



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

August 10, 2016

Also sent by electronic mail to craigb@chw-inc.com

Mr. Craig Brashier, AICP
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Response to Development Review Team (DRT) Comments:

- Tara Village Large Scale Comprehensive Plan Amendment (LSCPA)
- Tara Village Comprehensive Plan Text Amendment
- Tara Village PD-R: Site Specific Amendment to the Official Zoning Atlas (Rezoning)

Dear Mr. Brashier:

On August 4, 2016, the City of Alachua received your revised applications for the projects referenced above.

Staff has reviewed the revised applications, and determined the following items are still outstanding and must be addressed prior to the applications being scheduled for public hearings before the Planning and Zoning Board.

Please submit three (3) complete copies of each application package addressing these issues along with a digital copy of all materials on a CD (one CD for each application) by **Thursday, August 18, 2016**.

If the revised applications are received by this date, and the revised applications adequately address all comments below, hearings before the PZB will be tentatively scheduled for September 13, 2016, pending the applicant's review and agreement to the draft PD Agreement and PD Ordinance. If, however, the revised applications do not adequately address all comments below, or if the applicant's agreement to the draft PD Ordinance and Agreement is not confirmed in writing prior to advertising deadlines for the September 13 PZB Meeting, the applications will be deferred to a later PZB Meeting date.

You must provide 13 *double-sided, three-hole punched sets* of each application package and a CD containing a PDF of all application materials *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard.*

Please address the following insufficiencies:

LSCPA (Map) Application

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. Page 16 of Justification Report, under the Historic Demographic Trends, states that "housing units per square mile and populations per square mile grew as well". Please provide sources or justifications for this statement. Annexations may have significantly impacted these numbers.
3. Page 17 of Justification Report states that the housing market will require 2,325 single-family units by 2020 to accommodate planned population growth. This estimation was based on 2010 Census data for total population and housing units. Please provide data that indicates the current number of housing units required after accounting for completed units since 2010.

Remaining Insufficiency: Response in submitted materials does not appear to have been modified from previous submission. See comment regarding this under the Comprehensive Plan Text Amendment as well.

Site Suitability Analysis

7. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
 - a. Bivans Sand (2 to 5 percent slopes) appears to be found on a large portion of the site. This soil has severe limitations for certain urban uses. Please address.

Remaining Insufficiency: Report does not address regulated plant and animal species, all on-site soils, wellfield protection zones, or historic structures. Revise accordingly.

Comprehensive Plan Text Amendment Application

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. Provided response states that 2,043 single family residences will be needed by 2020 based on 2010 EAR data. Please address the following:
 - Between 2010 and 2015 the City's population grew by an estimated 698 residents. According to the application submission, the City's population is projected to grow by 6,463 residents over the next five years. Please provide some justification for this projection based on known growth trends and updated population projections.
 - If 2,043 housing units are projected to be needed between 2010 and 2020, please provide data showing how many housing units have been built that would satisfy the projected need and how many are units are still needed.

Additional Comments Concerning 8/4/2016 Resubmittal Materials for Text Amendment

- Response to Objective 1.1: States, "... County Road 235 from Alachua's southern limits to County Road 241 is the only accessible roadway segment..." Please clarify; the referenced roadway segment is the only affected roadway segment (i.e., roadway segments monitored for concurrency) that is accessible within 1/2 mile of the project's boundary.

Rezoning Application

Compliance with LDR Standards

1. Section 2.4.2(E), Standards for Rezonings

- a. Section 2.4.2(E)(1)(c): *"Logical development pattern.* The proposed amendment would result in a logical and orderly development pattern."
 - i. Response does not address compatibility of proposed minimum lot size (± 0.48 acres) with the size of parcels contiguous to the subject property (ranging from ± 1.98 acres to ± 6.47 acres, most parcels being between ± 2.31 acres and 3.67 acres.) Please address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.

Remaining Insufficiency: Response in revised materials states, *"Additionally, Tax Parcel 03975-015-000 has been removed from the previously submitted version of this project. By removing this parcel form (sic) the project boundaries, the project's density slightly increases, but an even greater buffer is created between the nearby lots to the north in Shady Lane Acres, which increase (sic) the compatibility surrounding development."* The distance between the project and Shady Lane Acres is increased by removing the referenced property from the project area, which supports compatibility of the development and nearby properties, however, the proposed PD-R provides no assurances that the referenced property (Tax Parcel 03975-015-000) will serve perpetually as a buffer from areas to the north. Please address.

- b. Section 2.4.2(E)(1)(d): *"Premature development.* The proposed amendment will not create premature development in undeveloped or rural areas."
 - i. Response does not address if proposed development is premature and would occur in an undeveloped area. Response should address if contiguous and nearby properties are developed.
 - ii. Data source (City of Alachua 2010 EAR Report) of population projections is 6 years old. A more current data source must be used.

Remaining Insufficiency: Response in revised materials does not use a more current data source as previously requested in comment 1.b.ii. Please revise response to use a current data source for population projections.

- e. Section 2.4.2(E)(1)(g): *Not deviate from pattern of development.* The uses permitted by the proposed amendment will not deviate from the pattern (both established and as proposed by surrounding zone districts."
 - i. See comments concerning response to Section 2.4.2(E)(1)(c.) Response to this section must also address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.

Remaining Insufficiency: See remaining insufficiency for Rezoning comment 1.a. above. Additionally, response to Section 2.4.2(E)(1)(g) does not address compatibility of proposed minimum lot size and size of existing parcels contiguous to the subject property.

2. Sections 3.6.2(A), General PD Standards, and 3.6.3(A), Standards for PD-Rs

- a. Section 3.6.2(A)(1)(g): The PD Master Plan shall identify the general location of all public facility sites serving the development, including transportation, potable water, wastewater, **parks, fire, police, EMS, stormwater, solid waste, and schools.** Please address those facilities in bold above on the PD Master Plan.

Remaining Insufficiency: There are numerous references on Sheet 2 of the PD Master Plan to the 'proposed LSCPA.' Please revise to reflect correct application type (Rezoning/PD-R.)

- c. Section 3.6.3(A)(4): States, "The dimensional standards of the underlying base zone district being replaced by the PD-R district shall be incorporated into the PD Master Plan... unless they are modified in ways that are consistent with the general intent and goals for development of the PD-R district and the scale and character of development in the City..." The previous application submittal proposed a maximum of 20 units on a ±32.8 acre subject property, representing a density of 1 unit per 1.62 acres, relatively comparable to the maximum density of surrounding parcels (1 unit per ±1.98 acres.) The application has subsequently been revised to propose a maximum of 20 units on a ±21.64 acre subject property, representing a density of 0.93 units per acre. Please further address how the proposed maximum density of 0.93 units per acre is consistent with the scale and character of development in the surrounding area, which has a maximum density of 1 unit per ±1.98 acres.

Remaining Insufficiency: See remaining insufficiency for Rezoning comment 1.a. above.

6. Site Suitability Analysis

- a. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
- i. Bivans Sand appears to be found on a large portion of the site. Please address.

Remaining Insufficiency: Report does not address regulated plant and animal species, all on-site soils, wellfield protection zones, or historic structures. Revise accordingly.

7. Miscellaneous

- f. A note under the Allowable Uses column in the table on the PD Master Plan references "Common Area/Open Space (G)" areas. The correct citation is "Common Area/Open Space (C)" areas. Revise accordingly.

Remaining Insufficiency: Comment was not addressed. Revise accordingly.

Additional Comments Concerning 8/4/2016 Resubmittal Materials for Rezoning Application

- Sheet 1, PD Master Plan, Note 4: Revise the minimum amount of open space for consistency with data presented in the table below note 9 of same sheet (31% of the site.)
- Sheet 2, PD Master Plan, Note 1: Please revise as follows: "Concurrency reservations will be made at time of ~~Final PD approval~~ the issuance of a final development order as defined in the City's Land Development Regulations..."

If you have any questions regarding the information above, please contact Adam Hall, AICP, at 386-418-6100 x 108 or via email at ahall@cityofalachua.com, or Justin Tabor, AICP, at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised applications.

Sincerely,



Justin Tabor, AICP
Principal Planner



Adam Hall, AICP
Planner

c: Kathy Winburn, AICP, Planning & Community Development Director
Project File

BOARD MEMBERS

April M. Griffin
Robert P. Hyatt
Leanetta McNealy, Ph.D.
Gunnar F. Paulson, Ed.D.
Eileen F. Roy



620 E. University Avenue
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SUPERINTENDENT OF SCHOOLS

Sandy Hollinger, Interim Superintendent

We are committed to the success of every student!

August 5, 2016

Justin Tabor, Planner
Planning & Community Development Department
City of Alachua
PO Box 9
Alachua, FL 32616

RE: Tara Village – Comp Plan Amendment / Rezoning. Review of comp plan amendment / rezoning petition including 20 single family residential units. Tax Parcel 03974-004-000 and 03974-005-000

Dear Mr. Tabor:

Based on data provided by the City of Alachua, we have completed an updated School Capacity Review for the above referenced project. The review was conducted in accordance with the City of Alachua Public School Facilities Element as follows:

POLICY 1.1.b: Coordinating School Capacity with Planning Decisions

The City shall coordinate land use decisions with the School Board's Long Range Facilities Plans over the 5-year, 10-year and 20-year periods by requesting School Board review of proposed comprehensive plan amendments and rezonings that would increase residential density. This shall be done as part of a planning assessment of the impact of a development proposal on school capacity.

POLICY 1.1.c: Geographic Basis for School Capacity Planning.

For purposes of coordinating land use decisions with school capacity planning, the School Concurrency Service Areas (SCSAs) that are established for high, middle and elementary schools as part of the Interlocal Agreement for Public School Facility Planning shall be used for school capacity planning. The relationship of high, middle and elementary capacity and students anticipated to be generated as a result of land use decisions shall be assessed in terms of its impact (1) on the school system as a whole and (2) on the applicable SCSA(s). For purposes of this planning assessment, existing or planned capacity in adjacent SCSAs shall not be considered.

POLICY 1.1.e: SBAC Report to City

The SBAC shall report its findings and recommendations regarding the land use decision to the City. If the SBAC determines that capacity is insufficient to support the proposed land use decision, the SBAC shall include its recommendations to remedy the capacity deficiency including estimated cost and financial feasibility. The SBAC shall forward the Report to all municipalities within the County.

POLICY 1.1.f City to Consider SBAC Report

The City shall consider and review the SBAC's comments and findings regarding the availability of school capacity in the evaluation of land use decisions.

This review does not constitute a “concurrency determination” and may not be construed to relieve the development of such review at the final subdivision or final site plan stages as required by state statutes and by the City of Alachua Comprehensive Plan. It is intended to provide an assessment of the relationship between the project proposed and school capacity – both existing and planned.

Table 1: Tara Village– Projected Student Generation at Buildout

	Elementary	Middle	High	Total
Single Family	20			
Multiplier	0.15	0.07	0.09	
Students	3	1	2	6

Elementary Schools. Tara Village is situated in the Alachua Concurrency Service Area. The Alachua Concurrency Service Area currently contains two elementary schools with a combined capacity of 1,063 seats. The current enrollment is 802 students representing a 75% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to increase to 76% in five years and to 80% in ten years.

Student generation estimates for the **Tara Village** indicate that 3 elementary seats would be required at buildout. Capacity and level of service projections indicate that this demand can be reasonably accommodated during the five year planning period and into the ten year planning period.

Middle Schools. Tara Village is situated in the Mebane Concurrency Service Area. The Mebane Concurrency Service Area contains one middle school (Mebane) with a capacity of 791 seats. The current enrollment is 385 students representing a 49% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to increase to 54% in five years and remain constant during the ten year planning period

Student generation estimates for the **Tara Village** indicate that 1 middle seat would be required at buildout. Capacity and level of service projections indicate that this demand can be reasonably accommodated during the five, ten and twenty year planning period.

High Schools. Tara Village is situated in the Santa Fe Concurrency Service Area. The Santa Fe Concurrency Service Area currently has a capacity of 1,428 seats. The current enrollment is 1,105 students representing a 77% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to decrease to 75% in five years and to be 84% in ten years.

Student generation estimates for the **Tara Village** indicate that 2 high school seats would be required at buildout. Capacity and level of service projections indicate that this demand can be reasonably accommodated during the five, ten and twenty year planning period.

Summary Conclusion. Students generated by the **Tara Village** at the elementary, middle levels can be reasonably accommodated for the five, ten and twenty year planning periods.

This evaluation is based on best projections and upon the 2013-2014 Five Year District Facilities Plan adopted by the School Board of Alachua County. The **Tara Village** is subject to concurrency review and determination at the final subdivision for single family and the final site plan for multi-family and the availability of school capacity at the time of such review.

If you have any questions, please contact me.

Best Regards,

Vicki McGrath

Director of Community Planning



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

July 21, 2016

Also sent by electronic mail to cragb@chw-inc.com

Mr. Craig Brashier, AICP
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Development Review Team (DRT) Summary for:

- Tara Village Large Scale Comprehensive Plan Amendment (LSCPA)
- Tara Village Comprehensive Plan Text Amendment
- Tara Village PD-R: Site Specific Amendment to the Official Zoning Atlas (Rezoning)

Dear Mr. Brashier:

The applications referenced above were reviewed at our July 21, 2016, Development Review Team (DRT) Meeting. Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by **4:00 PM on Thursday, August 4, 2016**. A total of three (3) copies of each application package, plans, and a CD containing a PDF of each application's supporting materials must be provided by this date.

Upon receipt of your revised applications, Staff will notify you of any remaining insufficiencies which must be resolved before the items may be scheduled for public hearings before the Planning & Zoning Board (PZB.) Please note that if Staff determines that the revised submission(s) requires outside technical review by the City, your applications may be delayed in order to allow for adequate review time. You must provide *13 double-sided, three-hole punched sets* of each application package and a CD containing a PDF of all application materials *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard*. If your revised applications are received by the date specified above, and if your response adequately addresses all DRT insufficiencies, hearings before the PZB may be scheduled for September 13, 2016.

As discussed at the DRT Meeting, please address the following insufficiencies:

LSCPA (Map) Application

Compliance with 163.3177 (6)(a)9.a & 163.3177 (6)(a)9.b, F.S. (Urban Sprawl Analysis)

1. Page 7 of Justification Report indicates that the subject property has access to an existing water main, but that a sanitary sewer extension would be extended from Savannah Station.
 - a. Is access available through right-of-way or easements?
 - b. What is the length and estimated sizing of proposed sanitary sewer line extension?

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. Page 16 of Justification Report, under the Historic Demographic Trends, states that "housing units per square mile and populations per square mile grew as well". Please provide sources or justifications for this statement. Annexations may have significantly impacted these numbers.
3. Page 17 of Justification Report states that the housing market will require 2,325 single-family units by 2020 to accommodate planned population growth. This estimation was based on 2010 Census data for total population and housing units. Please provide data that indicates the current number of housing units required after accounting for completed units since 2010.

Concurrency Impact Analysis

4. Tables 3D and 3E: Cite the source(s) of data.
5. Page 25, next to last paragraph: States, "... The net increase of 20 single-family residential units..." Reference is to maximum proposed density. Revise accordingly.

Comprehensive Plan Consistency Analysis

6. Response to Objective 1.1: States, "... County Road 235 from Alachua's southern limits to County Road 241 is the only accessible roadway segment..." Please clarify; the referenced roadway segment is the only affected roadway segment (i.e., roadway segments monitored for concurrency) that is accessible within 1/2 mile of the project's boundary.

Site Suitability Analysis

7. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
 - a. Bivans Sand (2 to 5 percent slopes) appears to be found on a large portion of the site. This soil has severe limitations for certain urban uses. Please address.

Miscellaneous

8. Figures 2 – 5, Pages 4 – 5, Justification Report, and Illustrations 2A, 2B, 3A, and 3B, Map Series: FLUM/zoning depicted on right-of-ways. FLUM/zoning data appears to vary from the data available from City Planning Department. Confirm City data is used for figures depicting FLUM/zoning.

Comprehensive Plan Text Amendment Application

Compliance with 163.3177 (6)(a)9.a & 163.3177 (6)(a)9.b, F.S. (Urban Sprawl Analysis)

1. No response has been provided. Please address. See comments above regarding the urban sprawl analysis provided with the LSCPA Map Application.

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. No response has been provided. Please address. See comments above regarding needs analysis provided with the LSCPA Map Application.

Proof of Payment of Taxes

3. Documentation provided shows that taxes for 2015 are still outstanding. Please address.

Proposed Text Amendment

4. Proposed language is potentially too specific in regards to how the density will be implemented. Currently, language references the Planned Development- Residential zoning designation. The requirements for this designation may change in the future or may not exist.

Rezoning Application

Compliance with LDR Standards

1. Section 2.4.2(E). Standards for Rezonings

- a. Section 2.4.2(E)(1)(c): *"Logical development pattern.* The proposed amendment would result in a logical and orderly development pattern."
 - i. Response does not address compatibility of proposed minimum lot size (± 0.48 acres) with the size of parcels contiguous to the subject property (ranging from ± 1.98 acres to ± 6.47 acres, most parcels being between ± 2.31 acres and 3.67 acres.) Please address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.
- b. Section 2.4.2(E)(1)(d): *"Premature development.* The proposed amendment will not create premature development in undeveloped or rural areas."
 - i. Response does not address if proposed development is premature and would occur in an undeveloped area. Response should address if contiguous and nearby properties are developed.
 - ii. Data source (City of Alachua 2010 EAR Report) of population projections is 6 years old. A more current data source must be used.
- c. Section 2.4.2(E)(1)(e): *"Incompatible with adjacent lands.* The uses permitted by the proposed amendment are not incompatible with existing land uses of adjacent lands and/or the uses permitted by the zone district classifications of adjacent lands."
 - i. Response states that stormwater management facilities will be placed along the site's northern and southern boundaries. Site topography appears to generally run from east to west, implying stormwater facilities will be located within the western area of the site. Statement is also made in the 3rd paragraph and final paragraph of Page 2 of the Justification Report. Please address.
- d. Section 2.4.2(E)(1)(f): *"Adverse effect on local character.* The proposed amendment will not adversely effect the character of the general area where it is proposed to be located by creating excessive traffic, density and/or intensities of use, building height and bulk, noise, lights, or other physical effects or nuisances."
 - i. Response does not address the nature of traffic, building height/bulk, noise, or lights created by or within the development. Response should consider the nature of each relative to the existing/permitted uses within surrounding parcels.
- e. Section 2.4.2(E)(1)(g): *Not deviate from pattern of development.* The uses permitted by the proposed amendment will not deviate from the pattern (both established and as proposed by surrounding zone districts."

- i. See comments concerning response to Section 2.4.2(E)(1)(c.) Response to this section must also address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.

2. Sections 3.6.2(A), General PD Standards, and 3.6.3(A), Standards for PD-Rs

- a. Section 3.6.2(A)(1)(g): The PD Master Plan shall identify the general location of all public facility sites serving the development, including transportation, potable water, wastewater, **parks, fire, police, EMS, stormwater, solid waste, and schools**. Please address those facilities in bold above on the PD Master Plan.
- b. Section 3.6.2(A)(6): The PD Master Plan must include components for transportation, potable water and wastewater, parks, solid waste, and stormwater demonstrating adequate capacity is available or shall be available concurrent with the impacts of development. Please address compliance with this section.
- c. Section 3.6.3(A)(4): States, "The dimensional standards of the underlying base zone district being replaced by the PD-R district shall be incorporated into the PD Master Plan... unless they are modified in ways that are consistent with the general intent and goals for development of the PD-R district and the scale and character of development in the City..." The previous application submittal proposed a maximum of 20 units on a ±32.8 acre subject property, representing a density of 1 unit per 1.62 acres, relatively comparable to the maximum density of surrounding parcels (1 unit per ±1.98 acres.) The application has subsequently been revised to propose a maximum of 20 units on a ±21.64 acre subject property, representing a density of 0.93 units per acre. Please further address how the proposed maximum density of 0.93 units per acre is consistent with the scale and character of development in the surrounding area, which has a maximum density of 1 unit per ±1.98 acres.

3. Article 7, Subdivision Standards

- a. The proposed minimum access widths and minimum paved surface widths for roadways do not comply with Section 7.3.1(B)(1)(c)(1.) Proposed street is classified as Street type/standard C [reference 7.3.1(A)(3.)] Minimum width of wearing surface is 24 feet; minimum right-of-way width is 50 feet (curb and gutter) or 60 feet (swale.) Revise standards in table on PD Master Plan accordingly.

4. Concurrency Impact Analysis

- a. Tables 3D and 3E: Cite the source(s) of data.
- b. Page 25, next to last paragraph: States, "... The net increase of 20 single-family residential units..." Reference is to maximum proposed density. Revise accordingly.

5. Comprehensive Plan Consistency Analysis

- a. Response to Objective 1.1: States, "... County Road 235 from Alachua's southern limits to County Road 241 is the only accessible roadway segment..." Please clarify; the referenced roadway segment is the only affected roadway segment (i.e., roadway segments monitored for concurrency) that is accessible within 1/2 mile of the project's boundary.

6. Site Suitability Analysis

- a. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
 - i. Bivans Sand appears to be found on a large portion of the site. Please address.

7. Miscellaneous

- a. Response to Development Standards, Page 10, Justification Report: Responses to parking, exterior lighting, and signage standards appears to contemplate a nonresidential development instead of a residential development as proposed. Review/revise responses as may be appropriate.
- b. Figures 2 – 5, Pages 4 – 5, Justification Report, and Illustrations 2A, 2B, 3A, and 3B, Map Series: FLUM/zoning depicted on right-of-ways. FLUM/zoning data appears to vary from the data available from City Planning Department. Confirm City data is used for figures depicting FLUM/zoning.
- c. Response to Section 3.6.3(A)(5)(b)(iv), Page 21, Justification Report: Reference made to Conceptual Utilities Map. No such map submitted with application materials. Revise accordingly.
- d. Note 3, PD Master Plan: States, "... Accessory units such as garages may be attached to adjacent accessory structures." Please clarify language. "Accessory units" could imply an accessory dwelling unit.
- e. Note 6, PD Master Plan: Language appears to refer to a PD with multiple streets/street types. Review/revise language as may be appropriate.
- f. A note under the Allowable Uses column in the table on the PD Master Plan references "Common Area/Open Space (G)" areas. The correct citation is "Common Area/Open Space (C)" areas. Revise accordingly.
- g. PD Master Plan, Development Areas Table: Site Percentage of Common Area/Open Space should be calculated based upon the acreage consisting of such area and the total project area (6.9 acres/21.64 acres = 31%).
- h. No dimensional standards are proposed for Development Area C – Common Area/Open Space. Previous application submittals proposed to permit recreational structures within this area. Confirm no building area is proposed within Development Area C.

8. Other Comments

- a. Staff will prepare a draft PD Ordinance and draft PD Agreement for the proposed PD-R, which may establish specific conditions related to the proposed development. The draft PD Ordinance and draft PD Agreement will be provided to the applicant at a later time.

If you have any questions regarding the information above, please contact Adam Hall, AICP, at 386-418-6100 x 108 or via email at ahall@cityofalachua.com, or Justin Tabor, AICP, at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised applications.

Sincerely,



Justin Tabor, AICP
Principal Planner



Adam Hall, AICP
Planner

c: Kathy Winburn, AICP, Planning & Community Development Director
Project File

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPES: (1) Comprehensive Plan Text Amendment (limiting project density)

(2) Large Scale Comprehensive Plan Amendment (LSCPA)

(3) Site-Specific Amendment to the Official Zoning Atlas (Rezoning)

APPLICANT/AGENT: Craig Brashier, AICP, Causseaux, Hewett, & Walpole, Inc.

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: July 21, 2016

DRT MEETING TYPE: Applicant

CURRENT FLUM DESIGNATION: Agriculture

PROPOSED FLUM DESIGNATION: Moderate Density Residential

CURRENT ZONING: Agriculture

PROPOSED ZONING: Planned Development – Residential (PD-R)

OVERLAY: N/A

ACREAGE: ±21.64 acres

PARCELS: 03974-004-000; 03974-005-000

PROJECT SUMMARY: Requests to:

(1) Amend the Future Land Use Element of the City's Comprehensive Plan, creating a new Policy 1.2.a.1 which would limit the density of the subject property to a maximum density of 0.93 dwelling units per acre;

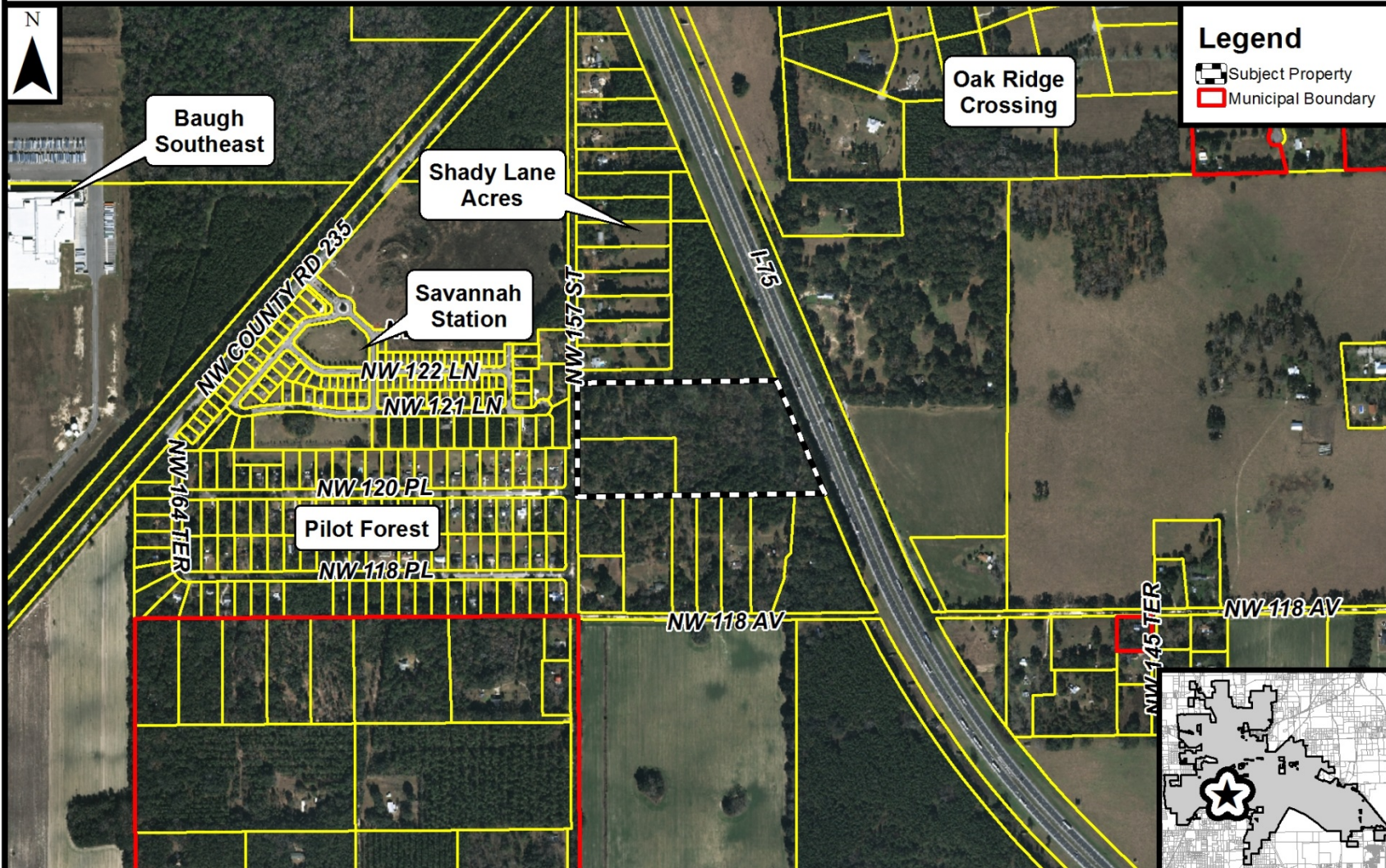
(2) Amend the subject property's Future Land Use Map (FLUM) Designation from Agriculture to Moderate Density Residential; and,

(3) Amend the zoning of the subject property from Agriculture (A) to Planned Development – Residential (PD-R).

RESUBMISSION DUE DATE: All data, plans, and documentation addressing the insufficiencies identified below must be received by the Planning Department on or before **4:00 PM on Thursday, August 4, 2016.**



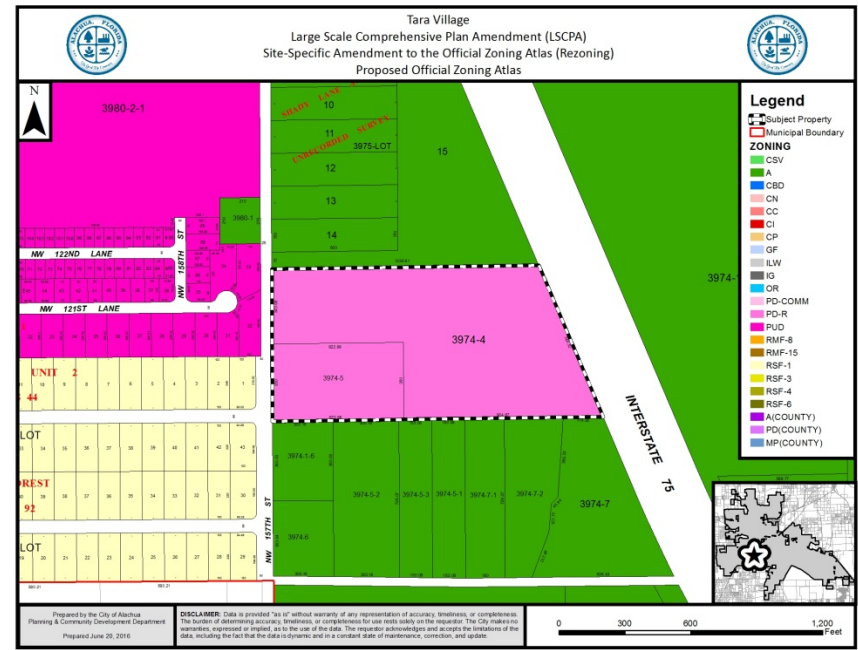
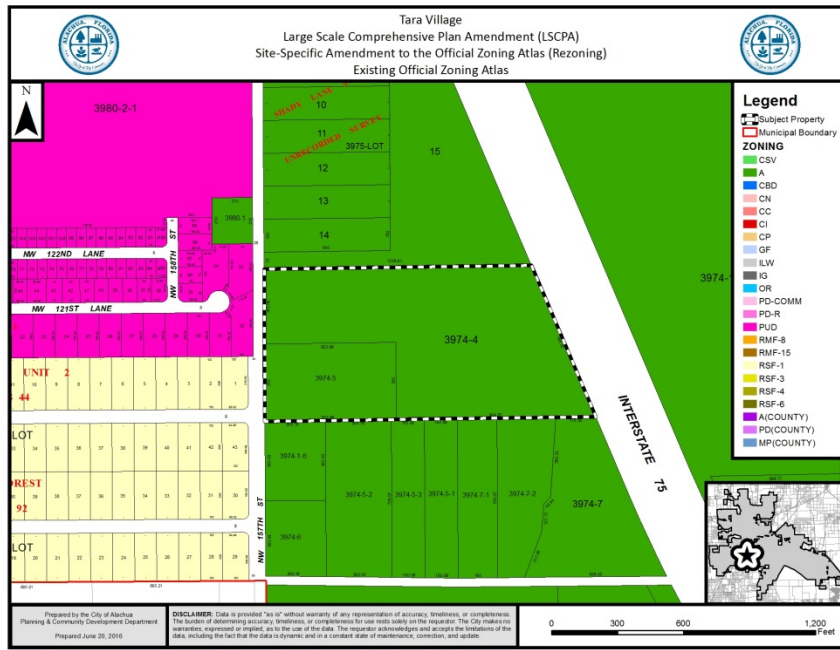
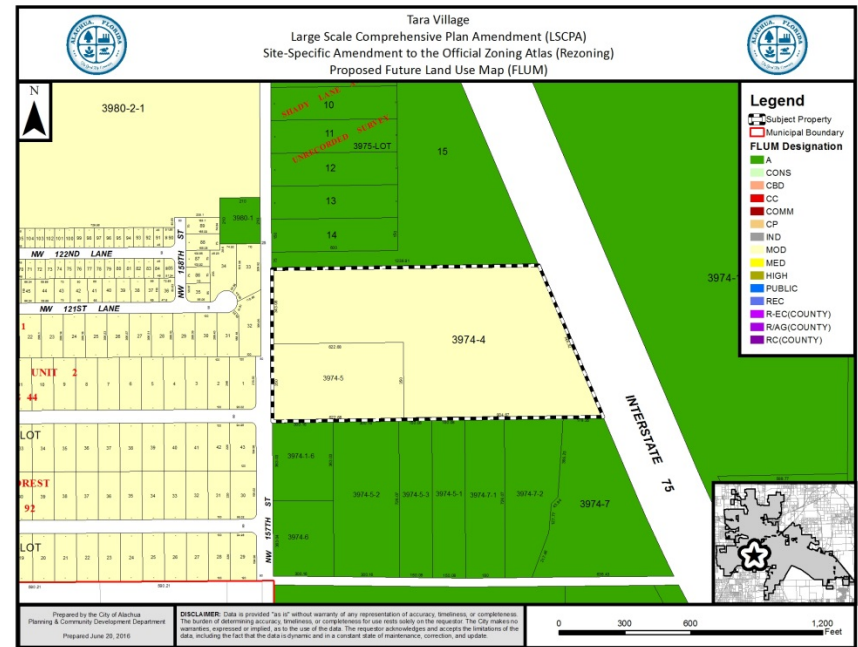
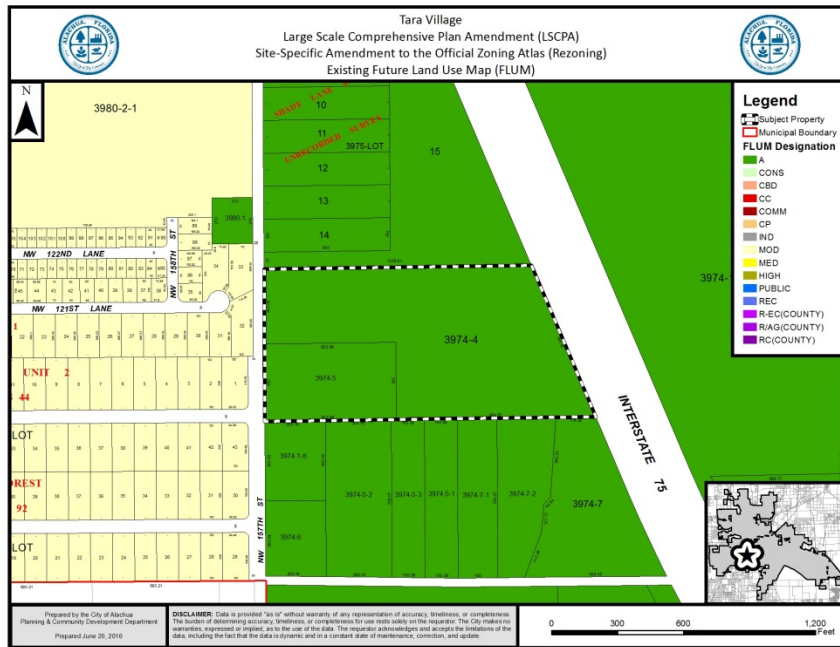
Tara Village
Large Scale Comprehensive Plan Amendment (LSCPA)
Site-Specific Amendment to the Official Zoning Atlas (Rezoning)
Vicinity Map



Prepared by the City of Alachua
Planning & Community Development Department
Prepared June 20, 2016

DISCLAIMER: Data is provided "as is" without warranty of any representation of accuracy, timeliness, or completeness. The burden of determining accuracy, timeliness, or completeness for use rests solely on the requestor. The City makes no warranties, expressed or implied, as to the use of the data. The requestor acknowledges and accepts the limitations of the data, including the fact that the data is dynamic and in a constant state of maintenance, correction, and update.

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Deficiencies to be Addressed

LSCPA (Map) Application

Compliance with 163.3177 (6)(a)9.a & 163.3177 (6)(a)9.b, F.S. (Urban Sprawl Analysis)

1. Page 7 of Justification Report indicates that the subject property has access to an existing water main, but that a sanitary sewer extension would be extended from Savannah Station.
 - a. Is access available through right-of-way or easements?
 - b. What is the length and estimated sizing of proposed sanitary sewer line extension?

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. Page 16 of Justification Report, under the Historic Demographic Trends, states that “housing units per square mile and populations per square mile grew as well”. Please provide sources or justifications for this statement. Annexations may have significantly impacted these numbers.
3. Page 17 of Justification Report states that the housing market will require 2,325 single-family units by 2020 to accommodate planned population growth. This estimation was based on 2010 Census data for total population and housing units. Please provide data that indicates the current number of housing units required after accounting for completed units since 2010.

Concurrency Impact Analysis

4. Tables 3D and 3E: Cite the source(s) of data.
5. Page 25, next to last paragraph: States, “... The net increase of 20 single-family residential units...” Reference is to maximum proposed density. Revise accordingly.

Comprehensive Plan Consistency Analysis

6. Response to Objective 1.1: States, “... County Road 235 from Alachua’s southern limits to County Road 241 is the only accessible roadway segment...” Please clarify; the referenced roadway segment is the only affected roadway segment (i.e., roadway segments monitored for concurrency) that is accessible within 1/2 mile of the project’s boundary.

Site Suitability Analysis

7. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
 - a. Bivans Sand (2 to 5 percent slopes) appears to be found on a large portion of the site. This soil has severe limitations for certain urban uses. Please address.

Miscellaneous

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1. No response has been provided. Please address. See comments above regarding the urban sprawl analysis provided with the LSCPA Map Application.

Compliance with 163.3177 (6)(a)4, F.S. (Needs Analysis)

2. No response has been provided. Please address. See comments above regarding needs analysis provided with the LSCPA Map Application.

Proof of Payment of Taxes

3. Documentation provided shows that taxes for 2015 are still outstanding. Please address.

Proposed Text Amendment

4. Proposed language is potentially too specific in regards to how the density will be implemented. Currently, language references the Planned Development- Residential zoning designation. The requirements for this designation may change in the future or may not exist.

Rezoning Application

Compliance with LDR Standards

1. **Section 2.4.2(E), Standards for Rezonings**
 - a. Section 2.4.2(E)(1)(c): “*Logical development pattern*. The proposed amendment would result in a logical and orderly development pattern.”
 - i. Response does not address compatibility of proposed minimum lot size (± 0.48 acres) with the size of parcels contiguous to the subject property (ranging from ± 1.98 acres to ± 6.47 acres, most parcels being between ± 2.31 acres and 3.67 acres.) Please address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.
 - b. Section 2.4.2(E)(1)(d): “*Premature development*. The proposed amendment will not create premature development in undeveloped or rural areas.”
 - i. Response does not address if proposed development is premature and would occur in an undeveloped area. Response should address if contiguous and nearby properties are developed.
 - ii. Data source (City of Alachua 2010 EAR Report) of population projections is 6 years old. A more current data source must be used.
 - c. Section 2.4.2(E)(1)(e): “*Incompatible with adjacent lands*. The uses permitted by the proposed amendment are not incompatible with existing land uses of adjacent lands and/or the uses permitted by the zone district classifications of adjacent lands.”
 - i. Response states that stormwater management facilities will be placed along the site’s northern and southern boundaries. Site topography appears to generally run from east to west, implying stormwater facilities will be located within the western area of the site. Statement is also made in the 3rd paragraph and final paragraph of Page 2 of the Justification Report. Please address.

- d. Section 2.4.2(E)(1)(f): *“Adverse effect on local character.* The proposed amendment will not adversely effect the character of the general area where it is proposed to be located by creating excessive traffic, density and/or intensities of use, building height and bulk, noise, lights, or other physical effects or nuisances.”
 - i. Response does not address the nature of traffic, building height/bulk, noise, or lights created by or within the development. Response should consider the nature of each relative to the existing/permitted uses within surrounding parcels.
- e. Section 2.4.2(E)(1)(g): *Not deviate from pattern of development.* The uses permitted by the proposed amendment will not deviate from the pattern (both established and as proposed by surrounding zone districts.”
 - i. See comments concerning response to Section 2.4.2(E)(1)(c.) Response to this section must also address compatibility of proposed minimum lot size and the size of existing parcels contiguous to the subject property.

2. Sections 3.6.2(A), General PD Standards, and 3.6.3(A), Standards for PD-Rs

- a. Section 3.6.2(A)(1)(g): The PD Master Plan shall identify the general location of all public facility sites serving the development, including transportation, potable water, wastewater, **parks, fire, police, EMS, stormwater, solid waste, and schools.** Please address those facilities in bold above on the PD Master Plan.
- b. Section 3.6.2(A)(6): The PD Master Plan must include components for transportation, potable water and wastewater, parks, solid waste, and stormwater demonstrating adequate capacity is available or shall be available concurrent with the impacts of development. Please address compliance with this section.
- c. Section 3.6.3(A)(4): States, “The dimensional standards of the underlying base zone district being replaced by the PD-R district shall be incorporated into the PD Master Plan... unless they are modified in ways that are consistent with the general intent and goals for development of the PD-R district and the scale and character of development in the City...” The previous application submittal proposed a maximum of 20 units on a ±32.8 acre subject property, representing a density of 1 unit per 1.62 acres, relatively comparable to the maximum density of surrounding parcels (1 unit per ±1.98 acres.) The application has subsequently been revised to propose a maximum of 20 units on a ±21.64 acre subject property, representing a density of 0.93 units per acre. Please further address how the proposed maximum density of 0.93 units per acre is consistent with the scale and character of development in the surrounding area, which has a maximum density of 1 unit per ±1.98 acres.

3. Article 7, Subdivision Standards

- a. The proposed minimum access widths and minimum paved surface widths for roadways do not comply with Section 7.3.1(B)(1)(c)(1.) Proposed street is classified as Street type/standard C [reference 7.3.1(A)(3.)] Minimum width of wearing surface is 24 feet; minimum right-of-way width is 50 feet (curb and gutter) or 60 feet (swale.) Revise standards in table on PD Master Plan accordingly.

4. Concurrency Impact Analysis

- a. Tables 3D and 3E: Cite the source(s) of data.

- b. Page 25, next to last paragraph: States, "... The net increase of 20 single-family residential units..." Reference is to maximum proposed density. Revise accordingly.

5. Comprehensive Plan Consistency Analysis

- a. Response to Objective 1.1: States, "... County Road 235 from Alachua's southern limits to County Road 241 is the only accessible roadway segment..." Please clarify; the referenced roadway segment is the only *affected* roadway segment (i.e., roadway segments monitored for concurrency) that is accessible within 1/2 mile of the project's boundary.

6. Site Suitability Analysis

- a. A Site Suitability Analysis considering any environmental features/site restrictions, including but not limited to wetlands, floodplains, regulated plant and animal species, a review of on-site soils, karst-sensitive features, wellfield protection zones, and historic structures, should be provided.
 - i. Bivans Sand appears to be found on a large portion of the site. Please address.

7. Miscellaneous

- a. Response to Development Standards, Page 10, Justification Report: Responses to parking, exterior lighting, and signage standards appears to contemplate a nonresidential development instead of a residential development as proposed. Review/revise responses as may be appropriate.
- b. Figures 2 – 5, Pages 4 – 5, Justification Report, and Illustrations 2A, 2B, 3A, and 3B, Map Series: FLUM/zoning depicted on right-of-ways. FLUM/zoning data appears to vary from the data available from City Planning Department. Confirm City data is used for figures depicting FLUM/zoning.
- c. Response to Section 3.6.3(A)(5)(b)(iv), Page 21, Justification Report: Reference made to Conceptual Utilities Map. No such map submitted with application materials. Revise accordingly.
- d. Note 3, PD Master Plan: States, "... Accessory units such as garages may be attached to adjacent accessory structures." Please clarify language. "Accessory units" could imply an accessory dwelling unit.
- e. Note 6, PD Master Plan: Language appears to refer to a PD with multiple streets/street types. Review/revise language as may be appropriate.
- f. A note under the Allowable Uses column in the table on the PD Master Plan references "Common Area/Open Space (G)" areas. The correct citation is "Common Area/Open Space **(C)**" areas. Revise accordingly.
- g. PD Master Plan, Development Areas Table: Site Percentage of Common Area/Open Space should be calculated based upon the acreage consisting of such area and the total project area (6.9 acres/21.64 acres = 31%.)
- h. No dimensional standards are proposed for Development Area C – Common Area/Open Space. Previous application submittals proposed to permit recreational structures within this area. Confirm no building area is proposed within Development Area C.

8. Other Comments

- a. Staff will prepare a draft PD Ordinance and draft PD Agreement for the proposed PD-R, which may establish specific conditions related to the proposed development. The draft PD Ordinance and draft PD Agreement will be provided to the applicant at a later time.

Meeting Date: July 21, 2016 (Applicant Meeting)

[illegible]

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPES: (1) Comprehensive Plan Text Amendment (limiting project density)

(2) Large Scale Comprehensive Plan Amendment (LSCPA)

(3) Site-Specific Amendment to the Official Zoning Atlas (Rezoning)

APPLICANT/AGENT: Craig Brashier, AICP, Causseaux, Hewett, & Walpole, Inc.

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: July 19, 2016

DRT MEETING TYPE: Staff

CURRENT FLUM DESIGNATION: Agriculture

PROPOSED FLUM DESIGNATION: Moderate Density Residential

CURRENT ZONING: Agriculture

PROPOSED ZONING: Planned Development – Residential (PD-R)

OVERLAY: N/A

ACREAGE: ±21.64 acres

PARCELS: 03974-004-000; 03974-005-000

PROJECT SUMMARY: Requests to:

(1) Amend the Future Land Use Element of the City’s Comprehensive Plan, creating a new Policy 1.2.a.1 which would limit the density of the subject property to a maximum density of 0.93 dwelling units per acre;

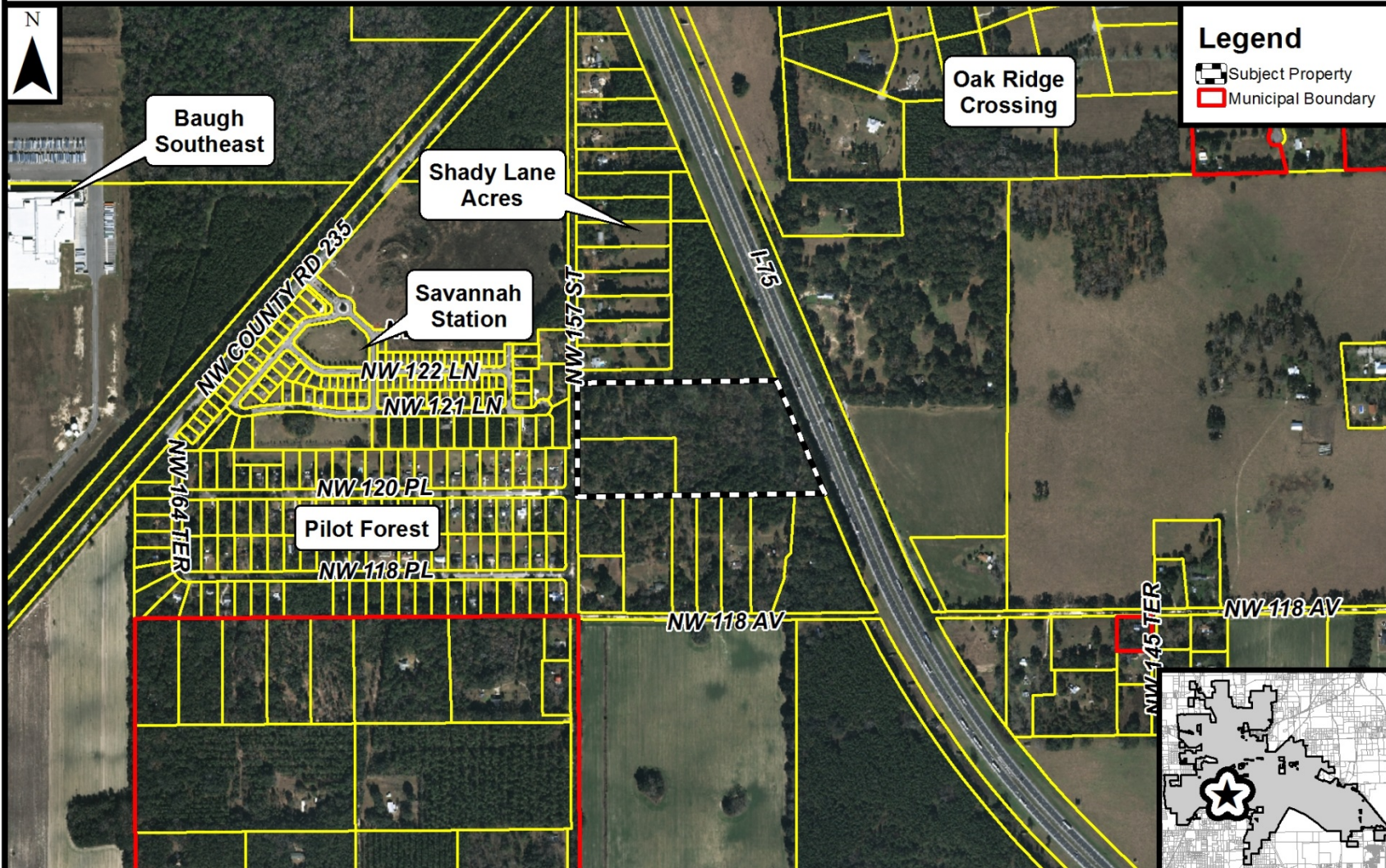
(2) Amend the subject property’s Future Land Use Map (FLUM) Designation from Agriculture to Moderate Density Residential; and,

(3) Amend the zoning of the subject property from Agriculture (A) to Planned Development – Residential (PD-R).

RESUBMISSION DUE DATE: All data, plans, and documentation addressing the insufficiencies identified below must be received by the Planning Department on or before **4:00 PM on Thursday, August 4, 2016.**

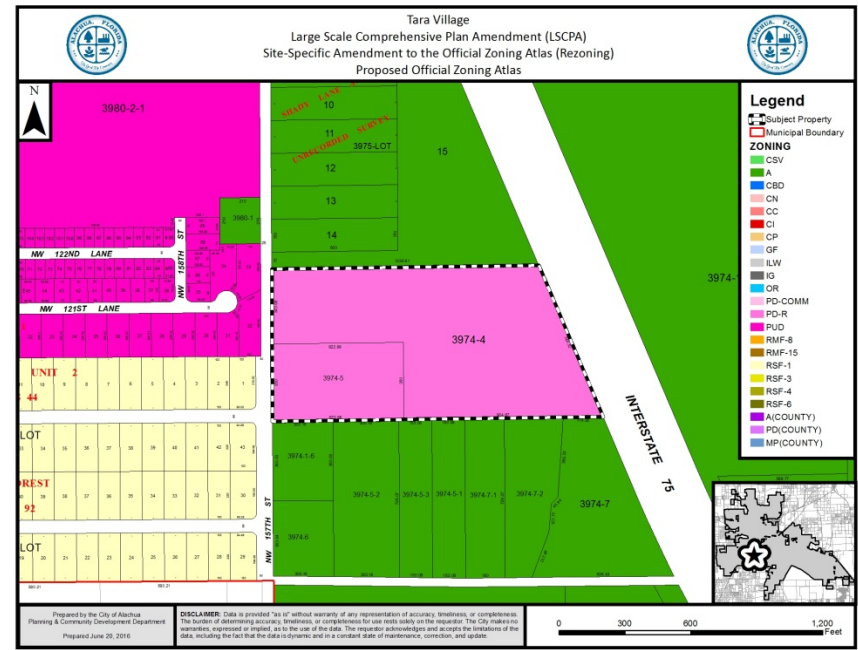
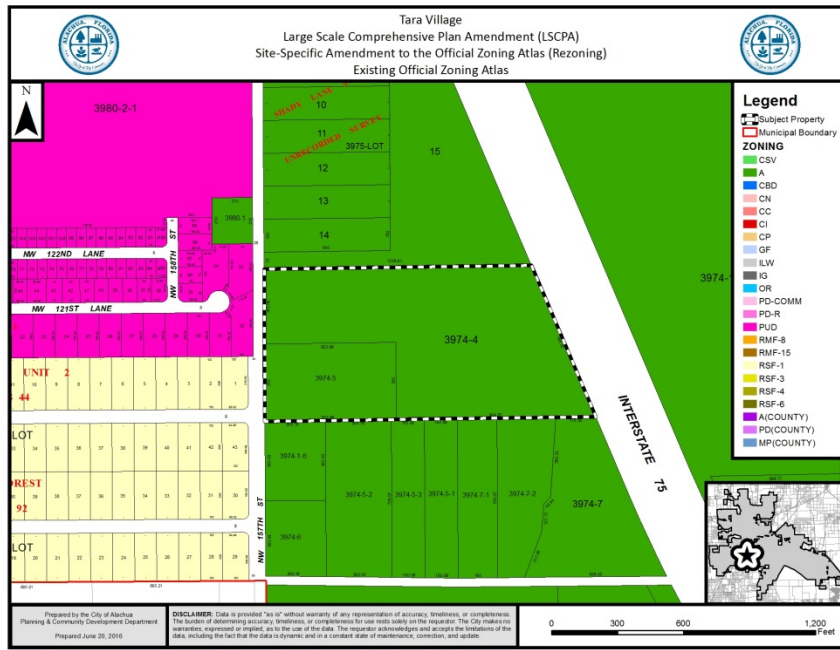
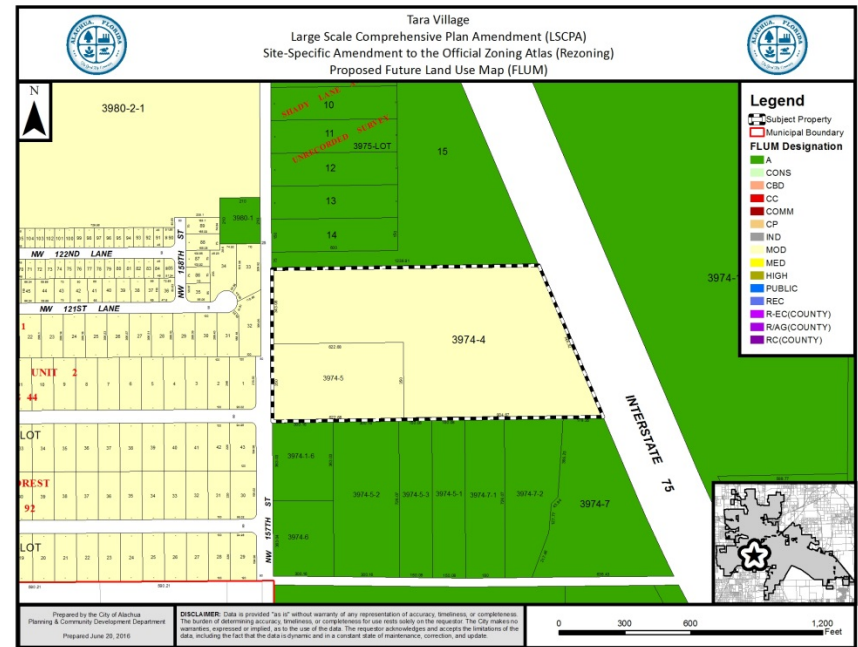
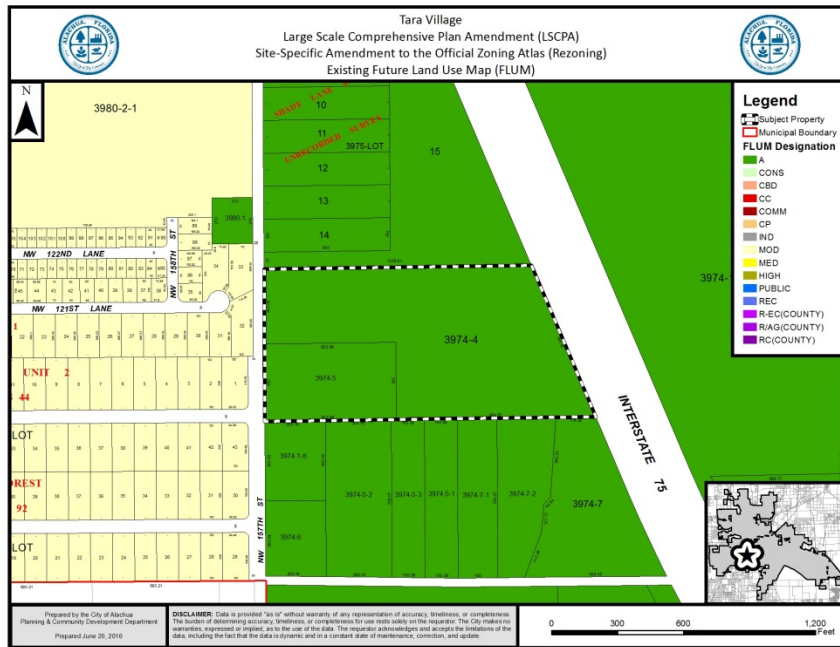


Tara Village
Large Scale Comprehensive Plan Amendment (LSCPA)
Site-Specific Amendment to the Official Zoning Atlas (Rezoning)
Vicinity Map



Prepared by the City of Alachua
Planning & Community Development Department
Prepared June 20, 2016

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Development Review Team (DRT) Meeting

Meeting Date: July 19, 2016 (Staff Meeting)

Name

Email

Mailing Address

Phone

[illegible]

386-418-6100x125



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

June 7, 2016

Also sent by electronic mail to cragb@chw-inc.com

Mr. Craig Brashier, AICP
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Completeness Review of:

- Tara Village Large Scale Comprehensive Plan Amendment (LSCPA)
- Tara Village Comprehensive Plan Text Amendment
- Tara Village PD-R: Site Specific Amendment to the Official Zoning Atlas (Rezoning)

Dear Mr. Brashier:

On May 31, 2016, the City of Alachua received the following applications: (1) A Large Scale Comprehensive Plan Amendment (LSCPA), to amend the City of Alachua Future Land Use Map (FLUM) Designation from Agriculture to Moderate Density Residential on a ±21.64 acre property, consisting of Tax Parcel Numbers 03974-004-000 and 03974-005-000; (2) a Comprehensive Plan Text Amendment to limit the density of the aforementioned parcels to a maximum of twenty (20) dwelling units; and (3) a Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to amend the City of Alachua Official Zoning Atlas from Agriculture (A) to Planned Development – Residential (PD-R) on the aforementioned property.

According to Section 2.2.6 of the Land Development Regulations (LDRs), upon receipt of an application, a completeness review shall be conducted to determine that the application contains all the necessary information and materials, is in proper form and of sufficient detail, and is accompanied by the appropriate fee. The Planning Department has reviewed the aforementioned applications for completeness and finds that the following information is needed.

In accordance with Section 2.2.6(B) of the LDRs, the applicant must correct the deficiencies and resubmit the applications for completeness determination. **The time frame and cycle for review shall be based upon the date the applications are determined to be complete.** If the applicant fails to respond to the identified deficiencies within forty-five (45) calendar days, the applications shall be considered withdrawn.

The comments below are based solely on a preliminary review of your applications for completeness. An in-depth review of the content of the applications will be performed, and the findings of the in-depth review will be discussed at a Development Review Team (DRT) Meeting. A DRT Meeting will be scheduled upon satisfaction of the applications' completeness review deficiencies, as indicated below.

In order to provide a complete application, you must address the following:

LSCPA Application

Miscellaneous Comments

- Multiple references throughout report state that the maximum density for the affected parcels will be 1.1 units per acre. Existing acreage for parcels is ± 21.64 , which would result in a maximum development potential of 23 units ($21.64 \times 1.1 = 23.8$). Please address.

LSCPA Attachment #7

Three (3) sets of mailing labels for all property owners within 400' of subject property boundaries – even if property within 400 feet falls outside of City limits.

Issue: In addition to the mailing labels for the property owners within 400' of subject property, the City also requires mailing labels for those organizations and persons registered to receive public notice. Labels for this public notice list were provided, however, one organization/person was not included on the mailing labels submitted to the City. The current public notification list can be found on the City of Alachua's website at this location:

http://www.cityofalachua.com/images/Departments/Planning_Community_Dev/Public_Notice_Mailing_List_2016_04_11.xls

Action Needed to Address Deficiency: Submit three sets of mailing labels for the one organization/person who was not included on the mailing label sets submitted to the City.

LSCPA Attachment #9

Legal description with tax parcel number.

Issue: Legal description with tax parcel numbers has not been submitted.

Action Needed to Address Deficiency: Submit a legal description of subject property with the tax parcel numbers on the same sheet.

LSCPA Attachment #11

Proof of payment of taxes.

Issue: Submitted Notice of ad valorem taxes and non-ad valorem assessments from the Alachua County Tax Collector shows that taxes for 2015 are still outstanding.

Action Needed to Address Deficiency: Proof of payment of outstanding taxes must be submitted.

Comprehensive Plan Text Amendment Application

Miscellaneous Comments

- Three (3) sets of mailing labels for all property owners within 400' of subject property boundaries – even if property within 400 feet falls outside of City limits.

Issue: In addition to the mailing labels for the property owners within 400' of subject property, the City also requires mailing labels for those organizations and persons registered to receive public notice. Labels for this public notice list were provided, however,

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Action Needed to Address Deficiency: Submit three sets of mailing labels for the one organization/person who was not included on the mailing label sets submitted to the City.

- Text amendment indicates that the maximum density for the affected parcels will be 1.1 units per acre. Existing acreage for parcels is ± 21.64 , which would result in a maximum development potential of 23 units ($21.64 \times 1.1 = 23.8$). Please address.

Rezoning Application

Miscellaneous Comments

- Rezoning Application, Section A., #5: Future Land Use Map (FLUM) Designation identified as Moderate Density Residential. This FLUM Designation is proposed, and is not the current FLUM Designation. Please clarify existing/proposed FLUM Designations on the application.
- Copies of maps/exhibits submitted were printed in black and white, causing the information represented in the maps/exhibits to be unclear. In future submittals, please provide color copies of any maps/exhibits.
- Multiple references throughout report state that the maximum density for the affected parcels will be 1.1 units per acre. Existing acreage for parcels is ± 21.64 , which would result in a maximum development potential of 23 units ($21.64 \times 1.1 = 23.8$). Please address.

Rezoning Attachment #6

Three (3) sets of mailing labels for all property owners within 400' of subject property boundaries – even if property within 400 feet falls outside of City limits.

Issue: In addition to the mailing labels for the property owners within 400' of subject property, the City also requires mailing labels for those organizations and persons registered to receive public notice. Labels for this public notice list were provided, however, one organization/person was not included on the mailing labels submitted to the City. The current public notification list can be found on the City of Alachua's website at this location:

http://www.cityofalachua.com/images/Departments/Planning_Community_Dev/Public_Notice_Mailing_List_2016_04_11.xls

Action Needed to Address Deficiency: Submit three sets of mailing labels for the one organization/person who was not included on the mailing label sets submitted to the City.

Rezoning Attachment #9

Legal description with tax parcel number.

Issue: Legal description with tax parcel numbers has not been submitted.

Action Needed to Address Deficiency: Submit a legal description of subject property with the tax parcel numbers on the same sheet.

Rezoning Attachment #11

Proof of payment of taxes.

Issue: Submitted Notice of ad valorem taxes and non-ad valorem assessments from the Alachua County Tax Collector shows that taxes for 2015 are still outstanding.

Action Needed to Address Deficiency: Proof of payment of outstanding taxes must be submitted.

If you have any questions concerning the information above, please contact Adam Hall, AICP, for those questions pertaining to the LSCPA or Comprehensive Plan Text Amendment applications, or Justin Tabor, AICP, for any questions pertaining to the Rezoning application.

Sincerely,



Justin Tabor, AICP
Principal Planner



Adam Hall, AICP
Planner

c: Kathy Winburn, AICP, Planning & Community Development Director
Project Files