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SUPERINTENDENT OF SCHOOLS

Hershel H. Lyons, Interim Superintendent

We are committed to the success of every student!

April 16, 2014

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 _____

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: Cellon Creek Preserve – Projected Student Generation at Buildout

	Elementary	Middle	High	Total
Single Family	20			
Multiplier	0.159	0.080	0.112	0.351
Students	3	2	2	7
Multi Family	0			
Multiplier	.042	.016	.019	0.077
Students	0	0	0	0
Total Students	3	2	2	7

Elementary Schools. The **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 1,129 seats. The current enrollment is 825 students representing a 73% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to increase to 77% in five years and to 84% 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. The **Tara Village** is situated in the Mebane Concurrency Service Area. The Mebane Concurrency Service Area contains one middle school (Mebane) with a capacity of 798 seats. The current enrollment is 390 students representing a 49% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to decrease to 45% in five years and then to increase to 51% in ten years

Student generation estimates for the **Tara Village** indicate that 2 middle 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.

High Schools. The **Tara Village** is situated in the Santa Fe Concurrency Service Area. The Santa Fe Concurrency Service Area currently has a capacity of 1,578 seats. The current enrollment is 1,010 students representing a 64% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to decrease to 54% in five years and to be 57% 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.

Regards,

Vicki McGrath

Digitally signed by Vicki McGrath
DN: cn=Vicki McGrath, o=SBAC, ou,
email=vicki.mcgrath@sbac.edu, c=US
Date: 2014.04.18 15:21:44 -04'00'

CC: Gene Boles



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

April 17, 2014

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

RE: Development Review Team (DRT) Summary:
Tara Village Comprehensive Plan Text Amendment (limiting project density)
Tara Village Large Scale Comprehensive Plan Amendment (LSCPA)
Tara Village Planned Development – Residential (PD-R)

Dear Mr. Brashier:

The applications referenced above was reviewed at our April 2, 2014 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 Monday, May 5, 2014**. A total of three (3) copies of each application package, plans, and CDs containing a PDF of each application materials and plans 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 a public hearing 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 application(s) 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, 13 sets of plans, and a CD containing a PDF of all application materials *no later than 10 business days prior to the PZB Meeting at which your applications are scheduled to be heard*.

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

PD Master Plan Deficiencies

1. Section 3.6.2(A)(3) states that development along the perimeter of a PD district must be compatible with adjacent existing or proposed future development. Section 3.6.2(A)(3) also states that complimentary character shall be identified based on defined factors, including, densities/intensities, lot size and dimensions, building height, etc. and that in cases where there are issues of compatibility, the PD Master Plan shall provide for transition areas at the edges of the PD district that provide for appropriate buffering and/or ensure a complimentary character of uses. The PD Master Plan does not provide for sufficient separation between existing adjacent residential development which is developed at a density less than the project's density. The applicant must provide a sufficient transition area (i.e., a project boundary buffer with a minimum 25 foot width) or ensure a complementary character of uses (i.e., larger lot sizes of a size comparable to existing lots to which such lots are contiguous) around the perimeter of the project where the project

adjacent to existing residential development which is developed at a density less than the project's density.

2. Section 3.6.3(A)(4) states that 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 applicant has proposed a minimum lot size of 25,000 square feet and minimum setback requirements of 20 feet (front), 7.5 feet (sides), and 10 feet (rear.) The minimum setback requirements proposed by the applicant are **not** consistent with the general intent and goals of the development or the scale and character of surrounding development. The applicant must increase the minimum setbacks on the PD Master Plan to establish setbacks which are consistent with the general intent and goals of the development, the character of the surrounding development, the proposed minimum lot size, and the density of the development (such as a minimum 30 foot front setback and minimum 15 foot side and rear setbacks.)
3. The applicant has provided a note under the dimensional standards for Zone A (Single-Family Residential) which states that the rear setback includes buffer areas, however, the Legend establishes buffer areas as separate development area, denoted as "D." Zone A lots cannot be inclusive of Zone D buffer areas. In addition, the applicant's proposal to include buffer areas on lots conflicts with Note 2 of the PD Master Plan, which states, "Project boundary buffers shall not be part of platted lots." Setbacks must be established from rear property lines of lots within Zone A, exclusive of buffer areas. Revise the dimensional standards (setbacks) on the PD Master Plan accordingly.
4. Note 2 of the PD Master Plan states, "Project boundary buffers are permitted within the required building setback areas." As previously discussed, this is in conflict with the development areas established by the PD Master Plan and other language within the PD Master Plan. Delete the aforementioned language pertaining to buffers being permitted on platted lots in Note 2 of the PD Master Plan.
5. The applicant has provided a 5 foot buffer along the northern right-of-way line of the proposed cul-de-sac street in an effort to eliminate the potential for double-frontage lots. The proposed buffer in effect encourages double-frontage lots by prohibiting a lot configuration where lots could front both streets. To comply with the standards of Articles 5 and 7 of the City's LDRs which pertain to lot configuration, lots must front both roadways within the triangular area of Zone A. Remove the 5 foot buffer, and verify that future lot configurations will allow lots to be configured such that lots will front both roadways within the triangular area of Zone A.
6. The applicant has provided a note under the dimensional standards for Zone C (Common Area/Open Space) which states, "Structures shall be set back a minimum of 100 feet from the project boundary. 5,000 square foot maximum building footprint for recreational facilities."
 - a. The applicant has not established setbacks for structures within Zone C except from project boundaries. Establish minimum building setbacks (i.e., front, side, and rear setbacks) for structures in Zone C.
 - b. It is unclear if the proposed maximum square footage is intended to be a maximum area for **all** buildings or for **each** building. Clarify the language, establishing a maximum square footage for all buildings within Zone C. Notate the maximum square footage of development in Zone C under the permitted intensity column of

the table (i.e., "Total area of all structures within this development area shall not exceed 5,000 square feet.)

7. Section 7.2.5(I)(1)(c) states that streets must be curved approaching an intersection and should be approximately at right angles for at least 100 feet. The proposed street configuration does not comply with the referenced section. Revise the street configuration to provide a minimum length of 100 feet from the point of its intersection to the edge of the street's curve/radius.
8. Note 2 of the PD Master Plan references "roadway buffers," however, no "roadway buffers" are proposed along internal/external roadways. Delete the referenced language.
9. Note 7 of the PD Master Plan must be revised to be consistent with Section 3.6.3(A)(5)(b)(v), specifically as follows: "The PD Master Plan shall establish the responsibility of the landowner/developer for providing right-of-way and easements and for constructing on-site facilities for all other infrastructure located on the site of the proposed PD-R district, including but not limited to, electrical utility lines, telephone lines, cable TV lines, or the underground conduit for such features. The PD Master Plan shall also establish the responsibility of the landowner/developer to make any other improvements as required by City ordinances, to guarantee construction of all required improvements, and, if requested by the City, to dedicate these improvements to the City in a form that complies with City laws." Where applicable, the language in Note 7 of the PD Master Plan must be identical to the preceding language from Section 3.6.3(A)(5)(b)(v) of the LDRs.
10. 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.
11. Stormwater Management Facilities are listed as an allowable use in Development Areas A and C, however, the note in the column title already states such uses are allowed in all development areas. Remove stormwater management facilities from the allowable uses in Development Areas A and C as this information is repetitious and implied by other language on the PD Master Plan.
12. List Development Area D – Buffer – under the table on the PD Master Plan, and identify the allowable uses, acreage, and site percentage for the development area. Permitted intensity and dimensional standards must be identified as not applicable.

Comprehensive Plan Text Amendment Application Deficiencies

13. To specifically define the property subject to the proposed Policy 1.2.a.1, the text should be revised to reference the deeds as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147 (for example, as follows – Policy 1.2.a.1: The moderate density residential land use designation on Alachua County Tax Parcels 03974-004-000, 03974-005-000, and 03975-015-000, as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147, shall be limited...")
14. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) Application Deficiencies

15. Revise all references to the project's maximum density from 1 unit per acre/ dwelling units to 1 unit per 1.64 acres/20 dwelling units. 32
16. Revise the Concurrency Impact Analysis to consider the maximum density proposed by the project (20 dwelling units.)
17. The Comprehensive Plan Consistency Analysis states that the Tara Village Planned Development exceeds the minimum open space requirements. The development scenario proposed by the companion rezoning application exceeds the minimum open space requirement, but the proposed LSCPA does not provide any surety that development will exceed the minimum 10% open space requirement. Revise accordingly.
18. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) & Rezoning Application Deficiencies

19. The Concurrency Impact Analysis and PD Master Plan use a figure of 2.6 persons per household to calculate the proposed development's impact to solid waste and recreation facilities. Current data from the US Census Bureau indicates that the estimated number of persons per household is 2.36 persons. Revise accordingly.
20. Revise responses to Policy 2.1.b, CFNGAR, and Policy 1.2.b, Recreation Element, in the Comprehensive Plan Consistency Analysis to reflect the current estimated number of persons per household of 2.36 persons.

Rezoning Application Deficiencies

21. Verify that the latest draft of the PD Master Plan (and all sheets of the PD Master Plan) is provided within the applicant's application package.
22. Revise all references to the project's FLUM Designation maximum development potential from 1 unit per acre/32 dwelling units to 1 unit per 1.64 acres/20 dwelling units.
23. Revise responses to Objective 1.1, Transportation Element, and Policies 1.1.d and 4.1.c, CFNGAR, in the Comprehensive Plan Consistency Analysis, to reflect the data from the most recent Development Monitoring Report.
24. The Concurrency Impact Analysis states that public facility capacities are based upon the October 2012 Development Monitoring Report. Revise and verify that capacities are based upon the most current Development Monitoring Report, dated November 2013, and revise the Concurrency Impact Analysis to cite the most recent Development Monitoring Report.
25. Revise the response to Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

Other Comments

26. Staff will prepare draft conditions for the proposed development, which will establish the terms and conditions proposed for the development to ensure compliance with the applicable standards of the LDRs, as well as the terms for infrastructure upgrades necessary to serve the proposed development (i.e., improvements to NW 157th Street.) The conditions will be incorporated into the draft PD Ordinance and draft PD Agreement, which will be provided to the applicant at a later time.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Justin Tabor', with a stylized flourish at the end.

Justin Tabor, AICP
Principal Planner

cc: Kathy Winburn, AICP, Planning & Community Development Director
Marian B. Rush, City Attorney (by electronic mail)
Brandon Stubbs, Planner
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: April 17, 2014

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: ±32.8 acres

PARCELS: 03974-004-000; 03974-005-000; 03975-015-000

PROJECT SUMMARY: A request 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 of 20 residential dwellings;

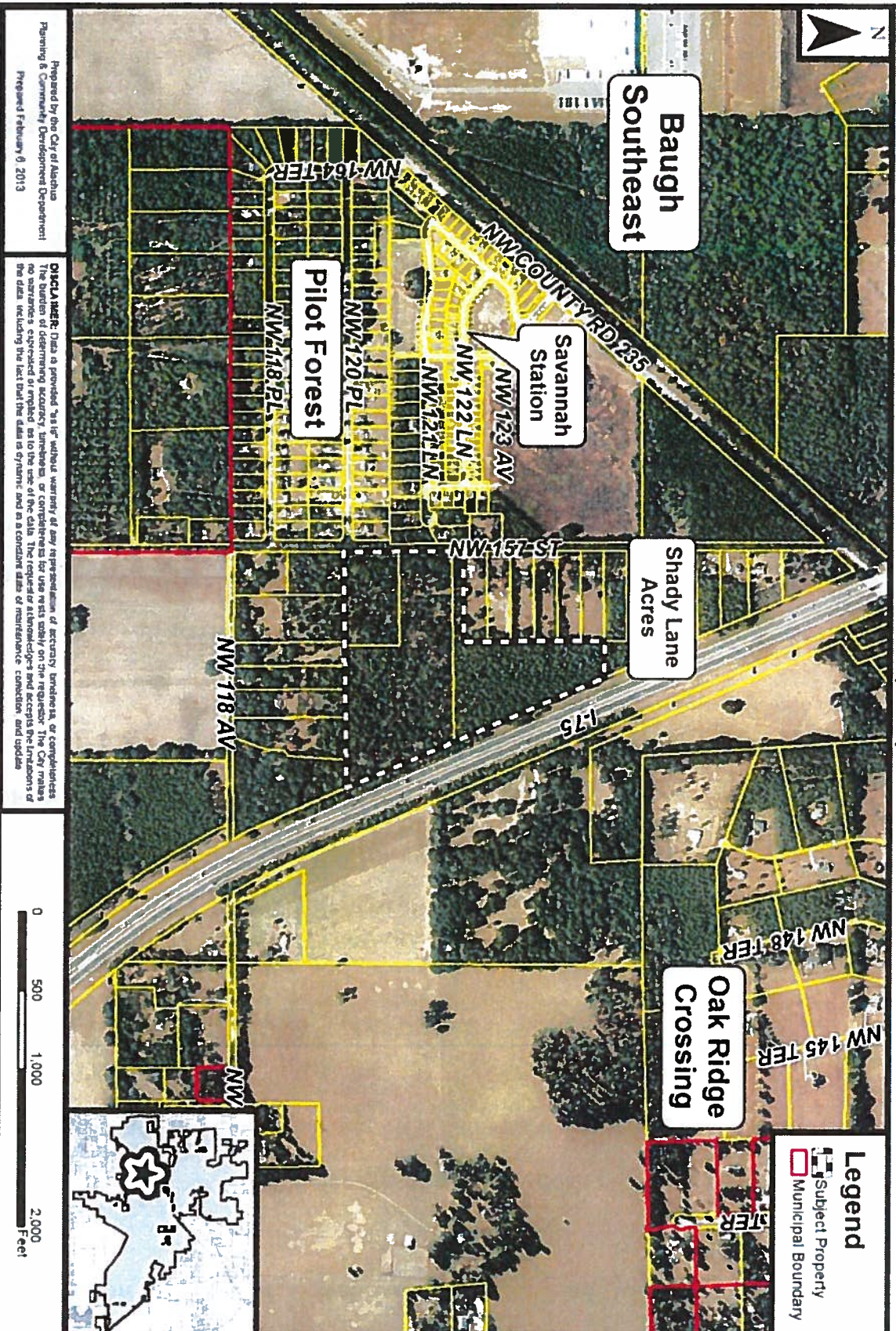
(2) Amend the subject property's Future Land Use Map (FLUM) Designation from Agriculture to Moderate Density Residential; and,

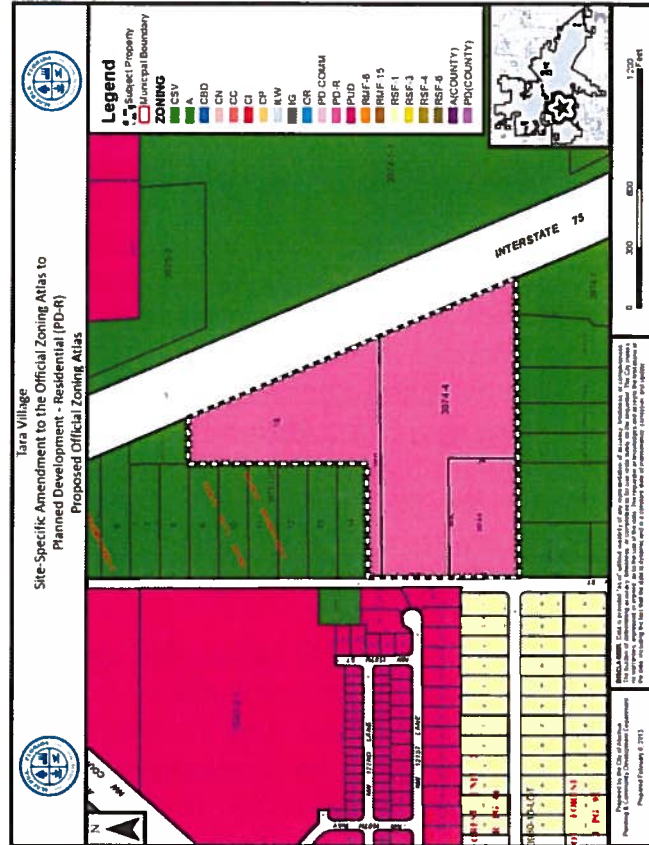
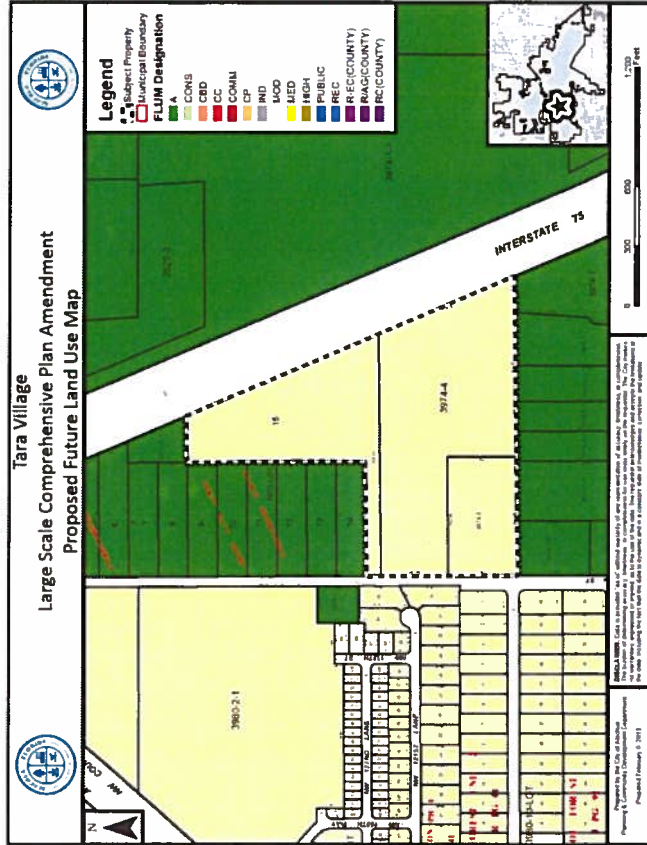
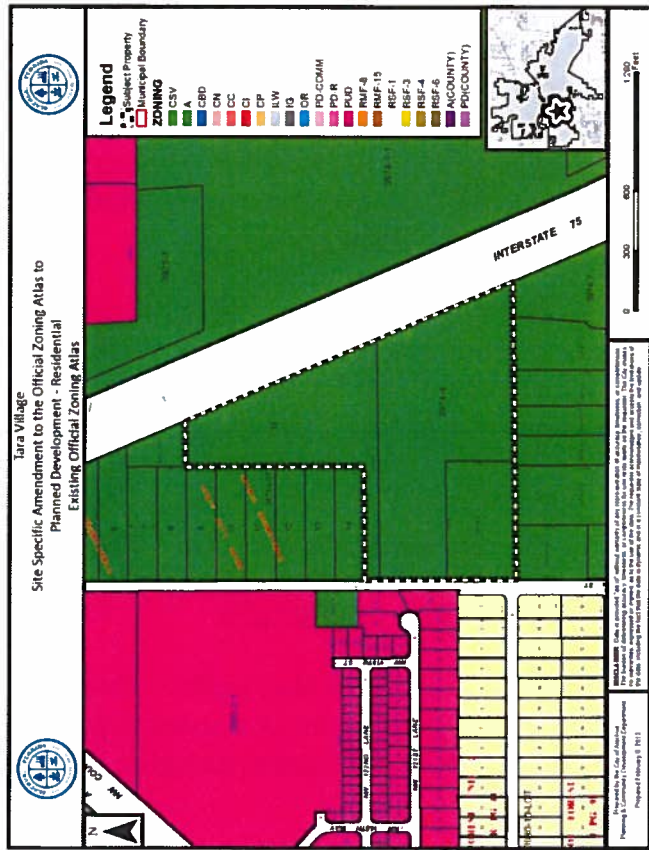
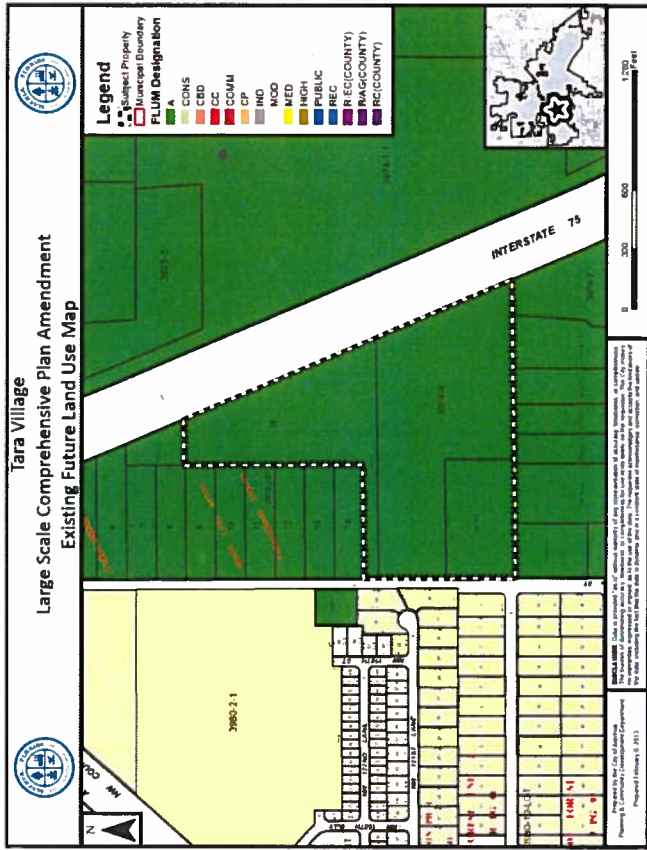
(3) Amend the zoning of the subject property from Agriculture (A) to Planned Development – Residential (PD-R).

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 Monday, May 5, 2014**



Tara Village
LSCPA & Rezoning
Vicinity Map





Deficiencies to be Addressed

PD Master Plan Deficiencies

1. Section 3.6.2(A)(3) states that development along the perimeter of a PD district must be compatible with adjacent existing or proposed future development. Section 3.6.2(A)(3) also states that complimentary character shall be identified based on defined factors, including, densities/intensities, lot size and dimensions, building height, etc. and that in cases where there are issues of compatibility, the PD Master Plan shall provide for transition areas at the edges of the PD district that provide for appropriate buffering and/or ensure a complimentary character of uses. The PD Master Plan does not provide for sufficient separation between existing adjacent residential development which is developed at a density less than the project's density. The applicant must provide a sufficient transition area (i.e., a project boundary buffer with a minimum 25 foot width) or ensure a complementary character of uses (i.e., larger lot sizes of a size comparable to existing lots to which such lots are contiguous) around the perimeter of the project where the project adjacent to existing residential development which is developed at a density less than the project's density.
2. Section 3.6.3(A)(4) states that 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 applicant has proposed a minimum lot size of 25,000 square feet and minimum setback requirements of 20 feet (front), 7.5 feet (sides), and 10 feet (rear.) The minimum setback requirements proposed by the applicant are **not** consistent with the general intent and goals of the development or the scale and character of surrounding development. The applicant must increase the minimum setbacks on the PD Master Plan to establish setbacks which are consistent with the general intent and goals of the development, the character of the surrounding development, the proposed minimum lot size, and the density of the development (such as a minimum 30 foot front setback and minimum 15 foot side and rear setbacks.)
3. The applicant has provided a note under the dimensional standards for Zone A (Single-Family Residential) which states that the rear setback includes buffer areas, however, the Legend establishes buffer areas as separate development area, denoted as "D." Zone A lots cannot be inclusive of Zone D buffer areas. In addition, the applicant's proposal to include buffer areas on lots conflicts with Note 2 of the PD Master Plan, which states, "Project boundary buffers shall not be part of platted lots." Setbacks must be established from rear property lines of lots within Zone A, exclusive of buffer areas. Revise the dimensional standards (setbacks) on the PD Master Plan accordingly.
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the PD Master Plan. Delete the aforementioned language pertaining to buffers being permitted on platted lots in Note 2 of the PD Master Plan.

5. The applicant has provided a 5 foot buffer along the northern right-of-way line of the proposed cul-de-sac street in an effort to eliminate the potential for double-frontage lots. The proposed buffer in effect encourages double-frontage lots by prohibiting a lot configuration where lots could front both streets. To comply with the standards of Articles 5 and 7 of the City's LDRs which pertain to lot configuration, lots must front both roadways within the triangular area of Zone A. Remove the 5 foot buffer, and verify that future lot configurations will allow lots to be configured such that lots will front both roadways within the triangular area of Zone A.
6. The applicant has provided a note under the dimensional standards for Zone C (Common Area/Open Space) which states, "Structures shall be set back a minimum of 100 feet from the project boundary. 5,000 square foot maximum building footprint for recreational facilities."
 - a. The applicant has not established setbacks for structures within Zone C except from project boundaries. Establish minimum building setbacks (i.e., front, side, and rear setbacks) for structures in Zone C.
 - b. It is unclear if the proposed maximum square footage is intended to be a maximum area for **all** buildings or for **each** building. Clarify the language, establishing a maximum square footage for all buildings within Zone C. Notate the maximum square footage of development in Zone C under the permitted intensity column of the table (i.e., "Total area of all structures within this development area shall not exceed 5,000 square feet.)
7. Section 7.2.5(I)(1)(c) states that streets must be curved approaching an intersection and should be approximately at right angles for at least 100 feet. The proposed street configuration does not comply with the referenced section. Revise the street configuration to provide a minimum length of 100 feet from the point of its intersection to the edge of the street's curve/radius.
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9. Note 7 of the PD Master Plan must be revised to be consistent with Section 3.6.3(A)(5)(b)(v), specifically as follows: "The PD Master Plan shall establish the responsibility of the landowner/developer for providing right-of-way and easements and for constructing on-site facilities for all other infrastructure located on the site of the proposed PD-R district, including but not limited to, electrical utility lines, telephone lines, cable TV lines, or the underground conduit for such features. The PD Master Plan shall also establish the responsibility of the landowner/developer to make any other improvements as required by City ordinances, to guarantee construction of all required improvements, and, if requested by the City, to dedicate these improvements to the City in a form that complies with City laws." Where applicable, the language in Note 7 of the PD Master

Plan must be identical to the preceding language from Section 3.6.3(A)(5)(b)(v) of the LDRs.

10. 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.
11. Stormwater Management Facilities are listed as an allowable use in Development Areas A and C, however, the note in the column title already states such uses are allowed in all development areas. Remove stormwater management facilities from the allowable uses in Development Areas A and C as this information is repetitious and implied by other language on the PD Master Plan.
12. List Development Area D – Buffer – under the table on the PD Master Plan, and identify the allowable uses, acreage, and site percentage for the development area. Permitted intensity and dimensional standards must be identified as not applicable.

Comprehensive Plan Text Amendment Application Deficiencies

13. To specifically define the property subject to the proposed Policy 1.2.a.1, the text should be revised to reference the deeds as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147 (for example, as follows – Policy 1.2.a.1: The moderate density residential land use designation on Alachua County Tax Parcels 03974-004-000, 03974-005-000, and 03975-015-000, as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147, shall be limited...")
14. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) Application Deficiencies

15. Revise all references to the project's maximum density from 1 unit per acre/ 32 dwelling units to 1 unit per 1.64 acres/20 dwelling units.
16. Revise the Concurrency Impact Analysis to consider the maximum density proposed by the project (20 dwelling units.)
17. The Comprehensive Plan Consistency Analysis states that the Tara Village Planned Development exceeds the minimum open space requirements. The development scenario proposed by the companion rezoning application exceeds the minimum open space requirement, but the proposed LSCPA does not provide any surety that development will exceed the minimum 10% open space requirement. Revise accordingly.
18. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive

Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) & Rezoning Application Deficiencies

19. The Concurrency Impact Analysis and PD Master Plan use a figure of 2.6 persons per household to calculate the proposed development's impact to solid waste and recreation facilities. Current data from the US Census Bureau indicates that the estimated number of persons per household is 2.36 persons. Revise accordingly.
20. Revise responses to Policy 2.1.b, CFNGAR, and Policy 1.2.b, Recreation Element, in the Comprehensive Plan Consistency Analysis to reflect the current estimated number of persons per household of 2.36 persons.

Rezoning Application Deficiencies

21. Verify that the latest draft of the PD Master Plan (and all sheets of the PD Master Plan) is provided within the applicant's application package.
22. Revise all references to the project's FLUM Designation maximum development potential from 1 unit per acre/32 dwelling units to 1 unit per 1.64 acres/20 dwelling units.
23. Revise responses to Objective 1.1, Transportation Element, and Policies 1.1.d and 4.1.c, CFNGAR, in the Comprehensive Plan Consistency Analysis, to reflect the data from the most recent Development Monitoring Report.
24. The Concurrency Impact Analysis states that public facility capacities are based upon the October 2012 Development Monitoring Report. Revise and verify that capacities are based upon the most current Development Monitoring Report, dated November 2013, and revise the Concurrency Impact Analysis to cite the most recent Development Monitoring Report.
25. Revise the response to Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

Other Comments

26. Staff will prepare draft conditions for the proposed development, which will establish the terms and conditions proposed for the development to ensure compliance with the applicable standards of the LDRs, as well as the terms for infrastructure upgrades necessary to serve the proposed development (i.e., improvements to NW 157th Street.) The conditions will be incorporated into the draft PD Ordinance and draft PD Agreement, which will be provided to the applicant at a later time.

Zimbra

ju_tabor@cityofalachua.org

School Capacity Reviews

From : Justin Tabor <jtabor@cityofalachua.com>
Subject : School Capacity Reviews
To : Vicki Mcgrath <vicki.mcgrath@sbac.edu>
Cc : Gene Boles <gboles@ufl.edu>

Tue, Apr 15, 2014 10:52 AM

 5 attachments

Vicki,

I hope this email finds you well.

I am contacting you to request public school facility capacity reviews for two projects: (1) Tara Village LSCPA/Rezoning; and (2) Cellon Creek Preserve PD.

As you may recall, SBAC issued a capacity determination for the Tara Village project in March 2013. This project has been on hold for some time, but is once again moving forward. There have been no changes in the number of units proposed (20 single family units.) I'm requesting confirmation that the capacity determination previously rendered is still acceptable, or that a new determination be issued. The previous determination is attached for your reference.

The second project is a mixed-use PD project called Cellon Creek Preserve. I have attached a map depicting the project's location for your reference. A capacity determination was issued for this project in January 2012. As with Tara Village, the project stalled but is moving forward once again.

I trust that this is sufficient to review and provide capacity determinations/reconfirmations of facility capacity. If you need any other information, please let me know.

Sincerely,

Justin Tabor, AICP

Principal Planner

City of Alachua

15100 NW 142nd Terrace | PO Box 9

Alachua, Florida 32616

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jtabor@cityofalachua.com

City Hall Hours of Operation

Monday - Thursday, 7:30 AM - 6:00 PM

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**Vicinity_LSCPA_&_RZ.jpg**

3 MB

**Vicinity Map.jpg**

911 KB

**Cellon_Creek_PS_Gen_Form_2014_02_19.pdf**

976 KB

**Cellon Creek SBAC Comments Letter - 1-19-12.pdf**

202 KB

**Tara Village Approval 3-4-2013.pdf**

152 KB

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: April 10, 2014

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: ±32.8 acres

PARCELS: 03974-004-000; 03974-005-000; 03975-015-000

PROJECT SUMMARY: A request 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 of 20 residential dwellings;

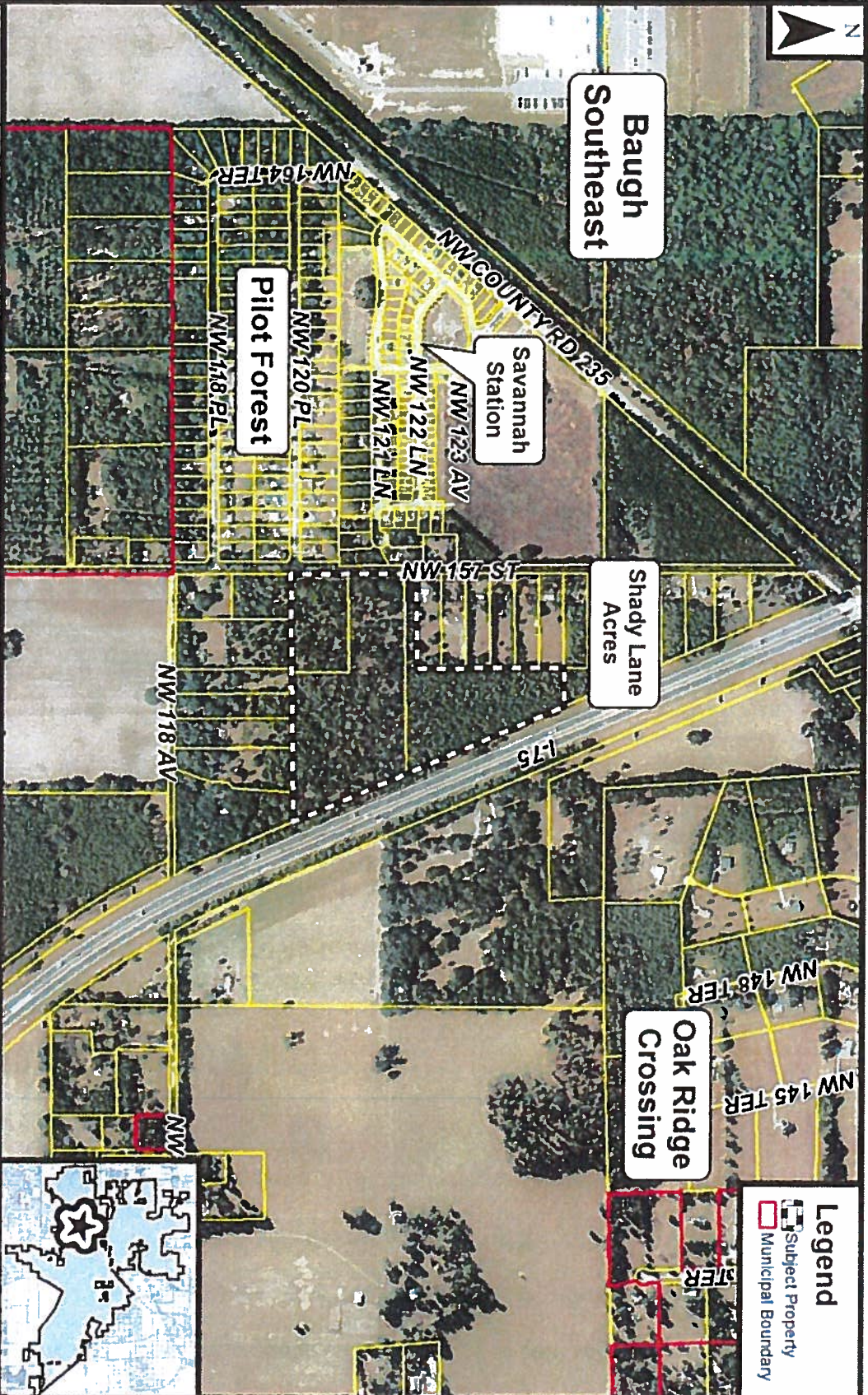
(2) Amend the subject property's Future Land Use Map (FLUM) Designation from Agriculture to Moderate Density Residential; and,

(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 Monday, May 5, 2014**



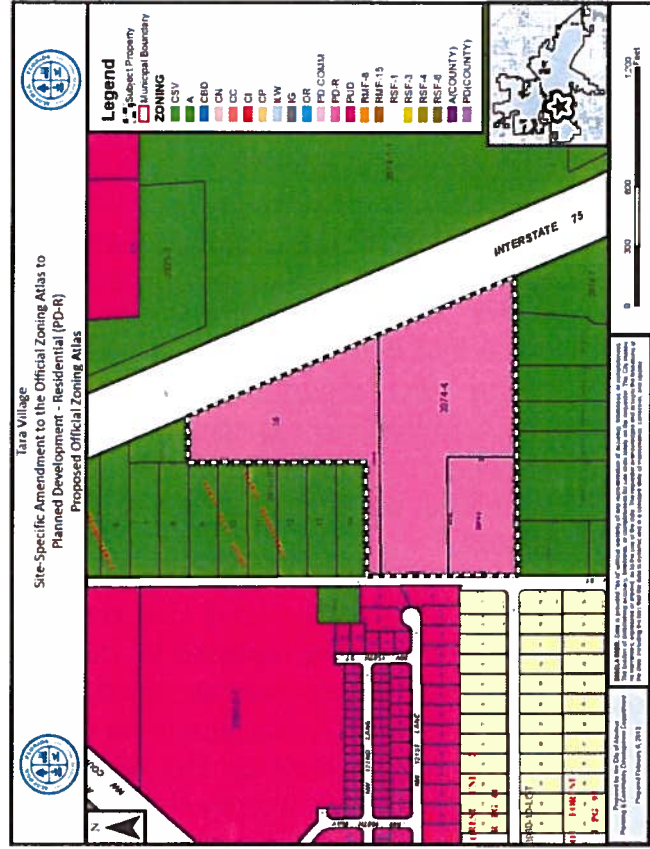
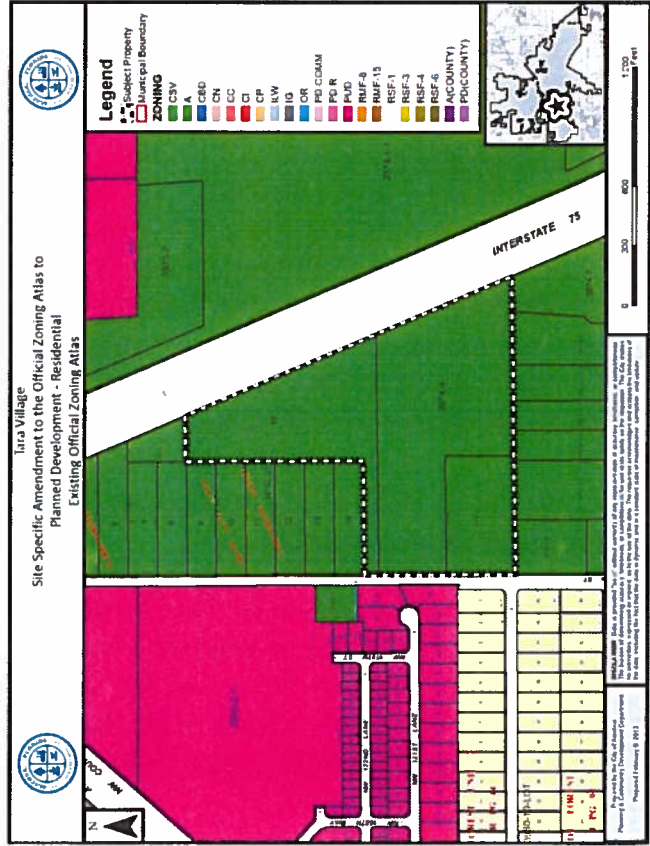
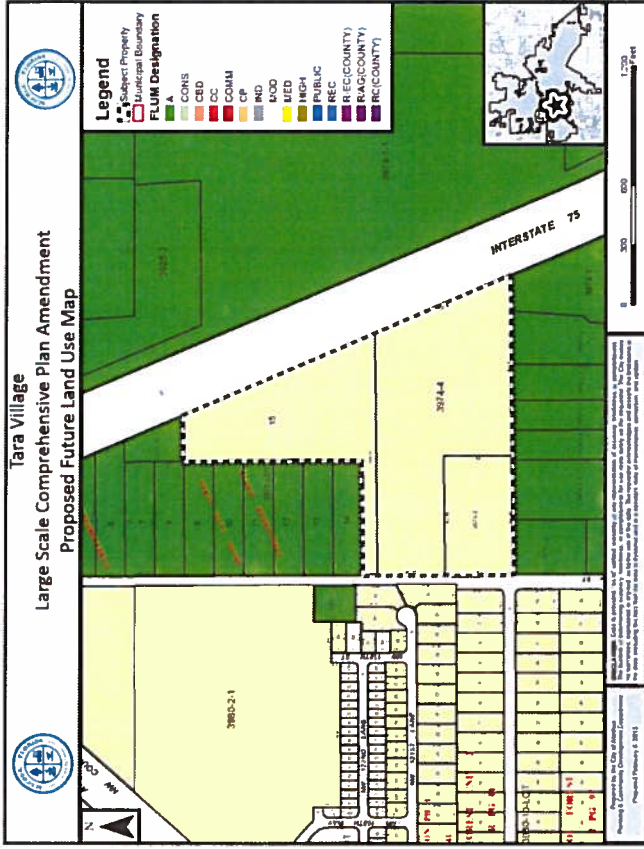
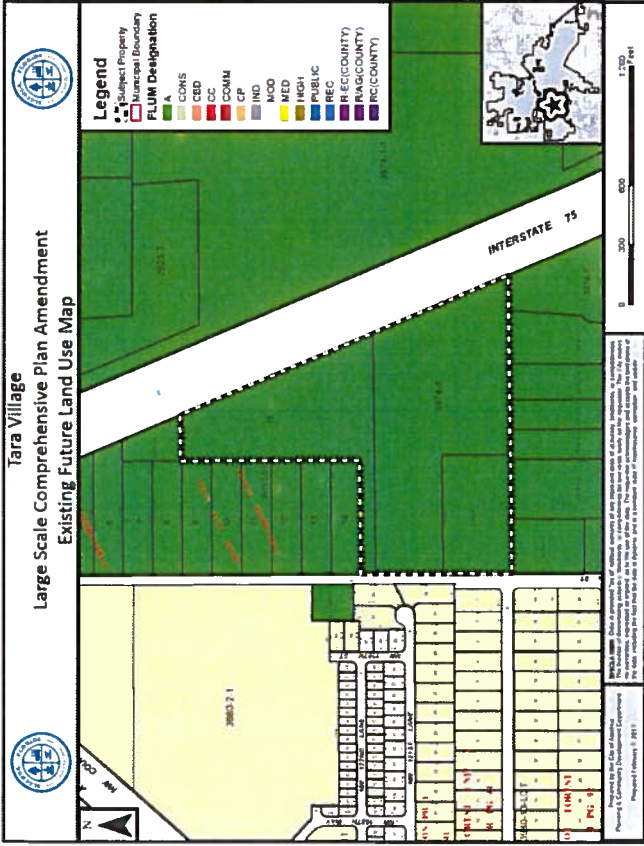
Tara Village LSCPA & Rezoning Vicinity Map



- Legend**
- Subject Property
 - Municipal Boundary

Prepared by the City of Atlanta
Planning & Community Development Department
Prepared February 0, 2013

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Deficiencies to be Addressed

PD Master Plan Deficiencies

1. Section 3.6.2(A)(3) states that development along the perimeter of a PD district must be compatible with adjacent existing or proposed future development. Section 3.6.2(A)(3) also states that complimentary character shall be identified based on defined factors, including, densities/intensities, lot size and dimensions, building height, etc. and that in cases where there are issues of compatibility, the PD Master Plan shall provide for transition areas at the edges of the PD district that provide for appropriate buffering and/or ensure a complimentary character of uses. The PD Master Plan does not provide for sufficient separation between existing adjacent residential development which is developed at a density less than the project's density. The applicant must provide a sufficient transition area (i.e., a project boundary buffer) or ensure a complementary character of uses (i.e., larger lot sizes) around the perimeter of the project where the project adjacent to existing residential development which is developed at a density less than the project's density.
2. Section 3.6.3(A)(4) states that 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 applicant has proposed a minimum lot size of 25,000 square feet and minimum setback requirements of 20 feet (front), 7.5 feet (sides), and 10 feet (rear.) The minimum setback requirements proposed by the applicant are **not** consistent with the general intent and goals of the development or the scale and character of surrounding development. The applicant must increase the minimum setbacks on the PD Master Plan to establish setbacks which are consistent with the general intent and goals of the development, the character of the surrounding development, the proposed minimum lot size, and the density of the development.
3. The applicant has provided a note under the dimensional standards for Zone A (Single-Family Residential) which states that the rear setback includes buffer areas, however, the Legend establishes buffer areas as separate development area, denoted as "D." Zone A lots cannot be inclusive of Zone D buffer areas. In addition, the applicant's proposal to include buffer areas on lots conflicts with Note 2 of the PD Master Plan, which states, "Project boundary buffers shall not be part of platted lots." Setbacks must be established from rear property lines of lots within Zone A, exclusive of buffer areas. Revise the dimensional standards (setbacks) on the PD Master Plan accordingly.
4. Note 2 of the PD Master Plan states, "Project boundary buffers are permitted within the required building setback areas." As previously discussed, this is in conflict with the development areas established by the PD Master Plan and other language within the PD Master Plan. Delete the aforementioned language pertaining to buffers being permitted on platted lots in Note 2 of the PD Master Plan.

5. The applicant has provided a 5 foot buffer along the northern right-of-way line of the proposed cul-de-sac street in an effort to eliminate the potential for double-frontage lots. The proposed buffer in effect encourages double-frontage lots by prohibiting a lot configuration where lots could front both streets. To comply with the standards of Articles 5 and 7 of the City's LDRs which pertain to lot configuration, lots must front both roadways within the triangular area of Zone A. Remove the 5 foot buffer, and verify that future lot configurations will allow lots to be configured such that lots will front both roadways within the triangular area of Zone A.
6. The applicant has provided a note under the dimensional standards for Zone C (Common Area/Open Space) which states, "Structures shall be set back a minimum of 100 feet from the project boundary. 5,000 square foot maximum building footprint for recreational facilities."
 - a. The applicant has not established setbacks for structures within Zone C except from project boundaries. Establish minimum building setbacks (i.e., front, side, and rear setbacks) for structures in Zone C.
 - b. It is unclear if the proposed maximum square footage is intended to be a maximum area for *all* buildings or for *each* building. Clarify the language, establishing a maximum square footage for all buildings within Zone C. Notate the maximum square footage of development in Zone C under the permitted intensity column of the table.
7. Section 7.2.5(I)(1)(c) states that streets must be curved approaching an intersection and should be approximately at right angles for at least 100 feet. The proposed street configuration does not comply with the referenced section. Revise the street configuration to provide a minimum length of 100 feet from the point of its intersection to the edge of the street's curve/radius.
8. Note 2 of the PD Master Plan references "roadway buffers," however, no "roadway buffers" are proposed along internal/external roadways. Delete the referenced language.
9. Note 7 of the PD Master Plan must be revised to be consistent with Section 3.6.3(A)(5)(b)(v), specifically as follows: "The PD Master Plan shall establish the responsibility of the landowner/developer for providing right-of-way and easements and for constructing on-site facilities for all other infrastructure located on the site of the proposed PD-R district, including but not limited to, electrical utility lines, telephone lines, cable TV lines, or the underground conduit for such features. The PD Master Plan shall also establish the responsibility of the landowner/developer to make any other improvements as required by City ordinances, to guarantee construction of all required improvements, and, if requested by the City, to dedicate these improvements to the City in a form that complies with City laws." Where applicable, the language in Note 7 of the PD Master Plan must be identical to the preceding language from Section 3.6.3(A)(5)(b)(v) of the LDRs.

10. 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.
11. Stormwater Management Facilities are listed as an allowable use in Development Areas A and C, however, the note in the column title already states such uses are allowed in all development areas. Remove stormwater management facilities from the allowable uses in Development Areas A and C as this information is repetitious and implied by other language on the PD Master Plan.
12. List Development Area D – Buffer – under the table on the PD Master Plan, and identify the allowable uses, acreage, and site percentage for the development area. Permitted intensity and dimensional standards must be identified as not applicable.

Comprehensive Plan Text Amendment Application Deficiencies

13. To specifically define the property subject to the proposed Policy 1.2.a.1, the text should be revised to reference the deeds as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147 (for example, as follows – Policy 1.2.a.1: The moderate density residential land use designation on Alachua County Tax Parcels 03974-004-000, 03974-005-000, and 03975-015-000, as recorded in the Official Records of Alachua County, Book 3944, Page 1138, 1144, and 1147, shall be limited...")
14. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) Application Deficiencies

15. Revise all references to the project's maximum density from 1 unit per acre/ 32 dwelling units to 1 unit per 1.64 acres/20 dwelling units.
16. Revise the Concurrency Impact Analysis to consider the maximum density proposed by the project (20 dwelling units.)
17. The Comprehensive Plan Consistency Analysis states that the Tara Village Planned Development exceeds the minimum open space requirements. The development scenario proposed by the companion rezoning application exceeds the minimum open space requirement, but the proposed LSCPA does not provide any surety that development will exceed the minimum 10% open space requirement. Revise accordingly.
18. Revise responses to Policies 1.1.d, 2.1.a, and 4.1.c, CFNGAR, Policy 1.2.b, Recreation Element, and Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

LSCPA (Map) & Rezoning Application Deficiencies

19. The Concurrency Impact Analysis and PD Master Plan use a figure of 2.6 persons per household to calculate the proposed development's impact to solid waste and recreation facilities. Current data from the US Census Bureau indicates that the estimated number of persons per household is 2.36 persons. Revise accordingly.
20. Revise responses to Policy 2.1.b, CFNGAR, and Policy 1.2.b, Recreation Element, in the Comprehensive Plan Consistency Analysis to reflect the current estimated number of persons per household of 2.36 persons.

Rezoning Application Deficiencies

21. Verify that the latest draft of the PD Master Plan (and all sheets of the PD Master Plan) is provided within the applicant's application package.
22. Revise all references to the project's FLUM Designation maximum development potential from 1 unit per acre/32 dwelling units to 1 unit per 1.64 acres/20 dwelling units.
23. Revise responses to Objective 1.1, Transportation Element, and Policies 1.1.d and 4.1.c, CFNGAR, in the Comprehensive Plan Consistency Analysis, to reflect the data from the most recent Development Monitoring Report.
24. The Concurrency Impact Analysis states that public facility capacities are based upon the October 2012 Development Monitoring Report. Revise and verify that capacities are based upon the most current Development Monitoring Report, dated November 2013, and revise the Concurrency Impact Analysis to cite the most recent Development Monitoring Report.
25. Revise the response to Policy 2.2.b, Public School Facilities Element, in the Comprehensive Plan Consistency Analysis to reference and consider the maximum density proposed by the project (20 dwelling units.)

Other Comments

26. Staff will prepare draft conditions for the proposed development, which will establish the terms and conditions proposed for the development to ensure compliance with the applicable standards of the LDRs, as well as the terms for infrastructure upgrades necessary to serve the proposed development. The conditions will be incorporated into the draft PD Ordinance and draft PD Agreement, which will be provided to the applicant at a later time.



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

February 20, 2014

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

RE: Development Review Team (DRT) Summary:
Tara Village Comprehensive Plan Text Amendment

Dear Mr. Brashier:

The application referenced above was reviewed at our February 20, 2014 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 Tuesday, March 11, 2014**. A total of three (3) copies of the application package and a CD containing a PDF of all application materials must be provided by this date.

Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved. Please note that if Staff determines that the revised submission requires outside technical review by the City, your application may be delayed in order to allow for adequate review time.

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

1. Prior to receiving the Comprehensive Plan Text Amendment application, City Staff completed a courtesy review of the proposed text. The comments below were provided to the applicant at this time. Once again, these comments were provided to the applicant in a letter dated January 7, 2014.

Each submission received from the applicant has not addressed any of Staff's comments. As stated to the applicant following Staff's courtesy review and within the aforementioned letter dated January 7, 2014, the proposed text must be revised before Staff completes a formal review of the application. Comments previously provided to the applicant are as follows:

- a. The density limitation should be consistent with the maximum density proposed by the proposed PD-R zoning; and,
- b. The sentence pertaining to the applicability of proposed FLUE Policy 1.2.a.1 if the FLUM Designation is subsequently amended should be removed.

Staff is not in support of the applicant's proposed density limitation (1 unit per acre) because the density limitation of proposed FLUE Policy 1.2.a.1 is inconsistent with the density proposed by the companion PD-R, which proposes a maximum density for the

property of 20 dwelling units. Companion applications must be consistent with one another, and most importantly, must be consistent with the Comprehensive Plan. Further, **Staff does not support the proposed text which states that the policy shall not apply if the property's FLUM Designation is amended**, as the text creates an inconsistency within the Comprehensive Plan.

To receive a Staff recommendation in support of the request, the applicant must sufficiently address the preceding deficiencies of the proposed text.

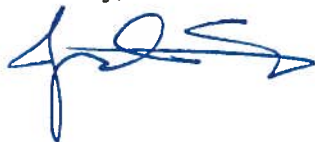
2. Since the proposed text remains inconsistent with the Comprehensive Plan and the companion rezoning application, the companion LSCPA and rezoning applications **cannot** be reviewed until the deficiencies of the proposed text are sufficiently addressed. A complete review of the companion LSCPA and rezoning applications **will not** be completed until the applicant sufficiently addresses the deficiencies of the proposed text.

General/Miscellaneous Comments

3. The applicant's response to Policy 1.2.a of the FLUE in its Comprehensive Plan Consistency Analysis references the companion text amendment application. **The text amendment application is not a companion to this item. Revise accordingly.**
4. The applicant's response to Policy 2.5.1 (correct citation – 2.5.a) states that the Tara Village Planned Development exceeds the minimum open space requirement by providing greater than 30% of the development as open space. The proposed text amendment, however, does not provide such surety. Should the proposed PD expire in the future, the applicant's statement that the development provides greater than 30% open space is not assured. Revise the response to Policy 2.5.a to correctly **address consistency of the proposed text amendment with the aforementioned policy.**
5. The applicant's response to Policy 5.2.1 (correct citation – 5.2.a) references a Concurrency Impact Analysis. **A Concurrency Impact Analysis is not required as part of the text amendment application. Remove the reference to the Concurrency Impact Analysis.**

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,



Justin Tabor, AICP
Principal Planner

cc: Kathy Winburn, AICP, Planning & Community Development Director
Marian B. Rush, City Attorney (by electronic mail)
Brandon Stubbs, Planner
Project File

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPE: Comprehensive Plan Text Amendment

PROJECT SUMMARY: A request to amend the Future Land Use Element of the City's Comprehensive Plan, creating a new Policy 1.1.a.1 which would limit the density of the future development of Tax Parcels 03974-004-000; 03974-005-000; and 03975-015-000

COMPANION APPLICATION(S): (1) Tara Village Large Scale Comprehensive Plan Amendment (amending FLUM from Agriculture to Moderate Density Residential) on a ±32.8 acre property (Tax Parcels 03974-004-000; 03974-005-000; 03975-015-000); (2) Tara Village Site-Specific Amendment to the Official Zoning Atlas (amending zoning from Agriculture to Planned Development – Residential) on the aforementioned property

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

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: February 20, 2014

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

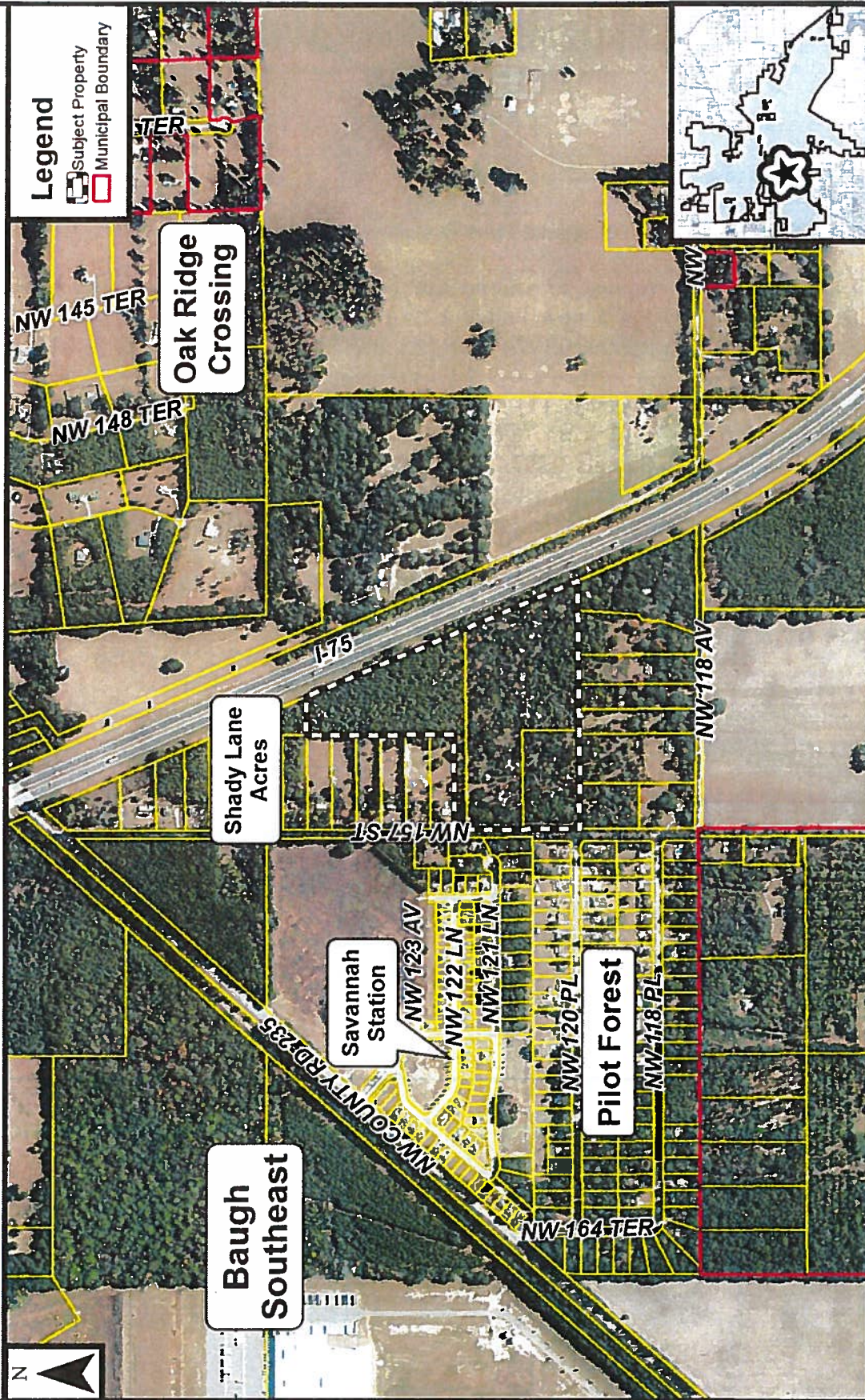
ACREAGE: ±32.8 acres

PARCELS: 03974-004-000; 03974-005-000; 03975-015-000

RESUBMISSION DUE DATE: All data, plans, and documentation addressing the insufficiencies identified below must be received by the Planning Department on or before 5:00 PM on Tuesday, March 11, 2014



Tara Village Vicinity Map



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.

Prepared by the City of Alachua
Planning & Community Development Department
Prepared February 8, 2014

Deficiencies to be Addressed

1. Prior to receiving the Comprehensive Plan Text Amendment application, City Staff completed a courtesy review of the proposed text. The comments below were provided to the applicant at this time. Once again, these comments were provided to the applicant in a letter dated January 7, 2014.

Each submission received from the applicant has not addressed any of Staff's comments. As stated to the applicant following Staff's courtesy review and within the aforementioned letter dated January 7, 2014, the proposed text must be revised before Staff completes a formal review of the application. Comments previously provided to the applicant are as follows:

- a. The density limitation should be consistent with the maximum density proposed by the proposed PD-R zoning; and,
- b. The sentence pertaining to the applicability of proposed FLUE Policy 1.2.a.1 if the FLUM Designation is subsequently amended should be removed.

Staff is not in support of the applicant's proposed density limitation (1 unit per acre) because the density limitation of proposed FLUE Policy 1.2.a.1 is inconsistent with the density proposed by the companion PD-R, which proposes a maximum density for the property of 20 dwelling units. Companion applications must be consistent with one another, and most importantly, must be consistent with the Comprehensive Plan. Further, **Staff does not support the proposed text which states that the policy shall not apply if the property's FLUM Designation is amended**, as the text creates an inconsistency within the Comprehensive Plan.

To receive a Staff recommendation in support of the request, the applicant must sufficiently address the preceding deficiencies of the proposed text.

2. Since the proposed text remains inconsistent with the Comprehensive Plan and the companion rezoning application, the companion LSCPA and rezoning applications **cannot** be reviewed until the deficiencies of the proposed text are sufficiently addressed. A complete review of the companion LSCPA and rezoning applications **will not** be completed until the applicant sufficiently addresses the deficiencies of the proposed text.

General/Miscellaneous Comments

3. The applicant's response to Policy 1.2.a of the FLUE in its Comprehensive Plan Consistency Analysis references the companion text amendment application. **The text amendment application is not a companion to this item. Revise accordingly.**

4. The applicant's response to Policy 2.5.1 (correct citation – 2.5.a) states that the Tara Village Planned Development exceeds the minimum open space requirement by providing greater than 30% of the development as open space. The proposed text amendment, however, does not provide such surety. Should the proposed PD expire in the future, the applicant's statement that the development provides greater than 30% open space is not assured. Revise the response to Policy 2.5.a to correctly **address consistency of the proposed text amendment with the aforementioned policy.**
5. The applicant's response to Policy 5.2.1 (correct citation – 5.2.a) references a Concurrency Impact Analysis. **A Concurrency Impact Analysis is not required as part of the text amendment application. Remove the reference to the Concurrency Impact Analysis.**

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPE: Comprehensive Plan Text Amendment

PROJECT SUMMARY: A request to amend the Future Land Use Element of the City's Comprehensive Plan, creating a new Policy 1.1.a.1 which would limit the density of the future development of Tax Parcels 03974-004-000; 03974-005-000; and 03975-015-000

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

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: February 18, 2014

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

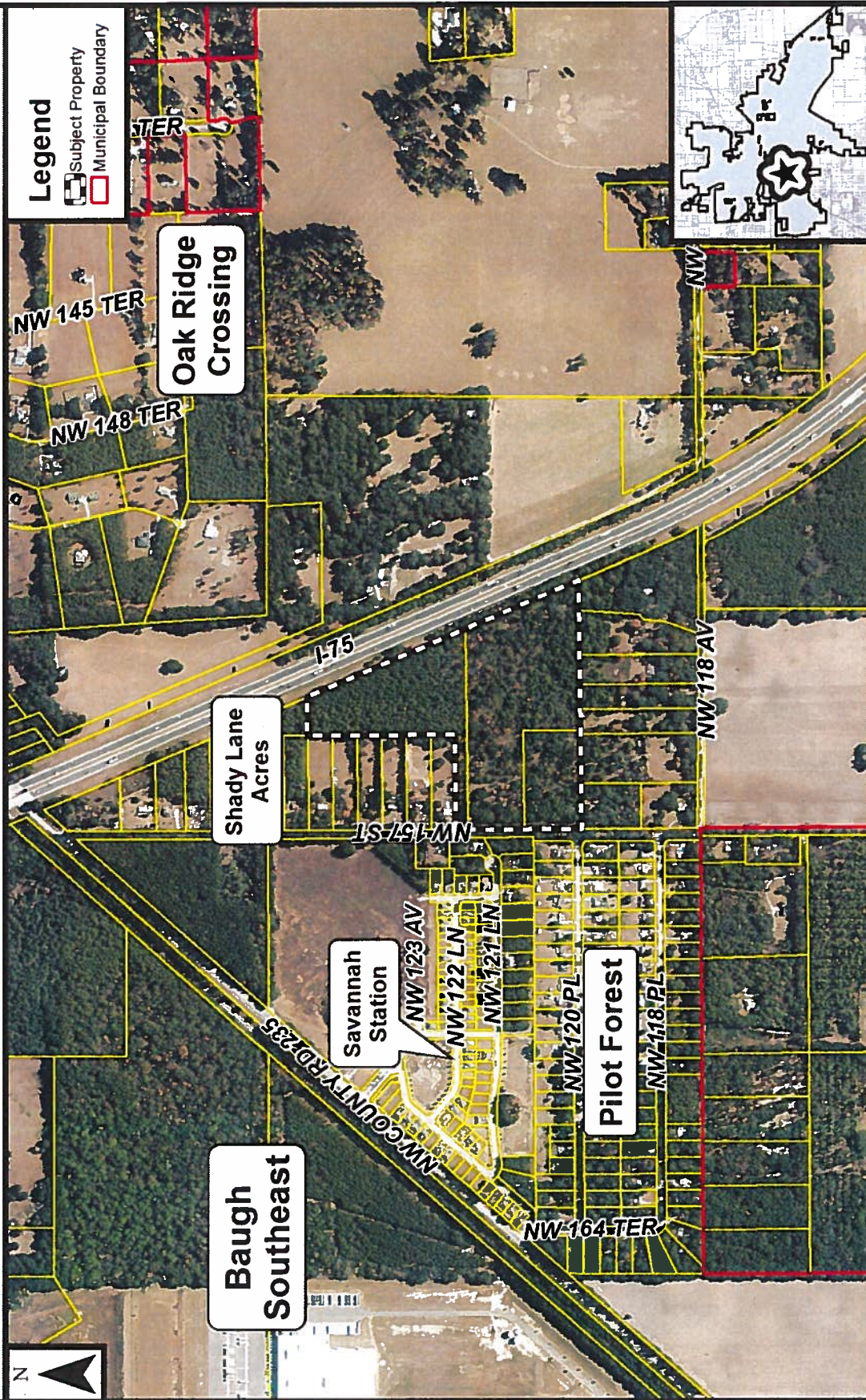
ACREAGE: ±32.8 acres

PARCELS: 03974-004-000; 03974-005-000; 03975-015-000

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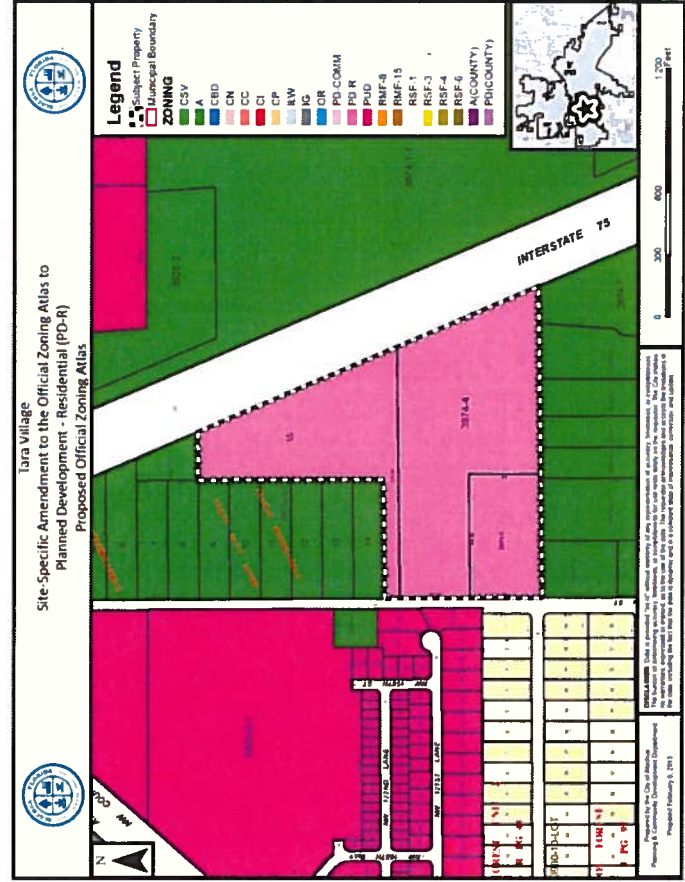
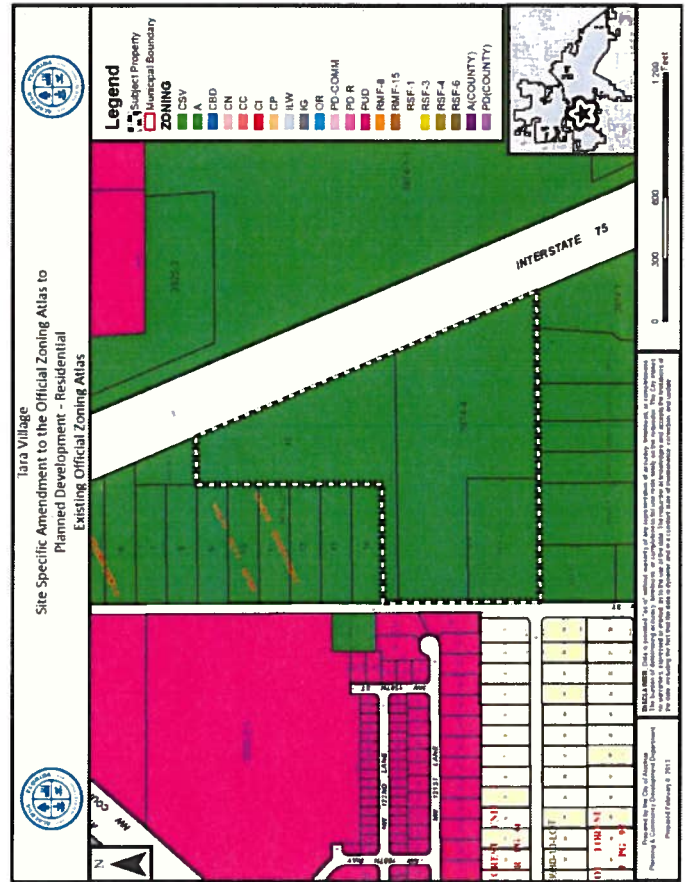
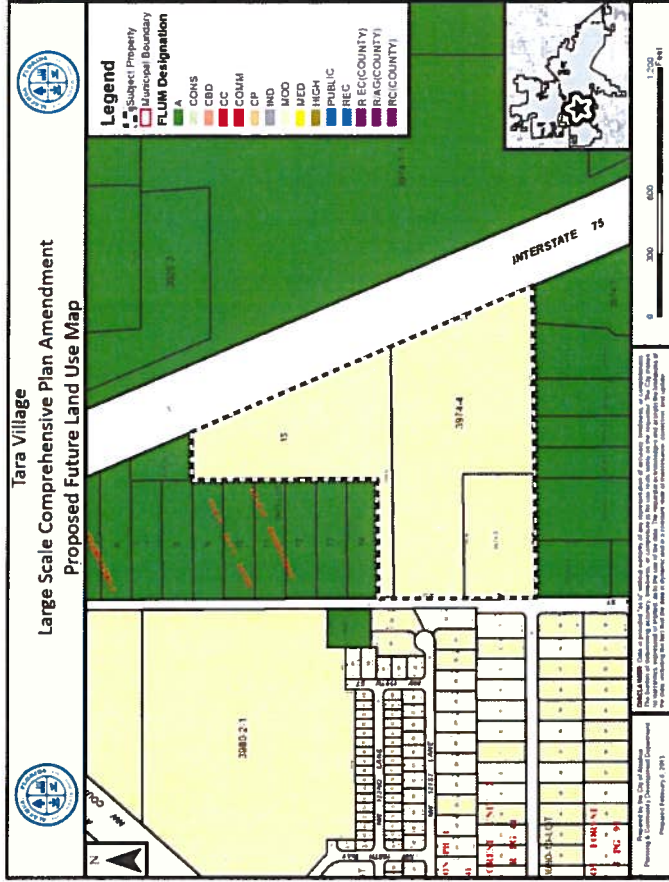
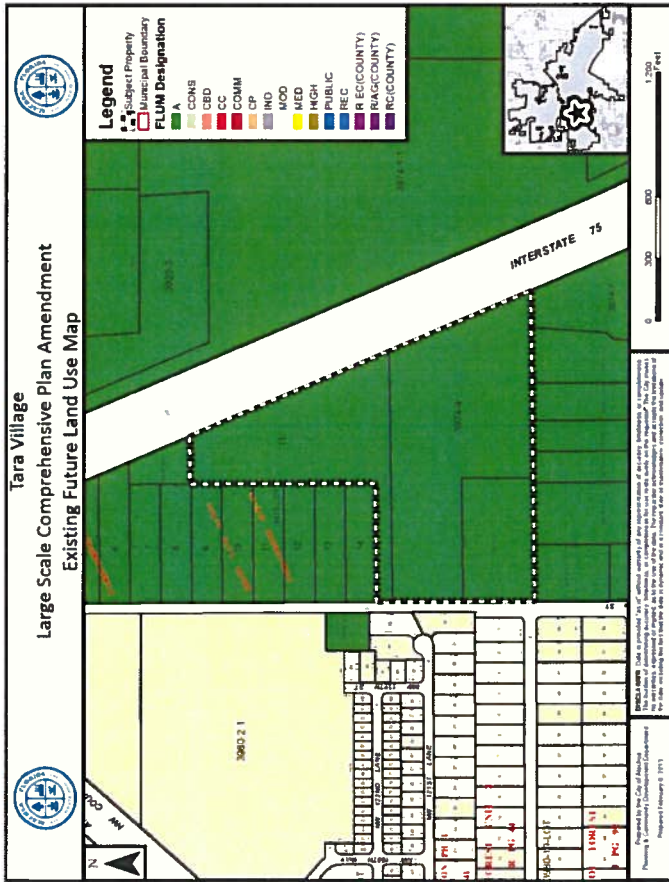
Tara Village Vicinity Map



Legend
Subject Property
Municipal Boundary

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Prepared by the City of Alachua
Planning & Community Development Department
Prepared February 6, 2014



Deficiencies to be Addressed

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Each submission received from the applicant has not addressed any of Staff's comments. As stated to the applicant following Staff's courtesy review and within the aforementioned letter dated January 7, 2014, the proposed text must be revised before Staff completes a formal review of the application. Comments previously provided to the applicant are as follows:

- a. The density limitation should be consistent with the maximum density proposed by the proposed PD-R zoning; and,
- b. The sentence pertaining to the applicability of proposed FLUE Policy 1.2.a.1 if the FLUM Designation is subsequently amended should be removed.

Staff is not in support of the applicant's proposed density limitation (1 unit per acre) because the density limitation of proposed FLUE Policy 1.2.a.1 is inconsistent with the density proposed by the companion PD-R, which proposes a maximum density for the property of 20 dwelling units. Companion applications must be consistent with one another, and most importantly, must be consistent with the Comprehensive Plan. Further, **Staff does not support the proposed text which states that the policy shall not apply if the property's FLUM Designation is amended**, as the text creates an inconsistency within the Comprehensive Plan.

To receive a Staff recommendation in support of the request, the applicant must sufficiently address the preceding deficiencies of the proposed text.

2. Since the proposed text remains inconsistent with the Comprehensive Plan and the companion rezoning application, the companion LSCPA and rezoning applications **cannot** be reviewed until the deficiencies of the proposed text are sufficiently addressed. A complete review of the companion LSCPA and rezoning applications **will not** be completed until the applicant sufficiently addresses the deficiencies of the proposed text.

General/Miscellaneous Comments

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City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

January 7, 2014

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

RE: Completeness Review of:
Tara Village Comprehensive Plan Text Amendment
Tara Village Large Scale Comprehensive Plan Map Amendment
Tara Village Site Specific Amendment to the Official Zoning Atlas (Rezoning)

Dear Mr. Brashier:

On December 19, 2013, the City of Alachua received your applications for a Comprehensive Plan Text Amendment, Large Scale Amendment of the City's Future Land Use Map (FLUM) from Agriculture to Moderate Density Residential, and Site-Specific Amendment to the Official Zoning Atlas (Rezoning) from Agriculture to Planned Development – Residential (PD-R) for a ±32.8 acre subject property, consisting of Tax Parcels 03974-004-000, 03975-005-000, and 03975-015-000.

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.

The comments below are based solely on a preliminary review of your applications for completeness. Detailed comments will be provided at the Development Review Team (DRT) Meeting, which will be scheduled upon satisfaction of the application's completeness review deficiencies, as indicated below.

Please address the following deficiencies:

Text Amendment Application:

Comment #1: In September 2013, the applicant requested Staff conduct a courtesy review of proposed text which would create a new FLUE Policy 1.2.a.1, limiting the maximum density of the property. Following Staff's review, Staff expressed the following to the

applicant: (1) a concern that the density limitation should be consistent with the maximum density proposed by the proposed PD-R zoning; and (2) the sentence pertaining to the applicability of proposed FLUE Policy 1.2.a.1 if the FLUM Designation is subsequently amended should be removed. The text submitted by the applicant with the Text Amendment Application does not address the concerns Staff has previously discussed with the applicant. The proposed text must be revised before Staff completes a formal review of the application.

Comment #2: The applicant has submitted a Statement of Proposed Change, Urban Sprawl Analysis, Concurrency Impact Analysis, and Needs Analysis with the Text Amendment Application. These documents are not required by Chapter 163, Part II, Florida Statutes, the City's Comprehensive Plan, or the City Land Development Regulations for a Comprehensive Plan Text Amendment and must therefore be removed from the justification report.

Proof of Payment of Taxes

Tax records submitted with the application are out of date, and show taxes due for Tax Year 2012. A verification of tax records indicates that taxes have been paid through Tax Year 2013.

Action Needed to Address Deficiency: Revise the tax records in subsequent submissions to reflect the current status of the payment of taxes.

Attachment #3

Explanation of need and justification.

Action Needed to Address Deficiency: Provide a narrative which defines the purpose and intent of the application. This narrative must review the maximum density of the proposed Moderate Density Residential FLUM Designation and the maximum density of the proposed PD-R as each relates to the density limitation which would be created by new FLUE Policy 1.2.a.1.

Large Scale Comprehensive Plan Amendment (Map) Application

Comprehensive Plan Amendment Application

The applicant has not submitted a completed/executed Comprehensive Plan Amendment Application. Provide a copy of the completed/executed Comprehensive Plan Amendment Application with each copy of the application.

Property Owner Affidavit/Agent Authorization

The applicant has not provided an executed Property Owner Affidavit or other authorization to act on behalf of the property owner. Provide an executed Property Owner Affidavit or other authorization to act on behalf of the property owner with each copy of the application.

Attachment #4

Needs Analysis which demonstrates the necessity for the proposed increase in the proposed Future Land Use Map Designation. This analysis may consist, in whole or part, of a market impact study or real estate needs analysis.

Action Needed to Address Deficiency: The applicant has not submitted a Needs Analysis with the LSCPA (Map) Application. Provide a copy of a Needs Analysis with each copy of the LSCPA (Map) Application.

Attachment #7

Three (3) sets of labels for all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).

Action Needed to Address Deficiency: Mailing labels were provided with the previous submission of the LSCPA (Map) Application. Given the extensive time which has lapsed, however, it is necessary to provide updated mailing labels. Provide three (3) sets of mailing labels for each application (LSCPA (Map) and Rezoning.)

Attachment #9

Legal description with tax parcel number.

Action Needed to Address Deficiency: Provide the property's legal description (may be an exhibit to the property's deed) with each copy of the application.

Attachment #10

Proof of ownership.

Action Needed to Address Deficiency: Provide a copy of the deed for each parcel with each copy of the application.

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

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

The applicant has not submitted a completed/executed Site-Specific Amendment to the Official Zoning Atlas (Rezoning) Application. Provide a copy of the completed/executed Site-Specific Amendment to the Official Zoning Atlas (Rezoning) Application with each copy of the application.

Property Owner Affidavit/Agent Authorization

The applicant has not provided an executed Property Owner Affidavit or other authorization to act on behalf of the property owner. Provide an executed Property Owner Affidavit or other authorization to act on behalf of the property owner with each copy of the application.

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Action Needed to Address Deficiency: Mailing labels were provided with the previous submission of the Rezoning Application. Given the extensive time which has lapsed, however, it is necessary to provide updated mailing labels. Provide three (3) sets of mailing labels for each application (LSCPA (Map) and Rezoning.)

Attachment #7

Neighborhood Meeting Materials, including:

- i. Copy of the required published notice (advertisement) – must be published a newspaper of general circulation, as defined in Article 10 of the City's Land Development Regulations
- ii. Copy of written notice (letter) sent to all property owners within 400 feet, and mailing labels or list of those who received written notice
- iii. Written summary of meeting – must include (1) those in attendance; (2) a summary of the issues related to the development proposal discussed; (3) comments by those in attendance about the development proposal; and, (4) any other information deemed appropriate.

Action Needed to Address Deficiency: Provide a copy of the required published notices; the written notices sent to all property owners within 400 feet and mailing labels or a list of those who received written notice of the Neighborhood Meeting; and a written summary of the meeting, including those in attendance, a summary of the issues related to the development proposal discussed, comments by those in attendance, and any other information deemed appropriate with each copy of the application.

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Additional Comments

A detailed review of each application and all required attachments will be conducted once the applicant has sufficiently addressed the insufficiencies described herein, and any necessary revisions to these materials will be requested at that time.

In accordance with Section 2.2.6(B) of the LDRs, the applicant must correct the deficiencies and resubmit the application for completeness determination. *The time frame and cycle for review shall be based upon the date the application is 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.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Justin Tabor', with a stylized flourish extending to the right.

Justin Tabor, AICP
Principal Planner

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



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

INTER-OFFICE COMMUNICATION

Date: January 7, 2014

To: Kathy Winburn, AICP
Planning & Community Development Director

From: Justin Tabor, AICP *JE*
Principal Planner

RE: Completeness Review for Submission/Resubmissions of:
Tara Village Large Scale Comprehensive Plan Amendments (Map and Text)
Tara Village Planned Development – Residential (PD-R)

Background:

In March 2011, the City received applications for a Small Scale Comprehensive Plan Amendment (SSCPA) and Site-Specific Amendment to the Official Zoning Atlas (Rezoning) for this property. A Development Review Team (DRT) Meeting was held with the applicant on June 21, 2011, and based upon the deficiencies discussed at this meeting, the applicant has since revised the Comprehensive Plan Amendment Application from a Small Scale Comprehensive Plan Amendment to a Large Scale Comprehensive Plan Amendment (LSCPA.)

The applicant revised and resubmitted the applications on January 31, 2013, and a second DRT Meeting was held with the applicant on March 5, 2013. During this meeting, Staff expressed concern regarding the maximum development potential which would be permitted by the Moderate Density Residential FLUM Designation. The Moderate Density Residential FLUM Designation is the least dense FLUM Designation established by the City's Comprehensive Plan, permitting up to four (4) dwelling units per acre. Given the subject property's acreage, the maximum development potential under the proposed FLUM Designation would be 131 dwelling units, which is inconsistent and incompatible with parcels contiguous to the subject property. Should the proposed LSCPA and Rezoning be approved and the PD-R expire, no mechanism would exist which would limit the development of the subject property to a density consistent with contiguous parcels.

This submission is intended to revise the LSCPA (Map) and Rezoning applications to address the insufficiencies discussed at the March 5, 2013 DRT Meeting.

The aforementioned applications have been reviewed for completeness, pursuant to Section 2.2.6, *Determination of Completeness*, of the Land Development Regulations (LDRs), and the following comments are submitted based on the information required by the Comprehensive Plan Amendment Application, the Site Specific Amendment to the Official Zoning Atlas (Rezoning) Application, the Text Amendment Application, and the Planning Department's submission policies.

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

Text Amendment Application:

Comment #1: In September 2013, the applicant requested Staff conduct a courtesy review of proposed text which would create a new FLUE Policy 1.2.a.1, limiting the maximum density of the property. Following Staff's review, Staff expressed the following to the applicant: (1) a concern that the density limitation should be consistent with the maximum density proposed by the proposed PD-R zoning; and (2) the sentence pertaining to the applicability of proposed FLUE Policy 1.2.a.1 if the FLUM Designation is subsequently amended should be removed. The text submitted by the applicant with the Text Amendment Application does not address the concerns Staff has previously discussed with the applicant. The proposed text must be revised before Staff completes a formal review of the application.

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Additional Comments

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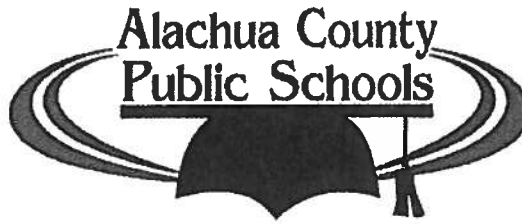
c: Brandon Stubbs, Planner
Project File

BOARD MEMBERS

April M. Griffin
Leannetta McNealy, Ph.D.
Carol Oyenarte
Gunnar F. Paulson, Ed.D.
Eileen F. Roy

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March 4, 2013

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. Parcel ID Numbers 03975-015-000, 03974-004-000, & 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	0.159	0.080	0.112	0.351
Students	3	2	2	7
Multi Family	0			
Multiplier	.042	.016	.019	0.077
Students	0	0	0	0
Total Students	3	2	2	7

Elementary Schools. The 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 1,197 seats. The current enrollment is 897 students representing a 74.9% utilization compared to an adopted LOS standard of 100%.

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. The Tara Village is situated in the Mebane Concurrency Service Area. The Mebane Concurrency Service Area contains one middle school (Mebane) with a capacity of 799 seats. The current enrollment is 432 students representing 54.0% utilization compared to an adopted LOS standard of 100%.

Student generation estimates for the Tara Village indicate that 2 middle 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.

High Schools. The Tara Village is situated in the Santa Fe Concurrency Service Area. The Santa Fe Concurrency Service Area currently has a capacity of 1,586 seats. The current enrollment is 1,048 students representing a 66.0% utilization compared to an adopted LOS standard of 100%.

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 2012-2013 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.

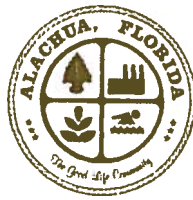
If you have any questions, please contact me.

Regards,



Vicki McGrath

CC: Gene Boles



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

March 5, 2013

Gerry Dedenbach, AICP, LEED AP
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Development Review Team (DRT) Summary:
Tara Village Large Scale Comprehensive Plan Amendment (LSCPA)
Site Specific Amendment to the Official Zoning Atlas (Rezoning)

Dear Mr. Dedenbach:

The applications referenced above were reviewed at our March 5, 2013 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 **5:00 PM on Tuesday, March 12, 2013**. A total of three (3) copies of the application packages, plans, and a CD containing a PDF of all application materials and plans 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) require 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, 13 sets of plans, and a CD containing a PDF of all application materials *no later than 10 business days prior to the PZB Meeting at which your applications are scheduled to be heard*.

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

LSCPA Application Deficiencies

Comprehensive Plan Consistency Analysis

1. The Comprehensive Plan Consistency Analysis provides an analysis of the rezoning application's consistency with the Comprehensive Plan. The analysis must be revised to demonstrate how the Moderate Density Residential FLUM Designation proposed for the subject property is consistent with the Comprehensive Plan. For example:

- a. The Moderate Density Residential FLUM Designation would permit a maximum development potential of 131 dwelling units. The Comprehensive Plan Consistency Analysis assumes a maximum development potential of 20 dwelling units. The Comprehensive Plan and the proposed Moderate Density Residential FLUM Designation will not limit the property's density to 20 dwelling units. Therefore, the Comprehensive Plan Consistency Analysis must consider the maximum development potential of the subject property.
- b. The Comprehensive Plan Consistency Analysis states that the Tara Village Planned Development exceeds the minimum open space requirements. The development scenario proposed by the companion rezoning application will not be required by Comprehensive Plan to exceed the minimum 10% open space requirement.
- c. The applicant's response to policies which establish level of service standards for public facilities is based upon a maximum development potential of 20 dwelling units. The Comprehensive Plan will not limit the property's density to 20 dwelling units. Therefore, the Comprehensive Plan Consistency Analysis must consider the maximum development potential of the subject property.

Concurrency Impact Analysis

2. The Concurrency Impact Analysis is based upon a maximum development potential of 20 single family dwelling units. While the applicant has proposed a companion Rezoning application to establish a Planned Development – Residential zoning designation on the property which would limit development of the property to 20 dwelling units, the Moderate Density Residential FLUM Designation allows a maximum of 4 dwelling units per acre. For purposes of concurrency, the applications must be reviewed based upon the maximum development potential generated by the proposed FLUM Designation unless restricted by other means. The Concurrency Impact Analysis must be revised to be based upon the maximum development potential of the subject property.
3. The PM Peak Hour trip generation rate for ITE Code 210 is 1.02 trips per unit. Revise accordingly.

Other Deficiencies – LSCPA Application

4. The project name is incorrect on the LSCPA application executive summary. Revise accordingly.

Rezoning Application Deficiencies

PD Master Plan, including:

Section 3.6.2, General Standards for All PD Districts

Section 3.6.3, Additional Standards for PD Districts

5. Section 3.6.2(A)(1)(d) requires that the PD Master Plan identify the location of environmentally sensitive lands, wildlife habitat, and stream corridors. The applicant's justification report states that such features do not exist on the subject property. The PD Master Plan, however, must also provide sufficient information to demonstrate compliance with the referenced section. Revise the PD Master Plan accordingly.
6. Section 3.6.2(A)(1)(g) requires that the PD Master Plan identify the general location of all public facility sites serving the development, including parks, fire, police, EMS and schools. The location of the aforementioned public facilities is not provided on the PD Master Plan. Revise the PD Master Plan accordingly.
7. Section 3.6.2(A)(3) states that development along the perimeter of a PD district must be compatible with adjacent existing or proposed future development. Section 3.6.2(A)(3) also states that complimentary character shall be identified based on defined factors, including lot size and dimensions, and that in cases where there are issues of compatibility, the PD Master Plan shall provide for transition areas at the edges of the PD district that provide for appropriate buffering and/or ensure a complimentary character of uses. The applicant must address how the PD Master Plan ensures that the proposed development is compatible with existing development located to the north and south of the subject property.
8. Section 3.6.2(A)(6) requires the PD Master Plan to include a component which demonstrates that there is or will be adequate capacity concurrent with the impacts of development on each public facility (transportation, potable water, waste water, parks, solid waste, and stormwater.) The applicant must revise the PD Master Plan to provide a component demonstrating that there is or will be adequate capacity concurrent with the impacts of development on each public facility. This information may be provided on a second sheet.
9. Section 3.6.3(A)(4) states that 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 applicant has proposed a minimum lot size of 25,000 square feet and minimum setback requirements of 20 feet (front), 7.5 feet (sides), and 10 feet (rear.) The minimum setback requirements proposed by the applicant are not consistent with the general intent and goals of the development or the scale and character of surrounding development. In addition, minimum setbacks or buffers from adjoining residential development are required to be incorporated into the PD Master Plan. The applicant must (1) revise the PD Master Plan to establish

minimum setbacks which are consistent with the general intent and goals of the development, the character of the surrounding development, the proposed minimum lot size, and the density of the development, and (2) to establish buffers from adjoining development.

10. The applicant must identify development standards for buildings, such as common recreational facilities, which may be located within Zone C. The applicant must establish minimum setback requirements and a maximum square footage for such uses within Zone C.
11. The table under Note 8 indicates that the density of Zone A is 0.625 dwelling units per acre. The correct density for Zone A is 0.90 dwelling units per acre (18 acres / 20 dwelling units.) Revise accordingly.
12. The table under Note 8 indicates that the allowable uses in Zone C include "preserved environmentally-sensitive lands, potential wildlife habitat, and stream corridors." However, the applicant's response to Section 3.6.2(A)(1)(d) in the justification report indicate that no such lands exist on the subject property. Correct discrepancy, and if no such lands exist, remove these uses from the referenced table.
13. In the table under Note 8, revise the Dimensional Standards (last column) as follows: Column Title – ~~Minimum~~ Dimensional Standards; Front Setback = XX'; Side Setback = XX'; Rear Setback = XX'; Minimum Access Width; Minimum Paved Surface.
14. Note 1 of the PD Master Plan references a Note 9, which does not exist. Revise accordingly.
15. Note 2 abbreviates the term "stormwater management facilities" as "SMFs." For clarification, revise note to state the abbreviated term.

Section 2.4.2(E), Standards for Site-Specific Amendments to the Official Zoning Atlas

16. The applicant's response to Section 2.4.2(E)(1)(d) addresses the need for residential land in the City, but does not address how the proposed amendment will not create premature development in an undeveloped or rural area. Revise the response to address how the amendment will not create premature development in an undeveloped or rural area.
17. The applicant's response to Section 2.4.2(E)(1)(h) addresses how the application complies with the criteria established in Chapter 163.3177, Florida Statutes, which states that a plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the strategies defined therein. The applicant must address the criteria provided in Section 2.4.2(E)(1)(h) which states that the proposed amendment must not encourage urban sprawl, either by resulting in strip or ribbon commercial development, leap-frog development or low-density single dimensional development.

18. The applicant's response to Section 2.4.2(E)(1)(j) must address how the amendment will not result in development in a location where there are no plans by the City or other governmental entities to provide public facilities to serve the development (roads, potable water, wastewater, parks, stormwater management, and solid wastes), and there are no assurances by the private sector that public facilities are planned and will be available to adequately accommodate development. In addition to addressing the availability of capacity to support the amendment, the applicant must revise its response to the aforementioned section to address the location of such public facilities relative to the subject property.

Other Deficiencies – Rezoning Application

19. Section 7.2.4(C) states that double frontage lots, which are defined as a lot other than a corner lot with frontage on more than one street, are prohibited except where necessary to provide separation of single-family dwellings from existing streets or to overcome specific disadvantages of topography and orientation. The proposed street configuration may present conflicts with the aforementioned section. The applicant must consider such conflicts and reconsider the street configuration proposed by the PD Master Plan.
20. Section 7.2.5(C)(3) encourages a rectangular grid street pattern. The applicant should consider a street configuration which provides a rectangular grid pattern.
21. Section 7.2.5(I)(c) states that streets must be curved approaching an intersection and should be approximately at right angles for at least 100 feet. The proposed street configuration does not appear to comply with the referenced section. Revise the street configuration accordingly.
22. The justification report makes numerous references which state that the development will result in over five (5) acres of usable open space, however, area "C" as shown on the PD Master Plan indicates that the PD will result in ± 10 acres of common area/open space. Correct discrepancy.
23. Page 11 of the justification report states that during the site plan development stage a landscape plan will be submitted. Additionally, Page 16 of the justification report states that locations of utilities will be mapped during the site plan approval process. Future development will be subject to major subdivision review. Revise accordingly.
24. Staff has prepared draft conditions for the proposed development, which will establish the terms and conditions proposed for the development to ensure compliance with the applicable standards of the LDRs. The conditions will be incorporated into the draft PD Ordinance and draft PD Agreement, which will be provided to the applicant at a later time.

*LSCPA & Rezoning Application Deficiencies**Concurrency Impact Analyses*

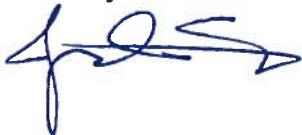
25. The Concurrency Impact Analyses as submitted analyze the impacts to potable water, sanitary sewer, solid waste, and recreation facilities based upon the net increase in demand generated by the proposed amendment. The subject property is undeveloped and currently generates no demand to public facilities. Therefore, the analyses must consider the maximum potential impact to public facilities. Revise the analyses accordingly.
26. The applicant states in the Concurrency Impact Analyses that the City's LDRs state "analysis is only required for those roadways within ½ mile of the site when the (net) AADT impacts are less than 1,000 per day." This inaccurately summarizes Section 2.4.14(H)(2) of the LDRs which states, "for proposed developments generating less than or equal to 1,000 external average daily trips (ADT), affected roadway segments are all those wholly or partially located within one-half mile of the development's ingress/egress, or to the nearest intersecting major street, whichever is greater." Revise accordingly.

Other Deficiencies – LSCPA & Rezoning Applications

27. The executive summary for each application states that the FLUM Designation is restricted by PD-R to 1 unit per 1.6 acres. While the rezoning application proposes an overall density of 1.6 acres, the FLUM Designation will not be restricted to 1 unit per 1.6 acres. Remove comment stating that the FLUM would be restricted to 1 unit per 1.6 acres.
28. Table 1 of the justification report for each application states that the lands to the east are designated as Moderate Density Residential on the FLUM and that the zoning is PUD/RSF-1. These are the correct designations for lands to the west of the subject property. Interstate 75 is located to the east. Revise Table 1 accordingly.
29. The applications make multiple references to a maximum density of 1 unit per 1.6 acres. The actual maximum density proposed is 1.64 acres (32.8 acres / 20 units = 1.64 acres/unit.) Revise all references in the Justification Reports, Concurrency Impact Analyses, and PD Master Plan.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Tabor', with a stylized flourish extending to the right.

Justin Tabor, AICP
Principal Planner

Attachments: Draft Conditions for Tara Village PD, dated February 28, 2013

c: Kathy Winburn, AICP, Planning & Community Development Director
Brandon Stubbs, Planner
File

DRAFT CONDITIONS FOR TARA VILLAGE PD

Section 3. Development Parameters

1. The development shall consist of the following Development Areas: Single-Family Residential (A); Circulation (B); and Common Area/Open Space (C). The density, allowable uses, permitted intensity, and acreage, where applicable, for each Development Area are as follows:

Development Area	Maximum Density	Allowable Uses	Permitted Intensity	Acreage
Single-Family Residential (A)	0.90 du/acre	Allowed Residential Uses within the PD-R Zoning District per Table 4.1-1 of the City's LDRs, including Single-Family Detached	20 Dwelling Units	±18
Circulation (B)	N/A	Roadways, Parking, Driveways, Bicycle & Pedestrian Pathways, and Supportive Infrastructure Improvements	N/A	±4
Common Area/Open Space (C)	N/A	Public or Private Parks, Recreational Trail, Resource-Based Recreation, Non-Intensive Communication/Public Infrastructure, and Preserved Environmentally Sensitive Lands, Potential Wildlife Habitat, and Stream Corridors	TBD	±10

2. Minimum Lot Sizes and Dimensions shall be as follows:

Single-Family Residential (A)	Single-Family Detached Minimum Lot Area – 25,000 square feet Minimum Lot Width - 75 feet Setbacks: Front - 20 feet Side – 7.5 feet Rear - 10 feet Maximum Building Height - 45 feet Maximum Lot Coverage - 50%	56%
Circulation (B)	For Private Roadways Access Width - 80 feet Paved Surface - 20 – 22 feet For Public Roadways Per Article 7 of the City’s LDRs	13%
Common Area/ Open Space (C)	Non-Residential TBD	20% Minimum

3. The ingress/egress points to NW 157th Street shall be constructed in conjunction with a proposed Final PD Plan. The timing of the construction of such ingress/egress points shall be at locations reflected in the PD Master Plan.
4. The owner/developer shall provide an updated and current traffic study with each Final PD Plan submitted to the City for review by the City. The traffic study shall consider and evaluate trip generation and trip distribution for the purpose of concurrency, any necessary improvements at intersections and to off-site roadways, and the necessity for proportionate fair share and/or other mitigation techniques. Each Final PD Plan shall require mitigation of any deficiencies identified within the traffic study.
5. The owner/developer shall donate and/or convey to the City that area depicted in Exhibit “A” (“Area”) attached hereto. The Area shall be no less than twenty-five feet (25’) in

width and shall be reserved for improvements to NW 157th Street. The owner/developer shall make such donation and/or conveyance upon the earliest of the following events:

- a. Twenty-four (24) months after the City Commission's adoption of this Ordinance;
- or
- b. Upon submission of construction plans for any part of the Project.

The owner/developer shall provide an updated survey, legal description, and boundary sketch of the Area for the City's approval prior to the City's acceptance of the Area.

- 6. The owner/developer shall pay the City funding for 50% of the total project cost for the improvement of NW 157th Street from its intersection of NW 157th Street and County Road 235 to the southern boundary of the Project. The owner/developer shall provide this payment to the City upon the earliest of the following events:

- a. Upon submission of construction plans for any part of the Project; or
- b. Twenty-four (24) months after the City Commission's adoption of this Ordinance.

In no event shall any construction plans or final plat for any portion of the Project be approved without the payment to the City required under this paragraph.

- 7. The development shall limit impacts to common/open space areas. Wetlands within common/open space areas shall be identified using professionally accepted methodology. All development in and/or near wetland and conservation areas shall be consistent with the City's Comprehensive Plan and in compliance with the City's LDRs, as may be amended from time to time, and shall grant conservation easements or other appropriate protective mechanisms, as determined by the City, to protect wetlands and conservation areas.
- 8. The owner/developer shall, at the time of each Final PD Plan, remove and destroy all Category I and II exotic plant species, as published in the most current version of the

Florida Exotic Plant Council's List of Invasive Plant Species, located on the property subject to the Final PD Plan. Thereafter, the owner/developer shall assure long-term implementation of an exotic plants management plan approved with each Final PD Plan or any other final development order and included in covenants and restrictions to be implemented by a properly structured property owner's association or other mechanism acceptable to the City.

9. The planting of any species identified in the most current version of the Florida Exotic Pest Plant Council's List of Invasive Plant Species shall be prohibited. Grasses and sods shall be certified free of noxious weeds by the Florida Department of Agriculture and Consumer Services, Division of Plant Industry.
10. The owner/developer shall utilize methods of minimizing impacts, such as appropriate Best Management Practices of the Suwannee River Water Management District, in order to reduce the potential for flash flooding, to avoid adverse impacts to water quality, and to incorporate existing drainage patterns to the greatest extent practicable. Any discharge to sinkhole features or wetland areas that may be allowed from on-site stormwater management areas shall meet the criteria of the City of Alachua and the Suwannee River Water Management District for water quality treatment and rate and volume attenuation in order to incorporate existing drainage patterns.
11. Development on the Property shall include the following requirements:
 - a. Any roadways that are to be dedicated to the City shall be designed to meet the standards established by Section 7.3.1 of the City's LDRs, or any amendment thereto.
 - b. The owner/developer shall design, permit, and construct a stormwater management system necessary to serve the development. Stormwater

management facilities shall be constructed concurrent with development of the site. Sufficient stormwater capacity for the development consistent with Section 6.9.3 of the City's LDRs must be provided concurrent with site improvements of the development. On-site soil shall be appropriately prepared so as to alleviate any drainage issues.

- c. Utilities shall be extended throughout the property within areas designated as public right-of-ways, where practical. Utility infrastructure which must run outside the right-of-way, and which will be maintained by the City, shall be located in easements granting access and maintenance of such infrastructure.
- d. The owner/developer shall be responsible for the provision of infrastructure for the development. This shall include all on-site improvements and off-site improvements, including transportation infrastructure improvements, deemed necessary to support the development by the City in its sole discretion.
- e. Facilities constructed on-site that are not dedicated to the City for maintenance shall be the responsibility of a legally established property owners' association. The property owners' association shall have the responsibility of maintenance of common areas. In the event that any portion of common areas and required open space areas, as mandated by Sections 6.7.6, 6.9.3(E)(2), and 7.8.1 of the City's LDRs, or any amendments thereto, are not owned by a property owners' association, such areas shall be burdened by an easement that requires a property owners' association or another entity approved by the City to maintain such areas, and that restricts such areas in accordance with the City's requirements for such areas.

12. Electric System Requirements:

- a. The owner/developer shall be responsible to connect to the electric system as necessary to serve the development.
- b. Electric system design shall conform to National Electric Code regulations and National Electrical Contractors Association and National Electric Installation Standards guidelines for electric systems. The electric system design shall be performed by a professional engineer registered in Florida.

13. Water System Requirements:

- a. The owner/developer shall be responsible to connect to potable water as necessary to serve the development.
- b. Water systems shall be designed to provide fire flow rates that conform to the current standards of the Insurance Safety Office ("ISO"). The owner/developer shall provide fire flow calculations and certify that the water system meets ISO fire flow standards.

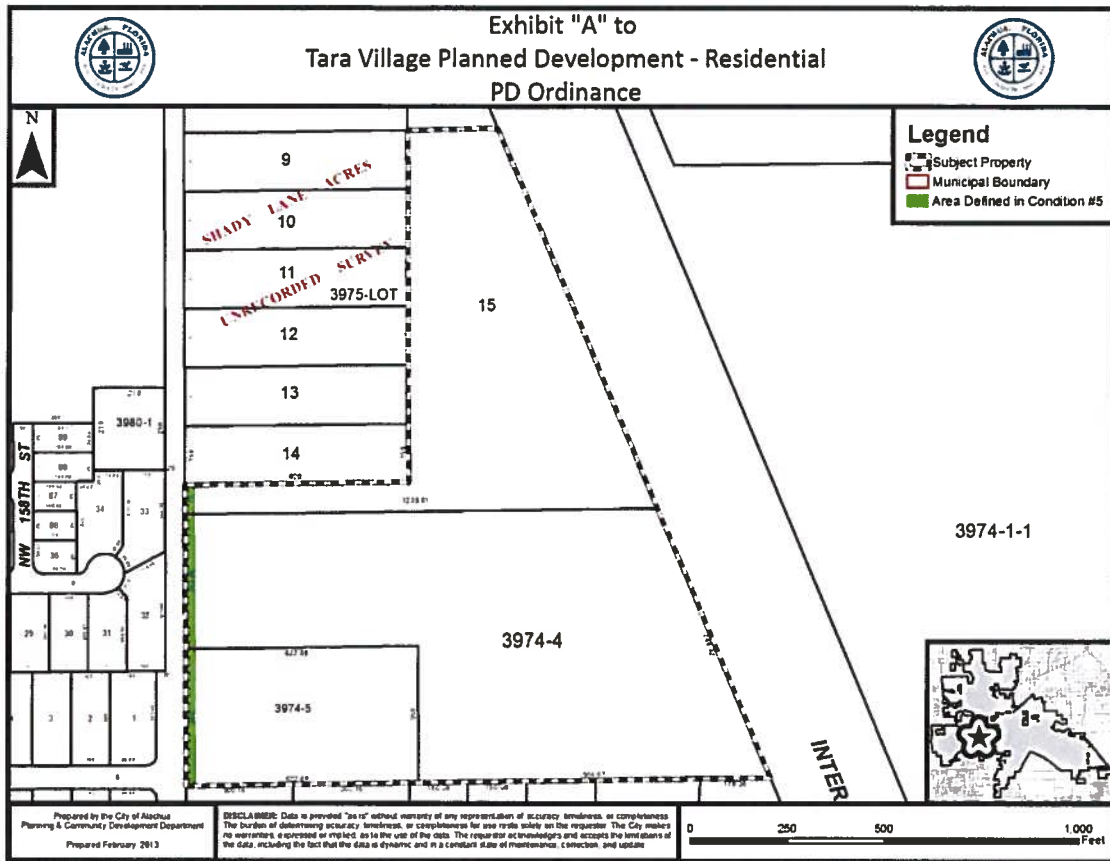
14. Wastewater System Requirements -- The owner/developer shall be responsible to design, permit, and construct wastewater main extensions as necessary to serve the development.

15. The owner/developer shall obtain all other applicable state and federal permits before the commencement of the development.

16. A Final PD Plan shall be a Preliminary Plat, and shall adhere to all requirements of this PD Ordinance, the City's Comprehensive Plan, and the City's LDRs. Each Final PD Plan shall also adhere to all requirements of the Master PD Plan and the PD Agreement for this development.

17. The owner/developer shall submit a landscaping and buffering plan as part of each Final PD Plan. The landscaping and buffering plan shall meet the requirements established by Section 6.2.2, *Landscaping Standards*, of the City's LDRs, or any amendments thereto.

18. The owner/developer shall submit an open space plan as part of each Final PD Plan. The open space plan shall meet the minimum requirements established by Section 6.7, *Open Space Standards*, of the City's LDRs, or any amendments thereto.
19. Open spaces and conservation areas shall account for a minimum of twenty percent (20%) of the complete Project.
20. The owner/developer shall submit a utility system plat as part of the Construction Plans for the proposed subdivision for each Final PD Plan requiring Preliminary Plat review.
21. Each Final PD Plan shall include the exact number of residential units, as well as precise information regarding the layout of open space, circulation, and stormwater management.
22. A valid Planned Development Agreement shall be adopted concurrent with the approval of this Ordinance and the PD Master Plan.
23. Each Final PD Plan shall contain concrete, quantitative, and site-specific standards regarding the location of any residential components, design standards, circulation scheme, parking facilities, utilities system design, open space design, landscaping, and stormwater management facilities, as applicable to the portion of the development subject to each Final PD Plan.
24. The development parameters defined herein do not inordinately burden the development of the property.
25. The rezoning of the property does not reserve concurrency for the development. Concurrency shall be reserved at the time of each Final PD Plan.
26. All development, including but not limited to Final PD plans for the Project shall be governed by the laws, regulations, comprehensive plan and ordinances in effect at the time of the specific proposed development, and not as of the date of this Ordinance.



DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPES: (1) Large Scale Comprehensive Plan Amendment (LSCPA)

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

APPLICANT/AGENT: Gerry Dedenbach, AICP, LEED AP, Causseaux, Hewett, & Walpole, Inc.

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: March 5, 2013

DRT MEETING TYPE: Applicant

CURRENT FLUM DESIGNATION: Agriculture

PROPOSED FLUM DESIGNATION: Moderate Density Residential

CURRENT ZONING: Agriculture

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

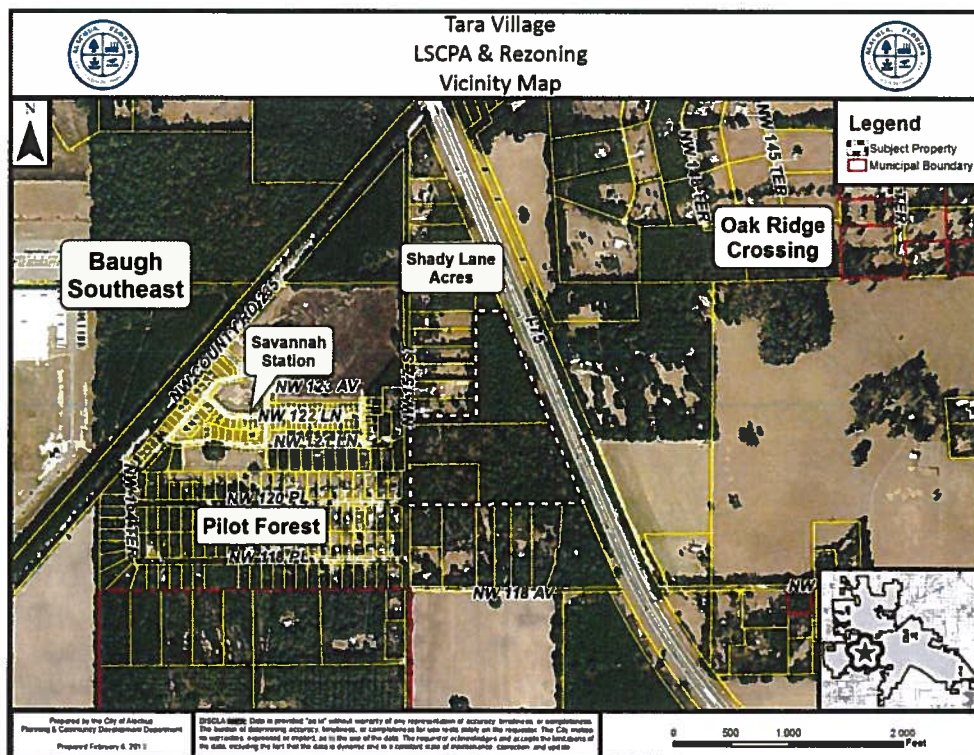
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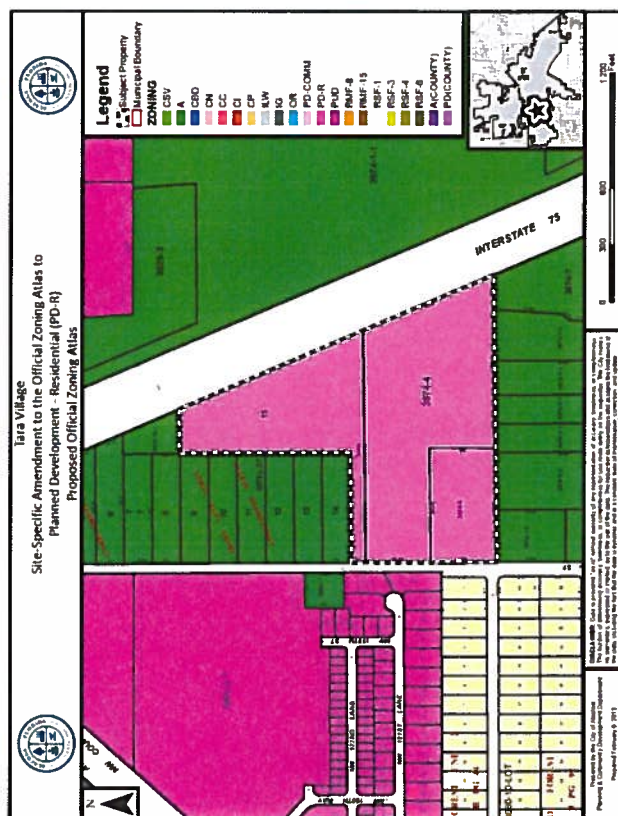
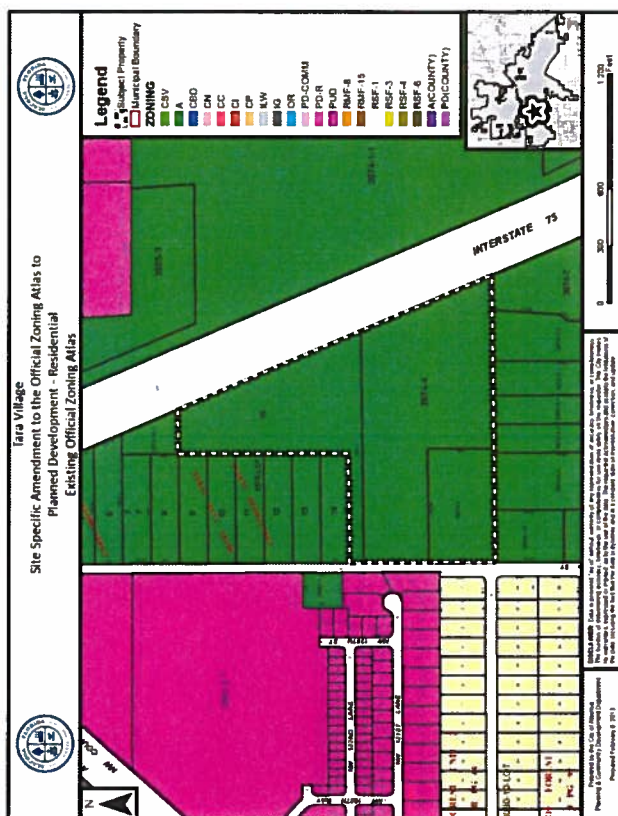
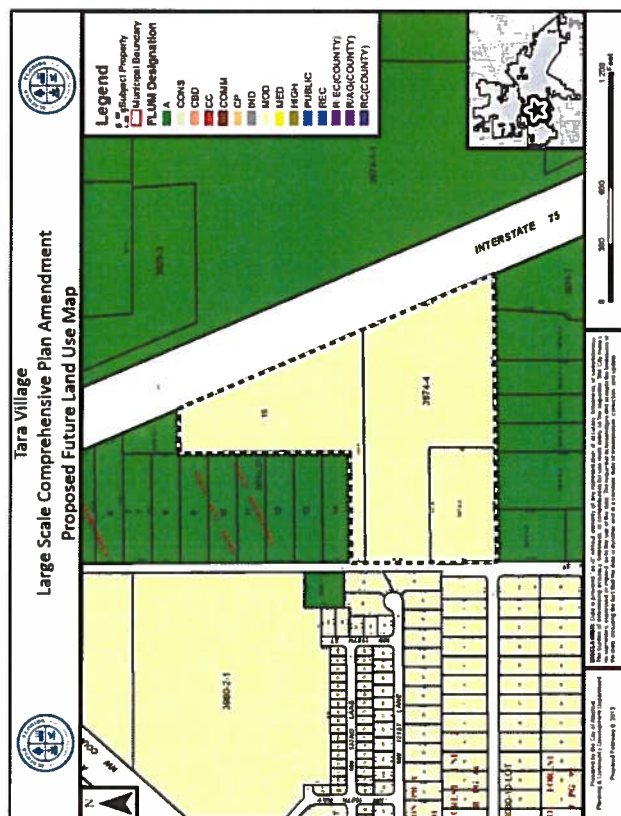
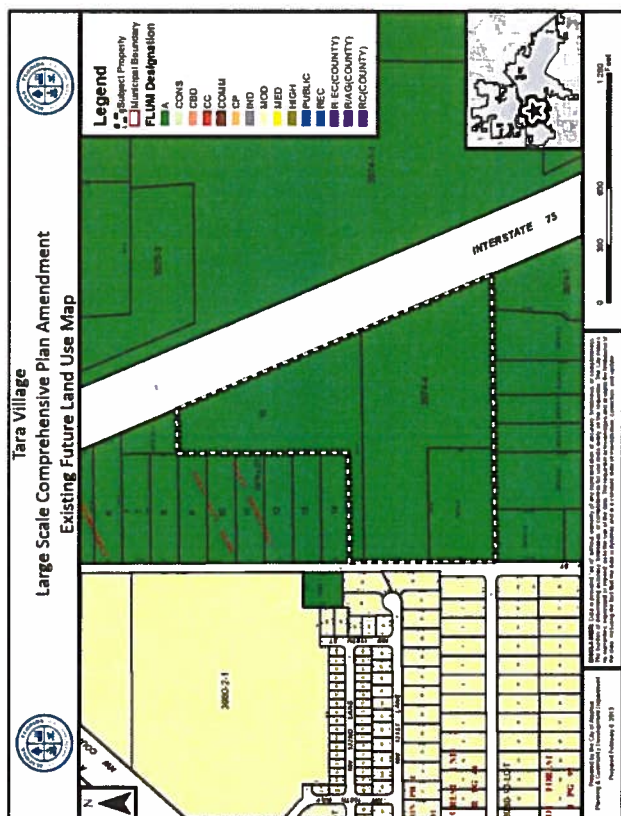
ACREAGE: ±32.8 acres

PARCELS: 03974-004-000; 03974-005-000; 03975-015-000

PROJECT SUMMARY: A request to amend the City's Future Land Use Map (FLUM) from Agriculture to Moderate Density Residential and to amend the City's Official Zoning Atlas 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 5:00 PM on Tuesday, March 12, 2013





Deficiencies to be Addressed

LSCPA Application Deficiencies

Comprehensive Plan Consistency Analysis

1. The Comprehensive Plan Consistency Analysis provides an analysis of the rezoning application's consistency with the Comprehensive Plan. The analysis must be revised to demonstrate how the Moderate Density Residential FLUM Designation proposed for the subject property is consistent with the Comprehensive Plan. For example:
 - a. The Moderate Density Residential FLUM Designation would permit a maximum development potential of 131 dwelling units. The Comprehensive Plan Consistency Analysis assumes a maximum development potential of 20 dwelling units. The Comprehensive Plan and the proposed Moderate Density Residential FLUM Designation will not limit the property's density to 20 dwelling units. Therefore, the Comprehensive Plan Consistency Analysis must consider the maximum development potential of the subject property.
 - b. The Comprehensive Plan Consistency Analysis states that the Tara Village Planned Development exceeds the minimum open space requirements. The development scenario proposed by the companion rezoning application will not be required by Comprehensive Plan to exceed the minimum 10% open space requirement.
 - c. The applicant's response to policies which establish level of service standards for public facilities is based upon a maximum development potential of 20 dwelling units. The Comprehensive Plan will not limit the property's density to 20 dwelling units. Therefore, the Comprehensive Plan Consistency Analysis must consider the maximum development potential of the subject property.

Concurrency Impact Analysis

2. The Concurrency Impact Analysis is based upon a maximum development potential of 20 single family dwelling units. While the applicant has proposed a companion Rezoning application to establish a Planned Development – Residential zoning designation on the property which would limit development of the property to 20 dwelling units, the Moderate Density Residential FLUM Designation allows a maximum of 4 dwelling units per acre. For purposes of concurrency, the applications must be reviewed based upon the maximum development potential generated by the proposed FLUM Designation unless restricted by other means. The Concurrency Impact Analysis must be revised to be based upon the maximum development potential of the subject property.
3. The PM Peak Hour trip generation rate for ITE Code 210 is 1.02 trips per unit. Revise accordingly.

Other Deficiencies – LSCPA Application

4. The project name is incorrect on the LSCPA application executive summary. Revise accordingly.

Rezoning Application Deficiencies

PD Master Plan, including:

Section 3.6.2, General Standards for All PD Districts

Section 3.6.3, Additional Standards for PD Districts

5. Section 3.6.2(A)(1)(d) requires that the PD Master Plan identify the location of environmentally sensitive lands, wildlife habitat, and stream corridors. The applicant's justification report states that such features do not exist on the subject property. The PD Master Plan, however, must also provide sufficient information to demonstrate compliance with the referenced section. Revise the PD Master Plan accordingly.
6. Section 3.6.2(A)(1)(g) requires that the PD Master Plan identify the general location of all public facility sites serving the development, including parks, fire, police, EMS and schools. The location of the aforementioned public facilities is not provided on the PD Master Plan. Revise the PD Master Plan accordingly.
7. Section 3.6.2(A)(3) states that development along the perimeter of a PD district must be compatible with adjacent existing or proposed future development. Section 3.6.2(A)(3) also states that complimentary character shall be identified based on defined factors, including lot size and dimensions, and that in cases where there are issues of compatibility, the PD Master Plan shall provide for transition areas at the edges of the PD district that provide for appropriate buffering and/or ensure a complimentary character of uses. The applicant must address how the PD Master Plan ensures that the proposed development is compatible with existing development located to the north and south of the subject property.
8. Section 3.6.2(A)(6) requires the PD Master Plan to include a component which demonstrates that there is or will be adequate capacity concurrent with the impacts of development on each public facility (transportation, potable water, waste water, parks, solid waste, and stormwater.) The applicant must revise the PD Master Plan to provide a component demonstrating that there is or will be adequate capacity concurrent with the impacts of development on each public facility. This information may be provided on a second sheet.
9. Section 3.6.3(A)(4) states that 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 applicant has proposed a minimum lot size of 25,000 square feet and minimum setback requirements of 20 feet (front), 7.5 feet (sides), and 10 feet (rear.) The minimum setback requirements proposed by the applicant are not consistent with the general intent and goals of the development or the scale

and character of surrounding development. In addition, minimum setbacks or buffers from adjoining residential development are required to be incorporated into the PD Master Plan. The applicant must (1) revise the PD Master Plan to establish minimum setbacks which are consistent with the general intent and goals of the development, the character of the surrounding development, the proposed minimum lot size, and the density of the development, and (2) to establish buffers from adjoining development.

10. The applicant must identify development standards for buildings, such as common recreational facilities, which may be located within Zone C. The applicant must establish minimum setback requirements and a maximum square footage for such uses within Zone C.
11. The table under Note 8 indicates that the density of Zone A is 0.625 dwelling units per acre. The correct density for Zone A is 0.90 dwelling units per acre (18 acres / 20 dwelling units.) Revise accordingly.
12. The table under Note 8 indicates that the allowable uses in Zone C include "preserved environmentally-sensitive lands, potential wildlife habitat, and stream corridors." However, the applicant's response to Section 3.6.2(A)(1)(d) in the justification report indicate that no such lands exist on the subject property. Correct discrepancy, and if no such lands exist, remove these uses from the referenced table.
13. In the table under Note 8, revise the Dimensional Standards (last column) as follows: Column Title – ~~Minimum~~ Dimensional Standards; Front Setback = XX'; Side Setback = XX'; Rear Setback = XX'; Minimum Access Width; Minimum Paved Surface.
14. Note 1 of the PD Master Plan references a Note 9, which does not exist. Revise accordingly.
15. Note 2 abbreviates the term "stormwater management facilities" as "SMFs." For clarification, revise note to state the abbreviated term.

Section 2.4.2(E), Standards for Site-Specific Amendments to the Official Zoning Atlas

16. The applicant's response to Section 2.4.2(E)(1)(d) addresses the need for residential land in the City, but does not address how the proposed amendment will not create premature development in an undeveloped or rural area. Revise the response to address how the amendment will not create premature development in an undeveloped or rural area.
17. The applicant's response to Section 2.4.2(E)(1)(h) addresses how the application complies with the criteria established in Chapter 163.3177, Florida Statutes, which states that a plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the strategies defined therein. The applicant must address the criteria provided in Section 2.4.2(E)(1)(h) which states that the proposed amendment must not encourage urban sprawl, either by resulting in strip or ribbon

commercial development, leap-frog development or low-density single dimensional development.

18. The applicant's response to Section 2.4.2(E)(1)(j) must address how the amendment will not result in development in a location where there are no plans by the City or other governmental entities to provide public facilities to serve the development (roads, potable water, wastewater, parks, stormwater management, and solid wastes), and there are no assurances by the private sector that public facilities are planned and will be available to adequately accommodate development. In addition to addressing the availability of capacity to support the amendment, the applicant must revise its response to the aforementioned section to address the location of such public facilities relative to the subject property.

Other Deficiencies – Rezoning Application

19. Section 7.2.4(C) states that double frontage lots, which are defined as a lot other than a corner lot with frontage on more than one street, are prohibited except where necessary to provide separation of single-family dwellings from existing streets or to overcome specific disadvantages of topography and orientation. The proposed street configuration may present conflicts with the aforementioned section. The applicant must consider such conflicts and reconsider the street configuration proposed by the PD Master Plan.
20. Section 7.2.5(C)(3) encourages a rectangular grid street pattern. The applicant should consider a street configuration which provides a rectangular grid pattern.
21. Section 7.2.5(I)(c) states that streets must be curved approaching an intersection and should be approximately at right angles for at least 100 feet. The proposed street configuration does not appear to comply with the referenced section. Revise the street configuration accordingly.
22. The justification report makes numerous references which state that the development will result in over five (5) acres of usable open space, however, area "C" as shown on the PD Master Plan indicates that the PD will result in ± 10 acres of common area/open space. Correct discrepancy.
23. Page 11 of the justification report states that during the site plan development stage a landscape plan will be submitted. Additionally, Page 16 of the justification report states that locations of utilities will be mapped during the site plan approval process. Future development will be subject to major subdivision review. Revise accordingly.
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LSCPA & Rezoning Application Deficiencies

Concurrency Impact Analyses

25. The Concurrency Impact Analyses as submitted analyze the impacts to potable water, sanitary sewer, solid waste, and recreation facilities based upon the net increase in demand generated by the proposed amendment. The subject property is undeveloped and currently generates no demand to public facilities. Therefore, the analyses must consider the maximum potential impact to public facilities. Revise the analyses accordingly.
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DRAFT CONDITIONS FOR TARA VILLAGE PD

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Common Area/Open Space (C)	N/A	Public or Private Parks, Recreational Trail, Resource-Based Recreation, Non-Intensive Communication/Public Infrastructure, and Preserved Environmentally Sensitive Lands, Potential Wildlife Habitat, and Stream Corridors	TBD	±10

2. Minimum Lot Sizes and Dimensions shall be as follows:

<p>Single-Family Residential (A)</p>	<p>Single-Family Detached Minimum Lot Area – 25,000 square feet Minimum Lot Width - 75 feet Setbacks: Front - 20 feet Side – 7.5 feet Rear - 10 feet Maximum Building Height - 45 feet Maximum Lot Coverage - 50%</p>	<p>56%</p>
<p>Circulation (B)</p>	<p>For Private Roadways Access Width - 80 feet Paved Surface - 20 – 22 feet For Public Roadways Per Article 7 of the City's LDRs</p>	<p>13%</p>
<p>Common Area/ Open Space (C)</p>	<p>Non-Residential TBD</p>	<p>20% Minimum</p>

3. The ingress/egress points to NW 157th Street shall be constructed in conjunction with a proposed Final PD Plan. The timing of the construction of such ingress/egress points shall be at locations reflected in the PD Master Plan.
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- or
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In no event shall any construction plans or final plat for any portion of the Project be approved without the payment to the City required under this paragraph.

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9. The planting of any species identified in the most current version of the Florida Exotic Pest Plant Council's List of Invasive Plant Species shall be prohibited. Grasses and sods shall be certified free of noxious weeds by the Florida Department of Agriculture and Consumer Services, Division of Plant Industry.
10. The owner/developer shall utilize methods of minimizing impacts, such as appropriate Best Management Practices of the Suwannee River Water Management District, in order to reduce the potential for flash flooding, to avoid adverse impacts to water quality, and to incorporate existing drainage patterns to the greatest extent practicable. Any discharge to sinkhole features or wetland areas that may be allowed from on-site stormwater management areas shall meet the criteria of the City of Alachua and the Suwannee River Water Management District for water quality treatment and rate and volume attenuation in order to incorporate existing drainage patterns.
11. Development on the Property shall include the following requirements:
 - a. Any roadways that are to be dedicated to the City shall be designed to meet the standards established by Section 7.3.1 of the City's LDRs, or any amendment thereto.
 - b. The owner/developer shall design, permit, and construct a stormwater management system necessary to serve the development. Stormwater

management facilities shall be constructed concurrent with development of the site. Sufficient stormwater capacity for the development consistent with Section 6.9.3 of the City's LDRs must be provided concurrent with site improvements of the development. On-site soil shall be appropriately prepared so as to alleviate any drainage issues.

- c. Utilities shall be extended throughout the property within areas designated as public right-of-ways, where practical. Utility infrastructure which must run outside the right-of-way, and which will be maintained by the City, shall be located in easements granting access and maintenance of such infrastructure.
- d. The owner/developer shall be responsible for the provision of infrastructure for the development. This shall include all on-site improvements and off-site improvements, including transportation infrastructure improvements, deemed necessary to support the development by the City in its sole discretion.
- e. Facilities constructed on-site that are not dedicated to the City for maintenance shall be the responsibility of a legally established property owners' association. The property owners' association shall have the responsibility of maintenance of common areas. In the event that any portion of common areas and required open space areas, as mandated by Sections 6.7.6, 6.9.3(E)(2), and 7.8.1 of the City's LDRs, or any amendments thereto, are not owned by a property owners' association, such areas shall be burdened by an easement that requires a property owners' association or another entity approved by the City to maintain such areas, and that restricts such areas in accordance with the City's requirements for such areas.

12. Electric System Requirements:

- a. The owner/developer shall be responsible to connect to the electric system as necessary to serve the development.
- b. Electric system design shall conform to National Electric Code regulations and National Electrical Contractors Association and National Electric Installation Standards guidelines for electric systems. The electric system design shall be performed by a professional engineer registered in Florida.

13. Water System Requirements:

- a. The owner/developer shall be responsible to connect to potable water as necessary to serve the development.
- b. Water systems shall be designed to provide fire flow rates that conform to the current standards of the Insurance Safety Office (“ISO”). The owner/developer shall provide fire flow calculations and certify that the water system meets ISO fire flow standards.

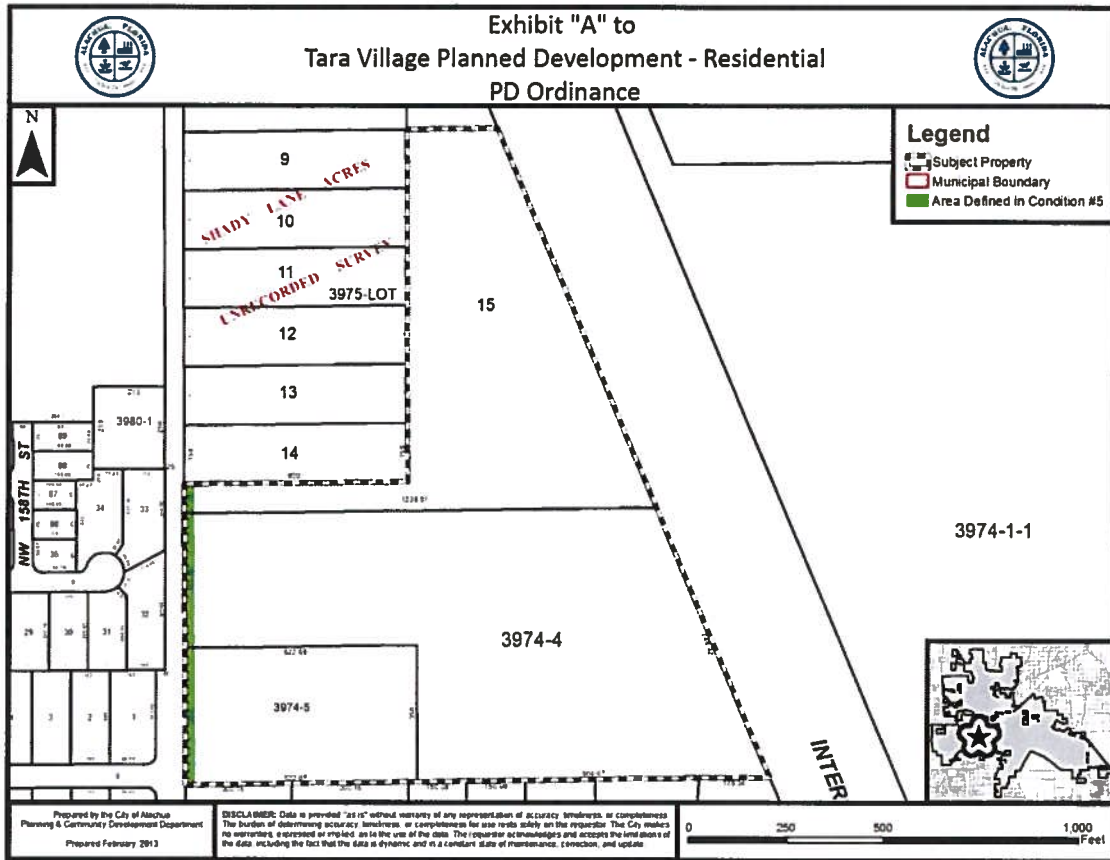
14. Wastewater System Requirements -- The owner/developer shall be responsible to design, permit, and construct wastewater main extensions as necessary to serve the development.

15. The owner/developer shall obtain all other applicable state and federal permits before the commencement of the development.

16. A Final PD Plan shall be a Preliminary Plat, and shall adhere to all requirements of this PD Ordinance, the City’s Comprehensive Plan, and the City’s LDRs. Each Final PD Plan shall also adhere to all requirements of the Master PD Plan and the PD Agreement for this development.

17. The owner/developer shall submit a landscaping and buffering plan as part of each Final PD Plan. The landscaping and buffering plan shall meet the requirements established by Section 6.2.2, *Landscaping Standards*, of the City’s LDRs, or any amendments thereto.

18. The owner/developer shall submit an open space plan as part of each Final PD Plan. The open space plan shall meet the minimum requirements established by Section 6.7, *Open Space Standards*, of the City's LDRs, or any amendments thereto.
19. Open spaces and conservation areas shall account for a minimum of twenty percent (20%) of the complete Project.
20. The owner/developer shall submit a utility system plat as part of the Construction Plans for the proposed subdivision for each Final PD Plan requiring Preliminary Plat review.
21. Each Final PD Plan shall include the exact number of residential units, as well as precise information regarding the layout of open space, circulation, and stormwater management.
22. A valid Planned Development Agreement shall be adopted concurrent with the approval of this Ordinance and the PD Master Plan.
23. Each Final PD Plan shall contain concrete, quantitative, and site-specific standards regarding the location of any residential components, design standards, circulation scheme, parking facilities, utilities system design, open space design, landscaping, and stormwater management facilities, as applicable to the portion of the development subject to each Final PD Plan.
24. The development parameters defined herein do not inordinately burden the development of the property.
25. The rezoning of the property does not reserve concurrency for the development. Concurrency shall be reserved at the time of each Final PD Plan.
26. All development, including but not limited to Final PD plans for the Project shall be governed by the laws, regulations, comprehensive plan and ordinances in effect at the time of the specific proposed development, and not as of the date of this Ordinance.



CAUSSEAU, HEWETT, & WALPOLE, INC. - QUALITY ASSURANCE (QA) / QUALITY CONTROL (QC) REVIEW									
REVIEW TYPE	INITIALS	DATE	DESIGNED COMPLETION DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE
REVIEW OF RECORDS (R) OR P.E. CHECKED (C) (BLACK PRINT FOR ALL REVIEWS)			FOR OR P.E. CHECKED, COMPLIANCE (BLACK PRINTED), BLACK (INITIALS), DATE (REVISIONS PREPARED)			BLACK REVISIONS VERIFIED (BLACK CHECKED), BLACK (COMMENTS REVISIONS PREPARED)			
BLACK REVISIONS, PLANS REVISIONS (BLACK ACCEPTED), RED (COMMENTS PREPARED)			REVISIONS REVISIONS INCORPORATED (BLACK (COMMENTS REVISIONS PREPARED))			RED, VERIFIED (PLANS BLACK CHECKED), BLACK			





City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

February 5, 2013

Gerry Dedenbach, AICP, LEED AP
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Completeness Review of Tara Village Large Scale Comprehensive Plan Amendment
& Site Specific Amendment to the Official Zoning Atlas

Dear Mr. Dedenbach:

On January 31, 2013, the City of Alachua received your applications for the Large Scale Amendment of the City's Future Land Use Map (FLUM) from Agriculture to Moderate Density Residential and for a Site-Specific Amendment to the Official Zoning Atlas (Rezoning) from Agriculture to Planned Development – Residential (PD-R) on a ±32.8 acre subject property, consisting of Tax Parcels 03974-004-000, 03975-005-000, and 03975-015-000.

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.

The comments below are based solely on a preliminary review of your applications for completeness. Detailed comments will be provided at the Development Review Team (DRT) Meeting, which will be scheduled upon satisfaction of the application's completeness review deficiencies, as indicated below.

Please address the following:

Comprehensive Plan Amendment Application

Attachment #3

Concurrency Impact Analysis which considers the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools in accordance with Article 2.4.14 of the Land Development Regulations.

Action Needed to Address Deficiency: Revise the Concurrency Impact Analysis to consider impacts to public school facilities. It is acceptable to reference to a Public School Student Generation Form submitted as part of the application.

Attachment #7

Three (3) sets of labels for all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).

Action Needed to Address Deficiency: The applicant has provided a total of three (3) sets of mailing labels, however, three (3) sets of mailing labels must be provided for each application. Provide an additional three (3) sets of mailing labels.

Attachment #8

If the application includes any Future Land Use Map Designation which permits residential uses, Public School Student Generation Form.

Action Needed to Address Deficiency: The applicant must provide a completed Public School Student Generation Form which calculates the public facility impact to public schools generated by the proposed development. This analysis must be based upon the maximum development potential of the ±32.8 acre subject property (131 dwelling units.)

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

Attachment #3

Concurrency Impact Analysis which considers the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools in accordance with Article 2.4.14 of the Land Development Regulations.

Action Needed to Address Deficiency: Revise the Concurrency Impact Analysis to consider impacts to public school facilities. It is acceptable to reference to a Public School Student Generation Form submitted as part of the application.

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Action Needed to Address Deficiency: The applicant has provided a total of three (3) sets of mailing labels, however, three (3) sets of mailing labels must be provided for each application. Provide an additional three (3) sets of mailing labels.

Attachment #7

Neighborhood Meeting Materials, including:

- ii. Copy of written notice (letter) sent to all property owners within 400 feet, and mailing labels or list of those who received written notice

Action Needed to Address Deficiency: Provide a copy of the mailing labels or a list of those who received written notice of the Neighborhood Meeting.

Attachment #8

If the application includes any Future Land Use Map Designation which permits residential uses, Public School Student Generation Form.

Action Needed to Address Deficiency: The applicant must provide a completed Public School Student Generation Form which calculates the public facility impact to public schools generated by the proposed development.

PD Master Plan

The applicant has provided nine (9) reduced sets (11" x 17") of the PD Master Plan, which are therefore not to scale. This inhibits Staff's ability to conduct a complete review of the application's compliance with the LDRs.

Action Needed to Address Deficiency: Provide nine (9) full size plan sets to scale.

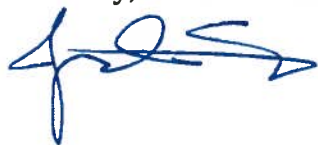
Additional Comments

A detailed review of each application and all required attachments will be conducted prior to the Development Review Team (DRT) Meeting, and any necessary revisions to these materials will be requested at that time.

In accordance with Section 2.2.6(B) of the LDRs, the applicant must correct the deficiencies and resubmit the application for completeness determination. *The time frame and cycle for review shall be based upon the date the application is 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.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JTabor', with a stylized flourish extending to the right.

Justin Tabor, AICP
Principal Planner

c: Kathy Winburn, AICP, Planning & Community Development Director
Brandon Stubbs, Planner
File



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

INTER-OFFICE COMMUNICATION

Date: February 5, 2013

To: Kathy Winburn, AICP
Planning & Community Development Director

From: Justin Tabor, AICP *JE*
Principal Planner

RE: Completeness Review for Resubmission of:
Tara Village Comprehensive Plan Amendment
Tara Village Planned Development – Residential (PD-R)

Background Information:

In March 2011, the City received applications for a Small Scale Comprehensive Plan Amendment (SSCPA) and Site-Specific Amendment to the Official Zoning Atlas (Rezoning) for this property. A Development Review Team (DRT) Meeting was held with the applicant on June 21, 2011, and based upon deficiencies discussed at this meeting, the applicant has since revised the Comprehensive Plan Amendment Application from a Small Scale Comprehensive Plan Amendment to a Large Scale Comprehensive Plan Amendment (LSCPA.)

The applications have been pending since the aforementioned DRT Meeting. In discussions between the aforementioned DRT Meeting and the present, Planning Staff has advised the applicant that the fees charged for the initial submission may be credited toward the resubmission of a revised Comprehensive Plan Amendment application.

The applicant paid a total of \$15,142.96 at the time the applications were initially submitted in 2011 (\$4,931.48 toward the SSCPA and \$10,211.48 toward the Rezoning.) The Planning Department Schedule of Fees has since been revised, reducing the fee for a LSCPA and a Rezoning consisting of an area greater than 10 acres, and the fee for each of these applications is \$6,250. The current Schedule of Fees would require a total application fee of \$12,500.

Since the fees paid at the time of initial submission exceed the amount required by the current Schedule of Fees, no additional payment is necessitated. However, pursuant to the policies established in Resolution 13 01, the City, in its sole

discretion, may engage the professional services of outside consultants to review and comment on the application. All costs associated with outside review fees shall be paid in full by the applicant.

I have reviewed the aforementioned applications for completeness, pursuant to Section 2.2.6, *Determination of Completeness*, of the Land Development Regulations (LDRs), and submit the following comments based on the information required by the Comprehensive Plan Amendment Application, the Site Specific Amendment to the Official Zoning Atlas (Rezoning) Application, and the Planning Department's submission policies.

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

Comprehensive Plan Amendment Application

Attachment #3

Concurrency Impact Analysis which considers the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools in accordance with Article 2.4.14 of the Land Development Regulations.

Action Needed to Address Deficiency: Revise the Concurrency Impact Analysis to consider impacts to public school facilities. It is acceptable to reference to a Public School Student Generation Form submitted as part of the application.

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

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Action Needed to Address Deficiency: Provide nine (9) full size plan sets to scale.

Additional Comments

A detailed review of each application and all required attachments will be conducted prior to the Development Review Team (DRT) Meeting, and any necessary revisions to these materials will be requested at that time.

c: Brandon Stubbs, Planner
Project File

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPES: (1) Small Scale Comprehensive Plan Amendment (SSCPA)
(2) Site-Specific Amendment to the Official Zoning Atlas (Rezoning)

APPLICANT: Tara Village, Inc.

AGENT: Causseaux, Hewett, & Walpole, Inc.

DRT MEETING DATE: June 15, 2011

DRT MEETING TYPE: Staff

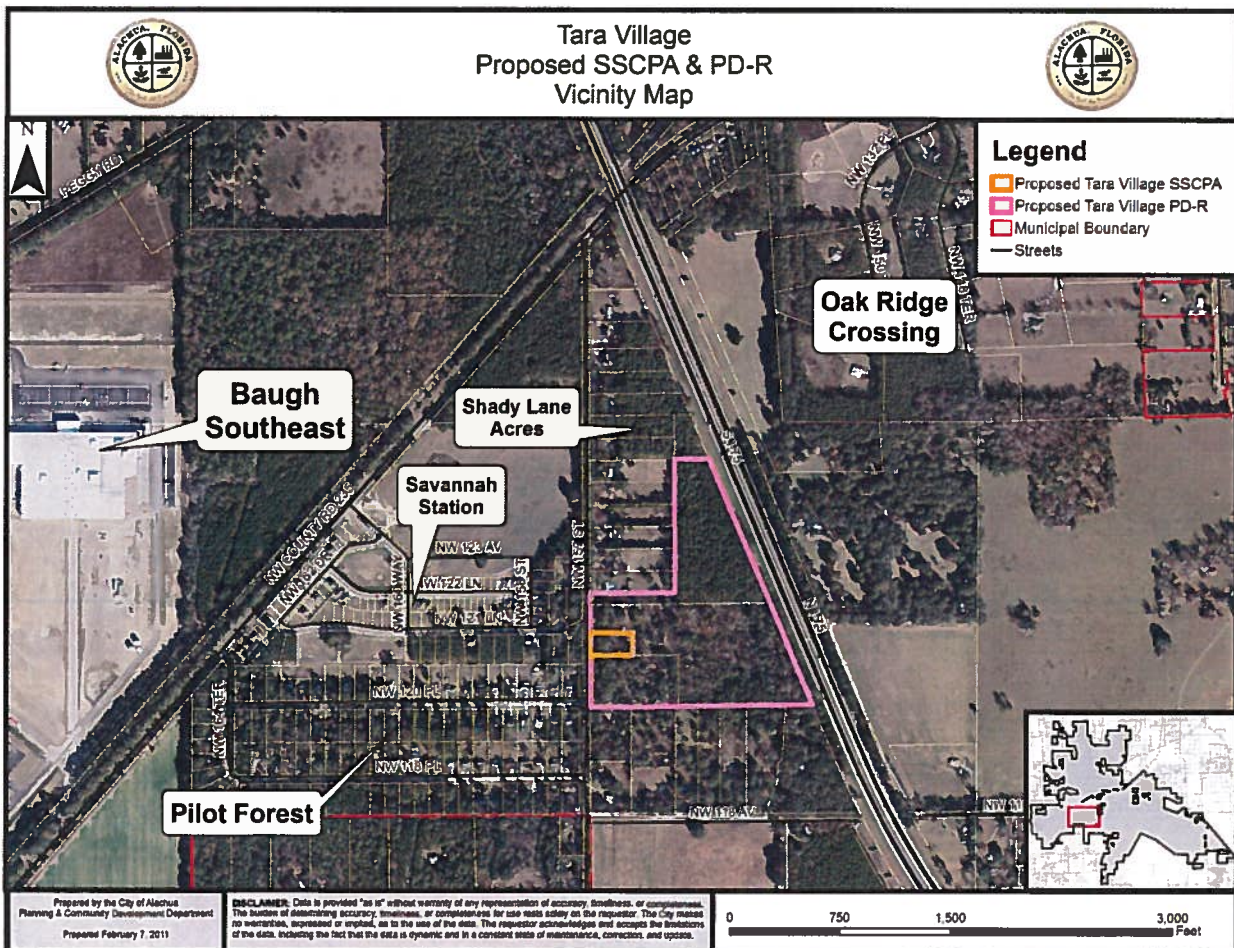
CURRENT FLUM DESIGNATION: Agriculture

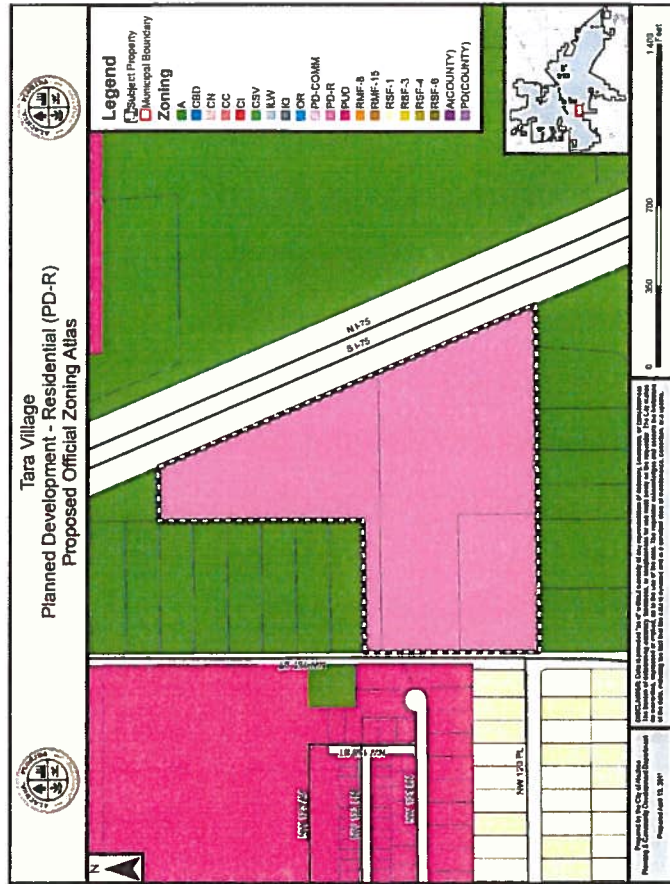
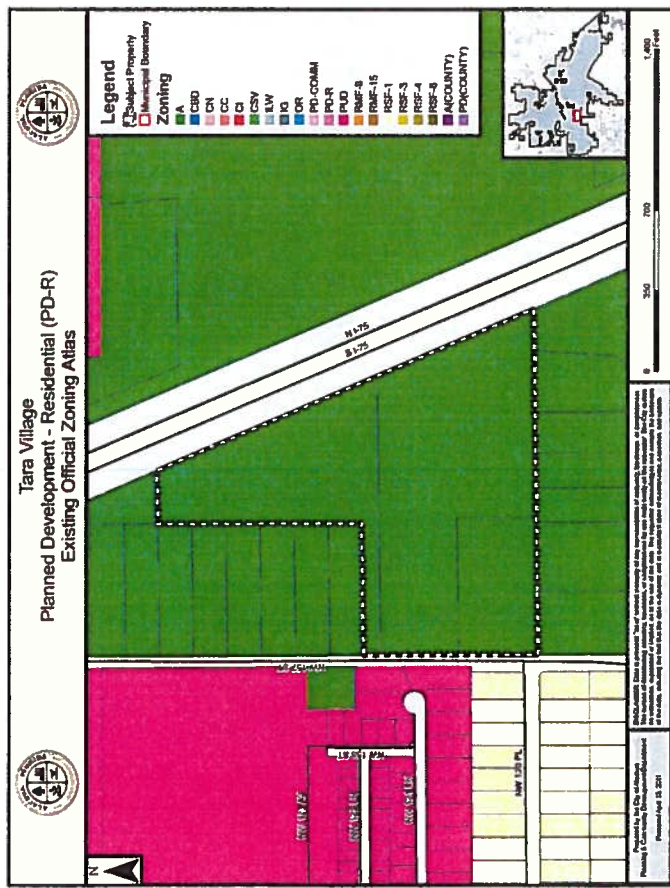
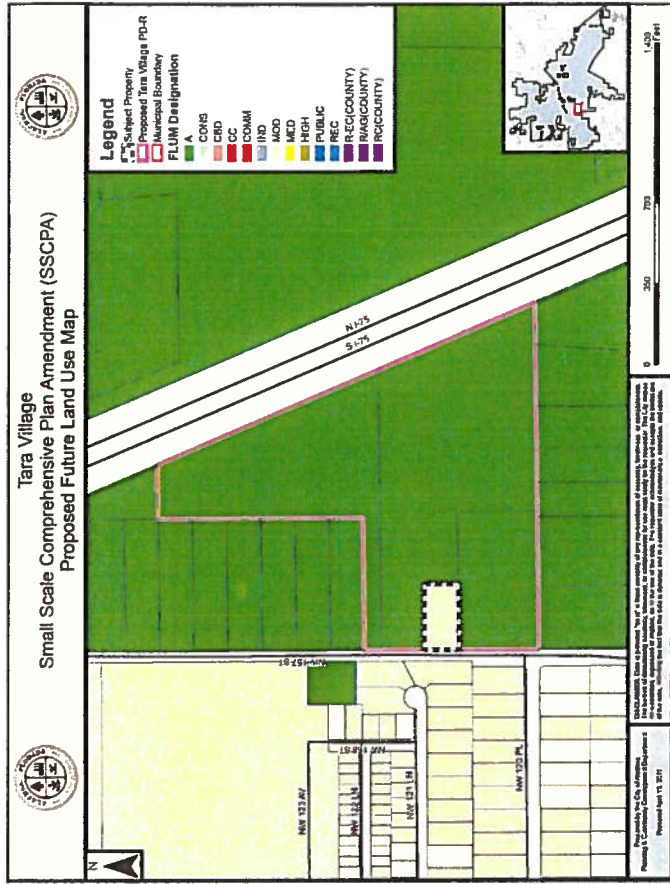
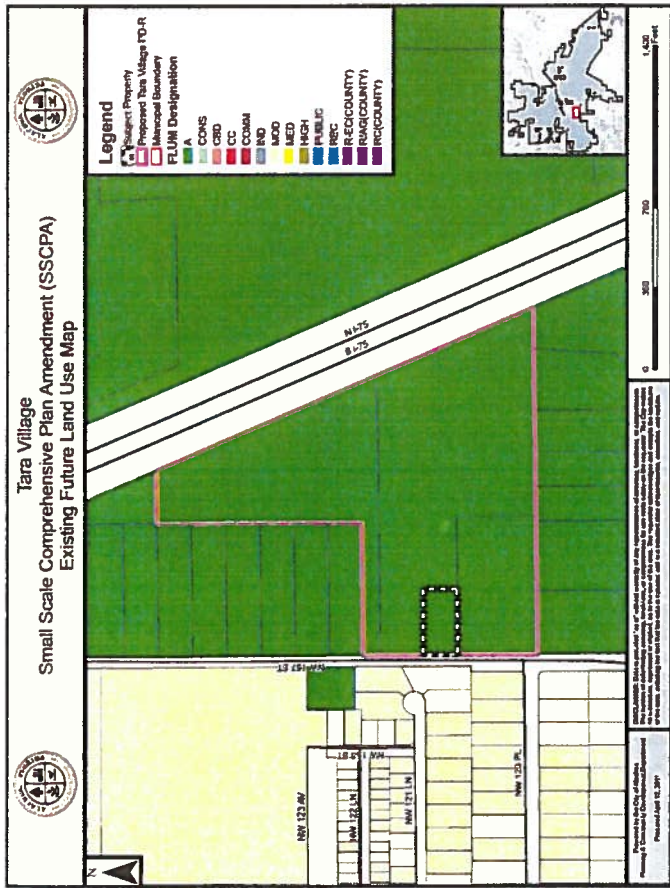
PROPOSED FLUM DESIGNATION: Agriculture (± 31.8 acres);
Moderate Density Residential (± 1.00 acres)

CURRENT ZONING: Agriculture

PROPOSED ZONING: Planned Development – Residential (PD-R) (± 32.8 acres)

RESUBMISSION DUE DATE: July 5, 2011





BACKGROUND INFORMATION

The current FLUM Designation and zoning of the subject property would allow the development of six (6) dwelling units. The applicant has requested to amend ± 1.00 acres of the subject property to increase the gross density of the site by four (4) dwelling units, and states within the application that, “[t]he additional four (4) dwelling units are required to make the project functionally and economically feasible...” The PD-R as proposed would permit a maximum of ten (10) dwelling units clustered on approximately 20 acres.

Consistency with the Comprehensive Plan

1. The applicant has proposed to amend the FLUM Designation on ± 1.00 acres from Agriculture to Moderate Density Residential and to concurrently amend the zoning from Agriculture to PD-R on ± 32.8 acres. Policy 2.1.a states that “the City shall establish flexible development and use regulations for residential PDs for use within **residential** land use categories.” Objective 1.2 establishes residential land use categories, which include Moderate, Medium, and High Density Residential. The Agriculture land use designation is not established under Objective 1.2; rather, it is established by Objective 1.1. The proposed PD-R will consist of ± 31.8 acres of property with an underlying Agriculture FLUM Designation, which is not defined as a residential land use designation. The applicant must address the application’s consistency with Policy 2.1.a, which indicates that residential PD regulations may be permitted within residential land use categories.
2. The PD Master Plan indicates that the proposed minimum lot size is 1.5 acres. If the PD-R is approved and the property is subdivided, the subdivided lots will not conform to the minimum lot size of the underlying Agriculture FLUM Designation, as established by Policy 1.1.a of the Future Land Use Element. The applicant must address consistency of future development with the underlying Agriculture FLUM Designation.
3. The Comprehensive Plan Consistency Statement, as submitted, provides a brief and general statement regarding consistency with certain elements of the Comprehensive Plan. The Consistency Statement addresses a limited number of Goals, Objectives and Policies. The Comprehensive Plan Consistency Statement must identify and review consistency with specific Goals, Objectives, or Policies from the Comprehensive Plan.
4. The Comprehensive Plan Consistency Statement references Policy 1.3.a of the Future Land Use Element, however, this Policy establishes the Community Commercial FLUM Designation. It appears the incorrect policy has been referenced. Revise accordingly.

Small Scale Comprehensive Plan Amendment (SSCPA) & Rezoning Application

5. The Public Facilities Impact Analysis provides an analysis of the net increase in density proposed by the SSCPA and Rezoning. The Public Facilities Impact Analysis must be revised to consider the impact permitted by the existing and proposed FLUM Designation/zoning.

6. Revise Tables 5 and 6 of the Public Facilities Impact Analysis to reflect the correct calculation for potable water impact and sanitary sewer impact (the product of the equation is inconsistent with the value in the right column.)

SSCPA Application

7. The application, legal description, boundary sketch, etc. indicate that the property subject to the proposed amendment is in the northwest corner of Tax Parcel No. 03974-005-000 and is ± 1.24 acres in size. Maps and other documentation, however, indicate that the property subject to the proposed amendment is located on Tax Parcel No 03974-004-000 and is ± 1.00 acres in size. Rectify all discrepancies throughout the application materials, including but not limited to, the application, legal description and boundary sketch.
8. While it is understood that the applicant has concurrently submitted an application for a rezoning of the ± 32.8 acre subject property from Agriculture (A) to Planned Development – Residential (PD-R), all references to the “project site” within the SSCPA application must reflect the property subject to the proposed amendment (the ± 1.00 acre property). Varying references to the acreage of the property and the land subject to the proposed amendment inadvertently creates confusion regarding the proposed SSCPA.

Rezoning Application

9. Section 2.4.2(E)(1)(i) states that in determining whether to approve a rezoning, the City Commission shall find that “the proposed amendment will not result in development in a location where there are no plans by the City or other governmental entities to provide public facilities to serve the development (roads,...) and there are no assurances made by the private sector that public facilities are planned and will be available to adequately accommodate development.” The subject property is located along NW 157th Street, an existing, City-maintained unpaved road. Consideration must be given to improvements which may be required as a condition of the development approval, which may include the pavement of NW 157th Street from CR 235 to the southern boundary of the subject property.
10. The applicant has proposed that residential development within the proposed PD-R be afforded access via a cul-de-sac approximately 1,150 feet in length. Section 7.2.5(H)(2) of the LDRs indicates that the maximum street length for a cul-de-sac including the turnaround shall not exceed 600 feet, unless topographical or environmental conditions, such as the geometry of the land or the character of adjacent land, make it impracticable to design the streets according to the standard length of 600 feet. The applicant must address compliance with the referenced section and must design the internal circulation pattern to comply with the relevant street standards of Section 7 of the LDRs.
11. Page 13 of the Rezoning Justification Report notes that “[i]nfrastructure and open space may be developed in accordance with the (PD Master Plan) schedule, or as necessary and practicable...” The applicant is hereby placed on notice that infrastructure and open

space shall be required to be developed in accordance with the PD Master Plan, and must revise the application to reflect accordingly.

12. The setback proposed within the table entitled Dimensional Standards, Sheet 1, PD Master Plan, are comparable to the setbacks of the RSF-3 zone district. This district permits lot sizes as small as 10,000 square feet (approximately ¼ acre). The proposed PD-R proposes the minimum lot size within the development to be no less than 1.5 acres. The applicant must increase the minimum setbacks to adequately align with the density of the development.
13. The applicant must identify development standards for buildings, such as common recreational facilities, which may be located within Zone C. The applicant must establish setbacks and a maximum square footage or floor area ratio for such uses within Zone C.
14. Note 2, Sheet 1, of the PD Master Plan states “[t]he development shall consist of one (1) phase and shall be developed according to market conditions.” Section 3.6.2(A)(4) states that “[t]he phasing plan shall be established at the time of approval of the PD Master Plan.” Additionally, Section 2.4.3(E)(1) states, “[w]ithin one year of the approval of a PD zone district classification, PD Master Plan, and PD Agreement, the applicant shall submit a PD Final Plan for any part or section of the plan for development shown in the PD Master Plan... [t]he PD Final Plan shall mean either Site Plan... or Major Subdivision Preliminary Plat... approval, whichever is appropriate.” The PD Master Plan must be revised to identify the timing of proposed development within the Phasing Plan with consideration given to the referenced LDR sections.
15. Note 3 on Sheet 1 of the PD Master Plan states, “Tara Village consists entirely of ten (10) residential units, which does not allow for land use conversions.” Section 3.6.2(A)(5) states that a PD Master Plan may include a conversion schedule that identifies the range of conversion that may occur between different types of residential uses. Therefore, if the applicant proposes that this PD not include a conversion schedule, remove this note or revise the PD Master Plan to state no conversion of residential uses is permitted.
16. Section 3.6.2(A)(1)(d) requires that the PD Master Plan identify the location of environmentally sensitive lands, wildlife habitat, and stream corridors. The applicant has not provided sufficient documentation within the PD Master Plan to demonstrate compliance with the referenced section. Revise the PD Master Plan accordingly.
17. The Table entitled “Dimensional Standards” on Sheet 1 of the PD Master Plan identifies “Zone A” as permitting single family detached dwellings. Note 1.1, Tara Village PD Specifications, Sheet 1, PD Master Plan, indicates Zone A is the internal roadway area. Correct discrepancy.
18. The proposed development does not include any business-related uses, therefore, the “Max FAR” column should be removed from the Dimensional Standards table, Sheet 1, PD Master Plan.
19. Note 6 on Sheet 1 of the PD Master Plan cites Section 5.2.2(A)(5)(7)(c). No such section exists. Revise the citation to reflect the correct section of the LDRs [possibly 5.2.2.(7)(c)].

20. Revise the Available Capacities for water and wastewater facilities shown in a table titled "Public Facilities Impacts," Sheet 2, PD Master Plan, to reflect permitted capacities (figures currently reflect anticipated maximum capacities for existing and proposed facilities.)
21. Page 14 of the Justification Report references that during the site plan development stage a landscape plan will be submitted. Additionally, Page 16 of the Justification Report states that locations of utilities will be mapped during the site plan approval process. Future development will be subject to Major Subdivision review. Revise to reflect correct development review.
22. The Comprehensive Plan Consistency Statement addresses the proposed application as a land use change. Revise accordingly.
23. Label the total number of sheets within the PD Master Plan on each sheet.
24. The Map Set included with the Justification Report identifies the "project site" as the ± 1.00 acre property subject to the proposed SSCPA. Revise maps accordingly to illustrate the ± 32.8 acre subject property.

Other Comments

25. The Public School Student Generation Form submitted for the SSCPA and Rezoning applications were not notarized. The applicant must submit an original, notarized Public School Student Generation Form for the SSCPA and Rezoning applications.
26. Revise Note 1 on Sheet 1 of the PD Master Plan as follows: "Land Uses. Land uses shall be ~~generally~~ located as shown on the PD Master Plan.

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPES: (1) Small Scale Comprehensive Plan Amendment (SSCPA)
(2) Site-Specific Amendment to the Official Zoning Atlas (Rezoning)

APPLICANT: Tara Village, Inc.

AGENT: Causseaux, Hewett, & Walpole, Inc.

DRT MEETING DATE: June 15, 2011

DRT MEETING TYPE: Staff

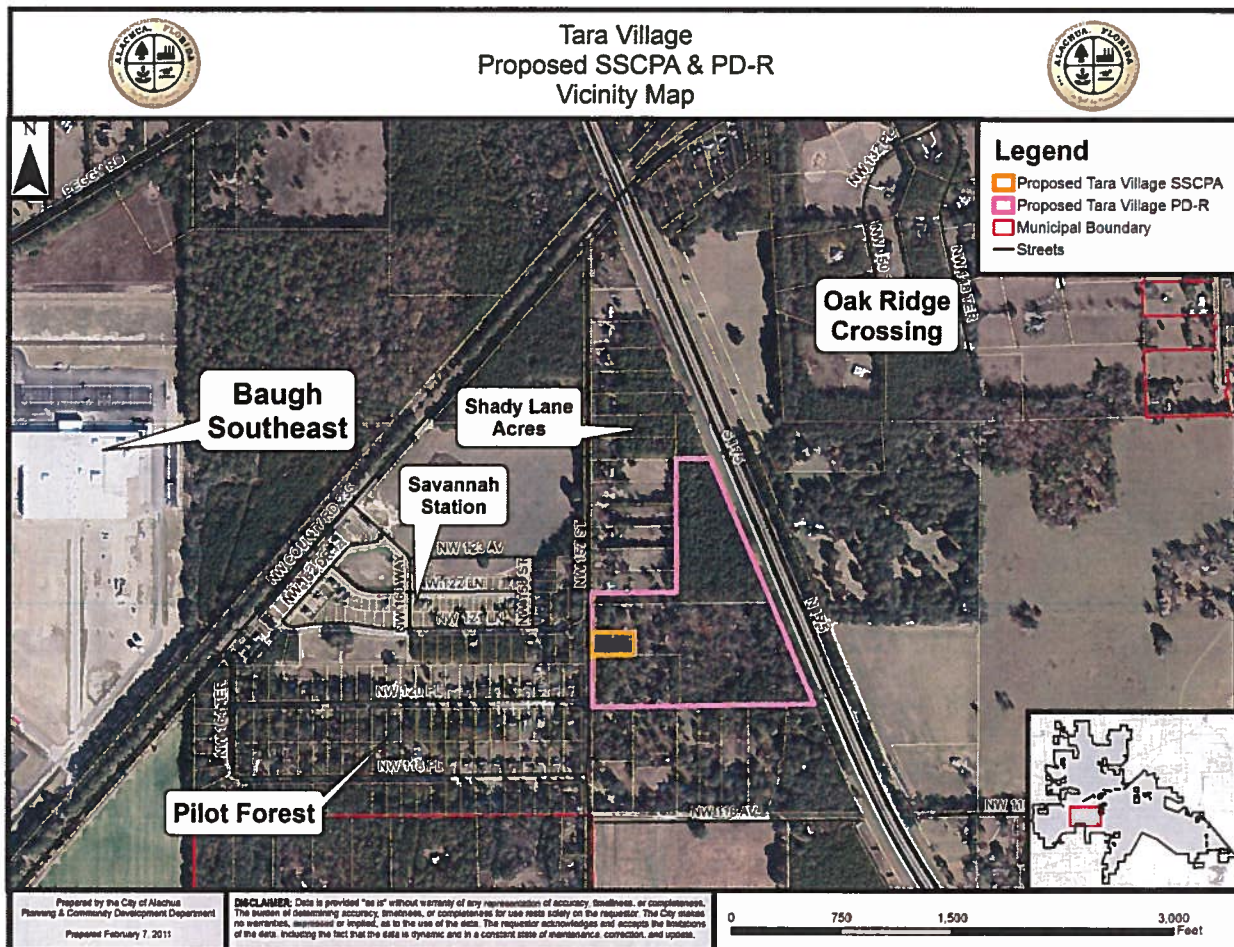
CURRENT FLUM DESIGNATION: Agriculture

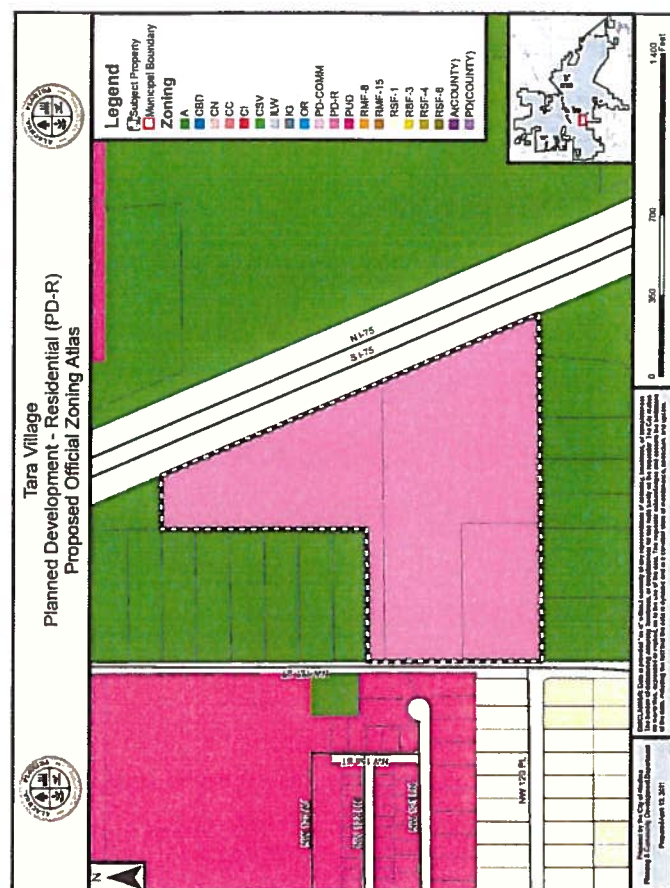
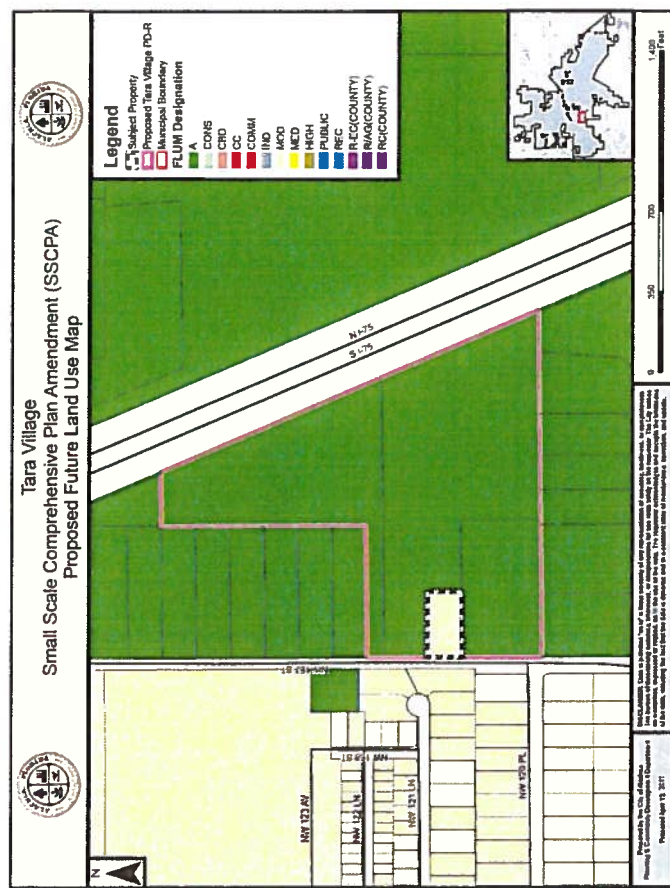
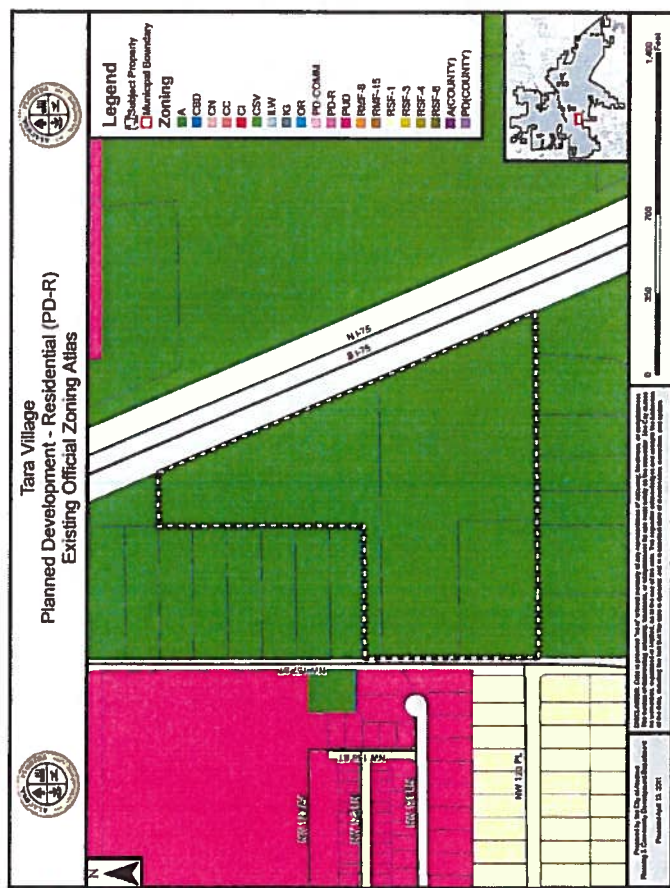
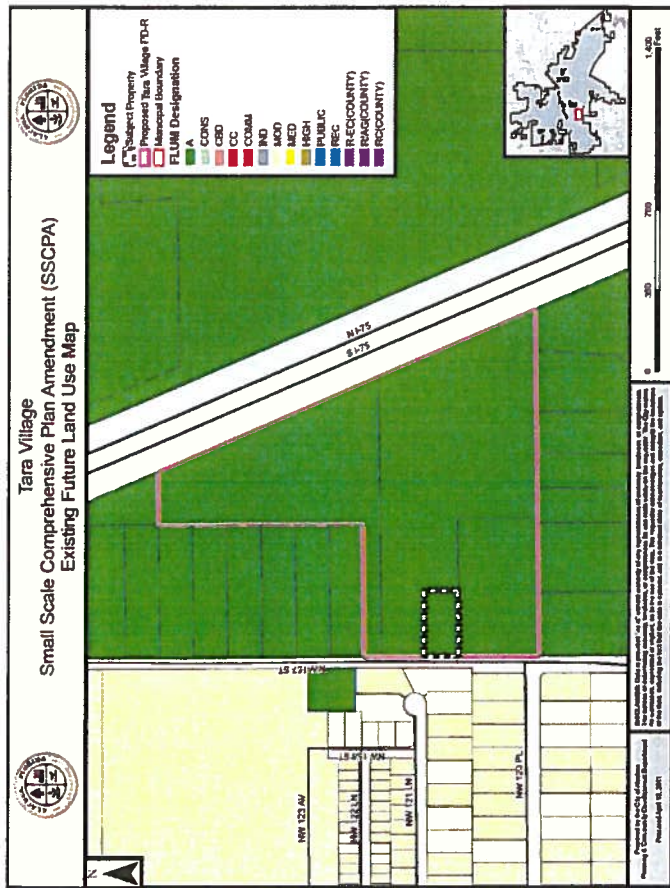
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CURRENT ZONING: Agriculture

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RESUBMISSION DUE DATE: July 5, 2011





BACKGROUND INFORMATION

The current FLUM Designation and zoning of the subject property would allow the development of six (6) dwelling units. The applicant has requested to amend ± 1.00 acres of the subject property to increase the gross density of the site by four (4) dwelling units, and states within the application that, “[t]he additional four (4) dwelling units are required to make the project functionally and economically feasible...” The PD-R as proposed would permit a maximum of ten (10) dwelling units clustered on approximately 20 acres.

Consistency with the Comprehensive Plan

1. The applicant has proposed to amend the FLUM Designation on ± 1.00 acres from Agriculture to Moderate Density Residential and to concurrently amend the zoning from Agriculture to PD-R on ± 32.8 acres. Policy 2.1.a states that “the City shall establish flexible development and use regulations for residential PDs for use within **residential** land use categories.” Objective 1.2 establishes residential land use categories, which include Moderate, Medium, and High Density Residential. The Agriculture land use designation is not established under Objective 1.2; rather, it is established by Objective 1.1. The proposed PD-R will consist of ± 31.8 acres of property with an underlying Agriculture FLUM Designation, which is not defined as a residential land use designation. The applicant must address the application’s consistency with Policy 2.1.a, which indicates that residential PD regulations may be permitted within residential land use categories.
2. The PD Master Plan indicates that the proposed minimum lot size is 1.5 acres. If the PD-R is approved and the property is subdivided, the subdivided lots will not conform to the minimum lot size of the underlying Agriculture FLUM Designation, as established by Policy 1.1.a of the Future Land Use Element. The applicant must address consistency of future development with the underlying Agriculture FLUM Designation.
3. The Comprehensive Plan Consistency Statement, as submitted, provides a brief and general statement regarding consistency with certain elements of the Comprehensive Plan. The Consistency Statement addresses a limited number of Goals, Objectives and Policies. The Comprehensive Plan Consistency Statement must identify and review consistency with specific Goals, Objectives, or Policies from the Comprehensive Plan.
4. The Comprehensive Plan Consistency Statement references Policy 1.3.a of the Future Land Use Element, however, this Policy establishes the Community Commercial FLUM Designation. It appears the incorrect policy has been referenced. Revise accordingly.

Small Scale Comprehensive Plan Amendment (SSCPA) & Rezoning Application

5. The Public Facilities Impact Analysis provides an analysis of the net increase in density proposed by the SSCPA and Rezoning. The Public Facilities Impact Analysis must be revised to consider the impact permitted by the existing and proposed FLUM Designation/zoning.

6. Revise Tables 5 and 6 of the Public Facilities Impact Analysis to reflect the correct calculation for potable water impact and sanitary sewer impact (the product of the equation is inconsistent with the value in the right column.)

SSCPA Application

7. The application, legal description, boundary sketch, etc. indicate that the property subject to the proposed amendment is in the northwest corner of Tax Parcel No. 03974-005-000 and is ± 1.24 acres in size. Maps and other documentation, however, indicate that the property subject to the proposed amendment is located on Tax Parcel No 03974-004-000 and is ± 1.00 acres in size. Rectify all discrepancies throughout the application materials, including but not limited to, the application, legal description and boundary sketch.
8. While it is understood that the applicant has concurrently submitted an application for a rezoning of the ± 32.8 acre subject property from Agriculture (A) to Planned Development – Residential (PD-R), all references to the “project site” within the SSCP application must reflect the property subject to the proposed amendment (the ± 1.00 acre property). Varying references to the acreage of the property and the land subject to the proposed amendment inadvertently creates confusion regarding the proposed SSCP.

Rezoning Application

9. Section 2.4.2(E)(1)(i) states that in determining whether to approve a rezoning, the City Commission shall find that “the proposed amendment will not result in development in a location where there are no plans by the City or other governmental entities to provide public facilities to serve the development (roads,...) and there are no assurances made by the private sector that public facilities are planned and will be available to adequately accommodate development.” The subject property is located along NW 157th Street, an existing, City-maintained unpaved road. Consideration must be given to improvements which may be required as a condition of the development approval, which may include the pavement of NW 157th Street from CR 235 to the southern boundary of the subject property.
10. The applicant has proposed that residential development within the proposed PD-R be afforded access via a cul-de-sac approximately 1,150 feet in length. Section 7.2.5(H)(2) of the LDRs indicates that the maximum street length for a cul-de-sac including the turnaround shall not exceed 600 feet, unless topographical or environmental conditions, such as the geometry of the land or the character of adjacent land, make it impracticable to design the streets according to the standard length of 600 feet. The applicant must address compliance with the referenced section and must design the internal circulation pattern to comply with the relevant street standards of Section 7 of the LDRs.
11. Page 13 of the Rezoning Justification Report notes that “[i]nfrastructure and open space may be developed in accordance with the (PD Master Plan) schedule, or as necessary and practicable...” The applicant is hereby placed on notice that infrastructure and open

space shall be required to be developed in accordance with the PD Master Plan, and must revise the application to reflect accordingly.

12. The setback proposed within the table entitled Dimensional Standards, Sheet 1, PD Master Plan, are comparable to the setbacks of the RSF-3 zone district. This district permits lot sizes as small as 10,000 square feet (approximately ¼ acre). The proposed PD-R proposes the minimum lot size within the development to be no less than 1.5 acres. The applicant must increase the minimum setbacks to adequately align with the density of the development.
13. The applicant must identify development standards for buildings, such as common recreational facilities, which may be located within Zone C. The applicant must establish setbacks and a maximum square footage or floor area ratio for such uses within Zone C.
14. Note 2, Sheet 1, of the PD Master Plan states “[t]he development shall consist of one (1) phase and shall be developed according to market conditions.” Section 3.6.2(A)(4) states that “[t]he phasing plan shall be established at the time of approval of the PD Master Plan.” Additionally, Section 2.4.3(E)(1) states, “[w]ithin one year of the approval of a PD zone district classification, PD Master Plan, and PD Agreement, the applicant shall submit a PD Final Plan for any part or section of the plan for development shown in the PD Master Plan... [t]he PD Final Plan shall mean either Site Plan... or Major Subdivision Preliminary Plat... approval, whichever is appropriate.” The PD Master Plan must be revised to identify the timing of proposed development within the Phasing Plan with consideration given to the referenced LDR sections.
15. Note 3 on Sheet 1 of the PD Master Plan states, “Tara Village consists entirely of ten (10) residential units, which does not allow for land use conversions.” Section 3.6.2(A)(5) states that a PD Master Plan may include a conversion schedule that identifies the range of conversion that may occur between different types of residential uses. Therefore, if the applicant proposes that this PD not include a conversion schedule, remove this note or revise the PD Master Plan to state no conversion of residential uses is permitted.
16. Section 3.6.2(A)(1)(d) requires that the PD Master Plan identify the location of environmentally sensitive lands, wildlife habitat, and stream corridors. The applicant has not provided sufficient documentation within the PD Master Plan to demonstrate compliance with the referenced section. Revise the PD Master Plan accordingly.
17. The Table entitled “Dimensional Standards” on Sheet 1 of the PD Master Plan identifies “Zone A” as permitting single family detached dwellings. Note 1.1, Tara Village PD Specifications, Sheet 1, PD Master Plan, indicates Zone A is the internal roadway area. Correct discrepancy.
18. The proposed development does not include any business-related uses, therefore, the “Max FAR” column should be removed from the Dimensional Standards table, Sheet 1, PD Master Plan.
19. Note 6 on Sheet 1 of the PD Master Plan cites Section 5.2.2(A)(5)(7)(c). No such section exists. Revise the citation to reflect the correct section of the LDRs [possibly 5.2.2.(7)(c)].

20. Revise the Available Capacities for water and wastewater facilities shown in a table titled "Public Facilities Impacts," Sheet 2, PD Master Plan, to reflect permitted capacities (figures currently reflect anticipated maximum capacities for existing and proposed facilities.)
21. Page 14 of the Justification Report references that during the site plan development stage a landscape plan will be submitted. Additionally, Page 16 of the Justification Report states that locations of utilities will be mapped during the site plan approval process. Future development will be subject to Major Subdivision review. Revise to reflect correct development review.
22. The Comprehensive Plan Consistency Statement addresses the proposed application as a land use change. Revise accordingly.
23. Label the total number of sheets within the PD Master Plan on each sheet.
24. The Map Set included with the Justification Report identifies the "project site" as the ± 1.00 acre property subject to the proposed SSCPA. Revise maps accordingly to illustrate the ± 32.8 acre subject property.

Other Comments

25. The Public School Student Generation Form submitted for the SSCPA and Rezoning applications were not notarized. The applicant must submit an original, notarized Public School Student Generation Form for the SSCPA and Rezoning applications.
26. Revise Note 1 on Sheet 1 of the PD Master Plan as follows: "Land Uses. Land uses shall be ~~generally~~ located as shown on the PD Master Plan.



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

INTER-OFFICE COMMUNICATION

Date: April 6, 2011

To: Kathy Winburn, AICP
Planning & Community Development Director

From: Justin Tabor *jt*
Planner

RE: Completeness Review of:
Tara Village Small Scale Comprehensive Plan Amendment (SSCPA)
Tara Village Planned Development – Residential (PD-R)

I have reviewed the aforementioned applications for completeness, pursuant to Section 2.2.6, *Determination of Completeness*, of the Land Development Regulations (LDRs), and submit the following comments based on the requested information as part of the Comprehensive Plan Amendment (SSCPA) Application and the Site Specific Amendment to the Official Zoning Atlas (Rezoning) Application:

SSCPA Application

1. The applicant has not submitted a Needs Analysis demonstrating the need for an increase in the proposed Future Land Use Map (FLUM) Designation. The applicant must submit a Needs Analysis which demonstrates the need for the proposed increase in FLUM Designation.
2. The following items have been *included* in the application submission. A detailed review of these items will be conducted prior to the Development Review Team (DRT) Meeting. Any necessary revisions to these items will be requested at the DRT Meeting:
 - a. Statement of Proposed Change
 - b. Urban Sprawl Analysis
 - c. Public Facilities Impact Analysis
 - d. Comprehensive Plan Consistency Statement

Rezoning Application

3. The applicant provided Check #10010 in the amount of \$9,862.48, however, the application fee for the SSCPAs is \$4,931.48 and the application fee for the Rezoning is \$10,211.48 (the rezoning is subject to the fee for an application greater than 10 acres). Therefore, the payment is deficient by \$5,280.01. Reference Resolution 10-01, which establishes the fees for a SSCPAs and Rezoning.

4. The following items have been *included* in the application submission. A detailed review of these items will be conducted prior to the Development Review Team (DRT) Meeting. Any necessary revisions to these items will be requested at the DRT Meeting:
- a. Statement of Proposed Change
 - b. Public Facilities Impact Analysis
 - c. Comprehensive Plan Consistency Statement
 - d. Consistency with Sections 2.4.2(E), 3.6.2, and 3.6.3(A) of the LDRs

c: Brandon Stubbs, Planner
Project File



City of Alachua

TRACI L. CAIN
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

April 6, 2011

Gerry Dedenbach, AICP, LEED AP
Causseaux, Hewett, & Walpole, Inc.
6011 NW 1st Place
Gainesville, FL 32607

RE: Completeness Review of
Tara Village Small Scale Comprehensive Plan Amendment (SSCPA)
Tara Village Planned Development – Residential (PD-R)

Dear Mr. Dedenbach:

On March 31, 2011, the City of Alachua received your applications for the Tara Village Small Scale Comprehensive Plan Amendment (SSCPA) and the Tara Village Planned Development – Residential (PD-R), consisting of Tax Parcel Nos. 03974-004-000, 03974-005-000, and 03975-015-000.

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 sufficient detail and accompanied by the appropriate fee. The Planning Department Staff has reviewed the aforementioned applications for completeness and finds that the following information is needed.

The comments below are based solely on a preliminary review of your applications for completeness. Detailed comments will be provided at the Development Review Team (DRT) Meeting. A DRT Meeting will be scheduled upon satisfaction of the application's completeness review deficiencies, which are noted below.

SSCPA Application

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2. The following items have been *included* in the application submission. A detailed review of these items will be conducted prior to the Development Review Team (DRT) Meeting. Any necessary revisions to these items will be requested at the DRT Meeting:
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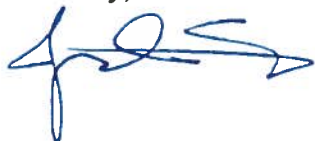
Rezoning Application

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4. The following items have been *included* in the application submission. A detailed review of these items will be conducted prior to the Development Review Team (DRT) Meeting. Any necessary revisions to these items will be requested at the DRT Meeting:
 - a. Statement of Proposed Change
 - b. Public Facilities Impact Analysis
 - c. Comprehensive Plan Consistency Statement
 - d. Consistency with Sections 2.4.2(E), 3.6.2, and 3.6.3(A) of the LDRs

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

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,



Justin Tabor
Planner

c: Kathy Winburn, AICP, Planning & Community Development Director
Brandon Stubbs, Planner
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