/A Inadequate <input type="checkbox"/> K-5 <input type="checkbox"/> 6-8 <input type="checkbox"/> 9-12 <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>Impact/Mobility Fees (Fee estimate is based on a 1,200 square foot, Multi-Family Units 7 story)</p> <p>Mobility: \$4,864 * 125 units = \$ 608,000</p> <p>Parks: \$1,555 * 125 units = \$ 194,375</p> <p>School: \$3,891 * 125 units = \$ 486,375</p> <p>Fire: \$249 * 125 units = \$ 31,125</p> <p>Total Multi-Family (1-2 story) = \$1,319,875</p>				
Comprehensive Plan:	Comments Received	Findings	Conditions Requested	Additional Information/Comments
Planning Commission <input type="checkbox"/> Meets Locational Criteria <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Locational Criteria Waiver Requested <input type="checkbox"/> Minimum Density Met <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Inconsistent <input checked="" type="checkbox"/> Consistent	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

5.0 IMPLEMENTATION RECOMMENDATIONS

5.1 Compatibility

The proposed multifamily development, at 34.82 dwelling units per acre, is within the maximum density of 35 DU/AC permitted under the RMU-35 Future Land Use (FLU) category. Area A, approved for a 0.19 FAR, remains individually subject to the RMU-35 FLU. If approved, the total density and FAR would remain within the PD as under the RMU-35 Future Land Use category.

The surrounding area consists predominantly of commercial, office, and light industrial development within the LI (Light Industrial) and OC-20 (Office Commercial-20) Future Land Use categories. All adjacent parcels are governed by Planned Developments (PD) that permit a range of manufacturing, business, professional office, restaurant, and retail uses, reflecting a consistently nonresidential development pattern. The residential use is comparable in operational intensity to the previously approved hotel entitlement for the site and is not expected to generate noise, lighting, or traffic impacts beyond those typical of the surrounding commercial corridor.

The proposed increase in building height from 50 to 75 feet is compatible with the surrounding development pattern. "Area A" to the immediate south, and the PD area to the immediate north, allow intensive uses and require compliance with M zoning district standards, which allows a maximum height of 110 feet (with additional setbacks). Finally, the subject property is also outside of any Airport Height Restriction Area, confirming that the proposed height complies with all applicable safety and regulatory constraints.

Given the parcel size, the proposed building height does not meet the minimum setback of 110 feet (without required buffering). No residential uses are adjacent to the site. The RMU-35 Future Land Use category is considered an urban land use category, where an urban development form is appropriate. The PD as currently approved does not require compliance with the 2:1 setback.

The applicant requests a Planned Development (PD) variation from LDC Section 6.06.06 – Landscaping and Buffering, which requires a 20-foot buffer with Type B screening along the north and west property boundaries and a 20 to 30-foot buffer with Type B or Type C screening along the east. ~~Per the LDC requirements for a type A screening, evergreen plants, at the time of planting, shall be 6 foot high evergreen shade trees.~~ The applicant instead proposes ~~a 8 and~~ 10-foot buffers with screening consisting of 10-foot-high evergreen shade trees (2-inch caliper) planted 20 feet on center (as currently required).

Staff finds the proposed variation supportable. To the north, existing wetlands and vegetation separate the site from commercial buildings oriented away from the project. To the west, a retail use and associated parking areas create over 130 feet of separation with existing tree cover. The east side adjoins a vacant parcel approved for stormwater use, offering approximately 170 feet of natural vegetated separation, while to the south, structures within the same PD are set back about 50 feet and share internal circulation areas.

The proposed access modifications are intended to bring the project into compliance with current access management and multimodal connectivity standards. The addition of a vehicular and pedestrian access along the northwest boundary and a pedestrian gate along the south MM 25-1243 boundary.

Given the above, staff finds the proposed modification to be compatible with the surrounding properties and in keeping with the general development pattern of the area.

5.2 Recommendation

Staff recommends Approval, subject to conditions.

6.0 PROPOSED CONDITIONS

Approval - Approval of the request, subject to the conditions listed below, is based on the general site plan submitted October 30, 2025.

1. The project shall be permitted within Area A, a maximum of 9,371 square feet of Manufacturing uses, and within Area B, a maximum 125 multi-family units 103,700 square foot hotel with 179 rooms and 4,050 square foot conference center associated only with the hotel. The project shall be developed per the M zoning district development standards for Area A, with the following exception: The maximum FAR shall be 0.68. Area B, the multi-family development, shall provide a 25-foot setback from property lines, a maximum height of 75-feet/7-stories, maximum building coverage of 68 percent, and a maximum impervious surface of 85 percent.
2. Buildings shall be as generally located on the site plan received October 30, 2025 June 3, 2008, unless a modification is required to avoid impacts to mature trees on the site.
3. The requirements of Foot note 8, Section 2.01.01 of the Land Development Code regarding structures being set back an additional 2 feet for every 1 foot of structure height over 20 feet shall not apply.
4. The subject site is located in the Town N' County Community Based Plan Area. The proposed development would be subject to any applicable community plan design standards in effect at the time of development.
5. An evaluation of the property identified a number of existing trees qualifying as Grand Oaks as defined by the Land Development Code. The existence of these trees shall require identification of their location on the submitted preliminary plan through the Site Development process. Design efforts are to be displayed on the submitted preliminary plan to avoid adverse impacts to these trees.
6. The planting of required trees shall be sensitive to overhead electric utility lines. Trees that exceed a mature, overall height of 20 feet shall not be planted within 30 feet of an existing or proposed overhead electric utility line.
7. There shall be on the west side of the property, excluding lot 12 parcel folio 4080.0000, a 10-foot wide buffer along the north, east and south boundaries of the area subject to MM 25-1243, and an 8-foot wide buffer along the west boundary of the area subject to MM 25-1243, to include a row of evergreen shade trees which are not less than ten feet high at the time of planning, a minimum of two-inch caliper, and are spaced not more than 20 feet apart.
8. Approval of this petition by Hillsborough County does not constitute a guarantee that Natural Resources approvals/permits necessary for the development as proposed will be issued, does not itself serve to justify any impacts to trees, natural plant communities or wildlife habitat, and does not grant any implied or vested right to environmental approvals.
9. General building areas, stormwater retention areas and roadways shall be designed and located as necessary to comply with Chapter 1-11, Wetlands, Rules of the EPC.
10. For the area subject to MM 25-1243, the construction and location of any proposed environmental impacts are not approved by this correspondence, but shall be reviewed by Natural Resources staff through the site and subdivision development plan process pursuant to the Land Development Code.

11. For the area subject to MM 25-1243, ~~the construction and location of any proposed wetland impacts are not approved by this correspondence but shall be reviewed by EPC staff under separate application pursuant to the EPC Wetlands rule detailed in Chapter 1-11, Rules of the EPC, (Chapter 1-11) to determine whether such impacts are necessary to accomplish reasonable use of the subject property.~~

12. For the area subject to MM 25-1243, ~~Prior to the issuance of any building or land alteration permits or other development, the approved wetland / other surface water (OSW) line must be incorporated into the site plan. The wetland/ OSW line must appear on all site plans, labeled as "EPC Wetland Line", and the wetland must be labeled as "Wetland Conservation Area" pursuant to the Hillsborough County Land Development Code (LDC).~~

13. For the area subject to MM 25-1243, ~~Final design of buildings, stormwater retention areas, and ingress/egresses are subject to change pending formal agency jurisdictional determinations of wetland and other surface water boundaries and approval by the appropriate regulatory agencies.~~

1014. The developer will coordinate with Bay Area Commuter Service (BACS) to promote multi-modal alternatives by distributing ridesharing information in sales packages and displaying information so future employees can know about transit, vanpooling, carpooling and other multi-modal commuting methods.

1115. The applicant may be permitted one access point on Hillsborough Avenue. The general design and location of the access point shall be regulated by the Hillsborough County Access Management regulations.

1612. ~~Where applicable and subject to County standards, the developer may be required to construct additional left turn storage into the project's driveway. If it is determined by the results of any subsequent analysis submitted by the developer, that adequate right of way does not exist to construct any needed improvements (i.e. turn lanes), then the developer shall re-submit an analysis showing alternative improvements for the safe operation of the project and the adjacent street traffic. At the time of plat/site/ subdivision plan review, the developer shall obtain all applicable site access approvals and comply with any access improvements required by FDOT for the project's Hillsborough Ave. access connection.~~

1716. If MM 25-1243 is approved, the County Engineer will approve a Section 6.04.02.B. Administrative Variance (dated October 10, 2025), which was found approvable on November 6, 2025. Approval of this Administrative Variance will permit the project driveway length to exceed the maximum 250-foot length up to a total of +/- 330 feet as measured from Hillsborough Ave to the first residential building.

1317.18 The Developer shall construct sidewalks within the right-of-way along all roadways adjacent to the property boundaries and, if applicable, along both sides of all internal roadways. The sidewalks shall be a minimum width of five (5) feet. Pedestrian interconnectivity shall be provided between uses and adjacent parcels.

141819. The Developer shall provide cross access to adjacent parcels as required in the Land Development Code.

151920 If the notes and/or graphic on the site plan are in conflict with specific zoning conditions and/or the Land Development Code (LDC) regulations, the more restrictive regulation shall apply, unless specifically conditioned otherwise. References to development standards of the LDC in the above stated conditions shall be interpreted as the regulations in effect at the time of preliminary site plan/plat approval.

162021. The Development of the project shall proceed in strict accordance with the terms and conditions contained in the Development Order, the General Site Plan, the land use conditions contained herein, and all applicable rules, regulations, and ordinances of Hillsborough County.

172122. Effective as of February 1, 1990, this development order/permit shall meet the concurrency requirements of Chapter 163, Part II, Florida Statutes. Approval of this development order/permit does not constitute a guarantee that there will be public facilities at the time of application for subsequent development orders or permits to allow issuance of such development orders or permits.

2223. In accordance with LDC Section 5.03.07.C, the certified PD general site plan shall expire for the internal transportation network and external access points, as well as for any conditions related to the internal transportation network and external access points, if site construction plans, or equivalent thereof, have not been approved for all or part of the subject Planned Development within 5 years of the effective date of the PD unless an extension is granted as provided in the LDC. Upon expiration, re-certification of the PD General Site Plan shall be required in accordance with provisions set forth in LDC Section 5.03.07.C.

Zoning Administrator Sign Off:



SITE, SUBDIVISION AND BUILDING CONSTRUCTION IN ACCORDANCE WITH HILLSBOROUGH COUNTY SITE DEVELOPMENT PLAN & BUILDING REVIEW AND APPROVAL.

Approval of this re-zoning petition by Hillsborough County does not constitute a guarantee that the project will receive approvals/permits necessary for site development as proposed will be issued, nor does it imply that other required permits needed for site development or building construction are being waived or otherwise approved. The project will be required to comply with the Site Development Plan Review approval process in addition to obtain all necessary building permits for on-site structures.

7.0 ADDITIONAL INFORMATION AND/OR GRAPHICS

Variance Requests:

The site was previously approved for a commercial use, which required no buffering and screening along the western, northern and eastern boundaries. The proposed change will be for a residential use. Buffering and screening is now required within Area B, rather than within the adjacent commercial/industrial parcels, due to the use change. The required 20-foot wide buffer with Type B screening will be varied to allow a 8 and 10-foot wide buffers with Type B tree plantings.

8.0 SITE PLANS (FULL)

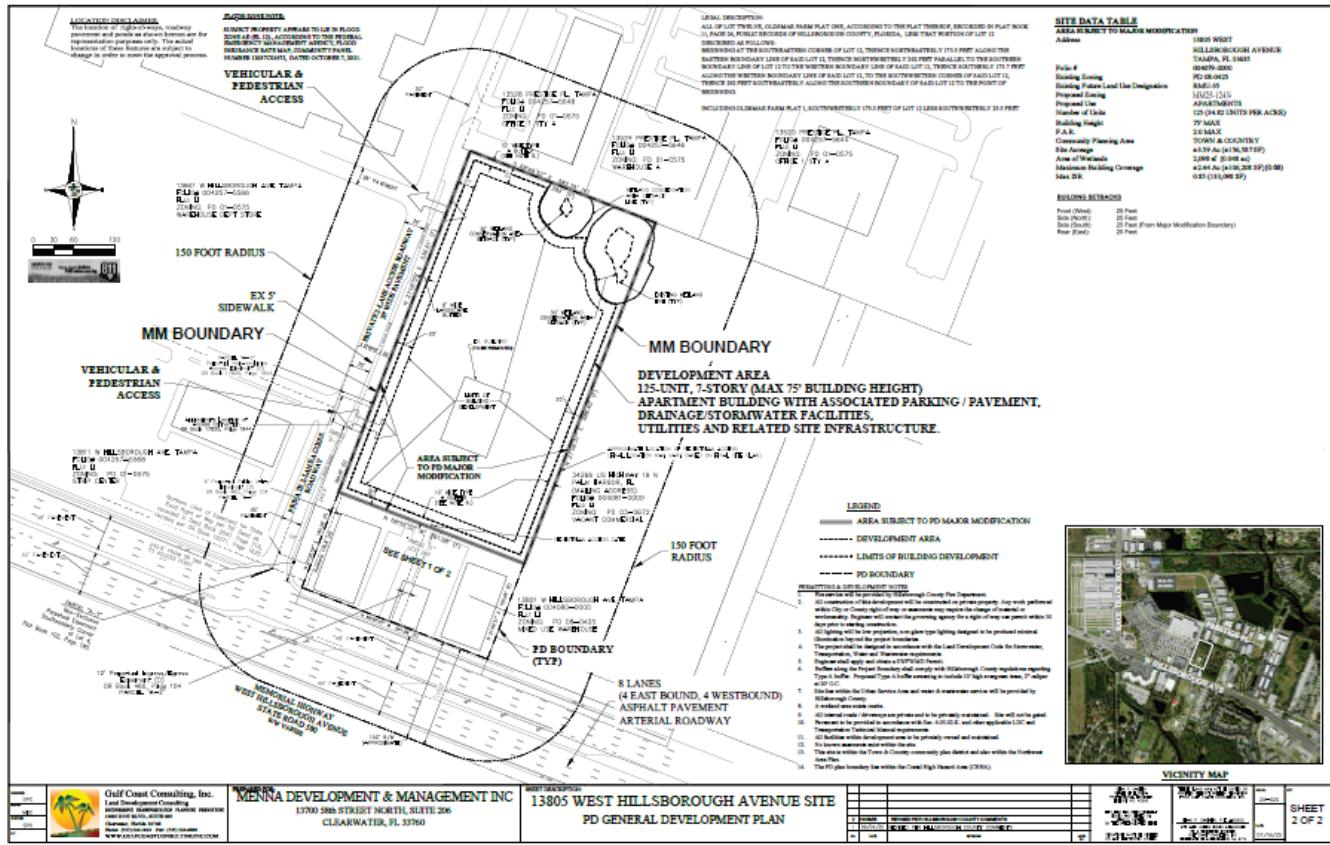
8.1 Approved Site Plan (Full)

8.0 SITE PLANS (FULL)

8.2 Proposed Site Plan (Full) page 1 of 2

8.0 SITE PLANS (FULL)

8.2 Proposed Site Plan (Full) page 2 of 2



APPLICATION NUMBER: **MM 25-1243**

ZHM HEARING DATE: November 17, 2025

BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

9.0 FULL TRANSPORTATION REPORT (see following pages)

AGENCY REVIEW COMMENT SHEET

TO: Zoning Technician, Development Services Department

DATE: 11/07/2025

REVIEWER: Richard Perez, AICP, Executive Planner

AGENCY/DEPT: Transportation

PLANNING AREA: TNC

PETITION NO: MM 25-1243

This agency has no comments.

This agency has no objection.

This agency has no objection, subject to the listed or attached conditions.

This agency objects for the reasons set forth below.

NEW AND REVISED CONDITIONS

New Conditions

- If MM 25-1243 is approved, the County Engineer will approve a Section 6.04.02.B. Administrative Variance (dated October 10, 2025), which was found approvable on November 6, 2025. Approval of this Administrative Variance will permit the project driveway length to exceed the maximum 250-foot length up to a total of +/- 330 feet as measured from Hillsborough Ave to the first residential building.

Revised Conditions

12. ~~Where applicable and subject to County standards, the developer may be required to construct additional left turn storage into the project's driveway. If it is determined by the results of any subsequent analysis submitted by the developer, that adequate right of way does not exist to construct any needed improvements (i.e. turn lanes), then the developer shall re submit an analysis showing alternative improvements for the safe operation of the project and the adjacent street traffic. At the time of plat/site/subdivision plan review, the developer shall obtain all applicable site access approvals and comply with any access improvements required by FDOT for the project's Hillsborough Ave. access connection.~~

PROJECT SUMMARY AND ANALYSIS

The applicant is requesting a major modification to Planned Development zoning, PD 08-0425, to allow for 125 multi-family units on a +/- 3.5-acre parcel (Area B) which is currently approved for a hotel with 179 rooms. Proposed access changes to the PD modification area are discussed below under the Site Access Section. The site is generally located on the north side of Hillsborough Avenue, +/- 0.27 miles southeast of the intersection of Racetrack Road and Hillsborough Avenue. The Future Land Use designation of the site is Regional Mixed Use – 35 (RMU-35).

The remainder of the PD (AREA A) fronts Hillsborough Ave. and is approved for a maximum of 9,371 square feet of uses within the Manufacturing (M) zoning district.

Trip Generation Analysis

As required by the Development Review Procedures Manual (DRPM), the applicant submitted a trip generation letter and a detailed site access analysis was not required. Staff prepared a comparison of the trips potentially generated under the existing approved PD and proposed changes to the PD within the modification area, utilizing a generalized worst-case scenario. The information below is based on data from the Institute of Transportation Engineer's Trip Generation Manual, 12th Edition.

Approved Uses (Modification Area Only):

Zoning, Land Use/Size	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
PD 08-0425: Hotel – 179 Rooms (ITE LUC 310)	1,045	61	96

Proposed Uses (Modification Area Only):

Zoning, Land Use/Size	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
PD: Multi-family (Mid-Rise) – 125 units (ITE LUC 221)	558	44	48

Trip Generation Difference:

	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
Difference	(-487)	(-17)	(-48)

TRANSPORTATION INFRASTRUCTURE SERVING THE SITE

W. Hillsborough Avenue is 8-lane, FDOT maintained, principal arterial roadway, characterized by +/-12 ft. travel lanes. The existing right-of-way on Hillsborough Avenue is +/-155 feet. There are sidewalks and bicycle facilities on both sides of Hillsborough Avenue in the vicinity of the proposed project.

SITE ACCESS

The approved PD modification area allows for vehicular and pedestrian access to Hillsborough Ave. via a shared access facility along the western boundary with adjacent Lowe's Home Improvement Store (PD 01-0575) and through Parcel A within the same PD zoning district as the subject site.

The modification proposes the following changes to access:

1. add a vehicular and pedestrian cross access north of (and in addition to) the approved access along the western boundary,
2. change the approved vehicular and pedestrian to a pedestrian only access to Parcel A within the PD zoning, and
3. add a pedestrian cross access to the east.

As W. Hillsborough Ave. is a state facility under FDOT jurisdiction, the applicant will have to obtain all approvals and make all required access improvements deemed necessary by FDOT at the time of site construction plan review.

ADMINISTRATIVE VARIANCE REQUEST: MAXIMUM DRIVEWAY LENGTH

As the driveway from Hillsborough Avenue to the proposed multi-family residential units, as shown on the PD site plan, exceeded the maximum length allowed pursuant to County Land Development Code (LDC), Section 6.04.04.A.2. of 250 feet for residential developments, the applicant's Engineer of Record (EOR) submitted a Section 6.04.02.B Administrative Variance request (dated October 10, 2025). Based on factors presented in the Administrative Variance request, the County Engineer found the request approvable (on November 6, 2025).

If this rezoning is approved the County Engineer will approve the Administrative Variance Request to allow the project driveway to exceed the 250-foot length to a total of +/-330 feet from Hillsborough Ave. to the multi-family residential units.

ROADWAY LEVEL OF SERVICE (LOS) INFORMATION

Level of Service (LOS) information for adjacent roadway sections is reported below.

Roadway	From	To	LOS Standard	Peak Hour Directional LOS
W. Hillsborough Ave.	Pinellas County	Double Branch Rd.	D	C

Source: Hillsborough County 2024 Level of Service Report.

From: [Williams, Michael](#)
To: [Sean Cashen](#)
Cc: [Albert, Isabelle](#); [Chapela, Tania](#); [Perez, Richard](#); [Tirado, Sheida](#); [PW-CEIntake](#); [De Leon, Eleonor](#)
Subject: FW: MM 25-1243 - Administrative Variance Review
Date: Thursday, November 6, 2025 6:28:16 PM
Attachments: [25-1243 AVReq 10-13-25.pdf](#)
[image001.png](#)

Sean,

I have found the attached Section 6.04.02.B. Administrative Variance (AV) for PD 25-1243 APPROVABLE.

Please note that it is you (or your client's) responsibility to follow-up with my administrative assistant, Eleonor De Leon (DeLeonE@hillsboroughcounty.org or 813-307-1707) after the BOCC approves the PD zoning or PD zoning modification related to below request. This is to obtain a signed copy of the DE/AV.

If the BOCC denies the PD zoning or PD zoning modification request, staff will request that you withdraw the AV/DE. In such instance, notwithstanding the above finding of approvability, if you fail to withdraw the request, I will deny the AV/DE (since the finding was predicated on a specific development program and site configuration which was not approved).

Once I have signed the document, it is your responsibility to submit the signed AV/DE(s) together with your initial plat/site/construction plan submittal. If the project is already in preliminary review, then you must submit the signed document before the review will be allowed to progress. Staff will require resubmittal of all plat/site/construction plan submittals that do not include the appropriate signed AV/DE documentation.

Lastly, please note that it is critical to ensure you copy all related correspondence to PW-CEIntake@hillsboroughcounty.org

Mike

Michael J. Williams, P.E.
Director, Development Review
County Engineer
Development Services Department

P: (813) 307-1851
M: (813) 614-2190
E: Williamsm@HillsboroughCounty.org
W: HCFLGov.net

Hillsborough County
601 E. Kennedy Blvd., Tampa, FL 33602

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Please note: All correspondence to or from this office is subject to Florida's Public Records law.

From: Tirado, Sheida <TiradoS@hcfl.gov>
Sent: Thursday, November 6, 2025 5:54 PM
To: Williams, Michael <WilliamsM@hcfl.gov>
Cc: Perez, Richard <PerezRL@hcfl.gov>; Drapach, Alan <DrapachA@hcfl.gov>
Subject: MM 25-1243 - Administrative Variance Review

Hello Mike,

The attached Administrative Variance is **Approvable** to me, please include the following people in your response email:

scashen@gulfcoastconsultinginc.com
ialbert@halff.com
chapelat@hcfl.gov
perezrl@hcfl.gov
perezrl@hcfl.gov

Best Regards,

Sheida L. Tirado, PE
Transportation Review & Site intake Manager
Development Services
E: TiradoS@HCFL.gov
P: (813) 276-8364 | M: (813) 564-4676

601 E. Kennedy Blvd., Tampa, FL 33602

[HCFL.gov](#)

[Facebook](#) | [X](#) | [YouTube](#) | [LinkedIn](#) | [Instagram](#) | [HCFL Stay Safe](#)

Hillsborough County Florida

Please note: All correspondence to or from this office is subject to Florida's Public Records law.

Supplemental Information for Transportation
Related Administrative Reviews

Instructions:

- This form must be provided separately for each request submitted (including different requests of the same type).
- This form must accompany all requests for applications types shown below. Staff will not log in or assign cases that are not accompanied by this form, or where the form is partially incomplete.
- A response is required in every field. Blank fields or non-responsive answers will result in your application being returned.
- All responses must be typed.
- Please contact Eleonor de Leon at deleone@HCFL.gov or via telephone at (813) 307-1707 if you have questions about how to complete this form.

Request Type (check one)	<input checked="" type="checkbox"/> Section 6.04.02.B. Administrative Variance <input type="checkbox"/> Technical Manual Design Exception Request <input type="checkbox"/> Alternative Parking Plan Request (Reference LDC Sec. 6.05.02.G3.) <input type="checkbox"/> Request for Determination of Required Parking for Unlisted Uses (Reference LDC Sec. 6.05.02.G.1. and G.2.)		
Submittal Type (check one)	<input checked="" type="checkbox"/> New Request	<input type="checkbox"/> Revised Request	<input type="checkbox"/> Additional Information
Submittal Number and Description/Running History (check one and complete text box using instructions provided below)	<input checked="" type="checkbox"/> 1. Driveway Length to Res <input type="checkbox"/> 4. <input type="checkbox"/> 2. <input type="checkbox"/> 5. <input type="checkbox"/> 3. <input type="checkbox"/> 6.		
<p>Important: To help staff differentiate multiple requests (whether of the same or different type), please use the above fields to assign a unique submittal number/name to each separate request. Previous submittals relating to the same project/phase shall be listed using the name and number previously identified. It is critical that the applicant reference this unique name in the request letter and subsequent filings/correspondence. If the applicant is revising or submitting additional information related to a previously submitted request, then the applicant would check the number of the previous submittal.</p>			
Project Name/ Phase	13805 West Hillsborough Avenue; PD MM25-1243;		
<p>Important: The name selected must be used on all future communications and submittals of additional/revised information relating to this variance. If request is specific to a discrete phase, please also list that phase.</p>			
Folio Number(s)	004079-0000		
<input type="checkbox"/> Check This Box If There Are More Than Five Folio Numbers			
<p>Important: List all folios related to the project, up to a maximum of five. If there are additional folios, check the box to indicate such. Folio numbers must be provided in the format provided by the Hillsborough County Property Appraiser's website (i.e. 6 numbers, followed by a hyphen, followed by 4 additional numbers, e.g. "012345-6789"). Multiple records should be separated by a semicolon and a space e.g. "012345-6789; 054321-9876").</p>			
Name of Person Submitting Request	Sean P. Cashen, P.E.		
<p>Important: All Administrative Variances (AV) and Design Exceptions (DE) must be Signed and Sealed by a Professional Engineer (PE) licensed in the State of Florida.</p>			
Current Property Zoning Designation	PD 08-0425		
<p>Important: For Example, type "Residential Multi-Family Conventional - 9" or "RMC-9". This is not the same as the property's Future Land Use (FLU) Designation. Typing "N/A" or "Unknown" will result in your application being returned. This information may be obtained via the Official Hillsborough County Zoning Atlas, which is available at https://maps.hillsboroughcounty.org/maphillsborough/maphillsborough.html. For additional assistance, please contact the Zoning Counselors at the Center for Development Services at (813) 272-5600 Option 3.</p>			
Pending Zoning Application Number	PD MM25-1243		
<p>Important: If a rezoning application is pending, enter the application number proceeded by the case type prefix, otherwise type "N/A" or "Not Applicable". Use PD for PD rezoning applications, MM for major modifications, PRS for minor modifications/personal appearances.</p>			
Related Project Identification Number (Site/Subdivision Application Number)	N/A		
<p>Important: This 4-digit code is assigned by the Center for Development Services Intake Team for all Certified Parcel, Site Construction, Subdivision Construction, and Preliminary/Final Plat applications. If no project number exists, please type "N/A" or "Not Applicable".</p>			



Gulf Coast Consulting, Inc.
Land Development Consulting
ENGINEERING TRANSPORTATION PLANNING PERMITTING
13825 ICOT Boulevard, Suite 605
Clearwater, Florida 33760
Phone: (727) 524-1818
Fax: (727) 524-6090

October 10, 2025

Mr. Michael J. Williams, P.E.
Development Review Director, County Engineer
Hillsborough County
601 East Kennedy Blvd., 20th Floor
Tampa, Florida 33602

Dear Mr. Williams:

RE: Administrative Variance for Driveway Distance
Zining Application #: MM 25-1243
13805 W. Hillsborough Ave., Tampa, FL 33635
Folio: 004079-0000

Please accept this letter as a formal request for your approval of an administrative variance in accordance with to Section 6.04.02.B. of the Hillsborough County Land Development Code (LDC), Variance Procedure and Criteria as part Access Management Review Procedures and Submission Requirements.

Per Section 6.04.04.A.3., for residential developments (unsignalized driveways), the following maximum length shall be 250 feet.

Section 6.04.04.A.3

Land Use	Driveway Length (In Feet)
Residential Developments	250

The subject property is under review for the PD rezoning process, as is shown on the attached **PD Site Plan**. This variance is to request that the driveway length to serve this development can exceed the maximum 250 feet per Section 6.04.04.A.3. criteria of driveway length.

Please accept this letter as a formal request for your approval of an administrative variance in accordance with to Section 6.04.02. B. of the Hillsborough County Land Development Code (LDC), Variance Procedure and Criteria.

The LDC allows for relief of certain standards of Section 6.04.04 Access Management Design Standards, subject to providing the following information and justifications.

1. Site Information: Folio #: 004079-0000
2. Associated Application Numbers: MM 25-1243
3. Type of Request: Administrative variance to Section 6.04.04.A.3.
4. Section of the LDC from which the variance is being sought, as well as any associated zoning conditions which require said improvements: *Relief from LDC Section 6.04.04.A.3. is sought.*
5. Description of what the LDC/zoning conditions require: Maximum driveway length of 250 feet for Residential developments.
6. Description of existing driveway conditions: the existing private driveway serving this development is approx. 30' to 36' wide which connects to Hillsborough Avenue (SR 580) and serves as the main access to the existing Lowes store. The proposed main access to this PD Site connects to this private driveway and aligns with the frontage roadway of the Lowes site to the west of this PD.
7. Justification for request and any information you would like considered such as cost/benefit analysis, land use plans, policies, and local traffic circulation/operation of the site and adjacent areas. Justification must address Section 6.02.04.B.3. criteria (a), (b) and (c). In the consideration of the variance request, the issuing authority shall determine to the best of its ability whether the following circumstances are met:

This PD project needs access to this existing private driveway and the main access connection to this private driveway serving this PD site aligns with the existing frontage road driveway connection to the west. The length of this driveway connection serving this PD site from Hillsborough Avenue to the point of connection is 256.7 feet (See **Aerial Exhibit** attached). There will be a need for this driveway to continue into the site to serve the proposed building, which may be another 60 to 70 feet, for a total driveway length of approximately 330 feet.

- a. There is an unreasonable burden on the applicant. *The proposed driveway connection for this PD Site at this existing private driveway, aligns with the driveway of the western frontage road, which is standard practice for safety and operational functionality. This length of driveway from SR 580 to point of access exceeds 250 feet (256.7 feet). There is no other reasonable or safe location for this PD Access which is unreasonable burden on the Applicant.*

- b. The variance would not be detrimental to the public health, safety, and welfare. *The variance is not expected to be detrimental to the public, health, safety, and welfare since this proposed PD site driveway connection aligns with the existing driveway to the west which is standard practice for safety, operational efficiency and functionality.*
- c. Without the variance, reasonable access cannot be provided. In the evaluation of the variance request, the issuing authority shall give valid consideration to the land use plans, policies, and local traffic circulation/operation of the site and adjacent areas. *Due to the location of the existing driveway connection on the west side of private driveway, which the proposed PD Plan driveway access aligns with, without the variance, no other reasonable or safe access point can be provided. Thus, without the variance, reasonable access cannot be provided to this existing private driveway to serve this PD Site.*

Enclosed for your review are the following:

PD General Site Plan and Aerial Exhibit

October 10, 2025
Page 4 of 4

If you have any questions/comments regarding this request, please call me at (727) 524-1818.

Sincerely,

sean p cashen
Date: 2025.10.10

h
n
Sean P. Cashen, P.E. Date:
Principal -04'00'

11:40:02[®]

This item has been digitally signed and sealed by Sean P. Cashen, P.E., on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Based upon the information provided by the application, this request is:

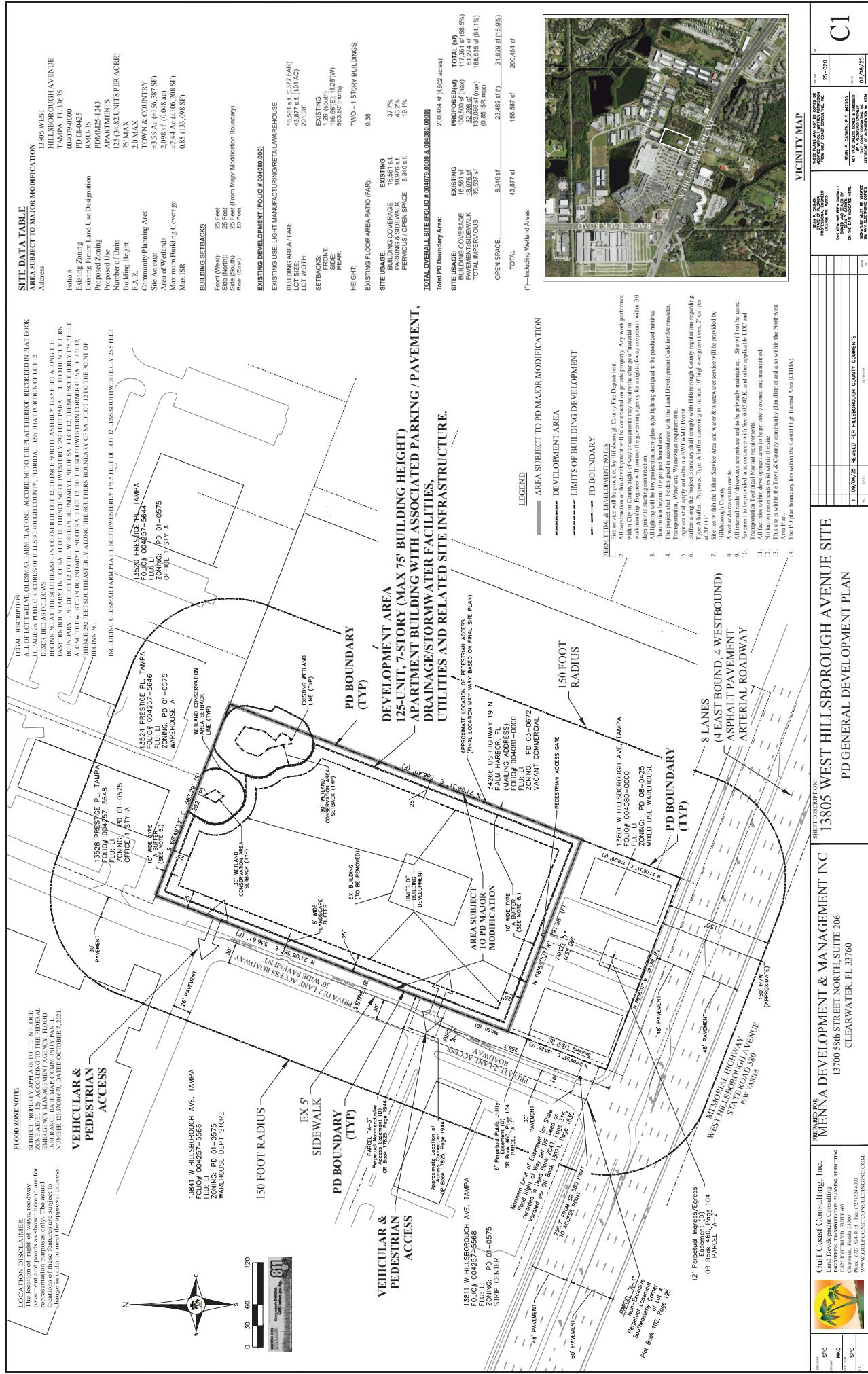
Disapproved
 Approved with Conditions
 Approved

If there are any further questions or you need clarification, please contact Sheida L. Tirado, P.E. at (813) 276-8364.

Sincerely,

Michael J. Williams, P.E.
Hillsborough County Engineer

Notice: Consistent with Section 6.04.02.B of the LDC, the results of this variance application may be appealed, as further described in Section 10.05.01 of the LDC, to the Land Use Hearing Officer within 30 calendar days of the day of the above action.



Transportation Comment Sheet

3.0 TRANSPORTATION SUMMARY (FULL TRANSPORTATION REPORT IN SECTION 9 OF STAFF REPORT)

Adjoining Roadways (check if applicable)			
Road Name	Classification	Current Conditions	Select Future Improvements
Hillsborough Ave.	FDOT Principal Arterial - Urban	6 Lanes <input type="checkbox"/> Substandard Road <input type="checkbox"/> Sufficient ROW Width	<input type="checkbox"/> Corridor Preservation Plan <input type="checkbox"/> Site Access Improvements <input type="checkbox"/> Substandard Road Improvements <input type="checkbox"/> Other

Project Trip Generation <input type="checkbox"/> Not applicable for this request			
	Average Annual Daily Trips	A.M. Peak Hour Trips	P.M. Peak Hour Trips
Existing	1,045	61	96
Proposed	558	44	48
Difference (+/-)	-487	-17	-48

*Trips reported are based on gross external trips unless otherwise noted.

Connectivity and Cross Access <input type="checkbox"/> Not applicable for this request				
Project Boundary	Primary Access	Additional Connectivity/Access	Cross Access	Finding
North		Choose an item.	Choose an item.	Choose an item.
South		Pedestrian	Choose an item.	Choose an item.
East		Choose an item.	Pedestrian	Choose an item.
West	X	Pedestrian & Vehicular	Choose an item.	Choose an item.

Notes: The project accesses Hillsborough Ave. to the south via a shared access facility on the adjacent property to the west.

Design Exception/Administrative Variance <input type="checkbox"/> Not applicable for this request		
Road Name/Nature of Request	Type	Finding
Hillsborough Ave./Maximum Driveway Length	Administrative Variance Requested	Approvable
	Choose an item.	Choose an item.
	Choose an item.	Choose an item.
	Choose an item.	Choose an item.

Notes:

4.0 Additional Site Information & Agency Comments Summary			
Transportation	Objections	Conditions Requested	Additional Information/Comments
<input checked="" type="checkbox"/> Design Exception/Adm. Variance Requested <input type="checkbox"/> Off-Site Improvements Provided	<input type="checkbox"/> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See report.

COUNTY OF HILLSBOROUGH

RECOMMENDATION OF THE LAND USE HEARING OFFICER

APPLICATION NUMBER: MM 25-1243

DATE OF HEARING: November 17, 2025

APPLICANT: M Suites Hotel, LLC

PETITION REQUEST: The Major Modification request is to modify PD 08-0425

LOCATION: 13809 West Hillsborough Avenue

SIZE OF PROPERTY: 3.59 acres, m.o.l.

EXISTING ZONING DISTRICT: PD 08-0425

FUTURE LAND USE CATEGORY: RMU-35

SERVICE AREA: Urban

COMMUNITY PLAN: Town N Country

DEVELOPMENT REVIEW STAFF REPORT

PD Modification Application: MM 25-1243
Zoning Hearing Master Date: November 17, 2025
BOCC Land Use Meeting Date: January 13, 2026



1.0 APPLICATION SUMMARY

Applicant: M Suites Hotel LLC

FLU Category: RMU-35

Service Area: Urban

Site Acreage: 3.59 AC

Community Plan Area: Town N' Country

Overlay: None



Introduction Summary:

Planned Development PD 08-0425 was approved in 2008 to allow 9,371 square feet of manufacturing uses on the southern parcel ("Area A") and a 103,700-square-foot hotel with 179 rooms and a 4,050 square foot associated conference center on the northern parcel ("Area B"). Since the original PD approval, the Future Land Use category has changed from LI to RES-35.

This application concerns only to the northern parcel, where the hotel was previously approved. The request seeks to replace the hotel and conference center entitlements with 125 multifamily residential units. The southern parcel, which retains its manufacturing entitlements. Additionally, two new access points are proposed along the west, and east property boundaries.

Existing Approval(s):	Proposed Modification(s):
103,700 square-foot hotel with 179 rooms and a 4,050 square-foot conference center associated only with the hotel on the northern parcel.	125-unit multifamily development in the northern parcel only
Maximum building height of 50 feet, 5-story structure for commercial buildings	Maximum building height of 75 feet/ 7-stories
Min. Front Yard: 300 ft (from the PD boundary) Min. Side Yard (East): 25 ft, (West): 55.5 ft Min. Rear Yard: 233 ft	Min. Front Yard: 25 ft (from the Area A boundary) Min. Side Yard (East and West): 25 ft Min. Rear Yard: 25 ft
One access point on the west PD boundary	Add a vehicular and pedestrian access in the northwest PD boundary
No access point is permitted along the east side of the PD	New pedestrian access along the east side of the PD envelope

Additional Information:

PD Variation(s):	LDC Part 6.06.00 (Landscaping/Buffering)
Waiver(s) to the Land Development Code:	None Requested as part of this application

Planning Commission Recommendation: Consistent	Development Services Recommendation: Approvable, subject to proposed conditions
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Template created: 8-17-21

Page 1 of 17

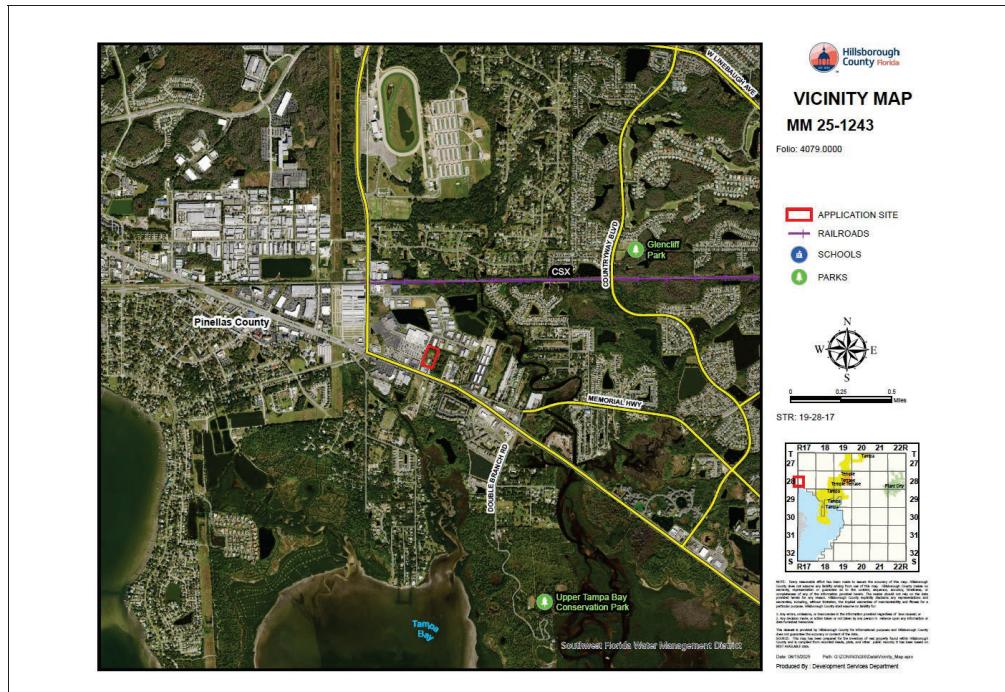
APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

2.0 LAND USE MAP SET AND SUMMARY DATA

2.1 Vicinity Map



Context of Surrounding Area:

The parcel is located in a commercial corridor along W Hillsborough Ave., a Principal Arterial roadway. The area surrounding the property to the north, east and west contains Light Industrial, Retail and Offices. Across W Hillsborough Ave., to the south are Light Industrial, Agricultural and Offices.

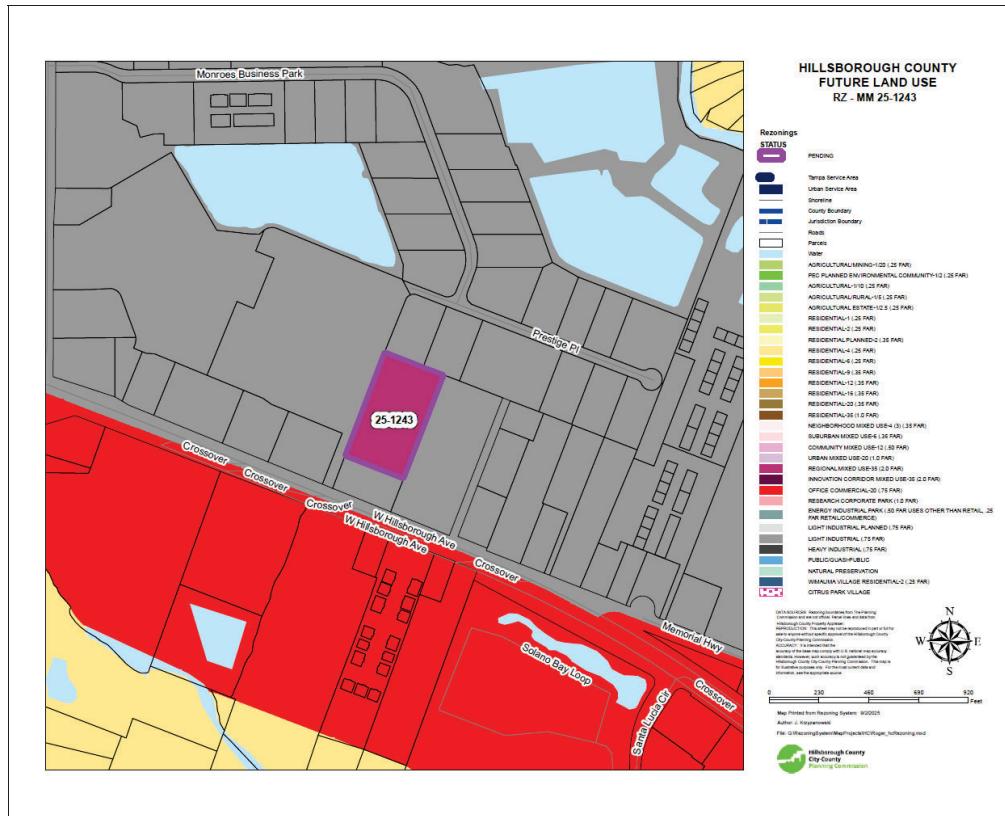
APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

2.0 LAND USE MAP SET AND SUMMARY DATA

2.2 Future Land Use Map



Subject Site Future Land Use Category:	RMU-35 - Regional Mixed-Use
Maximum Density/F.A.R.:	35 du/ga, 2.00 FAR
Typical Uses:	Agricultural, residential, retail commercial, office, business park, research corporate park, light industrial, multi-purpose and/or mixed-use projects at appropriate locations.

APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

2.0 LAND USE MAP SET AND SUMMARY DATA

2.3 Immediate Area Map



Adjacent Zonings and Uses

Location:	Zoning:	Maximum Density/F.A.R. Permitted by Zoning District:	Allowable Use:	Existing Use:
North	PD 01-0575	0.13 FAR	Light Industrial, Service Uses, M (Manufacturing) uses	Offices
South	PD 08-0425 (Area A)	0.19 FAR	Manufacturing uses	Office, Warehouse
East	PD 03-0672	Parcel B: 0.16 FAR Parcel C: 0.41 FAR Parcel D: 0.21 FAR	Restaurant, BPO (Business Professional), CN (Commercial Neighborhood) and M (Manufacturing) uses	Vacant
West	PD 01-0575	0.13 FAR	High Intensity Highway Commercial Uses M (Manufacturing) uses	Retail

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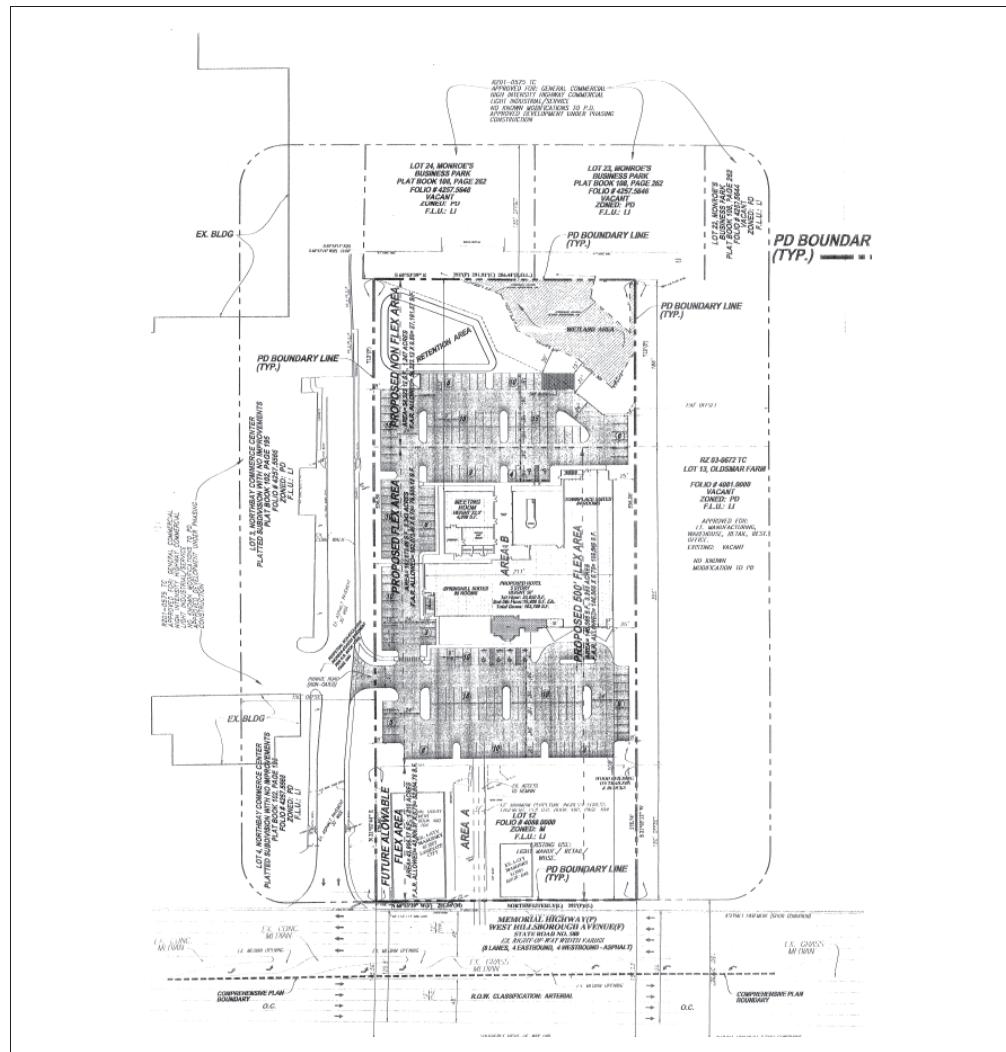
APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

2.0 LAND USE MAP SET AND SUMMARY DATA

2.4 Approved Site Plan (partial provided below for size and orientation purposes. See Section 8.1 for full site plan)



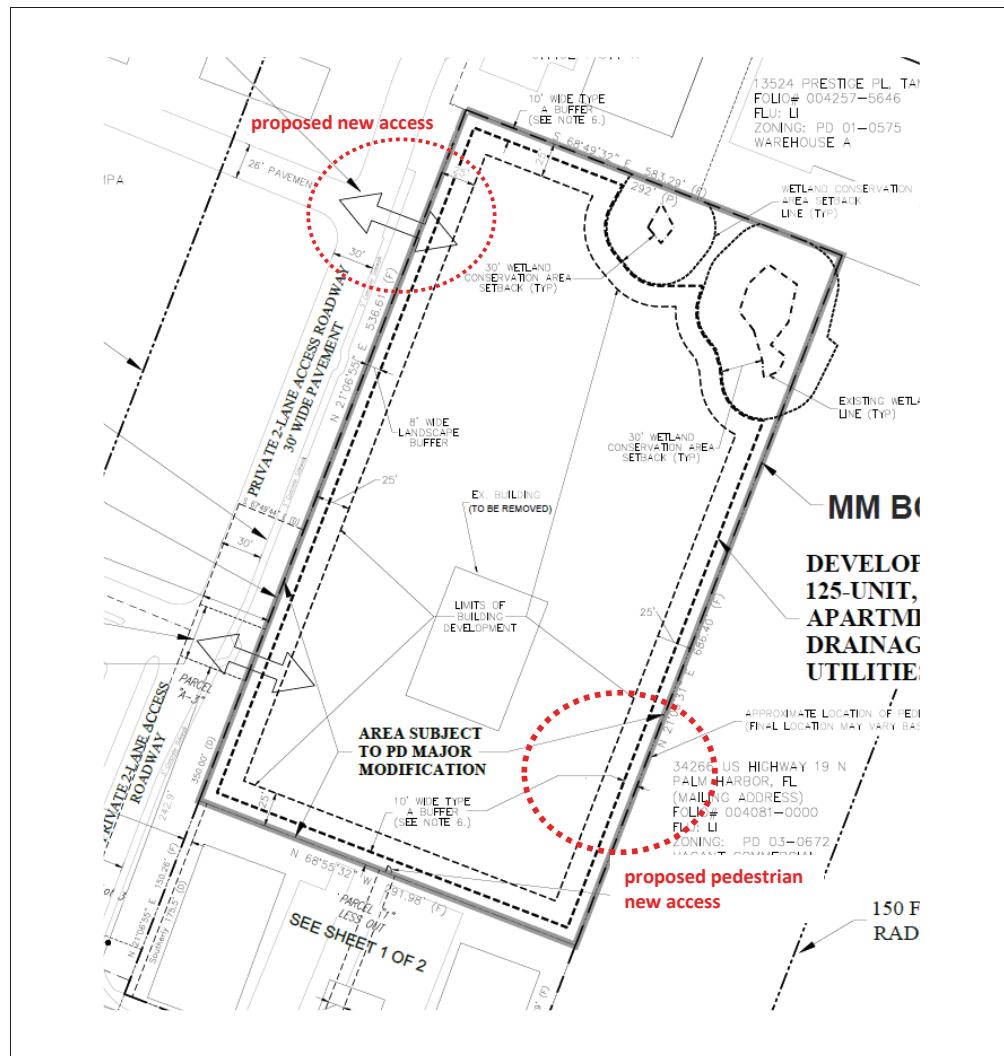
APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

2.0 LAND USE MAP SET AND SUMMARY DATA

2.5 Proposed Site Plan (partial provided below for size and orientation purposes. See Section 8.2 for full site plan)



APPLICATION NUMBER: MM 25-1243

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

3.0 TRANSPORTATION SUMMARY (FULL TRANSPORTATION REPORT IN SECTION 9.0 OF STAFF REPORT)

Adjoining Roadways (check if applicable)			
Road Name	Classification	Current Conditions	Select Future Improvements
Hillsborough Ave.	FDOT Arterial - Urban	6 Lanes <input type="checkbox"/> Substandard Road <input type="checkbox"/> Sufficient ROW Width	<input type="checkbox"/> Corridor Preservation Plan <input type="checkbox"/> Site Access Improvements <input type="checkbox"/> Substandard Road Improvements <input type="checkbox"/> Other

Project Trip Generation <input checked="" type="checkbox"/> Not applicable for this request			
	Average Annual Daily Trips	A.M. Peak Hour Trips	P.M. Peak Hour Trips
Existing	1,045	61	96
<u>Proposed</u> <u>Proposed</u>	558	44	48
Difference (+/-)	-487	-17	-48

*Trips reported are based on net new external trips unless otherwise noted.

Connectivity and Cross Access <input type="checkbox"/> Not applicable for this request				
Project Boundary	Primary Access	Additional Connectivity/Access	Cross Access	Finding
North		Choose an item.	Choose an item.	Choose an item.
South		Pedestrian	Choose an item.	Choose an item.
East		Choose an item.	Pedestrian	Choose an item.
West	X	Vehicular & Pedestrian	Choose an item.	Choose an item.
Notes:				

Design Exception/Administrative Variance <input type="checkbox"/> Not applicable for this request				
Road Name/Nature of Request	Type	Finding	Finding	
Hillsborough Ave./Maximum Driveway Length	Administrative Variance Requested	Approvable		
	Choose an item.	Choose an item.		
Notes:				

4.0 ADDITIONAL SITE INFORMATION & AGENCY COMMENTS SUMMARY

INFORMATION/REVIEWING AGENCY				
Environmental:	Comments Received	Objections	Conditions Requested	Additional Information/Comments
Environmental Protection Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Natural Resources	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

APPLICATION NUMBER: MM 25-1243ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

Conservation & Environ. Lands Mgmt.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Check if Applicable: <input checked="" type="checkbox"/> Wetlands/Other Surface Waters <input type="checkbox"/> Potable Water Wellfield Protection Area <input type="checkbox"/> Use of Environmentally Sensitive Land <input checked="" type="checkbox"/> Significant Wildlife Habitat Credit <input checked="" type="checkbox"/> Coastal High Hazard Area <input type="checkbox"/> Wellhead Protection Area <input type="checkbox"/> Urban/Suburban/Rural Scenic Corridor <input type="checkbox"/> Surface Water Resource Protection Area <input type="checkbox"/> Adjacent to ELAPP property <input type="checkbox"/> Other				
Public Facilities:	Comments Received	Objections	Conditions Requested	Additional Information/Comments
Transportation <input checked="" type="checkbox"/> Design Exc./Adm. Variance Requested <input type="checkbox"/> Off-site Improvements Provided	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Service Area/ Water & Wastewater <input checked="" type="checkbox"/> Urban <input type="checkbox"/> City of Tampa <input type="checkbox"/> Rural <input type="checkbox"/> City of Temple Terrace	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Hillsborough County School Board Adequate <input checked="" type="checkbox"/> K-5 <input type="checkbox"/> 6-8 <input checked="" type="checkbox"/> 9-12 <input type="checkbox"/> N/A Inadequate <input type="checkbox"/> K-5 <input type="checkbox"/> 6-8 <input type="checkbox"/> 9-12 <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Impact/Mobility Fees (Fee estimate is based on a 1,200 square foot, Multi-Family Units 7 story) Mobility: \$4,864 * 125 units = \$ 608,000 Parks: \$1,555 * 125 units = \$ 194,375 School: \$3,891 * 125 units = \$ 486,375 Fire: \$249 * 125 units = \$ 31,125 Total Multi-Family (1-2 story) = \$1,319,875				
Comprehensive Plan:	Comments Received	Findings	Conditions Requested	Additional Information/Comments
Planning Commission <input type="checkbox"/> Meets Locational Criteria <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Locational Criteria Waiver Requested <input type="checkbox"/> Minimum Density Met <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Inconsistent <input checked="" type="checkbox"/> Consistent	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION NUMBER: **MM 25-1243**

ZHM HEARING DATE: November 17, 2025
BOCC LUM MEETING DATE: January 13, 2026

Case Reviewer: Tania C. Chapela

5.0 IMPLEMENTATION RECOMMENDATIONS

5.1 Compatibility

The proposed multifamily development, at 34.82 dwelling units per acre, is within the maximum density of 35 DU/AC permitted under the RMU-35 Future Land Use (FLU) category. Area A, approved for a 0.19 FAR, remains individually subject to the RMU-35 FLU if approved, the total density and FAR would remain within the PD is under the RMU-35 Future Land Use category.

The surrounding area consists predominantly of commercial, office, and light industrial development within the LI (Light Industrial) and OC-20 (Office Commercial-20) Future Land Use categories. All adjacent parcels are governed by Planned Developments (PD) that permit a range of manufacturing, business, professional office, restaurant, and retail uses, reflecting a consistently nonresidential development pattern. The residential use is comparable in operational intensity to the previously approved hotel entitlement for the site and is not expected to generate noise, lighting, or traffic impacts beyond those typical of the surrounding commercial corridor.

The proposed increase in building height from 50 to 75 feet is compatible with the surrounding development pattern. "Area A" to the immediate south, and the PD area to the immediate north, allow intensive uses and require compliance with M zoning district standards, which allows a maximum height of 110 feet (with additional setbacks). Finally, the subject property is also outside of any Airport Height Restriction Area, confirming that the proposed height complies with all applicable safety and regulatory constraints.

Given the parcel size, the proposed building height does not meet the minimum setback of 110 feet (without required buffering). No residential uses are adjacent to the site. The RMU-35 Future Land Use category is considered an urban land use category, where an urban development form is appropriate. The PD as currently approved does not require compliance with the 2:1 setback.

The applicant requests a Planned Development (PD) variation from LDC Section 6.06.06 – Landscaping and Buffering, which requires a 20-foot buffer with Type B screening along the north and west property boundaries and a 20 to 30-foot buffer with Type B or Type C screening along the east. Per the LDC requirements for a type A screening, evergreen plants, at the time of planting, shall be 6-foot-high evergreen shade trees. The applicant instead proposes a 8 and 10-foot buffers with screening consisting of 10-foot-high evergreen shade trees (2-inch caliper) planted 20 feet on center (as currently required).

Staff finds the proposed variation supportable. To the north, existing wetlands and vegetation separate the site from commercial buildings oriented away from the project. To the west, a retail use and associated parking areas create over 130 feet of separation with existing tree cover. The east side adjoins a vacant parcel approved for stormwater use, offering approximately 170 feet of natural vegetated separation, while to the south, structures within the same PD are set back about 50 feet and share internal circulation areas.

The proposed access modifications are intended to bring the project into compliance with current access management and multimodal connectivity standards. The addition of a vehicular and pedestrian access along the northwest boundary and a pedestrian gate along the south MM 25-1243 boundary.

Given the above, staff finds the proposed modification to be compatible with the surrounding properties and in keeping the general development pattern of the area.

5.2 Recommendation

Staff recommends Approval, subject to conditions.

Page 9 of 17

Zoning conditions were presented to the Zoning Hearing Master at the hearing and are hereby incorporated into the Zoning Hearing Master's recommendation.

SUMMARY OF HEARING

THIS CAUSE came on for hearing before the Hillsborough County Land Use Hearing Officer on November 17, 2025. Ms. Michelle Heinrich of the Hillsborough County Development Services Department introduced the petition.

Ms. Isabelle Albert 1000 North Ashley Drive testified on behalf of the applicant. Ms. Albert showed a PowerPoint presentation and stated that the property is about 3.5 acres and designated RMU-35 and zoned PD in the Town N'Country area. She described the surrounding area and stated that the subject PD Area A is approved for manufacturing uses and Area B which is the area for the modification is approved for a 179-room hotel and a bit over 4,000 square feet of conference center. The Major Modification to Area B is to remove the hotel use and allow 125 multi-family units in a seven-story structure. Relief is requested to the required two-to-one additional setback pertaining to structure over 20 feet in height as the site is very narrow and compliance with the setback would result in a building that would be less than 100 feet wide. Ms. Albert described the administrative variance requested regarding maximum driveway length and stated that both planning staffs support the modification.

Ms. Tania Chapela of the Development Services Department, testified regarding the County staff report. She testified regarding the approved entitlements and that the modification proposes to replace the hotel with 125 multi-family dwelling units. Additionally, the proposed maximum height is increased from 50 feet to 70 feet which is compatible with the surrounding area that permits heights up to 110 feet in the M zoning district. Ms. Chapela described the proposed access and stated that the request is compatible with the surrounding development pattern and that staff recommends approval.

Ms. Jillian Massey of the Planning Commission testified regarding the Planning Commission staff report. Ms. Massey stated that the property is designated Regional Mixed Use-35 and located in the Urban Service Area and the Town N Country Community Plan. Ms. Massey cited numerous policies that the modification complies with and concluded her presentation by stating that staff found the modification is consistent with both the Town N Country Community Plan and the Comprehensive Plan.

Hearing Master Finch asked audience members if there were any proponents of the application. No one replied.

Hearing Master Finch asked audience members if there were any opponents of the application. No one replied.

County staff and Ms. Albert did not have additional comments.

Hearing Master Finch then concluded the hearing.

EVIDENCE SUBMITTED

Ms. Albert submitted a copy of her PowerPoint presentation into the record.

PREFACE

All matters that precede the Summary of Hearing section of this Decision are hereby incorporated into and shall constitute a part of the ensuing Findings of Fact and Conclusions of Law.

FINDINGS OF FACT

1. The subject site is 3.59 acres and is zoned Planned Development (08-0425). The property is designated RMU-35 by the Comprehensive Plan and located in the Urban Service Area and the Town N Country Community Planning Area.
2. The subject property is currently approved for two development areas:
Area A: maximum of 9,371 square feet of Manufacturing uses
AreaB: 103,700 square foot hotel with 179 rooms and 4,050 square foot conference center associated with the hotel
3. The Major Modification applies to only Area B and requests to delete the hotel and associated conference center use and replace it with a maximum of 125 multi-family dwelling units. The maximum building height is proposed to be increased from 50 feet to 75 feet and the setback and access are amended to reflect the change in use.
4. No waivers are requested.
5. A PD variation is requested to the required 20-foot-wide buffer with Type B screening on the northern and western boundaries and a 20–30-foot buffer with Type B or C screening on the eastern boundary. The applicant proposed to provide instead a varied 10-foot buffer with Type B screening consisting of 10-foot-high evergreen shade trees.

The variation meets Land Development Code Section 5.03.06.C.6(b) as there are existing wetlands and vegetation which separate the site from the project to the north and significant separation to the west with existing trees to the west and a vacant parcel proposed for stormwater to the east. The natural and man-made features serve to meet the intent of the Code's buffering and screening standards and therefore are in harmony with the surrounding area.

6. The Planning Commission supports the request and found the modification consistent with both the Town N Country Community Plan and the Comprehensive Plan.
7. Relief is sought from the required two-to-one additional setback for buildings over 20 feet in height. The relief is justified based upon the applicant's commitment to parcel's narrow width and the surrounding zoning permitting a height up to 100 feet in height. It is emphasized that there are no residential land uses adjacent to the subject property.
8. The surrounding area is comprised of properties zoned PD and development with non-residential development including office, retail and warehouse land uses.
9. No testimony in opposition was provided at the Zoning Hearing Master hearing.
10. The proposed modification is compatible with the surrounding development pattern and consistent with the Comprehensive Plan and Land Development Code.

FINDINGS OF COMPLIANCE/NON-COMPLIANCE WITH THE HILLSBOROUGH COUNTY COMPREHENSIVE PLAN

The Major Modification request is in compliance with and does further the intent of the Goals, Objectives and the Policies of the Future of Hillsborough Comprehensive Plan.

CONCLUSIONS OF LAW

Based on the Findings of Fact cited above, there is substantial competent evidence to demonstrate that the requested Major Modification to the Planned Development zoning is in conformance with the applicable requirements of the Land Development Code and with applicable zoning and established principles of zoning law.

SUMMARY

The subject PD 08-0425 is approved for two development areas:

*Area A: maximum of 9,371 square feet of Manufacturing uses

*AreaB: 103,700 square foot hotel with 179 rooms and 4,050 square foot conference center associated with the hotel

The Major Modification applies to only Area B and requests to delete the hotel and associated conference center use and replace it with a maximum of 125 multi-family dwelling units. The maximum building height is proposed to be increased from 50 feet to 75 feet and the setback and access are amended to reflect the change in use.

A PD variation is requested to the required 20-foot-wide buffer with Type B screening on the northern and western boundaries and a 20–30-foot buffer with Type B or C screening on the eastern boundary. The applicant proposed to provide instead a varied 10-foot buffer with Type B screening consisting of 10-foot-high evergreen shade trees. The variation meets Land Development Code Section 5.03.06.C.6(b) as there are existing wetlands and vegetation which separate the site from the project to the north and significant separation to the west with existing trees to the west and a vacant parcel proposed for stormwater to the east. The natural and man-made features serve to meet the intent of the Code's buffering and screening standards and therefore are in harmony with the surrounding area.

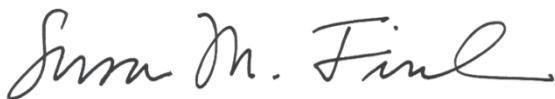
The Planning Commission supports the request and found the modification consistent with the Town N Country Community Plan and the Comprehensive Plan.

No testimony in opposition was provided at the Zoning Hearing Master hearing.

The proposed modification is compatible with the surrounding development pattern and consistent with the Comprehensive Plan and Land Development Code.

RECOMMENDATION

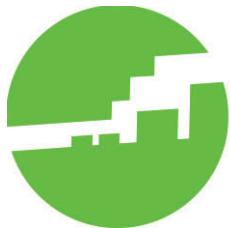
Based on the foregoing, this recommendation is for **APPROVAL** of the Major Modification to Planned Development 08-0425 as indicated by the Findings of Fact and Conclusions of Law stated above subject to the zoning conditions prepared by the Development Services Department.



December 10, 2025

Susan M. Finch, AICP
Land Use Hearing Officer

Date



Hillsborough County City-County Planning Commission

Plan Hillsborough
planhillsborough.org
planner@plancom.org
813 – 272 – 5940
601 E Kennedy Blvd
18th floor
Tampa, FL, 33602

Unincorporated Hillsborough County Rezoning Consistency Review	
Hearing Date: November 17, 2025	Case Number: MM 25-1243
Report Prepared: November 6, 2025	Folio(s): 4079.0000
	General Location: North of West Hillsborough Avenue, east of Race Track Road, and south of Twin Branch Acres Road
Comprehensive Plan Finding	CONSISTENT
Adopted Future Land Use	Regional Mixed-Use-35 (35 du; 2.0 FAR)
Service Area	Urban
Community Plan(s)	Northwest Hillsborough & Town 'N Country
Rezoning Request	Major Modification to Planned Development (PD 08-0425) to replace the hotel entitlement on Parcel B with a 125-unit multi-family development; Parcel A will remain unchanged
Parcel Size	+/- 3.59 acres
Street Functional Classification	West Hillsborough Avenue – State Principal Arterial Race Track Road – County Arterial
Commercial Locational Criteria	N/A

Evacuation Area	A
------------------------	---

Table 1: COMPARISON OF SURROUNDING PROPERTIES			
Vicinity	Future Land Use Designation	Zoning	Existing Land Use
Subject Property	Regional Mixed-Use-35	PD	Heavy Industrial
North	Light Industrial	PD	Light Commercial + Light Industrial + Vacant
South	Light Industrial + Office Commercial-20	PD + CG + AI	Light Commercial + Agricultural + Vacant + Light Industrial
East	Light Industrial	PD + AI + M + CG	Vacant + Heavy Industrial + Light Industrial + Light Commercial + Heavy Commercial
West	Light Industrial	PD + CG	Light Commercial

Staff Analysis of Goals, Objectives and Policies:

The ± 3.59-acre subject site is located north of West Hillsborough Avenue, east of Race Track Road, and south of Twin Branch Acres Road. The site is in the Urban Service Area and is within the limits of the Northwest Hillsborough & Town 'N Country Community Plans. The applicant is requesting a Major Modification (MM) to Planned Development (PD 08-0425) to replace the hotel entitlement on Parcel B with a 125-unit multi-family development; Parcel A will remain unchanged.

The site is in the Urban Service Area where, according to Objective 1.1 of the Future Land Use Section (FLUS), 80 percent of the county's growth is to be directed. Policy 3.1.3 requires all new developments to be compatible with the surrounding area, noting that "compatibility does not mean "the same as." Rather, it refers to the sensitivity of development proposals in maintaining the character of existing development." The site is currently occupied by heavy industrial uses. Surrounding land uses consist of light commercial development to the north, west, and south, as well as to the northeast. Light industrial uses are located to the north and east, while areas to the east also include heavy commercial and heavy industrial uses. According to the Hillsborough County Property Appraiser, the parcel directly adjacent to the east is currently vacant. Additionally, there are multi-family residential uses on the southside of West Hillsborough Avenue, located southeast of the site. The proposal for a Major Modification to PD 08-0425 to replace the hotel entitlement on Parcel B with a 125-unit multi-family development meets the intent of FLUS Objective 1.1 and FLUS Policy 3.1.3. The proposal introduces residential development in an area

already served by existing infrastructure and public facilities. The introduction of residential uses in this location is considered compatible, as it integrates housing into an existing employment and service corridor, rather than introducing commercial or industrial uses into a predominantly residential area. The proposed residential use is compatible with the surrounding light commercial, light industrial, and multi-family development.

Per Objective 2.2, Future Land Use categories outline the maximum level of intensity or density, and range of permitted land uses allowed in each category. Table 2.2 contains a description of the character and intent permitted in each of the Future Land Use categories. The site is in the Regional Mixed-Use-35 (RMU-35) Future Land Use category, which allows for the consideration of agricultural, residential, retail commercial, office, business park, research corporate park, light industrial, multi-purpose and/or mixed-use projects at appropriate locations. The proposed density of the site is 125 multi-family units, which is exactly the allowable maximum dwelling units permitted on the site, (3.59 acres x 35 du/ga = 125 units). As the language states, residential uses are allowed and therefore, the proposal meets Objective 2.2 and the associated policies.

The Comprehensive Plan requires that all development meet or exceed the land development regulations in Hillsborough County (FLUS Objective 4.1, FLUS Policy 4.1.1 and FLUS Policy 4.1.2). However, at the time of uploading this report, Hillsborough County Transportation comments were not yet available in Optix and thus were not taken into consideration for analysis of this request.

The proposal meets the intent of FLUS Objective 4.4 and FLUS Policy 4.4.1 that require new development to be compatible to the surrounding neighborhood. In this case, the surrounding land use pattern is comprised mostly of light commercial, light industrial, and vacant land. The proposed use of a 125-unit multi-family development is compatible with the surrounding development of the site. The applicant is removing the hotel entitlement on Parcel B and replacing it with the multi-family development. This use supports infill development and addresses local housing needs in an area currently lacking in multi-family housing options. The applicant is requesting a waiver to LDC Section 6.01.01, Endnote 8, which requires an additional 2 feet of setback for every 1 foot of building height above 20 feet. The proposed building height is 75 feet, which would normally require an additional 110-foot setback. The applicant is requesting a 25-foot setback, in lieu of the 110-foot setback, to allow either a larger building footprint or a narrower building with surrounding surface parking. If the required setback were to be applied, the building width would be limited to 72 feet, which would not be feasible for a multi-family development. Additionally, the applicant is requesting a variation to LDC Section 6.06.06 that details buffering and screening requirements. To the north and west of the site, a 20-foot buffer with type B screening is required. To the east, a 30-foot buffer with type C screening is required. The requested buffering and screening are for a 10-foot buffer to the north, east, and south, and an 8-foot buffer to the west.

Additionally, the project includes the implementation of vegetated screening with a 6-foot opaque fence in lieu of the standard buffer requirements. This variation specifically is requested due to the narrow shape and presence of on-site wetlands creating constraints on the development and design of the building. As the adjacent properties are commercial and industrial in nature, the buffer and screening variation does not interfere with compatibility and is recommended for approval by staff. Given that the proposed use is consistent with the intent and allowable uses within the RMU-35 Future Land Use category and the request is compatible with the surrounding development, the proposed Major Modification is appropriate and supported by applicable Comprehensive Plan policies.

The subject site is within the Coastal High Hazard Area (CHHA). FLUS Policy 4.3.5 outlines the need to continue to implement, review, and amend, as needed, measures to restrict and eliminate inappropriate and unsafe development in the Coastal High Hazard Area (CHHA) through plan designated uses, zoning and density and intensity limitations. Policy 4.3.6 states that development proposals within the Coastal High Hazard Area shall provide adequate data during the site plan review process to assess the impacts of the proposed development upon existing infrastructure within the Coastal High Hazard Area, as well as Level of Service Standards established for shelter capacity and evacuation clearance times. In the Coastal Management Section of the Hillsborough Comprehensive Plan, Policy 3.1.3 states to continue to implement the “Coastal High Hazard Area (CHHA) policies and regulations and delineate on zoning maps. Where the definition found in the definition’s section of the Comprehensive Plan and any graphic representation of this area is not consistent, the definition shall govern. This proposal does not conflict with any of the CHHA policies and is therefore consistent with policies 4.3.5 and 4.3.6 of the Comprehensive Plan.

FLUS Objective 3.2 and Policy 3.2.4 require community plans throughout the county to be consistent with the Comprehensive Plan. The subject site is within the limits of the Northwest Hillsborough Community Plan. Section B of this plan encourages neighborhoods within which the activities of daily living should occur within walking distance, allowing independence to those who do not drive. It also encourages concentrations of civic, institutional, and commercial activity to be embedded within neighborhoods, not isolated in remote single-use complexes. Section D states the need for a range of housing suitable for younger and older people in addition to housing for families in the neighborhood. The site also lies within the Town ‘N Country Community Plan, however, there are no specific policies in the plan that directly apply to this proposal. The proposed 125-unit multi-family development supports the intent of the Northwest Hillsborough Community Plan by introducing additional housing opportunities in proximity to existing commercial and employment areas. This will help to create a more walkable and mixed-use environment that is consistent with the plan’s vision.

Overall, staff finds that the proposed use is allowable in the Regional Mixed-Use-35 (RMU-35) Future Land Use category, is compatible with the existing development pattern found within the surrounding area and supports the vision of the Northwest Hillsborough Community Plan. The proposed Major Modification would allow for development that is consistent with the Goals, Objectives, and Policies of the Future Land Use Section and the Livable Communities Element of the *Unincorporated Hillsborough County Comprehensive Plan*.

Recommendation

Based upon the above considerations and the following Goals, Objectives and Policies, Planning Commission staff finds the proposed Major Modification **CONSISTENT** with the *Unincorporated Hillsborough County Comprehensive Plan*, subject to the conditions proposed by the Development Services Department.

Staff Identified Goals, Objectives and Policies of the *Unincorporated Hillsborough County Comprehensive Plan* Related to the Request:

FUTURE LAND USE SECTION

Urban Service Area

Objective 1.1: Direct at least 80% of new population growth into the USA and adopted Urban expansion areas through 2045. Building permit activity and other similar measures will be used to evaluate this objective.

Relationship to the Future Land Use Map

Goal 2: Ensure that the character, compatibility and location of land uses optimize the combined potential for economic benefit, fiscal sustainability, protection of natural resources and maintaining viable agriculture. Ensure density and intensities are maintained through the Future Land Use Map.

Objective 2.1: The Future Land Use Map is a regulatory tool governing the pattern of development in unincorporated Hillsborough County through the year 2045.

Policy 2.1.1: The Future Land Use Map shall identify Future Land Use categories, summarized in Table 2.2 and further described in Appendix A, that establish permitted land uses and maximum densities and intensities.

Future Land Use Categories

Objective 2.2: The Future Land Use Map (FLUM) Shall identify Land Use Categories, summarized in table 2.2 of the Future Land Use Element.

Policy 2.2.1: The character of each land use category is defined by building type, residential density, functional use, and the physical composition of the land. The integration of these factors sets the general atmosphere and character of each land use category. Each category has a range of potentially permissible uses which are not exhaustive, but are intended to be illustrative of the character of uses permitted within the land use designation. Not all of those potential uses are routinely acceptable anywhere within that land use category.

Compatibility

Policy 3.1.1: Restrict incompatible land uses to protect established and planned neighborhoods and communities by utilizing planning principles that limit commercial development in residential Future Land Use categories. Commercial and mixed-use in residential Future Land Use categories shall be limited to neighborhood serving guided by the commercial locational criteria in Objective 4.7.

Policy 3.1.2: Gradual transitions of intensities and densities between different land uses shall be provided for as new development is proposed and approved through the use of professional site planning, buffering and screening techniques and control of specific land uses. Screening and buffering used to separate new development from the existing, lower-density community should be designed in a style compatible with the community and allow pedestrian penetration. In rural areas, perimeter walls are discouraged and buffering with berms and landscaping are strongly encouraged.

Policy 3.1.3: Any density increase shall be compatible with existing, proposed or planned surrounding development. Compatibility is defined as the characteristics of different uses or activities or design which allow them to be located near or adjacent to each other in harmony. Some elements affecting compatibility include the following: height, scale, mass and bulk of structures, pedestrian or vehicular traffic, circulation, access and parking impacts, landscaping, lighting, noise, odor and architecture. Compatibility does not

mean “the same as.” Rather, it refers to the sensitivity of development proposals in maintaining the character of existing development.

Community Planning

Objective 3.2: Hillsborough County is comprised of many diverse communities and neighborhoods. The comprehensive plan is effective in providing an overall growth management strategy for development within the entire County. Strategies shall be developed that ensure the long range viability of its communities through a community and special area studies planning effort.

Policy 3.2.4: The County shall assist the Hillsborough County City-County Planning Commission in developing community plans for each planning area that are consistent with and further the Goals, Objectives and Policies of the Comprehensive Plan. The community plans will be adopted as part of the Comprehensive Plan in the Livable Communities Element. These community-specific policies will apply in guiding the development of the community. Additional policies regarding community planning and the adopted community plans can be found in the Livable Communities Element.

Development

Policy 4.1.1: Each land use plan category shall have a set of zoning districts that may be permitted within that land use plan category, and development shall not be approved for zoning that is inconsistent with the plan.

Policy 4.1.2: Developments must meet or exceed the requirements of all land development regulations as established and adopted by Hillsborough County, the state of Florida and the federal government unless such requirements have been previously waived by those governmental bodies.

4.1.6: Existing and future land development regulations shall be made consistent with the Comprehensive Plan, and all development approvals shall be consistent with those development regulations per the timeframe provided for within Chapter 163, Florida Statutes. Whenever feasible and consistent with Comprehensive Plan policies, land development regulations shall be designed to provide flexible, alternative solutions to problems.

Land Use Suitability

Objective 4.3: Development orders shall not be issued unless development is suitable for the physical conditions of the land, including, but not limited to, topographical and soil conditions and development mitigates those adverse impacts that it creates upon the physical conditions of the land that may affect the health, safety and/or welfare of the people who live and work within those particular areas.

Policy 4.3.5: Continue to implement, review and amend, as needed, measures to restrict and eliminate inappropriate and unsafe development in the Coastal High Hazard Area (CHHA) through plan designated uses, zoning and density and intensity limitations.

Policy 4.3.6: Development proposals within the Coastal High Hazard Area shall provide adequate data during the site plan review process to assess the impacts of the proposed development upon existing infrastructure within the Coastal High Hazard Area, as well as Level of Service Standards established for shelter capacity and evacuation clearance times.

Neighborhood/Community Development

Objective 4.4: Neighborhood Protection – Enhance and preserve existing neighborhoods and communities. Design neighborhoods which are related to the predominant character of their surroundings.

Policy 4.4.1: Any density or intensity increases shall be compatible with existing, proposed or planned surrounding development. Development and redevelopment shall be integrated with the adjacent land uses through:

- a) the creation of like uses; and
- b) creation of complementary uses; and
- c) mitigation of adverse impacts; and
- d) transportation/pedestrian connections; and
- e) Gradual transitions of intensity

COASTAL MANAGEMENT SECTION

Policy 3.1.3: Continue to Implement the “Coastal High Hazard Area” (CHHA) policies and regulations and delineate on zoning maps. Where the definition found in the definition’s section of the Comprehensive Plan and any graphic representation of this area is not consistent, the definition shall govern.

LIVABLE COMMUNITIES ELEMENT: NORTHWEST HILLSBOROUGH COMMUNITY PLAN

Section B: An alternative community form has been identified that encourages the creation of mixed-use traditional neighborhoods as well as higher density town centers, while permitting conventional suburban development. This alternative community form is encouraged by:

- Neighborhoods within which the activities of daily living should occur within walking distance, allowing independence to those who do not drive, especially the elderly and the young.
- Concentrations of civic, institutional, and commercial activity embedded within neighborhoods, not isolated in remote single-use complexes.

Section D: Social and economic vitality and sustainability has been ensured through:

- Requiring a range of housing suitable for younger and older people in addition to housing for families in the neighborhood.

**HILLSBOROUGH COUNTY
FUTURE LAND USE
RZ - MM 25-1243**

RZ - MM 25-1243

Rezonings
STATUS 

Tampa Service Area	Black
Urban Service Area	Dark Blue
Shoreline	Light Blue
County Boundary	Dark Blue Dashed
Roads	White
Water	Light Blue
AGRICULTURAL/MINING-1/20 (25 FAR)	Dark Green
PEC PLANNED ENVIRONMENTAL COMMUNITY-1/2 (25 FAR)	Light Green
AGRICULTURAL-1/10 (25 FAR)	Dark Green
AGRICULTURAL/RURAL-1/5 (25 FAR)	Light Green
AGRICULTURAL ESTATE-1/2.5 (25 FAR)	Dark Green
RESIDENTIAL-1 (25 FAR)	Light Green
RESIDENTIAL-2 (25 FAR)	Dark Green
RESIDENTIAL PLANNED-2 (35 FAR)	Light Green
RESIDENTIAL-4 (25 FAR)	Dark Green
RESIDENTIAL-6 (25 FAR)	Light Green
RESIDENTIAL-9 (35 FAR)	Dark Green
RESIDENTIAL-12 (35 FAR)	Light Green
RESIDENTIAL-16 (35 FAR)	Dark Green
RESIDENTIAL-20 (35 FAR)	Light Green
RESIDENTIAL-35 (10 FAR)	Dark Green
NEIGHBORHOOD MIXED USE-4 (35 FAR)	Light Green
SUBURBAN MIXED USE-6 (35 FAR)	Dark Green
COMMUNITY MIXED USE-12 (50 FAR)	Light Green
URBAN MIXED USE-20 (10 FAR)	Dark Green
REGIONAL MIXED USE-35 (20 FAR)	Light Green
INNOVATION CORRIDOR MIXED USE-35 (20 FAR)	Dark Green
OFFICE, COMMERCIAL-20 (75 FAR)	Light Green
RESEARCH CORPORATE PARK (1.0 FAR)	Dark Green
ENERGY INDUSTRIAL PARK (.50 FAR USES OTHER THAN RETAIL/COMMERCE)	Light Green
LIGHT INDUSTRIAL PLANNED (.75 FAR)	Dark Green
HEAVY INDUSTRIAL (.75 FAR)	Light Green
PUBLIC/QUASI-PUBLIC	Dark Green
NATURAL PRESERVATION	Light Green
WIMAUMA VILLAGE/RESIDENTIAL-2 (25 FAR)	Dark Green
CITRUS PARK VILLAGE	Light Green

DATA SOURCES: Recurring boundaries from The Planning Commission and are not official. Paper files and data from Hillsborough County Property Appraiser.

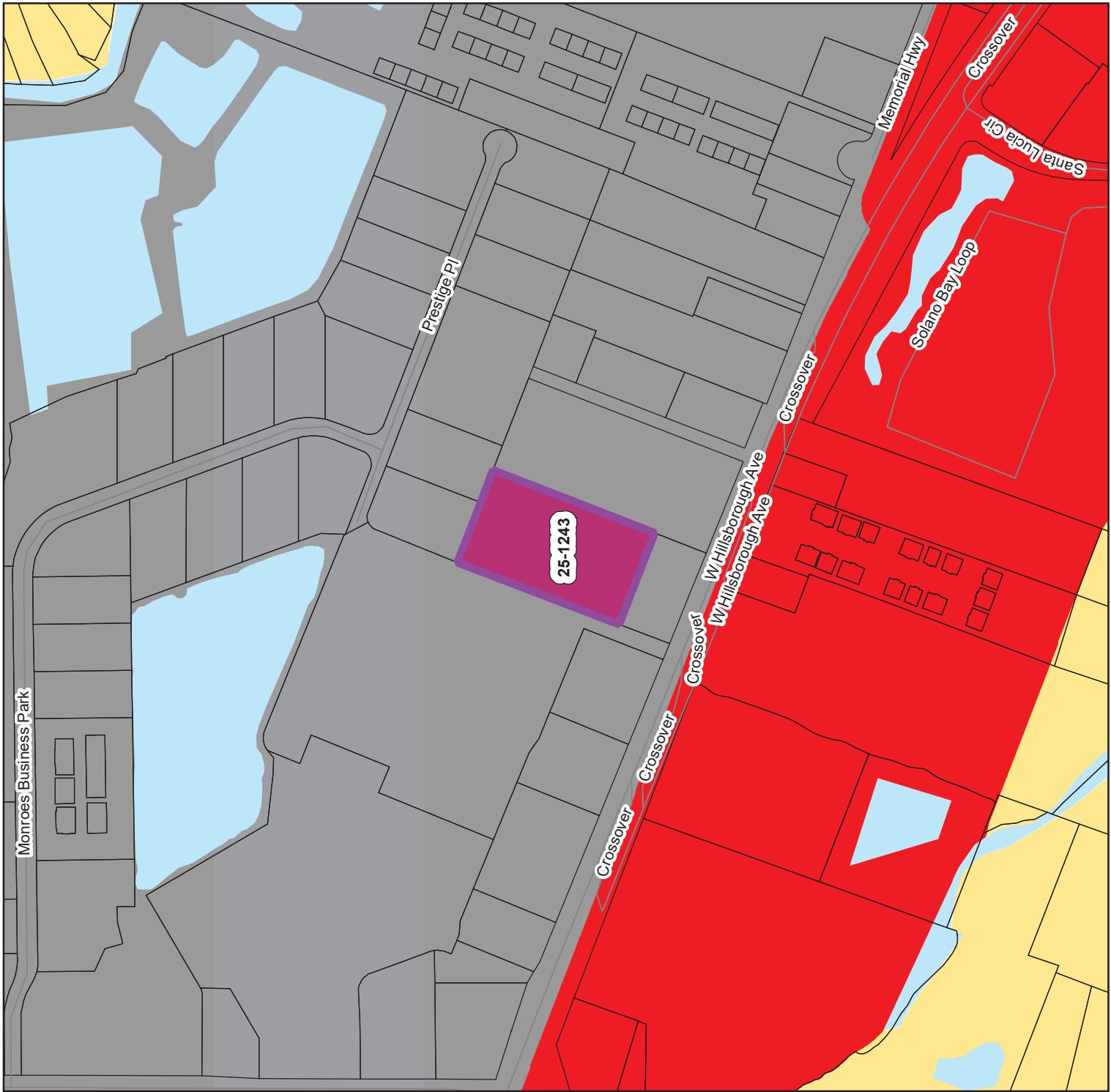
REPRODUCTION: This sheet may not be reproduced or sold to anyone without specific approval of the Hillsborough County Planning Commission.

ACCURACY: It is intended that the Hillsborough County map be used only as a guide and not as an accurate map. It is the responsibility of the Hillsborough County Planning Commission, Tis. for use in the various county offices.

NOTES: For the most current data and information, refer to the Hillsborough County Planning Commission.

Map Printed from Rezoning System: 9/2/2025
Author: J. Kaczanowski

Hillsborough County
City-County
Planning Commission



**GENERAL
SITE PLAN
FOR
CERTIFICATION**



Hillsborough County Florida

DEVELOPMENT SERVICES

PO Box 1110, Tampa, FL 33601-1110
(813) 272-5600

HILLSBOROUGH COUNTY DEVELOPMENT SERVICES DEPARTMENT

GENERAL SITE PLAN REVIEW/CERTIFICATION

BOARD OF COUNTY COMMISSIONERS

Chris Boles

Donna Cameron Cepeda

Harry Cohen

Ken Hagan

Christine Miller

Gwendolyn "Gwen" Myers

Joshua Wostal

COUNTY ADMINISTRATOR

Bonnie M. Wise

COUNTY ATTORNEY

Christine M. Beck

COUNTY INTERNAL AUDITOR

Melinda Jenzarli

DEPUTY COUNTY ADMINISTRATOR

Gregory S. Horwedel

Project Name: 13805 WEST HILLSBOROUGH AVENUE SITE

Zoning File: RZ-PD 08-0425 Modification: MM 25-1243

Atlas Page: None Submitted: 12/15/25

To Planner for Review: 12/15/25 Date Due: ASAP

Contact Person: Isabelle Albert, Halff Associates Phone: 813-331-0976/ialbert@halff.com

Right-Of-Way or Land Required for Dedication: Yes No

The Development Services Department HAS NO OBJECTION to this General Site Plan.

The Development Services Department RECOMMENDS DISAPPROVAL of this General Site Plan for the following reasons:

Reviewed by: Tania C. Chapela Date: 12/16/25

Date Agent/Owner notified of Disapproval: _____

**AGENCY
COMMENTS**

AGENCY REVIEW COMMENT SHEET

TO: Zoning Technician, Development Services Department

DATE: 11/07/2025

REVIEWER: Richard Perez, AICP, Executive Planner

AGENCY/DEPT: Transportation

PLANNING AREA: TNC

PETITION NO: MM 25-1243

This agency has no comments.

This agency has no objection.

This agency has no objection, subject to the listed or attached conditions.

This agency objects for the reasons set forth below.

NEW AND REVISED CONDITIONS

New Conditions

- If MM 25-1243 is approved, the County Engineer will approve a Section 6.04.02.B. Administrative Variance (dated October 10, 2025), which was found approvable on November 6, 2025. Approval of this Administrative Variance will permit the project driveway length to exceed the maximum 250-foot length up to a total of +/- 330 feet as measured from Hillsborough Ave to the first residential building.

Revised Conditions

12. ~~Where applicable and subject to County standards, the developer may be required to construct additional left turn storage into the project's driveway. If it is determined by the results of any subsequent analysis submitted by the developer, that adequate right of way does not exist to construct any needed improvements (i.e. turn lanes), then the developer shall re submit an analysis showing alternative improvements for the safe operation of the project and the adjacent street traffic. At the time of plat/site/subdivision plan review, the developer shall obtain all applicable site access approvals and comply with any access improvements required by FDOT for the project's Hillsborough Ave. access connection.~~

PROJECT SUMMARY AND ANALYSIS

The applicant is requesting a major modification to Planned Development zoning, PD 08-0425, to allow for 125 multi-family units on a +/- 3.5-acre parcel (Area B) which is currently approved for a hotel with 179 rooms. Proposed access changes to the PD modification area are discussed below under the Site Access Section. The site is generally located on the north side of Hillsborough Avenue, +/- 0.27 miles southeast of the intersection of Racetrack Road and Hillsborough Avenue. The Future Land Use designation of the site is Regional Mixed Use – 35 (RMU-35).

The remainder of the PD (AREA A) fronts Hillsborough Ave. and is approved for a maximum of 9,371 square feet of uses within the Manufacturing (M) zoning district.

Trip Generation Analysis

As required by the Development Review Procedures Manual (DRPM), the applicant submitted a trip generation letter and a detailed site access analysis was not required. Staff prepared a comparison of the trips potentially generated under the existing approved PD and proposed changes to the PD within the modification area, utilizing a generalized worst-case scenario. The information below is based on data from the Institute of Transportation Engineer's Trip Generation Manual, 12th Edition.

Approved Uses (Modification Area Only):

Zoning, Land Use/Size	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
PD 08-0425: Hotel – 179 Rooms (ITE LUC 310)	1,045	61	96

Proposed Uses (Modification Area Only):

Zoning, Land Use/Size	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
PD: Multi-family (Mid-Rise) – 125 units (ITE LUC 221)	558	44	48

Trip Generation Difference:

	24 Hour Two-Way Volume	Total Peak Hour Trips	
		AM	PM
Difference	(-487)	(-17)	(-48)

TRANSPORTATION INFRASTRUCTURE SERVING THE SITE

W. Hillsborough Avenue is 8-lane, FDOT maintained, principal arterial roadway, characterized by +/-12 ft. travel lanes. The existing right-of-way on Hillsborough Avenue is +/-155 feet. There are sidewalks and bicycle facilities on both sides of Hillsborough Avenue in the vicinity of the proposed project.

SITE ACCESS

The approved PD modification area allows for vehicular and pedestrian access to Hillsborough Ave. via a shared access facility along the western boundary with adjacent Lowe's Home Improvement Store (PD 01-0575) and through Parcel A within the same PD zoning district as the subject site.

The modification proposes the following changes to access:

1. add a vehicular and pedestrian cross access north of (and in addition to) the approved access along the western boundary,
2. change the approved vehicular and pedestrian to a pedestrian only access to Parcel A within the PD zoning, and
3. add a pedestrian cross access to the east.

As W. Hillsborough Ave. is a state facility under FDOT jurisdiction, the applicant will have to obtain all approvals and make all required access improvements deemed necessary by FDOT at the time of site construction plan review.

ADMINISTRATIVE VARIANCE REQUEST: MAXIMUM DRIVEWAY LENGTH

As the driveway from Hillsborough Avenue to the proposed multi-family residential units, as shown on the PD site plan, exceeded the maximum length allowed pursuant to County Land Development Code (LDC), Section 6.04.04.A.2. of 250 feet for residential developments, the applicant's Engineer of Record (EOR) submitted a Section 6.04.02.B Administrative Variance request (dated October 10, 2025). Based on factors presented in the Administrative Variance request, the County Engineer found the request approvable (on November 6, 2025).

If this rezoning is approved the County Engineer will approve the Administrative Variance Request to allow the project driveway to exceed the 250-foot length to a total of +/-330 feet from Hillsborough Ave. to the multi-family residential units.

ROADWAY LEVEL OF SERVICE (LOS) INFORMATION

Level of Service (LOS) information for adjacent roadway sections is reported below.

Roadway	From	To	LOS Standard	Peak Hour Directional LOS
W. Hillsborough Ave.	Pinellas County	Double Branch Rd.	D	C

Source: Hillsborough County 2024 Level of Service Report.

From: [Williams, Michael](#)
To: [Sean Cashen](#)
Cc: [Albert, Isabelle](#); [Chapela, Tania](#); [Perez, Richard](#); [Tirado, Sheida](#); [PW-CEIntake](#); [De Leon, Eleonor](#)
Subject: FW: MM 25-1243 - Administrative Variance Review
Date: Thursday, November 6, 2025 6:28:16 PM
Attachments: [25-1243 AVReq 10-13-25.pdf](#)
[image001.png](#)

Sean,

I have found the attached Section 6.04.02.B. Administrative Variance (AV) for PD 25-1243 APPROVABLE.

Please note that it is you (or your client's) responsibility to follow-up with my administrative assistant, Eleonor De Leon (DeLeonE@hillsboroughcounty.org or 813-307-1707) after the BOCC approves the PD zoning or PD zoning modification related to below request. This is to obtain a signed copy of the DE/AV.

If the BOCC denies the PD zoning or PD zoning modification request, staff will request that you withdraw the AV/DE. In such instance, notwithstanding the above finding of approvability, if you fail to withdraw the request, I will deny the AV/DE (since the finding was predicated on a specific development program and site configuration which was not approved).

Once I have signed the document, it is your responsibility to submit the signed AV/DE(s) together with your initial plat/site/construction plan submittal. If the project is already in preliminary review, then you must submit the signed document before the review will be allowed to progress. Staff will require resubmittal of all plat/site/construction plan submittals that do not include the appropriate signed AV/DE documentation.

Lastly, please note that it is critical to ensure you copy all related correspondence to PW-CEIntake@hillsboroughcounty.org

Mike

Michael J. Williams, P.E.
Director, Development Review
County Engineer
Development Services Department

P: (813) 307-1851
M: (813) 614-2190
E: Williamsm@HillsboroughCounty.org
W: HCFLGov.net

Hillsborough County
601 E. Kennedy Blvd., Tampa, FL 33602

[Facebook](#) | [Twitter](#) | [YouTube](#) | [LinkedIn](#) | [HCFL Stay Safe](#)

Please note: All correspondence to or from this office is subject to Florida's Public Records law.

From: Tirado, Sheida <TiradoS@hcfl.gov>
Sent: Thursday, November 6, 2025 5:54 PM
To: Williams, Michael <WilliamsM@hcfl.gov>
Cc: Perez, Richard <PerezRL@hcfl.gov>; Drapach, Alan <DrapachA@hcfl.gov>
Subject: MM 25-1243 - Administrative Variance Review

Hello Mike,

The attached Administrative Variance is **Approvable** to me, please include the following people in your response email:

scashen@gulfcoastconsultinginc.com
ialbert@halff.com
chapelat@hcfl.gov
perezrl@hcfl.gov
perezrl@hcfl.gov

Best Regards,

Sheida L. Tirado, PE
Transportation Review & Site intake Manager
Development Services
E: TiradoS@HCFL.gov
P: (813) 276-8364 | M: (813) 564-4676

601 E. Kennedy Blvd., Tampa, FL 33602

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Hillsborough County Florida

Please note: All correspondence to or from this office is subject to Florida's Public Records law.

Supplemental Information for Transportation
Related Administrative Reviews

Instructions:

- This form must be provided separately for each request submitted (including different requests of the same type).
- This form must accompany all requests for applications types shown below. Staff will not log in or assign cases that are not accompanied by this form, or where the form is partially incomplete.
- A response is required in every field. Blank fields or non-responsive answers will result in your application being returned.
- All responses must be typed.
- Please contact Eleonor de Leon at deleone@HCFL.gov or via telephone at (813) 307-1707 if you have questions about how to complete this form.

Request Type (check one)	<input checked="" type="checkbox"/> Section 6.04.02.B. Administrative Variance <input type="checkbox"/> Technical Manual Design Exception Request <input type="checkbox"/> Alternative Parking Plan Request (Reference LDC Sec. 6.05.02.G3.) <input type="checkbox"/> Request for Determination of Required Parking for Unlisted Uses (Reference LDC Sec. 6.05.02.G.1. and G.2.)		
Submittal Type (check one)	<input checked="" type="checkbox"/> New Request	<input type="checkbox"/> Revised Request	<input type="checkbox"/> Additional Information
Submittal Number and Description/Running History (check one and complete text box using instructions provided below)	<input checked="" type="checkbox"/> 1. Driveway Length to Res <input type="checkbox"/> 4. <input type="checkbox"/> 2. <input type="checkbox"/> 5. <input type="checkbox"/> 3. <input type="checkbox"/> 6.		
<p>Important: To help staff differentiate multiple requests (whether of the same or different type), please use the above fields to assign a unique submittal number/name to each separate request. Previous submittals relating to the same project/phase shall be listed using the name and number previously identified. It is critical that the applicant reference this unique name in the request letter and subsequent filings/correspondence. If the applicant is revising or submitting additional information related to a previously submitted request, then the applicant would check the number of the previous submittal.</p>			
Project Name/ Phase	13805 West Hillsborough Avenue; PD MM25-1243;		
<p>Important: The name selected must be used on all future communications and submittals of additional/revised information relating to this variance. If request is specific to a discrete phase, please also list that phase.</p>			
Folio Number(s)	004079-0000		
<input type="checkbox"/> Check This Box If There Are More Than Five Folio Numbers			
<p>Important: List all folios related to the project, up to a maximum of five. If there are additional folios, check the box to indicate such. Folio numbers must be provided in the format provided by the Hillsborough County Property Appraiser's website (i.e. 6 numbers, followed by a hyphen, followed by 4 additional numbers, e.g. "012345-6789"). Multiple records should be separated by a semicolon and a space e.g. "012345-6789; 054321-9876").</p>			
Name of Person Submitting Request	Sean P. Cashen, P.E.		
<p>Important: All Administrative Variances (AV) and Design Exceptions (DE) must be Signed and Sealed by a Professional Engineer (PE) licensed in the State of Florida.</p>			
Current Property Zoning Designation	PD 08-0425		
<p>Important: For Example, type "Residential Multi-Family Conventional - 9" or "RMC-9". This is not the same as the property's Future Land Use (FLU) Designation. Typing "N/A" or "Unknown" will result in your application being returned. This information may be obtained via the Official Hillsborough County Zoning Atlas, which is available at https://maps.hillsboroughcounty.org/maphillsborough/maphillsborough.html. For additional assistance, please contact the Zoning Counselors at the Center for Development Services at (813) 272-5600 Option 3.</p>			
Pending Zoning Application Number	PD MM25-1243		
<p>Important: If a rezoning application is pending, enter the application number proceeded by the case type prefix, otherwise type "N/A" or "Not Applicable". Use PD for PD rezoning applications, MM for major modifications, PRS for minor modifications/personal appearances.</p>			
Related Project Identification Number (Site/Subdivision Application Number)	N/A		
<p>Important: This 4-digit code is assigned by the Center for Development Services Intake Team for all Certified Parcel, Site Construction, Subdivision Construction, and Preliminary/Final Plat applications. If no project number exists, please type "N/A" or "Not Applicable".</p>			



Gulf Coast Consulting, Inc.
Land Development Consulting
ENGINEERING TRANSPORTATION PLANNING PERMITTING
13825 ICOT Boulevard, Suite 605
Clearwater, Florida 33760
Phone: (727) 524-1818
Fax: (727) 524-6090

October 10, 2025

Mr. Michael J. Williams, P.E.
Development Review Director, County Engineer
Hillsborough County
601 East Kennedy Blvd., 20th Floor
Tampa, Florida 33602

Dear Mr. Williams:

RE: Administrative Variance for Driveway Distance
Zining Application #: MM 25-1243
13805 W. Hillsborough Ave., Tampa, FL 33635
Folio: 004079-0000

Please accept this letter as a formal request for your approval of an administrative variance in accordance with to Section 6.04.02.B. of the Hillsborough County Land Development Code (LDC), Variance Procedure and Criteria as part Access Management Review Procedures and Submission Requirements.

Per Section 6.04.04.A.3., for residential developments (unsignalized driveways), the following maximum length shall be 250 feet.

Section 6.04.04.A.3

Land Use	Driveway Length (In Feet)
Residential Developments	250

The subject property is under review for the PD rezoning process, as is shown on the attached **PD Site Plan**. This variance is to request that the driveway length to serve this development can exceed the maximum 250 feet per Section 6.04.04.A.3. criteria of driveway length.

Please accept this letter as a formal request for your approval of an administrative variance in accordance with to Section 6.04.02. B. of the Hillsborough County Land Development Code (LDC), Variance Procedure and Criteria.

October 10, 2025
Page 2 of 4

The LDC allows for relief of certain standards of Section 6.04.04 Access Management Design Standards, subject to providing the following information and justifications.

1. Site Information: Folio #: 004079-0000
2. Associated Application Numbers: MM 25-1243
3. Type of Request: Administrative variance to Section 6.04.04.A.3.
4. Section of the LDC from which the variance is being sought, as well as any associated zoning conditions which require said improvements: *Relief from LDC Section 6.04.04.A.3. is sought.*
5. Description of what the LDC/zoning conditions require: Maximum driveway length of 250 feet for Residential developments.
6. Description of existing driveway conditions: the existing private driveway serving this development is approx. 30' to 36' wide which connects to Hillsborough Avenue (SR 580) and serves as the main access to the existing Lowes store. The proposed main access to this PD Site connects to this private driveway and aligns with the frontage roadway of the Lowes site to the west of this PD.
7. Justification for request and any information you would like considered such as cost/benefit analysis, land use plans, policies, and local traffic circulation/operation of the site and adjacent areas. Justification must address Section 6.02.04.B.3. criteria (a), (b) and (c). In the consideration of the variance request, the issuing authority shall determine to the best of its ability whether the following circumstances are met:

This PD project needs access to this existing private driveway and the main access connection to this private driveway serving this PD site aligns with the existing frontage road driveway connection to the west. The length of this driveway connection serving this PD site from Hillsborough Avenue to the point of connection is 256.7 feet (See **Aerial Exhibit** attached). There will be a need for this driveway to continue into the site to serve the proposed building, which may be another 60 to 70 feet, for a total driveway length of approximately 330 feet.

- a. There is an unreasonable burden on the applicant. *The proposed driveway connection for this PD Site at this existing private driveway, aligns with the driveway of the western frontage road, which is standard practice for safety and operational functionality. This length of driveway from SR 580 to point of access exceeds 250 feet (256.7 feet). There is no other reasonable or safe location for this PD Access which is unreasonable burden on the Applicant.*

- b. The variance would not be detrimental to the public health, safety, and welfare. *The variance is not expected to be detrimental to the public, health, safety, and welfare since this proposed PD site driveway connection aligns with the existing driveway to the west which is standard practice for safety, operational efficiency and functionality.*
- c. Without the variance, reasonable access cannot be provided. In the evaluation of the variance request, the issuing authority shall give valid consideration to the land use plans, policies, and local traffic circulation/operation of the site and adjacent areas. *Due to the location of the existing driveway connection on the west side of private driveway, which the proposed PD Plan driveway access aligns with, without the variance, no other reasonable or safe access point can be provided. Thus, without the variance, reasonable access cannot be provided to this existing private driveway to serve this PD Site.*

Enclosed for your review are the following:

PD General Site Plan and Aerial Exhibit

October 10, 2025
Page 4 of 4

If you have any questions/comments regarding this request, please call me at (727) 524-1818.

Sincerely,

sean p cashen
Date: 2025.10.10

h
n
Sean P. Cashen, P.E. Date:
Principal -04'00'

11:40:02[®]

This item has been digitally signed and sealed by Sean P. Cashen, P.E., on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Based upon the information provided by the application, this request is:

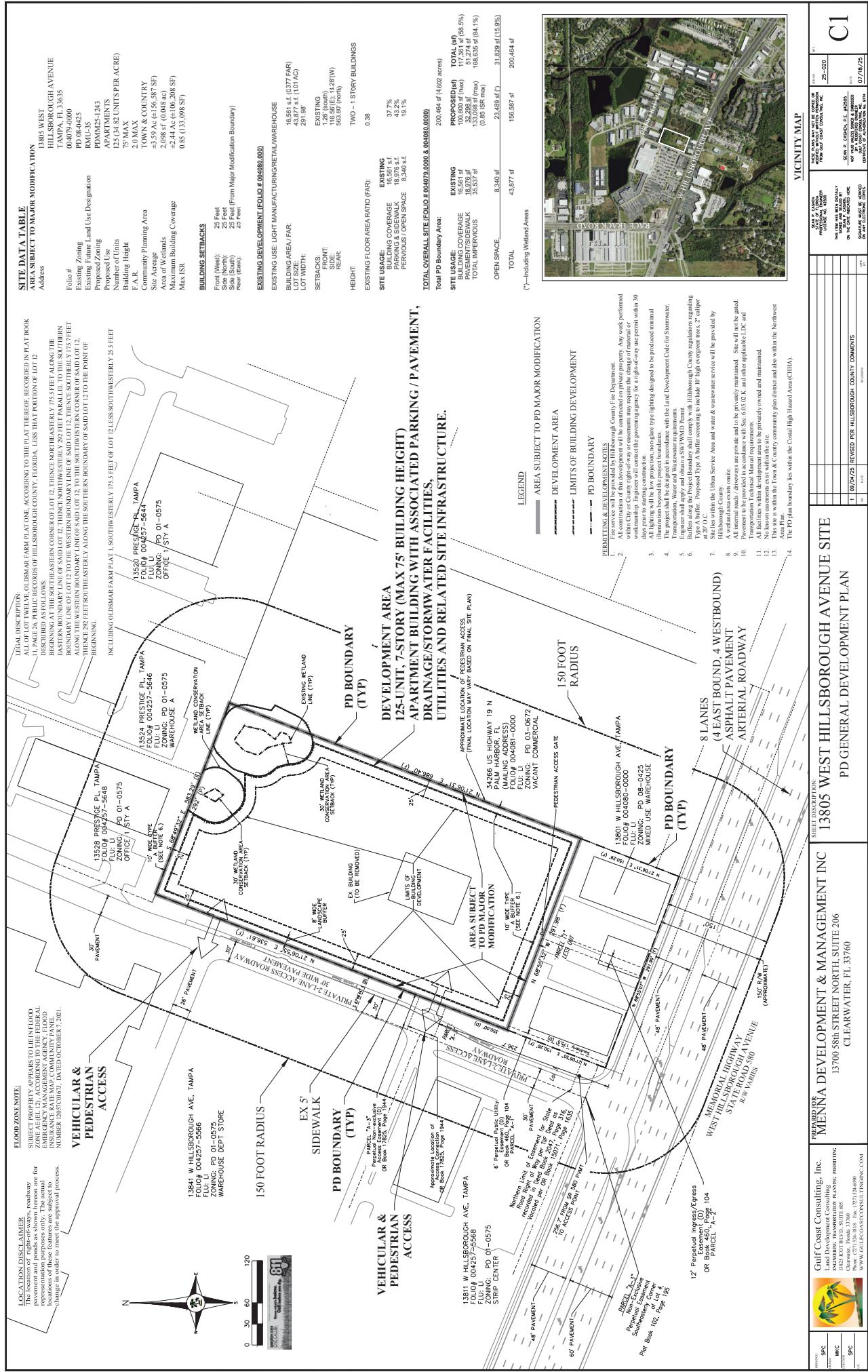
Disapproved
 Approved with Conditions
 Approved

If there are any further questions or you need clarification, please contact Sheida L. Tirado, P.E. at (813) 276-8364.

Sincerely,

Michael J. Williams, P.E.
Hillsborough County Engineer

Notice: Consistent with Section 6.04.02.B of the LDC, the results of this variance application may be appealed, as further described in Section 10.05.01 of the LDC, to the Land Use Hearing Officer within 30 calendar days of the day of the above action.



FDOT Pre-Application Meeting Information



Meeting date: Tuesday, September 16, 2025 10:00 a.m.

Meeting title: 13805 W. Hillsborough apartments

FDOT Coordinator: Allison Carroll, allison.carroll@dot.state.fl.us - 813.245.1680

Location/Address: 13805 W. Hillsborough Avenue

State Road: 580

Section ID: 10 150 000

MP: 0.299

R/L roadway: L

Road class: 3

Posted speed: 50 MPH

Connection spacing: 660 '

Signal spacing: 2640'

Median-opening spacing: Full: 2640 '

Directional: 1320'

Folio #(s): 004079-0000

Project narrative: [see att.]

Attendees: Sean Cashen, Sarah Rose and Richard Perez

FDOT Staff: Todd Croft, Allison Carroll, Selena Gonzalez, David Ayala, Efrain Torres, Bruce Brantley, Justin An, Kathy Matos and Lindsey Mineer

- ➡ All checked boxes apply to this project per the information provided and reviewed in this meeting
- ➡ All comments are non-binding and subject to change.
- ➡ All comments related to FDOT specs and standards automatically update to the current version when the standards are revised. Plans should meet current standards at the time permit package is submitted in OSP.

Permit-Application Checklist

<input checked="" type="checkbox"/>	Property owner's information	<input checked="" type="checkbox"/>	Notarized LOA - letter(s) of authorization from owner for anyone representing on their behalf (EOR, PM, Construction Coordinator, etc.), Including 3rd-party representatives
<input checked="" type="checkbox"/>	Deed or other proof of ownership		
<input checked="" type="checkbox"/>	EOR's contact information		
<input checked="" type="checkbox"/>	EOR certification	<input checked="" type="checkbox"/>	Local approval(s) - Approvals by all other local agencies (county, city, SWFWMD, EPA, etc.)
<input checked="" type="checkbox"/>	MOT tech (use EOR's info in application; update when the MOT Tech is chosen)	<input checked="" type="checkbox"/>	Plans - signed and sealed

Access Permit		Additional Details		
<input checked="" type="checkbox"/>	Existing land use	**Please see attached Access Management notes/checklist**		
<input checked="" type="checkbox"/>	Existing trips			
<input checked="" type="checkbox"/>	Proposed land use			
<input checked="" type="checkbox"/>	Proposed trips			
<input checked="" type="checkbox"/>	Permit category & fee			
<input checked="" type="checkbox"/>	Significant change			
<input checked="" type="checkbox"/>	Access to State Road			
<input type="checkbox"/>	FDOT in favor			
		(reason)		
<input type="checkbox"/>	FDOT NOT in favor			
<input checked="" type="checkbox"/>	Conforming access			
<input checked="" type="checkbox"/>	Non conforming access	<input checked="" type="checkbox"/>	Subject to closure in future when alternate access is available	
<input checked="" type="checkbox"/>	Cross access and court recorded easement			
<input type="checkbox"/>	Vehicular			
<input checked="" type="checkbox"/>	Autoturn template	including for fire truck and trash truck		

Permit-application checklist, continued

<input checked="" type="checkbox"/>	COI - liability insurance	
<input type="checkbox"/>	Land donation & easement	
<input checked="" type="checkbox"/>	Traffic study	
<input checked="" type="checkbox"/>	Meet with emergency services	
<input checked="" type="checkbox"/>	Show dumpster location	
<input checked="" type="checkbox"/>	Sufficient driveway throat depth per FDM	
<input checked="" type="checkbox"/>	Remove and restore at existing driveway apron	
<input checked="" type="checkbox"/>	Sidewalk to be brought up to current FDOT standards	
<input checked="" type="checkbox"/>	Show driveway design, internal circulation plan	
<input checked="" type="checkbox"/>	Minimum 15' inbound, 12' outbound, both 35' radii	

<input checked="" type="checkbox"/>	Design variation, if any	
<input checked="" type="checkbox"/>	MOT indices	
<input checked="" type="checkbox"/>	TTCP plan	

Drainage Permit		Additional Details
<input checked="" type="checkbox"/>	Permit	**Please see attached District Drainage notes/checklist**
<input type="checkbox"/>	Exception	
<input type="checkbox"/>	Exception questionnaire (attached)	including full set of plans and stormwater report
<input type="checkbox"/>	Unsure	
<input checked="" type="checkbox"/>	Survey - Signed & sealed	
<input checked="" type="checkbox"/>	SWFWMD approval	
<input checked="" type="checkbox"/>	100-year storm (or SWFWMD 24-hour)	(with 1' freeboard to TOB)
<input checked="" type="checkbox"/>	1' of freeboard	
<input checked="" type="checkbox"/>	36 storms per RC 14-86	
<input checked="" type="checkbox"/>	Pre and post drainage maps and volumes	Show elevations and flow arrows
<input checked="" type="checkbox"/>	Sheet flow to nearest inlet	
<input checked="" type="checkbox"/>	Include photos of the site	

Construction Agreements		Additional Details
<input type="checkbox"/>	Construction Agreement	
<input type="checkbox"/>	Turn lane	
<input type="checkbox"/>	Median modification	
<input type="checkbox"/>	Sidewalk	
<input type="checkbox"/>	Other	
<input type="checkbox"/>	Median modification letters	
<input type="checkbox"/>	Security Instrument	
<input type="checkbox"/>	Easement - court recorded	
<input type="checkbox"/>	Cost estimate - signed & sealed	
<input type="checkbox"/>	LOA - construction coordinator, managing LLC,	
<input type="checkbox"/>	GM, any 3rd party authorized agent	

Utility Permits		Additional Details
<input type="checkbox"/>	Water	

Permit-application checklist, continued

Sewer	
Other	

General Use & Other Permits	Additional Details
General Use	
Other	

FDOT Construction Projects In Area				
FPID #	Type of Work	Start Date	Project Manager	Contact Info

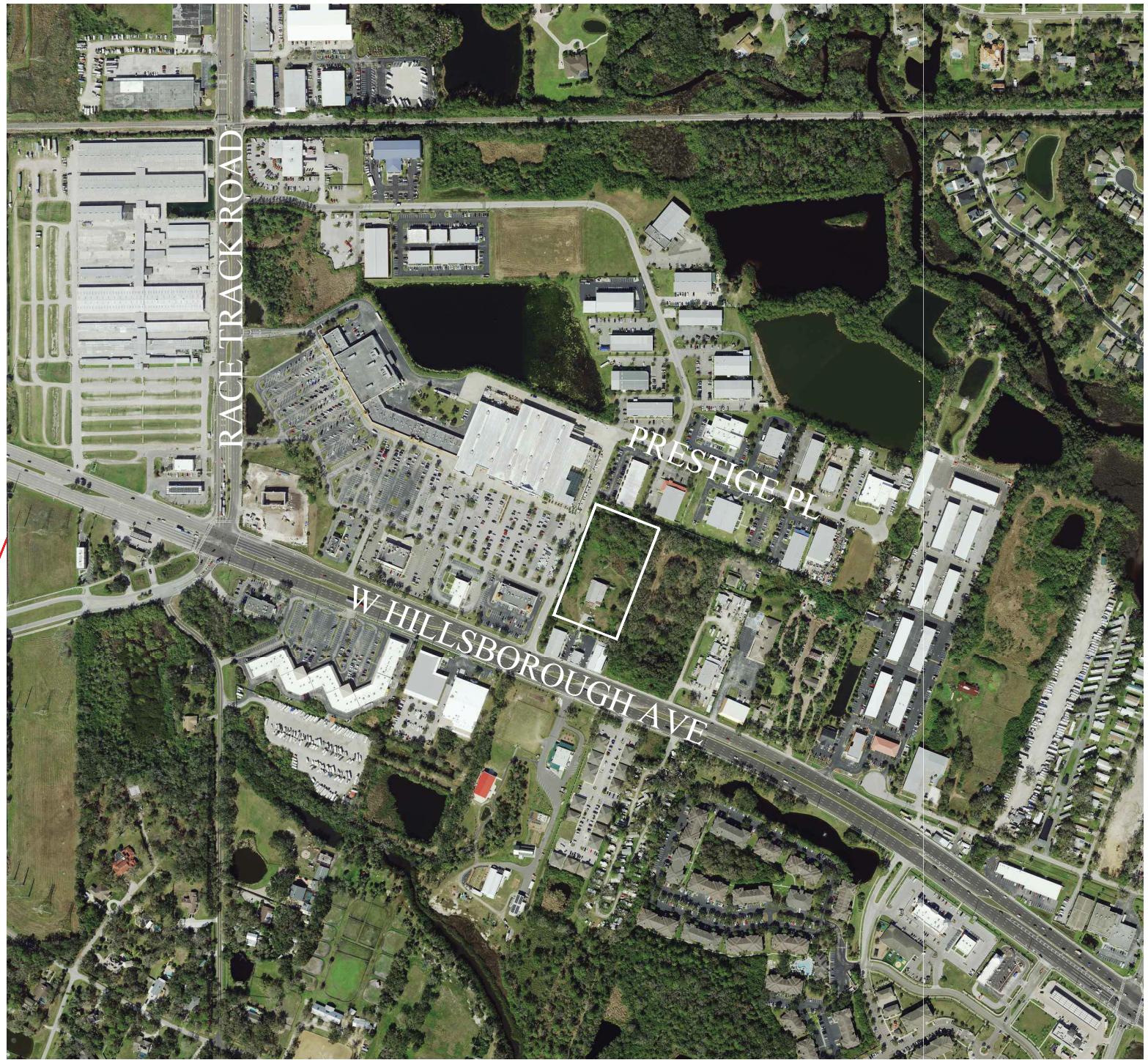
Additional Comments/Standard Information:

(these comments may or may not apply to this project; they are standard comments)

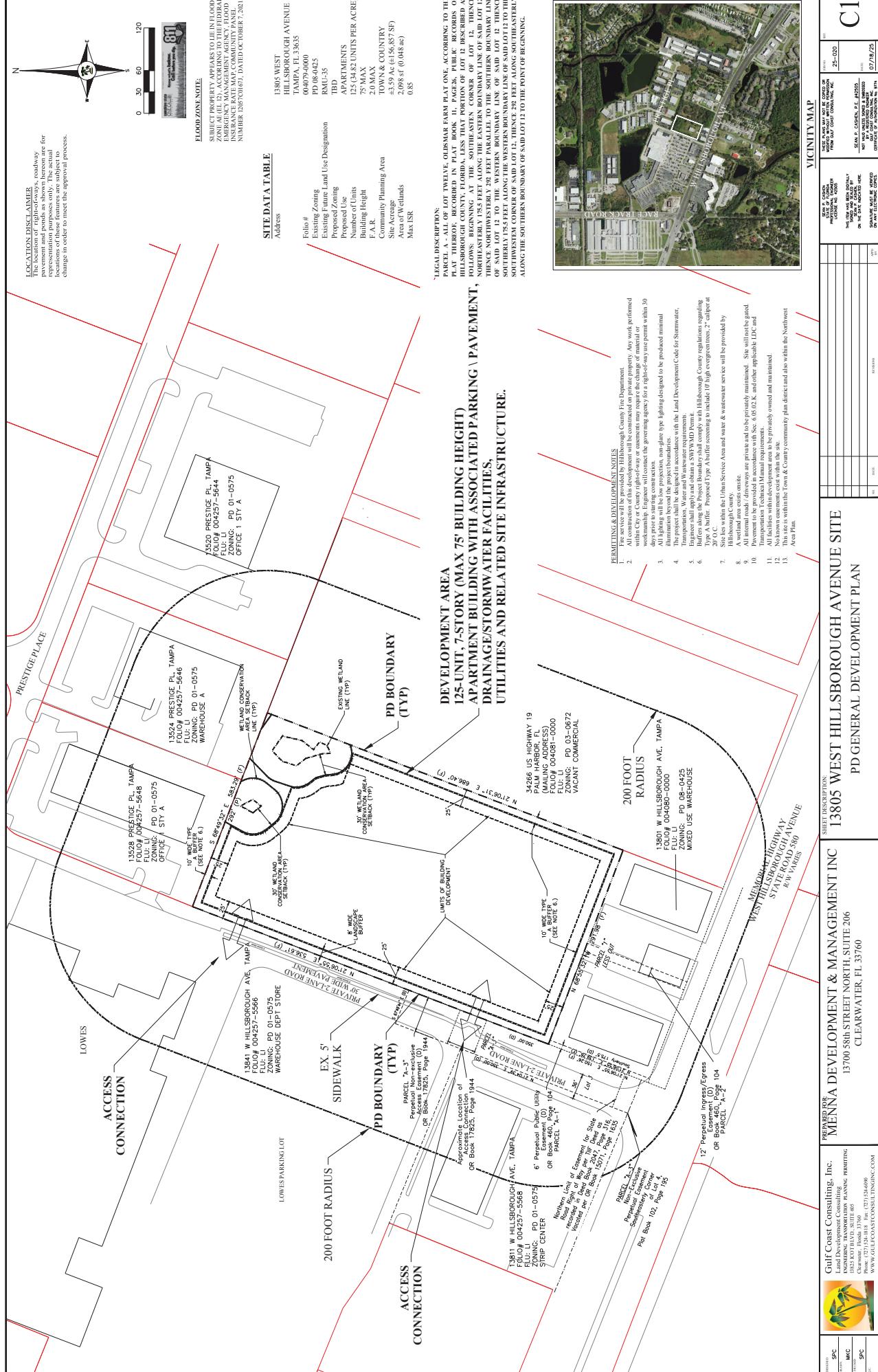
1. Document titles must reflect what the document is, before it is uploaded into OSP.
2. Documents must be signed and sealed or notarized.
3. Include these pre-application meeting notes with the application submittal in OSP.
4. For a permit whose location falls within the limit of an FDOT project, you must contact the project manager, provide your work schedule, and coordinate construction activities prior to permit approval.
5. Plans shall be designed per the current FDOT Standard Plans and the Florida Design Manual (FDM).
6. All the following project identification information must be on the cover sheet of your plans:
 - a. All associated FDOT permit application numbers
 - b. State Road number and local road name, and road section ID number
 - c. Milepost number and left (LT) or right (RT) side of roadway (when facing north or east)
 - d. Roadway classification number and posted speed limit in miles per hour
7. All typical driveway details must be placed properly:
 - a. 24" thermoplastic white stop bar equal to the lane width, placed 4' behind crosswalk or a minimum of 25' in front of it.
 - b. 36" high-reflective stop sign blade mounted on a 3" round aluminum post, aligned with stop bar
 - c. If applicable, right turn only sign mounted below stop sign blade (FTP-55R-06 or FTP-52-06)
 - d. Double yellow 6" lane separation lines with two yellow reflective pavement markers at each end
 - e. 6' wide high-emphasis ladder-style crosswalk straddling the detectable warning mats
 - f. Warning mats to be red in color unless specified otherwise.
 - g. Directional arrow(s) 25' behind the stop bar
 - h. All markings on concrete to be high-contrast (white with black border)
 - i. All striping within and approaching FDOT ROW to be thermoplastic
8. Any relocation of utilities, utility poles, signs or other agency-owned objects must be coordinated with the Department, and the **existing and proposed location** must be clearly labeled on the plans.
9. Include plan note: "It is the responsibility of the contractor not only to restore the right-of-way, but also to maintain the right-of-way for the duration of the project."

THIS DOCUMENT IS NOT A PERMIT APPROVAL

Comments and findings from this pre-app meeting may be subject to change and may not be used as a basis of approval after 3/16/2026



VICINITY MAP





Gulf Coast Consulting, Inc.

Land Development Consulting

Engineering • Planning • Transportation • Permitting

ICOT Center

13825 ICOT Boulevard, Suite 605

Clearwater, FL 33760

Phone: (727) 524-1818

Fax: (727) 524-6090

August 6, 2025

Hillsborough County Development Services
Zoning Department
601 E. Kennedy Boulevard, 20th Floor
Tampa, Florida 33602

Re: 13805 W. Hillsborough Avenue, Tampa FL 33635
Folios: #004079-0000
County: Hillsborough
Sec/Twp/Rge: 19/28/17
Transportation Narrative for PD (Modification of PD 08-0425)

To Whom It May Concern:

Project Overview

This PD Plan proposes a modification of PD 08-0425 for a multifamily apartment use at this property located at 13805 W. Hillsborough Avenue, Tampa FL 33635 (Folio: #004079-0000). The site is approximately 3.59 acres and is currently vacant.

Transportation Infrastructure Serving the Site

The project's sole access is from the existing private roadway located west of the site that connects to West Hillsborough Avenue (State Road 580). This private roadway also provides access to the existing Lowes Store located to the northwest of this PD Site. This private roadway access is a two-lane road which varies from 30' wide--at proposed access connections--to 36' wide at the roadway connection with W. Hillsborough Avenue (State Road 580).

External Connectivity

Access to this site is provided by way of this connection to this existing private roadway that also provides access to the Lowes store to the northwest as well as the commercial / retail facility located to the west of this PD site.

Below is the Traffic Generation Table for Multifamily Housing (Mid-Rise) Not Close to Rail Transit (LUC 221) from ITE, 11th Edition, September 2021. The Trip Generation is based on 125 apartment units.

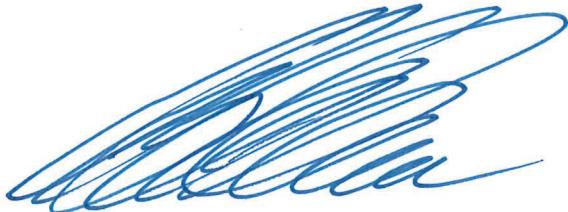
Trip Generation Table

ITE Code	Land Use Type	Units	Daily Trips	AM Peak-Hour Trips In	AM Peak-Hour Trips Out	PM Peak-Hour Trips In	PM Peak-Hour Trips Out
221	Multifamily (Mid Rise)	125	568	11	35	30	19
	TOTAL	125	49	11	35	30	19

The total AM Peak Trips is 46 and the total PM Peak Trips is 49. Pursuant to the Development Review Procedures Manual, this project is not required to submit a Transportation Analysis since both the cumulative AM and PM Peak hour trips are less than 50.

Please call or email if you have any questions or need any additional information.

Sincerely,



Sean P. Cashen, P.E.
Principal
Cc: File 25-020

Multifamily Housing (Mid-Rise) Not Close to Rail Transit (221)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday

Setting/Location: General Urban/Suburban

Number of Studies: 11

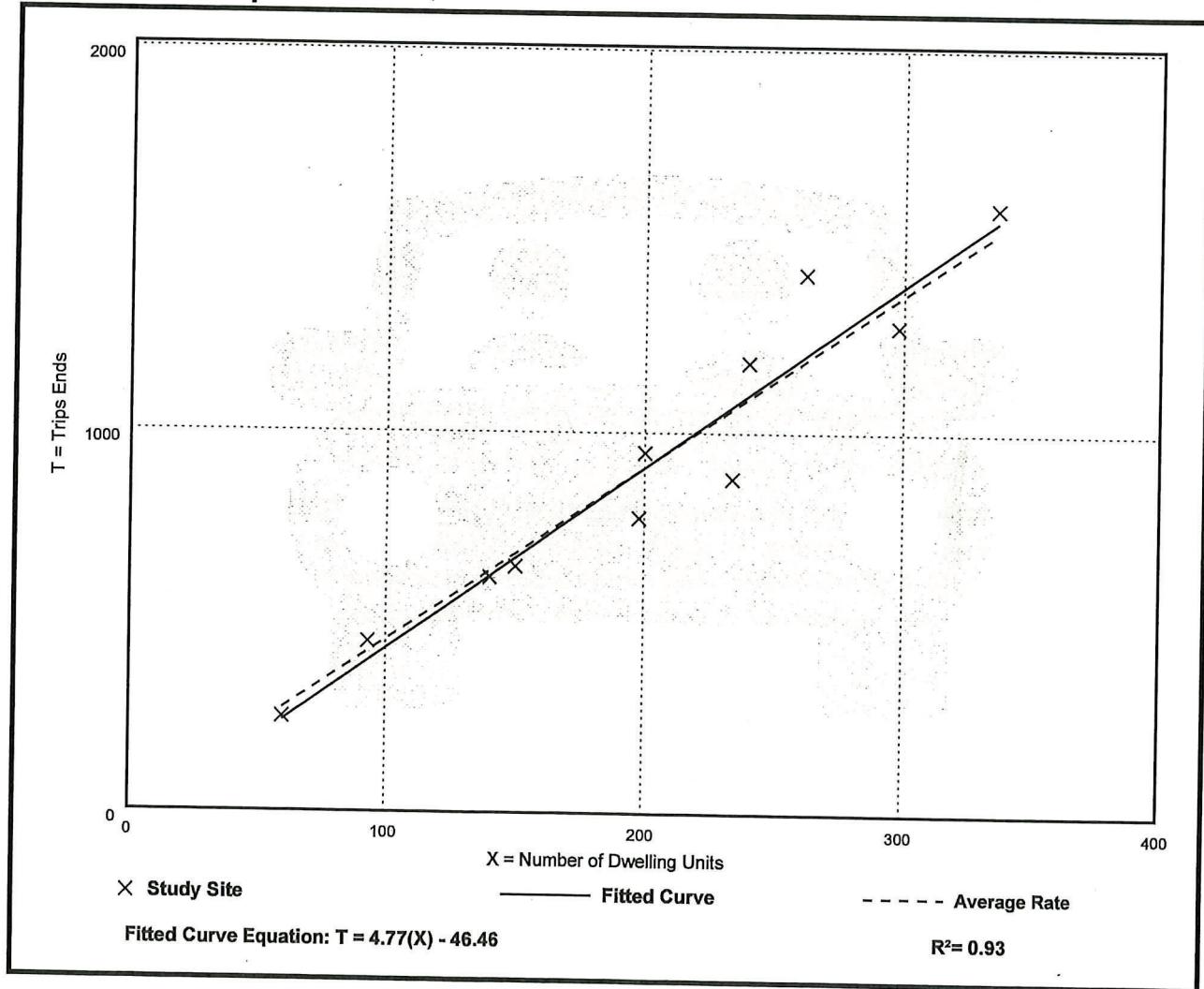
Avg. Num. of Dwelling Units: 201

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
4.54	3.76 - 5.40	0.51

Data Plot and Equation



Multifamily Housing (Mid-Rise) Not Close to Rail Transit (221)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Number of Studies: 30

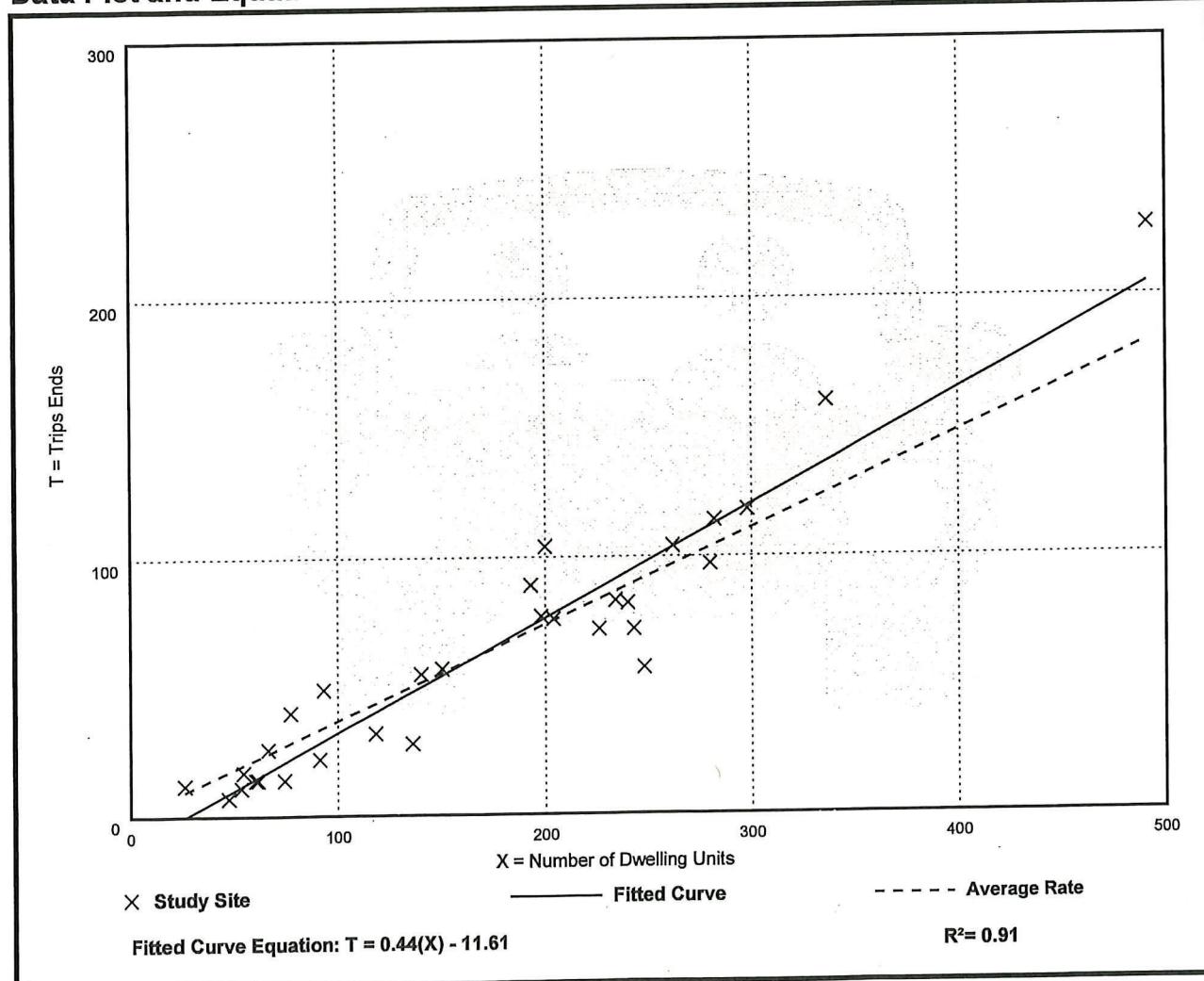
Avg. Num. of Dwelling Units: 173

Directional Distribution: 23% entering, 77% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.37	0.15 - 0.53	0.09

Data Plot and Equation



Multifamily Housing (Mid-Rise) Not Close to Rail Transit (221)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 31

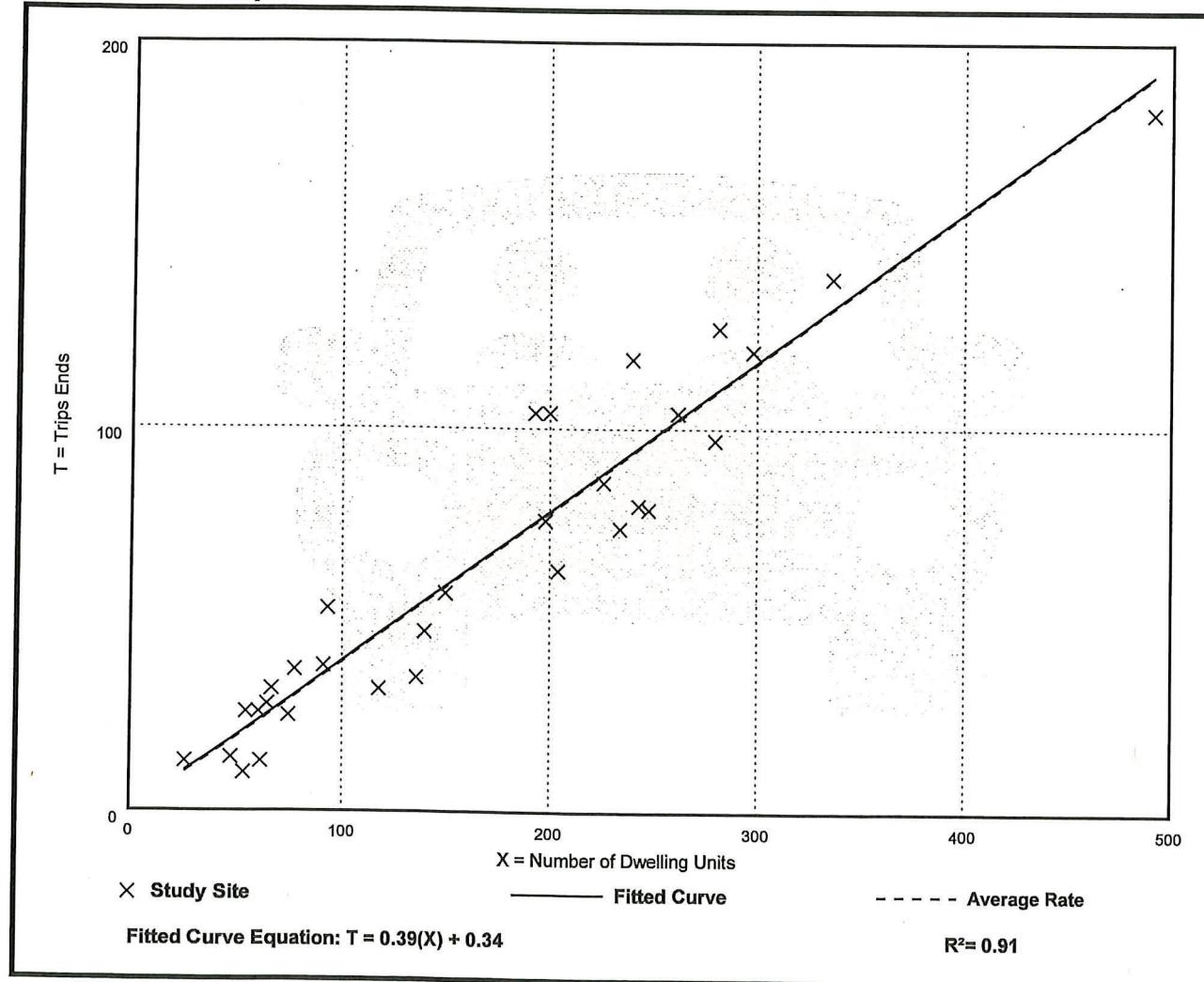
Avg. Num. of Dwelling Units: 169

Directional Distribution: 61% entering, 39% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.39	0.19 - 0.57	0.08

Data Plot and Equation





ACCESS MANAGEMENT PERMIT CHECKLIST

PERMIT APPLICATION		
<ul style="list-style-type: none">• All permits Category C and above must have a Pre-Application Meeting with FDOT Staff and provide the permit application and conceptual site plan for the meeting. This is to be coordinated with the local operations center. The pre-application meeting is a courtesy and intended to be advisory only; the results of this meeting are not binding on the Department or the Applicant.• The Department shall not be obligated to permit or approve any connection, traffic control feature or device, or any other site related improvement that has been specified in a development approval process separate from the official connection approval process described in this rule chapter.• Staff recommendations and determination of traffic impact areas will be provided at the Pre-Application meeting to expedite the review of the permit submittal in One Stop Permitting.		
<p><u>FDOT - One Stop Permitting</u></p> <p>The permit submittal in OSP must include a complete set of signed and sealed plans, a signed and sealed Traffic Study, and the required project-related information in accordance with Florida Administrative Code 14-96.</p>		PROJECT INFORMATION: 13805 W. Hillsborough Apartments SR 580 10 150 000 MP 0.299 Class 3 @ 50 MPH Connection/signal spacing – 660'/2640' Directional/full median opening spacing – 1320'/2640' Folio # 004079-0000
GENERAL INFORMATION		
<input checked="" type="checkbox"/>	The Department does not permit development in phases.	All property under ownership is to be included in the complete submittal. Entire property to be included in both plans and traffic study. New phases of an existing development requiring a new permit will have their fee based on the development in the individual phase.
<input checked="" type="checkbox"/>	Access and Drainage permits are reviewed and approved simultaneously.	<ul style="list-style-type: none">• Ensure all permit submittals are made simultaneously via the OSP website.• Plans for drainage, access permits, and construction agreements are required to match.
<input checked="" type="checkbox"/>	Off-system Improvements	<ul style="list-style-type: none">• Any proposed changes to city or county access will require the provision of a signed Letter of Authorization from the appropriate agency.
<input checked="" type="checkbox"/>	Drainage permits	<ul style="list-style-type: none">• Any proposed development adjacent to the State Road, irrespective of access connection, is required to submit a drainage application per F.A.C. 14-86.
PLANS		

<input checked="" type="checkbox"/>	Cover Sheet	<ul style="list-style-type: none"> • Include Location • Include vicinity map. • Include permit application numbers.
<input checked="" type="checkbox"/>	Existing Conditions	<ul style="list-style-type: none"> • Include entire property under ownership. • Include all existing buildings. • Include all existing driveways. • Include all parking and internal site circulation plan.
<input checked="" type="checkbox"/>	Proposed Site plan	<ul style="list-style-type: none"> • Include entire property under ownership. • Include all proposed buildings. • Include all proposed driveways. • Include all parcels to be served with requested access. • Include all parking and internal site circulation plan.
<input checked="" type="checkbox"/>	Roadway Improvements	<ul style="list-style-type: none"> • Roadway Improvement Plans • All proposed improvements, left turn lane(s), right turn lane(s), signal plans, intersection improvements, etc. • Cross sections every 50-feet (FDM 905.2) • All existing and proposed connections are to be called out. • Must be designed in accordance with Florida Design Manual (FDM).
<input checked="" type="checkbox"/>	Truck turning/AutoTurn Exhibit	<ul style="list-style-type: none"> • The AutoTurn Exhibit is required to be included in the Signed and Sealed onsite plans. • If provided as a separate/standalone exhibit the AutoTurn is required to be signed and sealed by the EOR. • Utilize FDOT-approved software. • Utilize the largest anticipated vehicle. • Provide ingress and egress to all connection locations. • Provide internal site circulation. • The truck turning wheel path shall not illustrate movements in the adjacent through and/or opposing lanes.
<input checked="" type="checkbox"/>	Driveway Detail Sheet	<ul style="list-style-type: none"> • Driveway geometrics (lane widths, radii, etc. (standards 16'inbound, 12'outbound, and 35' radii) • Centerline profile(s) with elevation and slope percentage from the centerline of State Road to 50' beyond the property line.
<input checked="" type="checkbox"/>	Signing and Pavement Marking Sheet	<ul style="list-style-type: none"> • Include the signing and pavement marking plan sheet. • Ensure all signing and pavement markings comply with FDM Chapter 230. • Call outs are to reference FDOT Standard Plans Index.

		<ul style="list-style-type: none"> • All required signing and pavement markings for all work in FDOT R/W including turn lanes, median/intersection modifications are to be shown on the plans.
<input checked="" type="checkbox"/>	Aerial Exhibit	<ul style="list-style-type: none"> • Show all connection and median features along property frontage(s) and within 660' of the property lines for a roadway with a speed of 45 mph or less. • Show all connection and median features along property frontage(s) and within 1320' of the property lines for a roadway with a speed greater than 45 mph.
<input checked="" type="checkbox"/>	Boundary Survey	<ul style="list-style-type: none"> • Show adjacent parcels, label ownership, and all known easements. • Show location of all property boundaries. • Provide a copy of the Warranty Deed.
NON-CONFORMING ACCESS		
<input checked="" type="checkbox"/>	Draft cross-access agreement	<ul style="list-style-type: none"> • Submitted via OSP in conjunction with the permit application. • Subject to review and approval by FDOT Legal and Surveying and Mapping.
<input checked="" type="checkbox"/>	Existing cross access connections	<ul style="list-style-type: none"> • Existing cross access connections proposed to remain in the proposed condition are to be recorded with the permit. Please provide a copy of the existing agreement documentation.
<input checked="" type="checkbox"/>	Court recorded cross access agreement required by Access Management Staff prior to permit approval.	<ul style="list-style-type: none"> • <u>Permit will not be approved prior to the provision of the Court Recorded cross access agreement.</u> The complete and final copy of the Agreement will be included in the permit record set in OSP.
EXISTING MEDIAN OPENINGS		
<input type="checkbox"/>	Existing median openings	<ul style="list-style-type: none"> • Existing median openings which are non-conforming impacted by the proposed development are required to be brought into current standards per F.A.C. 14-97.
<input type="checkbox"/>	Proposed median modifications	<ul style="list-style-type: none"> • Impacts to adjacent median openings are to be evaluated for turn lane and queue storage requirements. Any additional impacts are to be mitigated by the applicant.
TRAFFIC STUDY		
<input checked="" type="checkbox"/>	Background and project description	<ul style="list-style-type: none"> • Project location map and site plan • Type of proposed uses • Size - building square footages, units, etc. • Construction schedule – opening and build-out years.

		<ul style="list-style-type: none"> • The study needs to include posted and planned speed limits, design speeds for major roadways, context classification, and access classification. Include spacing requirements for Access Class. • The cover page includes FDOT Section and MP numbers from FDOT Straight Line Diagram: https://fdotewp1.dot.state.fl.us/slogis/Reviewed and approved by FDOT Legal and Surveying and Mapping.
<input checked="" type="checkbox"/>	Existing Conditions	<ul style="list-style-type: none"> • Document field review of existing conditions, including turn lane lengths and queueing conditions during peak hours. • Include Aerial of intersections. • Signal timings - for the study area • Multimodal accommodations including transit, pedestrians, and bicyclists. • AM/PM turning movement counts (TMCs) - include truck, pedestrian, and bicycles. Show graphically. • Include any discussions/agreements with the local entity. • Account for other planned developments in the area • Document programmed improvements on state and local roads in the study area
<input checked="" type="checkbox"/>	Traffic Forecasts: <i>Utilize the most recent version of the ITE Trip Generation (currently 11th Edition).</i>	<ul style="list-style-type: none"> • Daily/AM/PM Peak hours. Provide source, trip rates, and table of calculations by land-use. • Trip Distribution - Include model data and historical data. Show Graphically. • FDOT Planning assists in the approval of trip distributions and growth rates. Show graphic of percent distribution and trips. • Use ITE-approved internal capture rates, where applicable. • Passer-by trips are not to exceed 10% • Background traffic - adjust appropriately. Show graphically. • Background plus project trips. Show graphically.
<input checked="" type="checkbox"/>	Traffic Analysis	<ul style="list-style-type: none"> • Capacity analysis- project driveways and impacted intersections • AM and PM peak hours analyses - unless special circumstances require mid-day/weekends. • Analysis volumes match graphics, and truck percentages match TMC. • Multimodal evaluation • Reasonable signal timings • Existing analysis results match field conditions • Intersection impact evaluation for intersections for both adjacent median openings. • Include input and output data sheets. • Summarize LOS/Delay - with and without project results.

		<ul style="list-style-type: none"> • Signal warrant analysis - provide signed and sealed based on FDOT D7 procedures. • If warrants met – separate ICE required. • Access spacing - meet agency access spacing guidelines. • Turn lane analysis. • Mitigation measures result in acceptable operations
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SIGNAL WARRANT ANALYSIS [Manual on Uniform Traffic Control Devices \(MUTCD\) - FHWA \(dot.gov\)](#)

<input type="checkbox"/>	To be provided if signal warrants are met in accordance with MUTCD.	<ul style="list-style-type: none"> • Submitted upon approval of Traffic Study Only • Complete document in PDF format • Document to be signed and sealed. • Future signal installation will be required to meet criteria contained in the attached document. See Access Connection Permit Future Traffic Signal Installation process.
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INTERSECTION CONTROL 'ICE' ANALYSIS [Intersection Operations and Safety \(fdot.gov\)](#)

<input type="checkbox"/>	ICE Analysis required	<ul style="list-style-type: none"> • Proposed signal locations • Reconstruction of existing intersections • Driveway Access Category E and above • Complete document in PDF format • Provide the Excel Spreadsheets with all data for review. • Document to be signed and sealed
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Access Control Classification

Class	Medians	Median Openings		Signal	Connection	
		Full	Directional		More than 45 MPH Posted Speed	45 MPH and less Posted Speed
<input type="checkbox"/>	2 Restrictive w/Service Roads	2,640	1,320	2,640	1,320	660
<input checked="" type="checkbox"/>	3 Restrictive	2,640	1,320	2,640	660	440
<input type="checkbox"/>	4 Non-Restrictive			2,640	660	440
<input type="checkbox"/>	5 Restrictive	2,640 at greater than 45 MPH Posted Speed	660	2,640 at greater than 45 MPH Posted Speed	440	245
		1,320 At 45 MPH or less Posted Speed		1,320 At 45 MPH or less Posted Speed		
<input type="checkbox"/>	6 Non-Restrictive			1,320	440	245
<input type="checkbox"/>	7 Both Median Types	660	330	1,320	125	125

Project specific requirements:

- W Hillsborough Avenue (SR 580) is Access Class 3, which requires 660 ft. for connection spacing, at 50 mph speed limit.
- The proposed vehicle trip projection is for 568 daily trips.
- The proposed access for this development is from existing private business road, connected to SR 580.
- If access permit exists for Lowe's it will need to be modified. The addition of this development will require that the owner of the access (Lowe's) apply or authorize for an access permit modification of the existing access permit.
- If no access permit exists, entire site including proposed development will need to apply for an access permit.
- A Traffic Study that includes the proposed multifamily development should be provided as part of the permit application.
- Applicant need to provide legally recorded cross access agreement with adjacent property (Lowe's).
- Please submit a complete permit application package for review and approval via the OSP website.

These comments are not intended to be all-inclusive of errors and omissions. It should not be assumed that any issues that are not addressed are acceptable to the Department. The consultant is solely responsible for technical accuracy, engineering judgment, and the quality of their work.

12-06-2023

FDOT District 7 - Traffic Operations:

Access Connection Permit Future Traffic Signal Installation Process.

For those applicants seeking an Access Connection Permit or Construction Agreement from FDOT whose impacts have been determined to meet signal warrants, the following will be required:

1. A complete permit application package in accordance with F.A.C. 14-96 is required to be submitted and reviewed by Traffic Operations.
2. The Access Connection Permit submittal is to include 60% (minimum) signalization plans. Final (100%) signal design plans will be provided for review and approval in conjunction with the Construction Agreement to install the traffic signal when required.
3. The Access Connection Permit submittal is to include the approved Traffic Impact Analysis, Signal Warrant Analysis, and Intersection Control Evaluation (ICE) Analysis. The included information will clearly define the signal warrant thresholds at which the applicant is required to install the traffic signal.
4. The Access Connection Permit package is required to include a letter from Permittee/Applicant acknowledging 100% responsibility for acquisition and installation of the required traffic signal when the warrant threshold has been met or a safety and operational concern has been identified by FDOT which requires the installation of the signal.
5. The approved Access Connection Permit Form 850-040-18 will include special provisions outlined on Page 3 defining the signal warrant threshold, minimum requirements for the signal installation, and all other project specific requirements.
6. The Notice of Intent to Issue Permit (NOI) is required to be court recorded with complete permit package by the applicant. A copy of the recorded document provided to FDOT via the One Stop Permitting website, prior to permit issuance.

Please reach out to District 7 Traffic Operations with any questions or for any additional information.

- Submit a DCP application.
- Provide a drainage narrative of existing and proposed conditions.
- Provide pre and post development drainage maps with labeled contours, drainage areas, flow arrows, outfalls, and node-basin names corresponding to the model.
- If discharging to FDOT in the pre/post, provide storm for storm analysis of the site using 14-86 criteria.
 - Utilize NOAA rainfall data for the area.
 - Provide model inputs and results for the storms and a summary table for comparison purposes.
 - Provide a node link diagram.
- Provide TOC and CN calculations for the site.
- Provide storm tabs for the site based on 5-year frequency event with 100 yr tailwater in the pond.
- Provide SWFWMD 25 year, 24-Hr and 100 Yr, 24-Hr stages for the pond/chamber to ensure FDOT freeboard requirements are met. FDOT requires 1' of freeboard from the max stage for onsite ponds and 0.3' of freeboard to the top of system for onsite chambers.
- If the project is within a closed basin and discharges to a wetland/depression, model and provide the pre and post stages for the wetland/depression.
- Provide a Geotech Report.
- Provide a Boundary Survey.
- Provide a full set of Plans with sections showing the pond and shared right of way boundary.
- Ensure all plans and reports are signed and sealed.
- Provide photos of the site. Note that D7 no longer accepts google street imagery.
- Maximum area for purposes of runoff to be sent to FDOT in the post-condition is constrained to that of the pre-condition. If the entire site ultimately drains toward FDOT, please provide verification of the same.
- See DCP checklist for additional requirements.

FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT SEVEN COMPLETENESS CHECKLIST

1. Comment Response Letter (for resubmittals).
2. Exception Questionnaire.
3. Signed Part 2 of the application.
4. Part 3 - Work location, Mile Post, and Roadway Section number.
5. Signed Parts 4 and 5 of the Application.
6. Signed and Sealed Construction Plans (Offsite Plans if applicable).
7. Signed and Sealed Drainage Report.
8. Signed and Sealed Survey. Include legal description and all easements must be identified in the survey.
9. Signed and sealed geotechnical report.
10. Site Photos.

14-86 Exception Questionnaire

Applicant:	Project Name:
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Does the project need a Drainage Connection Permit?

First, the project must be regulated by Rule 14-86 F.A.C. to require a permit. If regulated, and the project does not qualify for an exception, you will need a drainage connection permit. The following questions will help determine if the project is regulated and if it qualifies for an exception under the rule.

Is the project regulated? *Note: Only stormwater flows are regulated under 14-86, not dewatering or groundwater flows.*

1	Are you proposing to make changes to the property or have changes already occurred since November 12, 1986?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	Does the property share a boundary with FDOT rights of way?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If "Yes" to questions 1 and 2, the project is regulated and it will either qualify for an exception or require a drainage connection permit.

Does the project qualify for an exception? There are four (4) categories of exceptions. Please indicate below which categories you believe are appropriate. You may need to answer several of the following questions to determine the appropriate category and then return here to note it.

3	14-86.003(3)(a): Improvements to property that does not drain, either directly or indirectly, to the Department's right of way.	<input type="checkbox"/>
	14-86.003(3)(b): Single family residential improvements.	<input type="checkbox"/>
	14-86.003(3)(c): Agricultural and Silvicultural improvements.	<input type="checkbox"/>
	14-86.003(3)(d): Minor improvements.	<input type="checkbox"/>

14-86.003(3)(a): Improvements to property that does not drain, either directly or indirectly, to the Department's right of way.

4	In the pre-improvement condition, does the entire site drain away from FDOT?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	In the post-improvement condition, will the entire site drain away from FDOT?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If "Yes" to questions 4 and 5, the project qualifies for an exception; but if the project does not qualify for an exception under another category, the Department would like to verify the exception under this category and requests you provide assurances by submitting a complete permit application package.

14-86.003(3)(b): Single family residential improvements.

6	Is the improvement a single family residence that is not part of a larger common plan of improvement or a larger common plan of sale?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If "Yes" to question 6, the improvement qualifies for an exception.

14-86 Exception Questionnaire

Applicant:	Project Name:
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14-86.003(3)(c): Agricultural and Silvicultural improvements.

7	Is the project an agricultural or silvicultural improvement subject to regulation by the Florida Department of Environmental Protection or a regional Water Management District?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8	Is the project an agricultural or silvicultural improvement that is exempt under the provisions of Section 373.406?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9	Is the project an agricultural or silvicultural improvement that will implement applicable best management practices adopted by the Florida Department of Agriculture and Consumer Services in Rule 5M, F.A.C., or Rule Chapter 51-6, F.A.C.?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If "Yes" to any one of questions 7, 8, or 9, the project qualifies for an exception.

14-86.003(3)(d): Minor improvements.

These projects are felt to be small enough that they will not have a substantial impact to the Department's facilities and would not create an unreasonable burden on lower property owners.

10	Does the post-improvement condition have a total impervious area (new impervious and existing to remain) less than 5000 square feet?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11	Is the post-improvement total impervious area (existing to remain and new impervious) less than 40% of that portion of the property that drains to the Department's right of way in the pre-developed condition?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12	Will the improvement keep any existing drainage connection as it exists, i.e. not alter or modify existing drainage connections?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13	Will the stormwater flow patterns from the improvement to the Department's right of way remain unchanged?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
14	Will the surface area draining to the Department's right of way remain unchanged or be reduced?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
15	Does the property drain to a Department stormwater facility that has a positive outlet?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
16	Does the improvement represent the entire improvement for the site, i.e. it is not part of a larger common plan of improvement or sale?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If "Yes" to all questions 10 through 16, the project qualifies for an exception.

Signature: *	Date:
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*Signature shall be a licensed professional except for a small project that would otherwise not require a licensed professional. In this case, the applicant's signature with local building permit application information provided will be sufficient.

An exception shall not apply if the drainage connection threatens the safety and integrity of the Department's facilities, creates an unreasonable burden on lower property owners, or causes violations of water quality standards [14-86.003(4)].

DRAINAGE CONNECTION PERMITS

Checklist Comments

Included on this checklist are the most frequently omitted items by applicants seeking exception approval pursuant to Chapter 14-86. **Please provide written responses to any comments that are checked.**

SECTION 1 - DRAINAGE CONNECTION EXCEPTION APPLICATION:

1. If the project complies with the criteria set forth in Rule Chapter 14-86.003(3) for an exception, please check mark the "Exception" box and fill out the Questionnaire.
2. Check mark the 14-86.003(2)(a) box on Part 2 of the application. Any deviations from this section of the rule will require approval of the District Drainage Engineer.
3. The disturbed project area is larger than 1 acre therefore an NPDES Permit is required. Please check mark the box on Part 2 of the application accordingly.
4. Input the work location onto the map in OSP, Application, Tab 3. This will propagate some of the required information into the Work Location table.
5. Complete Parts 4 and 5 of the drainage connection permit application in OSP.
6. Please note that the Department does not permit developments in separate phases. The applicant is required to submit their conceptual master drainage plan for the entire property under current ownership for review to establish both the permitted discharge rates and freeboard allowances for pond berms located adjacent to the FDOT right of way. All future development of later phases, or out parcels adjacent to the FDOT right of way, will require a separate drainage review by the Department to ensure compliance with the approved conditions. This will be a stipulation when the permit is approved for the master plan. Subsequent phases submitted should include the master stormwater plan sheets.
7. All submittal Plans and Reports shall be signed and sealed by the Engineer of Record. FDOT will not accept partial submittals; all submittals must be complete.
8. If the 100-year runoff is retained, all critical storm durations, including the 7-day and 10-day events, must be analyzed. Additionally, the pond must recover half its volume within 7 days and the full volume within 30 days. A drainage connection permit will be required.
9. Link for access to Historic FDOT Drainage Maps [District 7 Drainage Map Documents \(arcgis.com\)](http://District 7 Drainage Map Documents (arcgis.com))
10. Improvements that discharge to the Interstate right of way also require review by the Federal Highway Administration (FHWA). This could add time to the review process. This review is not performed concurrently to the FDOT review. Once District 7 has determined all conditions of a permit are complete, the permit package will be sent for review and concurrence. FHWA may have additional comments requesting more information or request modification to the system.

SECTION 2 - DRAINAGE CALCULATION AND DOCUMENTATION REQUIREMENTS:

11. Signed and sealed Drainage Report with project narrative, calculations, and supporting documentation, location and vicinity map is required. The project narrative shall include:
 - a. Existing and proposed conveyance descriptions
 - b. Outfall location(s)
 - c. High and low tailwater assumptions (refer to Section 7.2 of the FDOT Drainage Connection Permit Handbook)
 - d. Proposed treatment and attenuation requirements
 - e. Describe if the project is located within an open or closed basin
 - f. Submit pdf of entire report with each submittal
12. Provide a signed and sealed Geotechnical Report.
13. Please provide the signed and sealed boundary survey for the project site. Include information on any easements (e.g. type of easement, width of easement) within the surveyed limits.
14. For projects that do not discharge directly or indirectly to the FDOT right of way, pond freeboard rather than peak discharge is the concern for the site. District 7 requires 1' of freeboard from SWFWMD 100-year peak stage.
15. If the project is within a closed basin and discharges to a wetland/depression, model and provide the pre-development and post development stages for the wetland/depression.
16. Provide photographs of the site and the portion of the FDOT right of way adjacent to the site. Include photos of existing drainage systems within the FDOT right of way that may be affected by the project. Photos should be recent and based on actual site visits (screenshots of Google Street View will no longer be accepted by District 7).
17. Provide an aerial with the project location, boundary map, north arrow, and all adjacent roadways labeled.
18. Provide pre and post development drainage maps; these shall include:
 - a. Contours with labeled elevations
 - b. Drainage areas with pervious and impervious sub-areas (ac)
 - c. Flow patterns depicted with flow arrows
 - d. Outfall locations
 - e. Node/Basin names that correspond to model naming convention
 - f. If turn lanes are proposed, include FDOT basin(s) for limits of proposed work within FDOT right of way
19. Provide Time of Concentration calculations. The minimum Time of Concentration acceptable to FDOT is 10 minutes; however, do not default to the minimum of 10 minutes for the existing condition.
20. Provide hydrologic soil group (HSG) data and composite CN calculations for the pre and post conditions. When soils for dual hydrologic soil groups (HSG) are present (A/D, B/D, C/D), supporting information should be included to justify the use of HSG D soils for the pre-development condition. Examples of justification could include geotechnical report showing high groundwater table, silty to clayey surface soils, perched water table conditions, site or aerial photographs of standing water, etc.

21. Include the basin node/link diagram, input and output parameters, and summary sheets for the model(s).
Please provide the following summary tables:
 - a. Peak pond stage for each required storm event
 - b. Pre. vs. Post discharge rates
 - c. Pre. vs. Post volumes for closed basins
22. Existing and proposed structures influencing pond stages and discharge rates must be modeled.
23. For onsite systems that have inlets or trench drain adjacent to the FDOT right of way, include internal storm drain tabulations, based on the 5-year frequency storm event with a 100-year tailwater within the pond/chamber system, to demonstrate that the system is adequately sized to contain the system's hydraulic gradient onsite.
24. FDOT District 7 requires including a factor of safety of 1 foot of freeboard to the SWFWMD 100-year design high water elevation. The required freeboard allows for the variation in pond berm elevations during construction. In a facility where the pond has vertical walls, a freeboard 0.5 feet will be required. For vaults and parking lot and driveway inlets, 0.3 feet of freeboard is required.
25. The weighted post-developed C-factor / Curve Number should include any water surface areas, including the pond and swale areas, as $C = 1.0 / CN = 100$, respectively for the water at the 100-year design high water elevation.
26. No part of the treatment volume can be used for attenuation purposes in an open basin design. The initial stage = the weir elevation.
27. When more than one pond or a combination of ponds and vaults are proposed, each storage area must be modeled separately if not connected with a relatively large and short equalizer pipe.
28. If infiltration is utilized in the model, a Double Ring Infiltration or other recognized testing method is required to determine the percolation rate within the vicinity of the proposed pond bottom or vault bottom. If a falling head piezometer test is performed, it shall be done to a depth of 5 to 7 feet below the proposed pond bottom. The infiltration rate used for design must be included in the signed and sealed geotechnical report. As an alternative, you may use $\frac{1}{2}$ of the lowest infiltration rate provided by the NRCS Soil Survey. A factor of safety of two is recommended for infiltration.
29. Provide calculations for sizing the driveway culvert. Do not set it flat. The FDOT District 7 does not allow bubble structures within the D7 right of way.
30. Provide a copy of the Water Management District Permit/Exemption (or FDEP Self Certification Letter). If the plans/calculations have been modified due to any other Entities comments, please resubmit for an updated drainage review. The design approved in the WMD documentation must match the design submitted to FDOT.

SECTION 3 - CONSTRUCTION PLANS REQUIREMENTS:

31. Include a Cover Sheet with location, vicinity map, and permit application number(s).
32. The benchmark equation and the elevation datum must be referenced in the plans.
33. Include the existing topography with contours both onsite and within the FDOT right-of-way. All existing offsite elevations are to extend at least 50-feet past the property line.
34. Check for utility conflicts within the FDOT right-of-way. If there is a potential for a conflict, SUE is required. Sumped connections and conflict structures are not allowed within the FDOT R/W.
35. Show right of way lines, project boundaries, and easements in the plans. State if there are any encroachments into existing drainage facility or easements that would adversely impact their intended use. FDOT D7 DOES NOT ALLOW PROPOSED WORK ON OR OVER FDOT EXCLUSIVE EASEMENTS.
36. Include proposed drainage, grading and paving sheets in the plans.
37. Additional documentation such as field survey, historic FDOT drainage maps and SWFWMD lidar contours may be required within the plans and drainage document to demonstrate that all existing pre-development runoff will not be blocked by post-development construction and historical drainage patterns will be maintained.
38. Ensure all existing FDOT drainage structures (pipes, inlets, culverts etc.) are accurately illustrated and called out in the construction plans; labels shall include size, type, and elevations.
39. All existing driveways to be made obsolete shall be removed and called out in the construction plans. The typical section shall be restored to the original condition; this typically involves side drain removal and ditch restoration or curb restoration.
40. Proposed conditions for the driveway location are to be included in a section detail or the roadway cross sections along the center profile of the driveway.
41. Urban turnout return radius with curb shall have a minimum gutter grade of 0.3% within the FDOT right of way. Return profile grades shall allow inlets to be placed outside the curb return and avoid conflicts with pedestrian movements. The driveway shall not cause ponding within the FDOT right of way. The curb returns shall include spot elevations every 20 feet.
42. If a proposed driveway impacts an existing inlet and is on grade, please relocate the inlet in kind outside of the driveway limits. If the inlet being impacted is in a sag, please replace it with a Type V or Type S with reticuline grates (H-20 loading) per FDOT Standard Plans Indexes 425-040 and 425-041. Add a valley gutter transition detail if necessary.
43. Pond and perimeter berms that have a potential to convey overtopping discharges to the FDOT right of way must have a minimum 2-foot wide flat top berm. The top width may be requested to be increased and/or stabilized due to pond depth.
44. Add appropriate FDOT Standard Plans Index No(s). for structures located within FDOT right-of-way. (Curb and gutter, sidewalk, etc.)
45. Add a note to the construction plans stating all disturbed areas in the FDOT right of way will be sodded.

46. Note both the FDOT & WMD critical duration 100-year peak stages for the stormwater management facilities on the proposed drainage plan sheet and any sections showing the ponds.
47. Show boring locations and elevations of existing surfaces within the proposed stormwater management facility limits (especially the DRI locations).
48. All runoff from onsite portions of the proposed driveway(s) shall be maintained onsite. The driveway high point shall be placed at or as close to the right of way line as practical to meet driveway slope criteria and freeboard requirements. Interceptor inlets or a minimum 12-inch wide trench drain are to be considered as applicable. The inlets or trench drain must be placed within the project limits, and grate elevations must be a minimum of 3" higher than the design high water of the pond/swale to which it is discharging to.
49. Do not use riprap within the FDOT right of way. Consider a concrete splash pad or other alternatives shown in the Drainage Manual if pipe exit velocity exceeds 4 feet per second.
50. Show the temporary sediment and erosion control measures proposed for the onsite area on the plans. Ensure that sediment will not transport from the site into the FDOT right of way during construction.
51. On the cross sections, show proposed and adjacent existing pavement slopes as a percentage, and ditch front and back slopes as a vertical:horizontal (v:h) ratio. Label proposed ditch bottom widths and elevations.
52. FDOT minimum pipe size for driveway culverts is 18-inches. Proposed driveway MES's are to be called out using FDOT Standard Plan Index 430-022. Note the pipe culvert size for the driveways immediately upstream and downstream from the proposed driveway(s) on the plans or in the drainage documentation. The MES placement shall be per the section detail shown in FDOT Index 330-001. All proposed driveway culverts are required to meet pipe cover requirements per Appendix C of the FDOT Drainage Manual. Additionally, District 7 requires that all driveway culverts utilize RCP as the pipe material.
53. Provide sediment and erosion protection for existing and proposed drainage systems within the FDOT right of way affected by the site construction. Note that hay or straw bales are not allowed within the FDOT right of way, and silt fences are not allowed to be used across ditches as check dams. Refer to the State of Florida Erosion and Sediment Control Designer and Reviewer Manual for guidance.

SECTION 4 - FDOT RIGHT OF WAY, ADDITIONAL REQUIREMENTS:

54. Any work proposed over a FDOT Non-Exclusive easement will require a Drainage Connection Permit.
55. Any proposed improvements that affect the FDOT drainage system within the FDOT right of way will require a Drainage Connection Permit.

FDOT District Seven Guidelines for Processing Drainage/Driveway Connections with Right of Way Conveyances

Upon determination by the District Drainage Engineer (DDE) and or the District Access Management Engineer (AME) as applicable, that a donation or exchange of right of way is required, due to an applicant's drainage/driveway connection encroaching into an FDOT stormwater facility or right of way; the DDE/AME must make a written request of the District Right of way Surveyor (DRS) stating that the lands depicted in the required information described below correctly depicts the lands to be donated to the Department. In addition, the request must include a statement identifying the purpose of the donation, if it is to be acquired as an easement (type of easement if applicable) or in fee ownership. The request may be in the form of an e-mail. The following is required to be submitted to the DRS:

- The applicant must quantify the proposed encroachment and prepare a mitigation fix design for review and approval by the District Drainage Engineer/ District Access Management Engineer. (i.e. turn lanes and driveways within FDOT linear stormwater facilities)
- The applicant must submit to the District Drainage Engineer/ District Access Management Engineer:
 - ✓ construction plans and calculations for the proposed mitigating fix design
 - ✓ a certified survey including legal description(s) of the proposed area(s) *Said survey and legal descriptions must be relative to the data shown on the current right of way maps including the basis of bearings.* The sketch or survey must delineate all easements affecting the lands to be donated as well as all visible physical evidence of utilities, occupation or other uses of the lands to be donated to the department. In addition, the applicant shall submit the legal description in electronic format compatible with M.S. Word.
 - ✓ An Earliest Available Record title search or Ownership and Encumbrance report (Earliest Available Record) containing the legal description of the lands to be donated, together with all copies of instruments affecting title to the property, including all subordinate interests. An old commitment for title insurance or title insurance policy for the parent tract will not be acceptable.
 - ✓ A disc containing a copy of the legal description in electronic format compatible with M.S. Word
- If the mitigating fix design land area that is proposed to be donated to FDOT is a monumented parcel on a recorded subdivision plat, four copies, signed and sealed by the Surveyor of Record, of a sketch and legal description containing all information required on the survey of un-platted lands (second check mark above) and related to the official Right of Way Map is required.
- Upon review by the DDE/AME, these documents will be sent to the District Right of Way Surveyor (DRS) in Surveying & Mapping (SM) for review and approval.
- If documents are not acceptable, they will be sent back with mark-ups to the DDE/AME and/or the applicant for revision.
- If documents are acceptable, SM will prepare the necessary instruments to be executed by the applicant or subordinate interest holder and transmit them to the Right of way Section, for execution by the applicant, with copies to DDE/AME. Along with the necessary instruments SM will also forward all contact information for the applicant, and the DDE/AME.
- In cases where an exchange or surplus property will be necessary, SM will coordinate with Property Management to prepare the necessary "outbound" instruments.

- Right of Way will advise DDE/AME of receipt of instruments and agent assigned to work the parcel. Can be done in form of an e-mail.
- Upon execution by the applicant and subordinate interests, the documents will be transmitted to the DRS for review, with copies to the DDE/AME. If the necessary instruments are not deemed acceptable, they will be returned with mark-ups or comments to the Right of way Agent for revision, with copies to the DDE/AME. If any of the documents submitted by the applicant were not prepared by the Department, they must be forwarded to the District General Counsel for review and approval. Any comments from the General Counsel would go to the DRS for forwarding to the Right of way Agent for distribution to the applicant for correction with copies to the DDE/AME.
- When the entire package is approved by the DDE/AME and DRS, the Right of way Agent will process the required executed instruments in Right of way Acquisition for recording.
- Upon recording, the original recorded instruments shall be transmitted to Records Management by Right of way Acquisition. Copies would then be transmitted to the DDE/AME for the drainage/driveway connection permit file and to the DRS for the revisions and updating of the Official Right of Way Map.

FDOT DISTRICT 7 – F.A.C. 14-86
DRAINAGE CONNECTION PERMITS
Checklist Comments

Included on this checklist are the most frequently omitted items by applicants seeking permit approval pursuant to Chapter 14-86. **Please provide written responses to any comments that are checked.**

SECTION 1 - DRAINAGE CONNECTION PERMIT APPLICATION FORM:

1. If the project complies with the criteria set forth in Rule Chapter 14-86.003(3) for an exception, please check mark the “Exception” box and fill out the Questionnaire.
2. Check mark the 14-86.003(2)(a) box on Part 2 of the application. Any deviations from this section of the rule will require approval of the District Drainage Engineer.
3. The disturbed project area is larger than 1 acre therefore an NPDES Permit is required. Please check mark the box on Part 2 of the application accordingly.
4. Input the work location onto the map in OSP, Application, Tab 3. This will propagate some of the required information into the Work Location table.
5. Complete Parts 4 and 5 of the drainage connection permit application in OSP.
6. Please note that the Department does not permit developments in separate phases. The applicant is required to submit their conceptual master drainage plan for the entire property under current ownership for review to establish both the permitted discharge rates and freeboard allowances for pond berms located adjacent to the FDOT right of way. All future development of later phases, or out parcels adjacent to the FDOT right of way, will require a separate drainage review by the Department to ensure compliance with the approved conditions. This will be a stipulation when the permit is approved for the master plan. Subsequent phases submitted should include the master stormwater plan sheets.
7. All submittal Plans and Reports shall be signed and sealed by the Engineer of Record. FDOT will not accept partial submittals; all submittals must be complete.
8. Link for access to Historic FDOT Drainage Maps [District 7 Drainage Map Documents \(arcgis.com\)](http://District 7 Drainage Map Documents (arcgis.com))
9. Improvements that discharge to the Interstate right of way also require review by the Federal Highway Administration (FHWA). This could add time to the review process. This review is not performed concurrently to the FDOT review. Once District 7 has determined all conditions of a permit are complete, the permit package will be sent for review and concurrence. FHWA may have additional comments requesting more information or request modification to the system.

SECTION 2 - DRAINAGE CALCULATION AND DOCUMENTATION REQUIREMENTS:

10. Signed and sealed Drainage Report with project narrative, calculations, and supporting documentation, location and vicinity map is required. The project narrative shall include:
 - a. Existing and proposed conveyance descriptions
 - b. Outfall location(s)
 - c. High and low tailwater assumptions (refer to Section 7.2 of the FDOT Drainage Connection Permit Handbook)
 - d. Proposed treatment and attenuation requirements
 - e. Describe if the project is located within an open or closed basin
 - f. Submit pdf of entire report with each submittal
11. Provide a signed and sealed Geotechnical Report.
12. Please provide the signed and sealed boundary survey for the project site. Include information on any easements (e.g. type of easement, width of easement) within the surveyed limits.
13. If the project is within a closed basin and discharges to a wetland/depression, model and provide the pre-development and post development stages for the wetland/depression.
14. Provide photographs of the site and the portion of the FDOT right of way adjacent to the site. Include photos of existing drainage systems within the FDOT right of way that may be affected by the project. Photos should be recent and based on actual site visits (screenshots of Google Street View will no longer be accepted by District 7).
15. Provide an aerial with the project location, boundary map, north arrow, and all adjacent roadways labeled.
16. Provide pre and post development drainage maps; these shall include:
 - a. Contours with labeled elevations
 - b. Drainage areas with pervious and impervious sub-areas (ac)
 - c. Flow patterns depicted with flow arrows
 - d. Outfall locations
 - e. Node/Basin names that correspond to model naming convention
 - f. If turn lanes are proposed, include FDOT basin(s) for limits of proposed work within FDOT right of way
17. If discharge will be via pipe connection to an FDOT storm drain system (closed system), meet the $Q_{allowable}$ criteria. The pre-development $Q_{allowable}$ discharge rate is calculated utilizing either the Rational Method or routing for the 3-year storm event. If routing the existing condition, determine the critical duration for the 3-year rainfalls for all required durations. Sites with existing depressional areas require routing of the on-site historic basin storage in the existing condition. The discharge rates in the post-condition for the following storm durations: 1, 2, 4, 8, 24, 72 – hours for the 3, 5, 10, 25, 50, and 100 – year storm events shall be less than or equal to the $Q_{allowable}$ discharge rate for a low tailwater condition. (Refer to Section 7.1 and 7.2 of the Drainage Connection Handbook.)

18. If discharging to FDOT Right of Way, the pre-development $Q_{allowable}$ discharge rate shall be determined using the following criteria:

- For areas directly discharging to the FDOT right-of-way in the predevelopment condition, $Q_{allowable}$ may be calculated using the Rational Method or modeling software. The same method shall be used in the pre-development and post-development conditions.
- When using the rational method, refer to the FDOT Drainage Design Guide, Table B-5 for design storm frequency factors to be applied to the pervious area runoff coefficients. Calculate the $Q_{allowable}$ for the 3, 5, 10, 25, 50, and 100 year storm events.
- When using modeling software, route the following storm durations: 1, 2, 4, 8, 24, 72 – hours for the 3, 5, 10, 25, 50, and 100 – year storm events. Inclusion of the 7 and 10 day storms is required for closed basins. The $Q_{allowable}$ discharge rates will be the resulting critical duration for each storm event.
- For areas draining to an existing wetland/depression/lake/pond prior to discharging to the FDOT right-of-way, routing will be required to account for the existing storage capacities and stages.
- The storm for storm approach requires that the post-developed runoff rate for each duration be less than or equal to the pre-developed $Q_{allowable}$.

19. Provide Time of Concentration calculations. The minimum Time of Concentration acceptable to FDOT is 10 minutes; however, do not default to the minimum of 10 minutes for the existing condition.

20. Provide hydrologic soil group (HSG) data and composite CN calculations for the pre and post conditions. When soils for dual hydrologic soil groups (HSG) are present (A/D, B/D, C/D), supporting information should be included to justify the use of HSG D soils for the pre-development condition. Examples of justification could include geotechnical report showing high groundwater table, silty to clayey surface soils, perched water table conditions, site or aerial photographs of standing water, etc.

21. Rainfall data acceptable to the Department consists of statistical rainfall depth data from the National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Rainfall Data. Use the following link to access their database: http://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=f1. Be sure to include the NOAA Precipitation Frequency Estimates chart, specific to the site, in the Stormwater Report. Please use the chart below to determine which storm events are required.

FDOT REQUIRED CRITICAL FREQUENCY AND DURATION FOR RULE CHAPTER 14.86

Durations	Frequency					
	3 Year	5 Year	10 Year	25 Year	50 Year	100 Year
1 Hour	Required	Required	Required	Required	Required	Required
2 Hours	Required	Required	Required	Required	Required	Required
4 Hours	Required	Required	Required	Required	Required	Required
8 Hours	Required	Required	Required	Required	Required	Required
1 Day	Required	Required	Required	Required	Required	Required
3 Day	Required	Required	Required	Required	Required	Required
7 Day	Closed Basin					
10 Day	Closed Basin					

22. Regional stormwater models will be accepted if the models reflect accurate and site-specific CN, TC and historic basin storage data and comply with FDOT requirements. A revised existing condition model (RECM) may be required to update the site-specific existing conditions. Any changes to an approved model (RECM & Proposed Conditions Model) must be highlighted and summarized in a table. Applicants are encouraged to submit regional models simultaneously with other agencies' reviews to avoid having to revise models already approved by another agency. Also include a visual aid with the models overlaid on the site plan, summary tables for existing, revised existing and proposed condition nodes, links, stages, rates and volumes if necessary, for ONLY THE NODES THAT AFFECT FDOT R/W. Note that the project is required to analyze the 14-86 storm events for critical duration.

23. Include the basin node/link diagram, input and output parameters, and summary sheets for the model(s). Please provide the following summary tables:

- Peak pond stage for each required storm event
- Pre. vs. Post discharge rates
- Pre. vs. Post volumes for closed basins

24. Existing and proposed structures influencing pond stages and discharge rates must be modeled.

25. For onsite systems that have inlets or trench drain adjacent to the FDOT right of way, include internal storm drain tabulations, based on the 5-year frequency storm event with a 100-year tailwater within the pond/chamber system, to demonstrate that the system is adequately sized to contain the system's hydraulic gradient onsite.

26. FDOT District 7 requires including a factor of safety of 1 foot of freeboard to the FDOT 100-year critical duration storm. The required freeboard allows for the variation in pond berm elevations during construction. In a facility where the pond has vertical walls, a freeboard 0.5 feet will be required. For vaults and parking lot and driveway inlets, 0.3 feet of freeboard is required.

27. The weighted post-developed C-factor / Curve Number should include any water surface areas, including the pond and swale areas, as $C = 1.0 / CN = 100$, respectively for the water at the FDOT 100-year design high water elevation.

28. No part of the treatment volume can be used for attenuation purposes in an open basin design. The initial stage = the weir elevation. For pond sites with full retention is considered a closed basin design, the initial stage should be set at the water quality 36 hour draw down elevation. Provide drawdown calculations in the drainage documentation. The retention volume must recover at a rate such that one-half of the volume is available in seven days, with the total volume available in 30 days, per drainage manual section 5.4.1.3.

29. When more than one pond or a combination of ponds and vaults are proposed, each storage area must be modeled separately if not connected with a relatively large and short equalizer pipe.

30. If infiltration is utilized in the model, a Double Ring Infiltration or other recognized testing method is required to determine the percolation rate within the vicinity of the proposed pond bottom or vault bottom. If a falling head piezometer test is performed, it shall be done to a depth of 5 to 7 feet below the proposed pond bottom. The infiltration rate used for design must be included in the signed and sealed geotechnical report. As an alternative, you may use $\frac{1}{2}$ of the lowest infiltration rate provided by the NRCS Soil Survey. A factor of safety of two is recommended for infiltration.

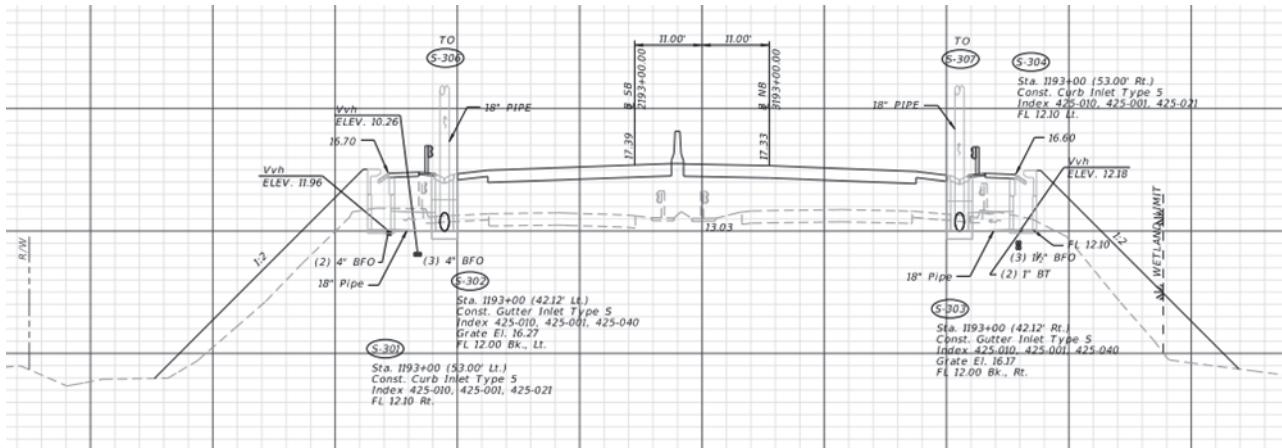
31. Provide calculations for sizing the driveway culvert. Do not set it flat. The FDOT District 7 does not allow bubble structures within the D7 right of way.

32. If additional impervious areas are proposed within the FDOT right of way, and these areas are not routed to the onsite pond, develop pre and post basin areas for the FDOT right of way. Include the pre area in the allowable discharge calculations and route the proposed basin to the outfall node to account for the increase in impervious area. Attenuation of the impervious area added within the FDOT right of way shall be provided by decreasing the onsite discharge to the FDOT right of way accordingly.
33. If existing ditches within the FDOT right of way are impacted by a project, please provide ditch conveyance calculations for the 10-year design storm event. If proposing ditches, please do the same. Demonstrate that ditch capacity is maintained, and the following freeboard requirements are met:
 - a. At least 0.5 foot of freeboard from the surface water elevation to the ditch top of bank or low edge of shoulder, whichever is lower.
 - b. If the ditch is within a fill section, at least 1 foot of freeboard is required.
 - c. If the ditch connects hydraulically to or is part of a FDOT pond, provide no less than one foot of freeboard above the peak design stage of the downstream, hydraulically connected pond.
 - d. Design sidewalks adjacent to ditches to be above the design stage.
 - e. Provide an exhibit that shows the contributing areas and calculations. The Rational Method may be utilized to calculate the design storm runoff.
34. Proposed improvements within the FDOT Right of Way will require either a permit modification to FDOTs Water Management District Permit or an exemption letter (This is a separate permit document from the onsite WMD permit). Any treatment requirements are to be addressed by the applicant. The applicant must provide attenuation for the additional impervious area. Permit modifications for work within the FDOT right of way shall show the FDOT as the owner of the permit. All costs for the permit modification shall be paid by the developer. FDOT will not sign permit applications until the drainage review is deemed complete.
35. Provide a copy of the Water Management District Permit/Exemption (or FDEP Self Certification Letter). If the plans/calculations have been modified due to any other Entities comments, please resubmit for an updated drainage review. The design approved in the WMD documentation must match the design submitted to FDOT.
36. Depending on pond location and soil conditions, a seepage analysis could be required to determine if there are any impacts to the Departments right of way or facilities.
37. Any loss to historical storage and/or encroachments into a FEMA floodplain will require calculations to demonstrate no adverse impacts to the Departments Right of Way.
38. For the percolation link in the stormwater routing model, please set the layer thickness to zero to simulate saturated conditions.
39. If the 100-year runoff is retained, all critical storm durations, including the 7-day and 10-day events, must be analyzed. Additionally, the pond must recover half its volume within 7 days and the full volume within 30 days.
40. Flood plain compensation sites adjacent to the right of way require a safety factor of 1 foot of freeboard from the 100 year flood elevation.

SECTION 3 - CONSTRUCTION PLANS REQUIREMENTS:

41. Include a Cover Sheet with location, vicinity map, and permit application number(s).
42. The benchmark equation and the elevation datum must be referenced in the plans.
43. Include the existing topography with contours both onsite and within the FDOT right-of-way. All existing offsite elevations are to extend at least 50-feet past the property line.
44. Check for utility conflicts within the FDOT right-of-way. If there is a potential for a conflict, SUE is required. Sumped connections and conflict structures are not allowed within the FDOT R/W.
45. Show right of way lines, project boundaries, and easements in the plans. State if there are any encroachments into existing drainage facility or easements that would adversely impact their intended use. FDOT D7 DOES NOT ALLOW PROPOSED WORK ON OR OVER FDOT EASEMENTS.
46. Include proposed drainage, grading and paving sheets in the plans.
47. Additional documentation such as field survey, historic FDOT drainage maps and SWFWMD lidar contours may be required within the plans and drainage document to demonstrate that all existing pre-development runoff will not be blocked by post-development construction and historical drainage patterns will be maintained.
48. Ensure all existing FDOT drainage structures (pipes, inlets, culverts etc.) are accurately illustrated and called out in the construction plans; labels shall include size, type, and elevations.
49. All existing driveways to be made obsolete shall be removed and called out in the construction plans. The typical section shall be restored to the original condition; this typically involves side drain removal and ditch restoration or curb restoration.
50. Proposed conditions for the driveway location are to be included in a section detail or the roadway cross sections along the center profile of the driveway.
51. Urban turnout return radius with curb shall have a minimum gutter grade of 0.3% within the FDOT right of way. Return profile grades shall allow inlets to be placed outside the curb return and avoid conflicts with pedestrian movements. The driveway shall not cause ponding within the FDOT right of way. The curb returns shall include spot elevations every 20 feet.
52. If a proposed driveway impacts an existing inlet and is on grade, please relocate the inlet in kind outside of the driveway limits. If the inlet being impacted is in a sag, please replace it with a Type V or Type S with reticuline grates (H-20 loading) per FDOT Standard Plans Indexes 425-040 and 425-041. Add a valley gutter transition detail if necessary.
53. Pond and perimeter berms that have a potential to convey overtopping discharges to the FDOT right of way must have a minimum 2-foot wide flat top berm. The top width may be requested to be increased and/or stabilized due to pond depth.
54. Add appropriate FDOT Standard Plans Index No(s). for structures located within FDOT right-of-way. (Curb and gutter, sidewalk, etc.)
55. Provide outfall control structure and end treatment section details in the plans for pipes discharging to the FDOT right of way.

56. All proposed, relocated or modified drainage structures within the FDOT right of way are to be called out using FDOT Standard Plan Index numbers. Provide section details drawn to scale for all proposed or modified cross drains, inlets, and manhole structures within the FDOT right of way. Please see below for the expected format:



57. Proposed pipe connections to an existing pipe shall call for a concrete jacket or concrete collar per FDOT Standard Plan Index 430-001.

58. Provide the following notes for pipe connections to existing structures within the FDOT right of way:

- The hole into the existing structure must be sawcut or core drilled.
- Use non-shrinking grout to fill all gaps around the joint.
- After pipe connects to the inlet, pipe end must be cut flush with the inside surface of the inlet.
- Refer to FDOT Standard Plan Index 425-001 for Filter Fabric Wrap on Grouted Pipe to Structure Joint detail.

59. Add a note to the construction plans stating all disturbed areas in the FDOT right of way will be sodded.

60. Note both the FDOT & WMD critical duration 100-year peak stages for the stormwater management facilities on the proposed drainage plan sheet and any sections showing the ponds.

61. Show boring locations and elevations of existing surfaces within the proposed stormwater management facility limits (especially the DRI locations).

62. All runoff from onsite portions of the proposed driveway(s) shall be maintained onsite. The driveway high point shall be placed at or as close to the right of way line as practical to meet driveway slope criteria and freeboard requirements. Interceptor inlets or a minimum 12-inch wide trench drain are to be considered as applicable. The inlets or trench drain must be placed within the project limits, and grate elevations must be a minimum of 3" higher than the design high water of the pond/swale to which it is discharging to.

63. Do not use riprap within the FDOT right of way. Consider a concrete splash pad or other alternatives shown in the Drainage Manual if pipe exit velocity exceeds 4 feet per second.

64. Show the temporary sediment and erosion control measures proposed for the onsite area on the plans. Ensure that sediment will not transport from the site into the FDOT right of way during construction.

65. Provide roadway cross-sections per the FDOT Design Manual Chapter 905. Additional cross sections may be required at the Department's discretion. Where existing ditches are being modified, a section for each proposed ditch must be provided. Note the ditch bottom width and elevation on each cross section.

66. On the cross sections, show proposed and adjacent existing pavement slopes as a percentage, and ditch front and back slopes as a vertical:horizontal (v:h) ratio. Label proposed ditch bottom widths and elevations.
67. Show proposed ditch profiles on the plans. Show begin and end ditch stations (or where they match existing), DPI's with elevations and the ditch profile slope between each DPI. Notes may be added to the plan sheets in lieu of providing profile sheets.
68. Standard ditch criteria is required for all drainage connection permits and it may necessitate a R/W donation to in order to meet this criteria. Ditch bottom widths are required to be a 5' minimum per the FDOT Drainage Manual, Chapter 2.4.4. A smaller bottom width can be allowed if both the front and back slopes are 1:6 or flatter.
69. FDOT minimum pipe size for driveway culverts is 18-inches. Proposed driveway MES's are to be called out using FDOT Standard Plan Index 430-022. Note the pipe culvert size for the driveways immediately upstream and downstream from the proposed driveway(s) on the plans or in the drainage documentation. The MES placement shall be per the section detail shown in FDOT Index 330-001. All proposed driveway culverts are required to meet pipe cover requirements per Appendix C of the FDOT Drainage Manual. Additionally, District 7 requires that all driveway culverts utilize RCP as the pipe material.
70. Provide sediment and erosion protection for existing and proposed drainage systems within the FDOT right of way affected by the site construction. Note that hay or straw bales are not allowed within the FDOT right of way, and silt fences are not allowed to be used across ditches as check dams. Refer to the State of Florida Erosion and Sediment Control Designer and Reviewer Manual for guidance.
71. FDOT District 7 does not permit point discharges or flumes over sidewalks. As an alternative, please refer to Standard Plans Index No 425-060. A modified 425-061 structure may also be considered; this will require an additional review by FDOT Structures Department.

SECTION 4 - FDOT RIGHT OF WAY, ADDITIONAL REQUIREMENTS:

72. Please note that the construction of a right turn lane with required sidewalk, bike lane keyhole, and drainage facilities within the Department's right of way WILL require a right of way donation if it cannot fit within the existing right-of-way and meet current criteria.
73. No work shall be proposed over an existing FDOT easement.
74. All work within the FDOT right-of-way must meet criteria shown in the FDOT Design Manual and FDOT Standard Plans for Road Construction.
75. If turn lanes within a curb and gutter sections are proposed within the FDOT right of way, develop post basin areas for the FDOT right of way, and provide spread calculations for the 4-inch per hour storm intensity. Provide an exhibit that shows the contributing areas with the calculations.
76. For projects impacting FDOT cross drains associated with a regulated floodway, a FEMA no rise certification, and accompanying calculations are required.

FDOT District Seven Guidelines for Processing Drainage/Driveway Connections with Right of Way Conveyances

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 - ✓ A disc containing a copy of the legal description in electronic format compatible with M.S. Word
- If the mitigating fix design land area that is proposed to be donated to FDOT is a monumented parcel on a recorded subdivision plat, four copies, signed and sealed by the Surveyor of Record, of a sketch and legal description containing all information required on the survey of un-platted lands (second check mark above) and related to the official Right of Way Map is required.
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COMMISSION

Gwendolyn "Gwen" W. Myers CHAIR
Harry Cohen VICE-CHAIR
Chris Boles
Donna Cameron Cepeda
Ken Hagan
Christine Miller
Joshua Wostal



DIRECTORS

Janet D. Lorton EXECUTIVE DIRECTOR
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Sam Elrabi, P.E. WATER DIVISION
Diana M. Lee, P.E. AIR DIVISION
Michael Lynch WETLANDS DIVISION
Rick Muratti, Esq. LEGAL DEPT
Steffanie L. Wickham WASTE DIVISION

AGENCY COMMENT SHEET

REZONING	
HEARING DATE: November 17, 2025	COMMENT DATE: September 3, 2025
PETITION NO.: 25-1243	PROPERTY ADDRESS: 13809 West Hillsborough Avenue, Tampa
EPC REVIEWER: Jackie Perry Cahanin	FOLIO #: 040790000
CONTACT INFORMATION: (813) 627-2600 xt. 1241	STR: 19-28S-17E
EMAIL: cahaninj@epchc.org	
REQUESTED ZONING: MM to PD	
FINDINGS	
WETLANDS PRESENT	YES
SITE INSPECTION DATE	April 13, 2022
WETLAND LINE VALIDITY	N/A
WETLANDS VERIFICATION (AERIAL PHOTO, SOILS SURVEY, EPC FILES)	Two (2) wetlands located in the northern portion of folio
<p>The EPC Wetlands Division has reviewed the proposed rezoning. In the site plan's current configuration, a resubmittal is not necessary. If the zoning proposal changes and/or the site plans are altered, EPC staff will need to review the zoning again. This project as submitted is conceptually justified to move forward through the zoning review process as long as the following conditions are included:</p> <ul style="list-style-type: none">Approval of this zoning petition by Hillsborough County does not constitute a guarantee that the Environmental Protection Commission of Hillsborough County (EPC) approvals/permits necessary for the development as proposed will be issued, does not itself serve to justify any impact to wetlands, and does not grant any implied or vested right to environmental approvals.The construction and location of any proposed wetland impacts are not approved by this correspondence but shall be reviewed by EPC staff under separate application pursuant to the EPC Wetlands rule detailed in Chapter 1-11, Rules of the EPC, (Chapter 1-11) to determine whether such impacts are necessary to accomplish reasonable use of the subject property.	

Environmental Excellence in a Changing World

Environmental Protection Commission - Roger P. Stewart Center
3629 Queen Palm Drive, Tampa, FL 33619 - (813) 627-2600 - www.epchc.org

- Prior to the issuance of any building or land alteration permits or other development, the approved wetland / other surface water (OSW) line must be incorporated into the site plan. The wetland / OSW line must appear on all site plans, labeled as "EPC Wetland Line", and the wetland must be labeled as "Wetland Conservation Area" pursuant to the Hillsborough County Land Development Code (LDC).
- Final design of buildings, stormwater retention areas, and ingress/egresses are subject to change pending formal agency jurisdictional determinations of wetland and other surface water boundaries and approval by the appropriate regulatory agencies.

INFORMATIONAL COMMENTS:

The following specific comments are made for informational purposes only and to provide guidance as to the EPC review process. However, future EPC staff review is not limited to the following, regardless of the obviousness of the concern as raised by the general site plan and EPC staff may identify other legitimate concerns at any time prior to final project approval.

- The site plan depicts wetlands (not currently proposed for impact) that were previously determined to qualify for EPC Noticed Exemption on May 23, 2022 (#50081). They shall be exempt from the application of Chapter 1-11 provided the activity is reviewed and approved by other appropriate agencies as necessary. Additionally, the noticed exemption is subject to the conditions and limitations indicated in the verification letter.
- The Hillsborough County Land Development Code (LDC) defines wetlands and other surface waters as Environmentally Sensitive Areas. Pursuant to the LDC, wetlands and other surface waters are further defined as Conservation Areas or Preservation Areas and these areas must be designated as such on all development plans and plats. A minimum setback must be maintained around the Conservation/Preservation Area and the setback line must also be shown on all future plan submittals.
- Any activity interfering with the integrity of wetland(s) or other surface water(s), such as clearing, excavating, draining or filling, without written authorization from the Executive Director of the EPC or authorized agent, pursuant to Section 1-11.07, would be a violation of Section 17 of the Environmental Protection Act of Hillsborough County, Chapter 84-446, and of Chapter 1-11.

Jpc/cb

cc: Isabelle Albert - ialbert@halff.com



Adequate Facilities Analysis: Rezoning

Date: November 4, 2025

Acreage: 3.59 (+/- acres)

Jurisdiction: Hillsborough County

Proposed Zoning: Planned Development

Case Number: MM-25-1243

Future Land Use: RMU-35

HCPS #: RZ-725

Maximum Residential Units: 120

Address: 13805 Hillsborough Avenue

Parcel Folio Number(s): 004079.0000

Residential Type: Multi-Family

School Data	Lowry Elementary	Farnell Middle	Alonso High
FISH Capacity Total school capacity as reported to the Florida Inventory of School Houses (FISH)	1063	1290	2955
2024-25 Enrollment K-12 enrollment on 2024-25 40 th day of school. This count is used to evaluate school concurrency per Interlocal Agreements with area jurisdictions	705	1001	2829
Current Utilization Percentage of school capacity utilized based on 40 th day enrollment and FISH capacity	66%	78%	96%
Concurrency Reservations Existing concurrency reservations due to previously approved development. Source: CSA Tracking Sheet as of 11/04/2025	18	8	14
Students Generated Estimated number of new students expected in development based on adopted generation rates. Source: Duncan Associates, School Impact Fee Study for Hillsborough County, Florida, Dec. 2019	14	5	7
Proposed Utilization School capacity utilization based on 40 th day enrollment, existing concurrency reservations, and estimated student generation for application	69%	79%	96%

Notes: At this time, adequate capacity exists at Lowry Elementary, Farnell Middle, and Alonso High School for the proposed rezoning.

This is an analysis for adequate facilities only and is NOT a determination of school concurrency. A school concurrency review will be issued PRIOR TO preliminary plat or site plan approval.

Lori Belangia

Lori Belangia, Manager, Planning & Siting
Growth Management, Hillsborough County Public Schools
E: glorimar.belangia@hcps.net
P: 813-272-4428



AGENCY REVIEW COMMENT SHEET

NOTE: THIS IS ONLY FOR ESTIMATE PURPOSES, BASED ON THE FEES AT THE TIME THE REVIEW WAS MADE. ACTUAL FEES WILL BE ASSESSED BASED ON PERMIT APPLICATIONS RECEIVED AND BASED ON THE FEE SCHEDULE AT THE TIME OF BUILDING PERMIT APPLICATION.

TO: Zoning Review, Development Services **DATE:** 11/05/2025
REVIEWER: Ron Barnes, Impact & Mobility Fee Coordinator
APPLICANT: M Suites Hotel, LLC **PETITION NO:** 25-1243
LOCATION: 13809 W Hillsborough Ave
FOLIO NO: 4079.0000

Estimated Fees:

(Fee estimate is based on a 1,200 square foot, Multi-Family Units 7 story)

Mobility: \$4,864 * 125 units = \$ 608,000

Parks: \$1,555 * 125 units = \$ 194,375

School: \$3,891 * 125 units = \$ 486,375

Fire: \$249 * 125 units = \$ 31,125

Total Multi-Family (1-2 story) = \$1,319,875

Project Summary/Description:

Urban Mobility, Northwest Park/Fire - 125 units, 7 story structure

AGENCY COMMENT SHEET

TO: **Zoning/Code Administration, Development Services Department**

FROM: **Reviewer: Andria McMaugh** **Date: 09/03/2025**

Agency: Natural Resources **Petition #: 25-1243**

This agency has **no comment**

This agency has **no objections**

This agency has **no objections, subject to listed or attached conditions**

This agency **objects, based on the listed or attached issues.**

1. Approval of this petition by Hillsborough County does not constitute a guarantee that Natural Resources approvals/permits necessary for the development as proposed will be issued, does not itself serve to justify any impacts to trees, natural plant communities or wildlife habitat, and does not grant any implied or vested right to environmental approvals.
2. The construction and location of any proposed environmental impacts are not approved by this correspondence, but shall be reviewed by Natural Resources staff through the site and subdivision development plan process pursuant to the Land Development Code.
3. If the notes and/or graphic on the site plan are in conflict with specific zoning conditions and/or the Land Development Code (LDC) regulations, the more restrictive regulation shall apply, unless specifically conditioned otherwise. References to development standards of the LDC in the above stated conditions shall be interpreted as the regulations in effect at the time of preliminary site plan/plat approval.



Agency Review Comment Sheet

NOTE: Wellhead Resource Protection Areas (WRPA), Potable Water Wellfield Protection Areas (PWWPA), and Surface Water Resource Protection Areas (SWRPA) reviews are based on the most current available data on the Hillsborough County maps, as set forth in Part 3.05.00 of the Land Development Code.

TO: Zoning Review, Development Services **REQUEST DATE:** 8/14/2025

REVIEWER: Kim Cruz, Environmental Supervisor **REVIEW DATE:** 8/22/2025

PROPERTY OWNER: M Suites Hotel LLC **PID:** 25-1243

APPLICANT: M Suites Hotel LLC

LOCATION: 13809 W. Hillsborough Ave. Tampa, FL 33635

FOLIO NO.: 4079.0000

AGENCY REVIEW COMMENTS:

At this time, according to the Hillsborough County BOCC approved maps adopted in the Comprehensive Plan, the site is not located within a Wellhead Resource Protection Area (WRPA) and/or Surface Water Resource Protection Area (SWRPA), as defined in Part 3.05.00 of the Hillsborough County Land Development Code (LDC).

At this time, according to the Florida Department of Environmental Protection well location information, the site is not located within 500-feet of non-transient non-community and/or community water system wells; therefore, the site is not located within a Potable Water Wellfield Protection Area (PWWPA).

At this time, Hillsborough County Environmental Services Division has no objection to the applicant's request as it relates to the County's wellhead and surface water protection regulations.

AGENCY REVIEW COMMENT SHEET

TO: **ZONING TECHNICIAN, Planning Growth Management** DATE: 08-20-2025

REVIEWER: **Sherri A. Wilson, Conservation and Environmental Lands Management**

APPLICANT: Isabelle Albert PETITION NO: 25-1243

LOCATION: 13809 W. Hillsborough Ave., Tampa, FL 33635

FOLIO NO: 4079.0000 SEC: 19 TWN: 28 RNG: 17

- This agency has no comments.
- This agency has no objection.
- This agency has no objection, subject to listed or attached conditions.
- This agency objects, based on the listed or attached conditions.

COMMENTS: _____.

WATER RESOURCE SERVICES
REZONING REVIEW COMMENT SHEET: WATER & WASTEWATER

PETITION NO.: MM 25-1243

REVIEWED BY: Clay Walker, E.I. **DATE:** 11/7/2025

FOLIO NO.: 4076.0000

WATER

- The property lies within the _____ Water Service Area. The applicant should contact the provider to determine the availability of water service.
- A 2 inch water main exists (approximately _____ feet from the site), (adjacent to the site), and is located south of the subject property within the north Right-of-Way of West Hillsborough Avenue. This will be the likely point-of-connection, however there could be additional and/or different points-of-connection determined at the time of the application for service. This is not a reservation of capacity.
- Water distribution system improvements will need to be completed prior to connection to the County's water system. The improvements include _____ and will need to be completed by the _____ prior to issuance of any building permits that will create additional demand on the system.

WASTEWATER

- The property lies within the _____ Wastewater Service Area. The applicant should contact the provider to determine the availability of wastewater service.
- A 10 inch wastewater forcemain exists (approximately _____ feet from the project site), (adjacent to the site) and is located south of the subject property within the south Right-of-Way of West Hillsborough Avenue
 - This will be the likely point-of-connection, however there could be additional and/or different points-of-connection determined at the time of the application for service. This is not a reservation of capacity.
- Wastewater collection system improvements will need to be completed prior to connection to the County's wastewater system. The improvements include _____ and will need to be completed by the _____ prior to issuance of any building permits that will create additional demand on the system.

COMMENTS: The subject rezoning includes parcels that are within the Urban Service Area and would require connection to the County's wastewater system. The subject area is located within the Hillsborough County Wastewater Service Area and will be served by the Northwest Regional Water Reclamation Facility.

**VERBATIM
TRANSCRIPT**

HILLSBOROUGH COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS

IN RE:

ZONING HEARING MASTER MEETING

ZONING HEARING MASTER MEETING
TRANSCRIPT OF TESTIMONY AND PROCEEDINGS

BEFORE: Susan Finch
Zoning Hearing Master

DATE: Monday, November 17, 2025

TIME: Commencing at 6:00 p.m.
Concluding at 10:26 p.m.

LOCATION: Hillsborough County BOCC -
Development Services Dept.
(LUHO, ZHM, Phosphate)
601 East Kennedy Boulevard
Second Floor Boardroom
Tampa, Florida 33601

Reported by:
Diane DeMarsh, AAERT No. 1654
Notary Public for the State of Florida

1 MS. HEINRICH: Our next application is Item D.7, Major
2 Mod 25-1243. The applicant is requesting a major modification
3 to PD 080425. Tania Chapela with Development Services has
4 reviewed this application and will provide staff findings after
5 the applicant's presentation. All right.

6 HEARING MASTER: Good evening, again.

7 MS. ALBERT: Good evening. Isabelle Albert, with
8 Halff, 1000 North Ashley Drive. And I'm here representing the
9 applicant.

10 So this is about a three and a half acre site. It's
11 located in the urban service area. It has a Future Land Use of
12 Residential -- Regional, sorry, Mixed-Use, and it is currently
13 zoned Planned Development. And it's also located within the
14 Northwest Hillsborough and Town 'n' Country Community Plans.

15 To give you an idea, this is zoned Planned
16 Development, as I stated, and most of the area around it is
17 either Planned Development, Manufacturing, or Commercial
18 General. And the reason is the Land Use category, which is
19 Light Industrial surrounding the site OC-20 on the south side of
20 Hillsborough Avenue. And our site is RN-35. The

21 current plan development is approved for Area A along
22 Hillsborough Avenue for manufacturing uses, and Area B, which is
23 what's under the major modification request today, is approved
24 for a 179 hotel room and 4,000 -- a little bit over 4,000 square
25 feet of conference center. And the request is to modify Area A

1 by removing the hotel use, but allow 125 multifamily units on
2 the seven-story structure.

3 We're requesting a waiver to Section 600.01 regarding
4 the two-for-one additional setback. The site is quite narrow,
5 and if we were to meet those setbacks, the building would
6 probably be less than 100 feet wide, which is impossible to
7 develop it with. Also we're requesting a variation to buffer
8 and screening. Even though we're less intensive than with the
9 surrounding, it's still a code requirement. But we are
10 providing a, you know, 10 foot A to the north and to the east,
11 as well as in the 8-foot Type-A screening along the west.

12 We're requesting administrative variance request from
13 Section 602.04-B3, where it requires a maximum driveway length
14 for residential of 250 feet. And with the proposed building
15 further back from the road, we are proposing around 330 feet to
16 the building -- to the residential building.

17 Planning Commission found the request consistent with
18 the comprehensive plan. Again, these are all the policies --
19 objectives and policies that are listed in their staff report.
20 Development Services reviewed the request and compatible with
21 the surrounding properties and recommended approval. And no
22 objection from reviewing agencies were provided. And that
23 concludes the presentation. If you have any questions, I'm
24 available.

25 HEARING MASTER: I just had a question about your PD

1 variation, but I think your slide just cleared that up so that I
2 don't need to ask it.

3 MS. ALBERT: Okay. All right.

4 HEARING MASTER: Thank you very much. Appreciate it.

5 MS. ALBERT: Thank you.

6 HEARING MASTER: Development Services please.

7 THE CLERK: Ms. Albert?

8 MS. ALBERT: Oh, God.

9 MS. CHAPELA: Good evening. Tania Chapela,
10 Development Services. This request is a modification to the
11 existing plan development approved in 2008. The northern parcel
12 was originally entitled for 103,700 square foot, 179 room hotel
13 with a 4,050 square foot conference center. The applicant now
14 proposes to replace that program with 125 multifamily units.

15 The proposed density is 34.82 dwelling units per acre,
16 which is within the RMU-35 Future Land Use maximum of 35
17 dwelling units per acre. The request also includes an increase
18 in building height from 50 to 70 feet, which remains compatible
19 with the surrounding PDs, where heights up to 110 feet are
20 allowed under the M-District standards.

21 Access is updated to meet current connectivity
22 requirements, adding a vehicular and pedestrian access on the
23 northwest boundary, a pedestrian connection to the east, and
24 converting the internal connection to Area A to -- into
25 pedestrian only access.

1 The applicant also requests a variation to the
2 buffering standards. While code requires 2- to 30-foot Type-BC
3 buffers to the site proposes 8- to 10-foot buffers when -- with
4 enhanced evergreen plantings.

5 Staff finds this acceptable due to the significant
6 existing separations; more than 130 feet to the west, 170 feet
7 to the east, and internal separation within the PD. Overall,
8 the proposed multifamily use is comparable in intensity to the
9 previously approved hotel remained within the FLU limits,
10 improves connectivity, and is compatible with the surrounding
11 development pattern. Staff recommends approval subject to
12 conditions.

13 HEARING MASTER: Thank you so much, I appreciate it.

14 Planning Commission.

15 MS. MASSEY: Jillian Massey, with Planning Commission
16 staff. The subject site is located in the Regional Mixed-Use-35
17 Future Land Use designation. It's in the urban service area and
18 within the limits of the Northwest Hillsborough and Town 'n'
19 Country Community Plans.

20 The introduction of residential uses in this location
21 is considered compatible, as it integrates housing into an
22 existing employment and service corridor, rather than
23 introducing commercial or industrial uses into a predominantly
24 residential area. The proposed residential use is compatible
25 with the surrounding light commercial, light industrial,

1 multifamily developments in this area therefore meeting the
2 intent of Policy 3.1.3 of the Future Land Use section.

3 The proposed density of the site is 125 multifamily
4 units, which is exactly the allowable maximum dwelling units
5 permitted on the site under the Regional Mixed-Use-35 Land Use
6 designation. The proposal also meets the intent of Objective
7 4.4 and Policy 4.4.1 that require the development to be
8 compatible with the surrounding area. In this case, the
9 surrounding Land Use pattern is comprised mostly of commercial,
10 industrial, and vacant land, and there are also some multifamily
11 developments along this corridor as well.

12 As the adjacent properties are commercial and
13 industrial in nature, the buffer and screen variation does not
14 interfere with compatibility and is recommended for approval by
15 staff. Given that the proposed use is consistent with the
16 intent and allowable within the RMU-35 Future Land Use category,
17 and the request is compatible with the surrounding development,
18 the proposed major modification is appropriate and supported by
19 the applicable plan policies.

20 The sites within the Coastal High Hazard Area and the
21 proposal, it does not conflict with any of the related policies
22 in the Coastal High Hazard Area sections. The subject site's
23 within the limits of the Northwest Hillsborough Community Plan.
24 Section B of this plan encourages neighborhoods within which
25 activities of daily living should occur within walking distance,

1 allowing independence to those who do not drive. It also
2 encourages concentrations of civic, and institutional, and
3 commercial activity to be embedded within neighborhoods and not
4 isolated. Section D also states that there's a need for a range
5 of housing suitable for younger and older people in the
6 community. This request is meeting the intent of those goals
7 within the community plans.

8 Based on those considerations, Planning Commission
9 staff finds that the proposed major modification is consistent
10 with the comprehensive plan, subject to the proposed conditions.

11 HEARING MASTER: Thank you very much. Is there anyone
12 in the room that would like to speak in support? Anyone in
13 opposition to this request? Seeing no one.

14 Ms. Heinrich?

15 MS. HEINRICH: Nothing further, ma'am.

16 HEARING MASTER: We'll go back to the applicant.

17 Anything?

18 All right. Then we'll close Major Modification.

19 251243. Go to the next case.

20

21

22

23

24

25

**EXHIBITS SUBMITTED
DURING THE ZHM HEARING**

DATE/TIME: 11/17/2025 6pm HEARING MASTER: Susan Finch

PLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # RZ 251350	PLEASE PRINT NAME <i>Todd Pressman</i> MAILING ADDRESS <i>200 2nd Ave S #451</i> CITY <i>St Pete</i> STATE <i>FL</i> ZIP <i>33701</i> PHONE <i>724-1762</i>
APPLICATION # RZ 25-1111	PLEASE PRINT NAME <i>Todd Pressman</i> MAILING ADDRESS <i>200 2nd South #451</i> CITY <i>St Pete</i> STATE <i>FL</i> ZIP <i>33701</i> PHONE <i></i>
APPLICATION # RZ 25-1111 VS	PLEASE PRINT NAME <i>Howard Owens</i> MAILING ADDRESS <i>11217 Andy Dr.</i> CITY <i>Riverview</i> STATE <i>FL</i> ZIP <i>33578</i> PHONE <i></i>
APPLICATION # RZ 25-1111	PLEASE PRINT NAME <i>Johnny Soape</i> MAILING ADDRESS <i>1118 Hannaway Drive</i> CITY <i>Riverview</i> STATE <i>FL</i> ZIP <i>33578</i> PHONE <i>913-359-4651</i>
APPLICATION # RZ 25-1316	PLEASE PRINT NAME <i>Rebecca Kert</i> MAILING ADDRESS <i>400N Tampa St Suite 1910</i> CITY <i>Tampa</i> STATE <i>FL</i> ZIP <i>33604</i> PHONE <i>813-368-3064</i>
APPLICATION # RZ 25-1316	PLEASE PRINT NAME <i>Stephen Sposito</i> MAILING ADDRESS <i>505 E Jackson St</i> CITY <i>Tampa</i> STATE <i>FL</i> ZIP <i>33607</i> PHONE <i>813-375-0610</i>

SIGN-IN SHEET: RFR, ZHM, PHM, LUHOPAGE 2 OF 2DATE/TIME: 11/17/2025 6pm HEARING MASTER: Susan FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # <u>RZ</u> <u>25-1316</u>	PLEASE PRINT NAME <u>MICHAEL YATES</u> MAILING ADDRESS <u>PALM TRAFFIC</u> <u>4006 S MACDILL AVE</u> CITY <u>TAMPA</u> STATE <u>FL</u> ZIP <u>33611</u> PHONE <u>8132058057</u>
APPLICATION # <u>RZ</u> <u>25-1316</u>	PLEASE PRINT NAME <u>Grace E McComas</u> MAILING ADDRESS <u>805 Old Darky St</u> CITY <u>Seffner</u> STATE <u>FL</u> ZIP <u>33544</u> PHONE <u>813 240 3907</u>
APPLICATION # <u>RZ</u> <u>25-1316</u>	PLEASE PRINT NAME <u>Grover Maggard</u> MAILING ADDRESS <u>P.O. Box 183</u> CITY <u>Mango</u> STATE <u>FL</u> ZIP <u>33550</u> PHONE <u>813 318-1504</u>
APPLICATION # <u>RZ</u> <u>25-1319</u>	PLEASE PRINT NAME <u>Patricia Ortiz AICP</u> MAILING ADDRESS <u>2810 N Central Ave</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>8138178492</u>
APPLICATION # <u>RZ</u> <u>25-1319</u> <u>vs</u>	PLEASE PRINT NAME <u>Cheryl Harris</u> MAILING ADDRESS <u>205 Louise Ave</u> CITY <u>Brandon</u> STATE <u>FL</u> ZIP <u>33560</u> PHONE <u></u>
APPLICATION # <u>RZ</u> <u>25-1390</u>	PLEASE PRINT NAME <u>Todd press man</u> MAILING ADDRESS <u>200 2nd Ave South #451</u> CITY <u>St Pete</u> STATE <u>FL</u> ZIP <u>33701</u> PHONE <u></u>

SIGN-IN SHEET: RFR, ZHM, PHM, LUHO

PAGE 3 OF 8

DATE/TIME: 4/17/2025 6pm HEARING MASTER: Susan FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # <u>R2</u> <u>25-1390</u>	PLEASE PRINT NAME <u>Nicholas West</u> MAILING ADDRESS <u>717 E B7th Ave</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33613</u> PHONE <u>850-252-5420</u>
APPLICATION # <u>R2</u> <u>25-1390</u>	PLEASE PRINT NAME <u>Robinson Castro</u> MAILING ADDRESS <u>722 EAST 137TH AVE</u> CITY <u>TAMPA</u> STATE <u>FL</u> ZIP <u>33613</u> PHONE <u>813-464-1400</u>
APPLICATION # <u>R2</u> <u>25-0579</u>	PLEASE PRINT NAME <u>Michael Brooks</u> MAILING ADDRESS <u>400 N. Tampa St. / Ste 1910</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u></u>
APPLICATION # <u>R2</u> <u>25-0579</u>	PLEASE PRINT NAME <u>Stephen Sposato</u> MAILING ADDRESS <u>505 E Jackson St.</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>813-375-0816</u>
APPLICATION # <u>R2</u> <u>25-0579</u>	PLEASE PRINT NAME <u>MICHAEL YATES, Palm TRAFFIC</u> MAILING ADDRESS <u>4006 S. MacDill AVE</u> CITY <u>TAMPA</u> STATE <u>FL</u> ZIP <u>33611</u> PHONE <u>813 205 8057</u>
APPLICATION # <u>R2</u> <u>25-0579</u>	PLEASE PRINT NAME <u>Grace McComas</u> MAILING ADDRESS <u>805 010 Darby St</u> CITY <u>Seffner</u> STATE <u>FL</u> ZIP <u>33584</u> PHONE <u>813 240 3907</u>

SIGN-IN SHEET: RFR, ZHM, PHM, LUHO

PAGE 4 OF 8

DATE/TIME: 11/17/2005 6pm HEARING MASTER: Susan FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # <u>RZ</u> <u>25-0579</u>	PLEASE PRINT NAME <u>Grover Maggard</u> MAILING ADDRESS <u>P.O. Box 138</u> CITY <u>Mango</u> STATE <u>FL</u> ZIP <u>33550</u> PHONE <u>813-318-9502</u>
APPLICATION # <u>RZ</u> <u>25-0579</u>	PLEASE PRINT NAME <u>Jeremy Couch</u> MAILING ADDRESS <u>17937 Huntingdon Circle</u> CITY <u>Lutz</u> STATE <u>FL</u> ZIP <u>33558</u> PHONE <u>813 920 2005</u>
APPLICATION # <u>MM</u> <u>25-0648</u>	PLEASE PRINT NAME <u>Isabelle Albert</u> MAILING ADDRESS <u>1600 N Ashley Dr</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>813-0978</u>
APPLICATION # <u>MM</u> <u>25-0648</u>	PLEASE PRINT NAME <u>Jonathan Ellis</u> MAILING ADDRESS <u>1511 N. Westshore Blvd</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33607</u> PHONE <u>813-754-8454</u>
APPLICATION # <u>MM</u> <u>25-0648</u>	PLEASE PRINT NAME <u>Karla Llanos</u> MAILING ADDRESS <u>1645 Sun City Center Plz</u> CITY <u>Sun City Center</u> STATE <u>FL</u> ZIP <u>33571</u> PHONE <u>813-784-6272</u>
APPLICATION # <u>MM</u> <u>25-0648</u>	PLEASE PRINT NAME <u>Craig Major</u> MAILING ADDRESS <u>6408 Margarita Shores Ln</u> CITY <u>Aptuc Bch</u> STATE <u>FL</u> ZIP <u>33577</u> PHONE <u>205 422 1369</u>

SIGN-IN SHEET: RFR, **ZHM**, PHM, LUHO

PAGE 5 OF 8

DATE/TIME: 11/17/2025 6PM HEARING MASTER: Susan Finch

PLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # MM 25-0648	PLEASE PRINT NAME <u>Brian McGee</u> MAILING ADDRESS <u>6422 MARGARITA Shores Lane</u> CITY <u>Apollo Beach</u> STATE <u>FL</u> ZIP <u>33572</u> PHONE <u>402.215.1834</u>
APPLICATION # MM 25-0648	PLEASE PRINT NAME <u>William Molloy</u> MAILING ADDRESS <u>325 S Blvd</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33604</u> PHONE <u>0-254-7152</u>
APPLICATION # MM 250932	PLEASE PRINT NAME <u>William J Molloy</u> MAILING ADDRESS <u>325 S Blvd</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33604</u> PHONE <u>254-7157</u>
APPLICATION # MM 25-0932	PLEASE PRINT NAME <u>Isabelle Albert</u> MAILING ADDRESS <u>1000 B Ashley Drive # 700</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>331 0974</u>
APPLICATION # mm 25-0932	PLEASE PRINT NAME <u>Casey VanVaerenbergh</u> vanvaeren MAILING ADDRESS <u>11009 Fern Hill Drive</u> CITY <u>Clearwater</u> STATE <u>FL</u> ZIP <u>33584</u> PHONE <u>813-323-4549</u>
APPLICATION # MM 25-0932	PLEASE PRINT NAME <u>David Van Vaerenbergh</u> MAILING ADDRESS <u>11207 Fernhill Drive</u> CITY <u>Clearwater</u> STATE <u>FL</u> ZIP <u>33578</u> PHONE <u>813-340-9888</u>

SIGN-IN SHEET: RFR, **ZHM**, PHM, LUHOPAGE 6 OF 6DATE/TIME: 11/17/2025 6PM HEARING MASTER: SUSAN FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # MM 250932	PLEASE PRINT NAME <u>Mitchell Thompson</u> MAILING ADDRESS <u>11055 Sage Canyon Dr</u> CITY <u>Riverview</u> STATE <u>FL</u> ZIP <u>33578</u> PHONE <u>(813) 447-0051</u>
APPLICATION # MM 25-0932	PLEASE PRINT NAME <u>Samantha Varava</u> MAILING ADDRESS <u>11053 Sage Canyon Dr</u> CITY <u>Riverview</u> STATE <u>FL</u> ZIP <u>33578</u> PHONE <u>(813) 598-8845</u>
APPLICATION # MM 25 0932	PLEASE PRINT NAME <u>Chad Thompson</u> MAILING ADDRESS <u>10710 Sage Canyon Dr.</u> CITY <u>Riverview</u> STATE <u>FL</u> ZIP <u>33579</u> PHONE <u>(813) 422-4336</u>
APPLICATION # MM 25-0932	PLEASE PRINT NAME <u>MICHAEL YATES, PALM TRAFFIC</u> MAILING ADDRESS <u>4006 S. MacDill Ave.</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33611</u> PHONE <u>(813) 205-0557</u>
APPLICATION # MM 25-1081	PLEASE PRINT NAME <u>Linda Stewart, Morris Eng.</u> MAILING ADDRESS <u>6901 Professional Pkwy</u> CITY <u>Sarasota</u> STATE <u>FL</u> ZIP <u>34236</u> PHONE <u>(941) 444-6644</u>
APPLICATION # MM 25-1242	PLEASE PRINT NAME <u>Addie Clark</u> MAILING ADDRESS <u>400 N. Ashley Dr. Ste 1100</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>(813) 319-4759</u>

SIGN-IN SHEET: RFR, ZHM, PHM, LUHO

PAGE 7 OF 8

DATE/TIME: 11/17/2025 6 PM HEARING MASTER: SUSAN FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # <u>MM</u> <u>25-1243</u>	PLEASE PRINT NAME <u>Isabelle Albert</u> MAILING ADDRESS <u>1000 N Ashley Dr. # 900</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>813-331-0974</u>
APPLICATION # <u>RZ</u> <u>25-1244</u>	PLEASE PRINT NAME <u>Anne Pollack</u> MAILING ADDRESS <u>200 Central Ave #1600</u> CITY <u>St. Pete</u> STATE <u>FL</u> ZIP <u>33701</u> PHONE <u>927-820-3989</u>
APPLICATION # <u>RZ</u> <u>25-1246</u>	PLEASE PRINT NAME <u>Isabelle Albert</u> MAILING ADDRESS <u>1000 N Ashley # 900</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33602</u> PHONE <u>813-331-0974</u>
APPLICATION # <u>RZ</u> <u>25-0383</u> <u>VS</u>	PLEASE PRINT NAME <u>BASSAM DAMMAK</u> MAILING ADDRESS <u>6820 Rosemary Dr</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33625</u> PHONE <u></u>
APPLICATION # <u>RZ</u> <u>25-0383</u> <u>VS</u>	PLEASE PRINT NAME <u>TYSEER KUURDI</u> MAILING ADDRESS <u>26307 Mountain Lake Rd</u> CITY <u>Brooksville</u> STATE <u>FL</u> ZIP <u>34602</u> PHONE <u></u>
APPLICATION # <u>RZ</u> <u>25-0383</u>	PLEASE PRINT NAME <u>Susan Dennis</u> MAILING ADDRESS <u>13109 N Hammer Av</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33612</u> PHONE <u>813-373-4779</u>

DATE/TIME: 11/17/2025 6PM HEARING MASTER: Susan FinchPLEASE **PRINT CLEARLY**, THIS INFORMATION WILL BE USED FOR MAILING

APPLICATION # <u>RZ</u> <u>25-0383</u>	PLEASE PRINT NAME <u>Sherry La Rue</u> MAILING ADDRESS <u>13109 N. 01a Ave</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33612</u> PHONE <u>813-787-7709</u>
APPLICATION # <u>RZ</u> <u>25-0383</u>	PLEASE PRINT NAME <u>Eric Flasfenstein</u> MAILING ADDRESS <u>13106 N. 06A Ave</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33612</u> PHONE <u>(813) 392-5323</u>
APPLICATION # <u>RZ</u> <u>25-0383</u>	PLEASE PRINT NAME <u>Tim h-Rhe</u> MAILING ADDRESS <u>13108 N 01A</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33612</u> PHONE _____
APPLICATION # <u>RZ</u> <u>25-0383</u> <u>VS</u>	PLEASE PRINT NAME <u>Beverly Kieny</u> MAILING ADDRESS <u>10902 N. Edison Ave</u> CITY <u>Tampa</u> STATE <u>FL</u> ZIP <u>33612</u> PHONE <u>33612</u>
APPLICATION #	PLEASE PRINT NAME _____ MAILING ADDRESS _____ CITY _____ STATE _____ ZIP _____ PHONE _____
APPLICATION #	PLEASE PRINT NAME _____ MAILING ADDRESS _____ CITY _____ STATE _____ ZIP _____ PHONE _____

HEARING TYPE:**ZHM, PHM, VRH, LUHO****DATE: 11/17/2025****HEARING MASTER:**

Susan Finch

PAGE: 1 of 1

APPLICATION #	SUBMITTED BY	EXHIBITS SUBMITTED	HRG. MASTER YES OR NO
RZ 25-1111	Logan McKaig	1. Revised Staff Report	Yes (Copy)
RZ 25-1111	Todd Pressman	2. Applicant Presentation Packet – Thumb Drive	No
RZ 25-1316	Logan McKaig	1. Revised Staff Report	Yes (Copy)
RZ 25-1316	Stephen Sposato	2. Applicant Presentation Packet	Yes (Copy)
RZ 25-1316	Grover Maggard	3. Opposition Presentation Packet	No
RZ 25-1319	Michelle Montalbano	1. Revised Staff Report	Yes (Copy)
RZ 25-1319	Patricia Ortiz	2. Applicant Presentation Packet	No
RZ 25-1390	Cierra James	1. Revised Staff Report	Yes (Copy)
RZ 25-1390	Todd Pressman	2. Applicant Presentation Packet – Thumb Drive	No
RZ 25-0383	Ashley Rome	1. Revised Staff Report	Yes (Copy)
RZ 25-0383	Sheryl LaRue	2. Opposition Presentation Packet	No
RZ 25-0383	Susan Dennis	3. Opposition Presentation Packet	No
RZ 25-0579	Carolanne Peddle	1. Revised Staff Report	Yes (Copy)
RZ 25-0579	Stephen Sposato	1. Applicant Presentation Packet	No
RZ 25-0579	Grover Maggard	3. Opposition Presentation Packet	No
MM 25-0648	Carolanne Peddle	1. Revised Staff Report	Yes (Copy)
MM 25-0648	Isabelle Albert	2. Applicant Presentation Packet – Thumb Drive	No
RZ 25-0932	Carolanne Peddle	1. Revised Staff Report	Yes (Copy)
RZ 25-0932	Isabelle Albert	2. Applicant Presentation Packet – Thumb Drive	No
RZ 25-0932	Casey Vanvaerenbergh	3. Opposition Presentation Packet – Thumb Drive	No
MM 25-1081	Ashley Rome	1. Revised Staff Report	Yes (Copy)
MM 25-1242	Chris Grandlienard	1. Revised Staff Report	Yes (Copy)
MM 25-1243	Isabelle Albert	1. Applicant Presentation Packet – Thumb Drive	No
RZ 25-1244	Carolanne Peddle	1. Revised Staff Report	Yes (Copy)
RZ 25-1244	Anne Pollack	2. Applicant Presentation Packet	No
RZ 25-1246	Isabelle Albert	1. Applicant Presentation Packet – Thumb Drive	No

NOVEMBER 17, 2025 - ZONING HEARING MASTER

The Zoning Hearing Master (ZHM), Hillsborough County, Florida, met in Regular Meeting, scheduled for Monday, November 17, 2025, at 6:00 p.m., in the Boardroom, Frederick B. Karl County Center, Tampa, Florida, and held virtually.

☒ Susan Finch, ZHM, called the meeting to order at 6:00 p.m. and led in the pledge of allegiance to the flag.

A. WITHDRAWALS AND CONTINUANCES

☒ Michelle Heinrich, Development Services (DS), introduced staff and reviewed the changes/withdrawals/continuances.

☒ Susan Finch, ZHM, overview of ZHM process.

☒ Assistant County Attorney Mary Dorman, overview of evidence/ZHM/BOCC Land Use agenda process.

☒ Susan Finch, ZHM, Oath.

B. REMANDS

B.1. RZ 25-0500

☒ Michelle Heinrich, DS, called RZ 25-0500.

☒ Susan Finch, ZHM, continued RZ 25-0500 to December 15, 2025, ZHM hearing.

C. REZONING STANDARD (RZ-STD) :

C.1. RZ 25-1111

☒ Michelle Heinrich, DS, called RZ 25-1111.

☒ Testimony provided.

☒ Susan Finch, ZHM, closed RZ 25-1111.

C.2. RZ 25-1316

☒ Michelle Heinrich, DS, called RZ 25-1316.

☒ Testimony provided.

☒ Susan Finch, ZHM, closed RZ 25-1316.

MONDAY, NOVEMBER 17, 2025

C.3. RZ 25-1319

Michelle Heinrich, DS, called RZ 25-1319.

Testimony provided.

Susan Finch, ZHM, closed RZ 25-1319.

C.4. RZ 25-1350

Michelle Heinrich, DS, called RZ 25-1350.

Testimony provided.

Susan Finch, ZHM, continued RZ 25-1350 to January 26, 2026, ZHM hearing.

C.5. RZ 25-1390

Michelle Heinrich, DS, called RZ 25-1390.

Testimony provided.

Susan Finch, ZHM, closed RZ 25-1390.

D. REZONING-PLANNED DEVELOPMENT (RZ-PD) & MAJOR MODIFICATION (MM):

D.1. RZ 25-0383

Michelle Heinrich, DS, called RZ 25-0383.

Susan Finch, ZHM, continued RZ 25-0383 until the end of the hearing.

Susan Finch, ZHM, recalled RZ 25-0383.

Testimony provided.

Susan Finch, ZHM, closed RZ 25-0383.

D.2. RZ 25-0579

Michelle Heinrich, DS, called RZ 25-0579.

Testimony provided.

Susan Finch, ZHM, closed RZ 25-0579.

MONDAY, NOVEMBER 17, 2025

D.3. MM 25-0648

 Michelle Heinrich, DS, called MM 25-0648.

 Testimony provided.

 Susan Finch, ZHM, closed MM 25-0648.

D.4. RZ 25-0932

 Michelle Heinrich, DS, called RZ 25-0932.

 Testimony provided.

 Susan Finch, ZHM, closed RZ 25-0932.

D.5. MM 25-1081

 Michelle Heinrich, DS, called MM 25-1081.

 Testimony provided.

 Susan Finch, ZHM, closed MM 25-1081.

D.6. MM 25-1242

 Michelle Heinrich, DS, called MM 25-1242.

 Testimony provided.

 Susan Finch, ZHM, closed MM 25-1242.

D.7. MM 25-1243

 Michelle Heinrich, DS, called MM 25-1243.

 Testimony provided.

 Susan Finch, ZHM, closed MM 25-1243.

D.8. RZ 25-1244

 Michelle Heinrich, DS, called RZ 25-1244.

 Testimony provided.

MONDAY, NOVEMBER 17, 2025

 Susan Finch, ZHM, closed RZ 25-1244.

D.9. RZ 25-1246

 Michelle Heinrich, DS, called RZ 25-1246.

 Testimony provided.

 Susan Finch, ZHM, closed RZ 25-1246.

E. ZHM SPECIAL USE - None

ADJOURNMENT

 Susan Finch, ZHM, adjourned the meeting at 10:26 p.m.

RZ MM 25-1243

Zoning Hearing Master Hearing

November 17, 2025

Application No. MM 25-1243
Name: Isabelle Albert
Entered at Public Hearing: ZHM
Exhibit # 1
Date: 11/17/2025

SITE INFORMATION & SURROUNDING AREA

+/- 3.59 ACRES

URBAN SERVICE AREA

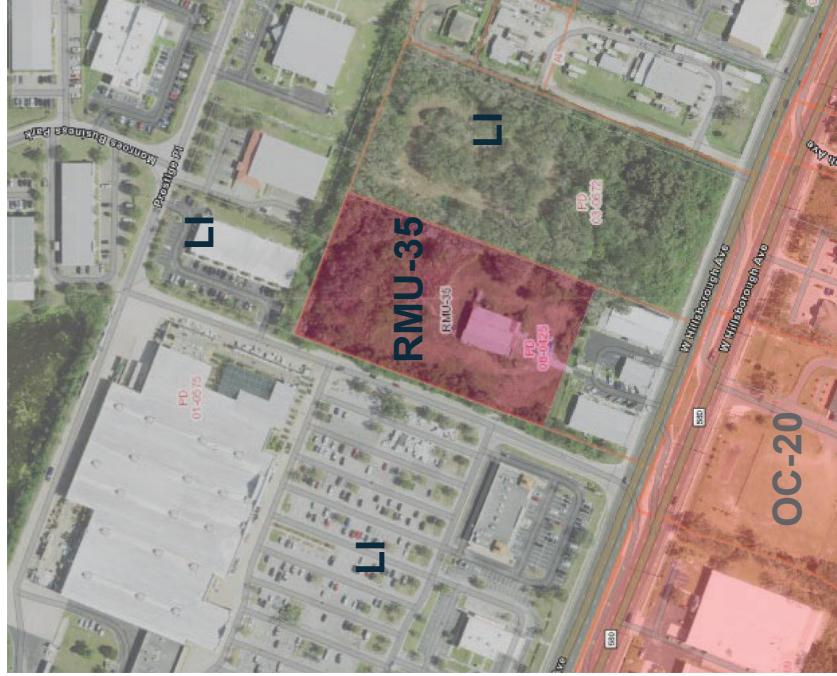
FUTURE LAND USE DESIGNATION:
REGIONAL MIXED USE (RMC-35)

ZONING DESIGNATION:
PLANNED DEVELOPMENT (PD)

NORTHWEST HILLSBOROUGH &
TOWN 'N COUNTRY
COMMUNITY PLANS



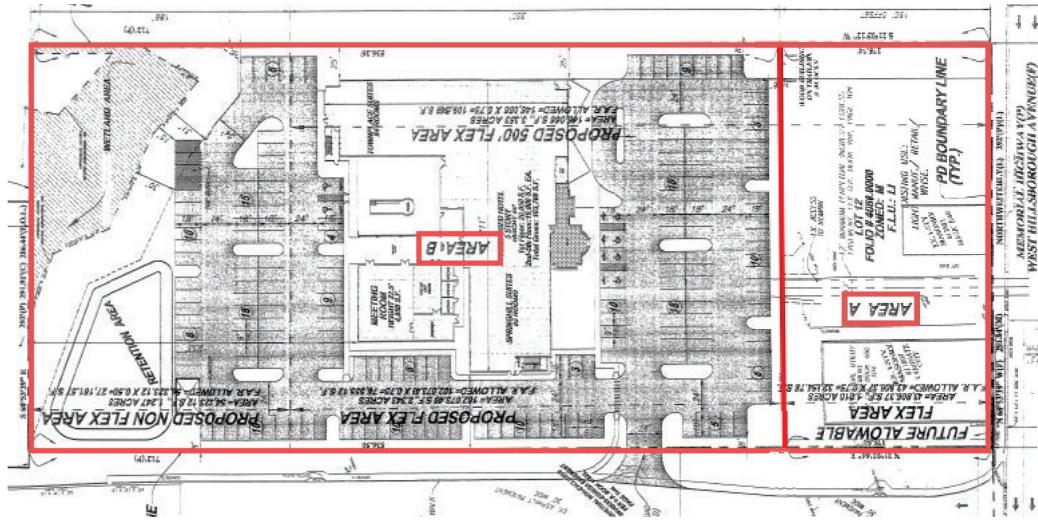
ZONING AND LAND USE DESIGNATION



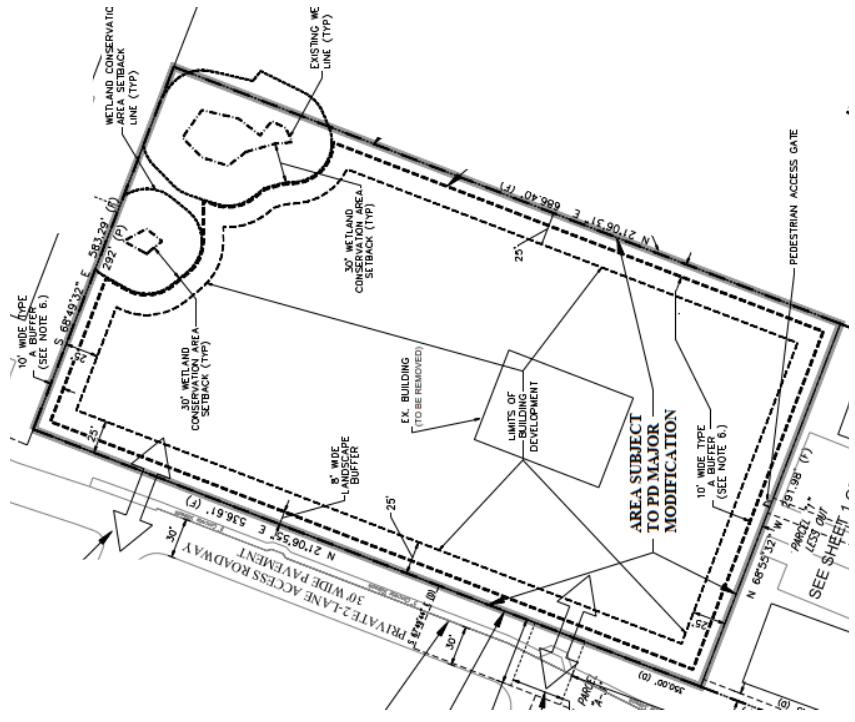
CURRENT PD

AREA A:
Approved for 9,371 SF of Manufacturing Uses

AREA B (Major Modification):
Approved for 103,700 SF Hotel (179 rooms) &
4,050 SF Conference Center



REQUEST



REMOVE HOTEL AND CONFERENCE USES & ALLOW 125 MULTI FAMILY UNITS 7-STORIES

AREA B (Major Modification):

WAIVER, VARIATION, & ADMINISTRATIVE VARIANCE REQUEST

WAIVER REQUEST SECTION 6.01.01 (2:1)

VARIATION REQUEST SECTION 6.06.06
20' / B (N & W); 30' / C (E)
10' / A (N & E); 8' / A (W);



ADMINISTRATIVE VARIANCE REQUEST SECTION
6.02.04.B.3 – 250' MAXIMUM DRIVEWAY LENGTH
PROPOSING 330' TO THE BUILDING

PLANNING COMMISSION

Staff found the request **consistent** with the *Unincorporated Hillsborough County Comprehensive Plan and Community Plan*

Urban Service Area

Objective 1.1

Development

Policy 4.1.1, Policy 4.1.2, Policy 4.1.6

Relationship to the Future Land Use Map

Goal 2, Objective 2.1, Policy 2.1.1

Land Use Suitability

Objective 4.3, Policy 4.3.5, Policy 4.3.6

Future Land Use Categories

Objective 2.2, Policy 2.2.1

Neighborhood / Community Development

Objective 4.4, Policy 4.4.1

Livable Community Element:
Northwest Community Plan

Community Planning
Policy 3.1.1, Policy 3.1.2, Policy 3.1.3
Objective 3.2, Policy 3.2.4

DEVELOPMENT SERVICES DEPARTMENT

Given the above, staff finds the proposed modification to be compatible with the surrounding properties and in keeping the general development pattern of the area.

5.2 Recommendation

Staff recommends Approval, subject to conditions.

NO OBJECTIONS FROM REVIEWING AGENCIES

Thank you

RZ MM 25-1243

**PARTY OF
RECORD**

NONE