



City of Alachua

Planning & Community Development Department

Staff Report

Planning & Zoning Board Hearing Date: Quasi-Judicial Hearing

June 14, 2022

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|----------------------------|---|
| SUBJECT: | A request for consideration of the preliminary plat of the Convergence Research Park Cottage Neighborhood, which proposes the subdivision of a ±14.82 acre subject property into a total of 72 lots with associated common areas and right-of-way |
| APPLICANT/AGENT: | Robert Walpole, P.E., Causseaux, Hewett, & Walpole, Inc. |
| PROPERTY OWNER: | San Felasco Research Ventures, LLC |
| PARCEL ID NUMBER: | Portions of Tax Parcel Number 03929-000-000 and 03969-000-000 |
| FLUM DESIGNATION: | Corporate Park |
| ZONING: | Corporate Park (CP) |
| OVERLAY: | N/A |
| ACREAGE: | ±14.82 |
| PROJECT PLANNER: | Justin Tabor, AICP |
| RECOMMENDATION: | Staff recommends that the Planning & Zoning Board transmit the preliminary plat of the Convergence Research Park Cottage Neighborhood to the City Commission with a recommendation to approve subject to the three (3) conditions provided in Exhibit "A" and located on page 19 of the June 14, 2022 Staff Report to the Planning & Zoning Board. |
| RECOMMENDED MOTION: | <i>Based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and transmits the Preliminary Plat of the Convergence Research Park Cottage Neighborhood to the City Commission, with a recommendation to approve, subject to the three (3) conditions provided in Exhibit "A" and located on page 19 of the June 14, 2022 Staff Report to the Planning & Zoning Board.</i> |

SUMMARY & BACKGROUND

This application is a request by Robert Walpole, P.E., of Causseaux, Hewett, & Walpole, Inc., applicant and agent for San Felasco Research Ventures, LLC, property owner, for consideration of the preliminary plat of the Convergence Research Park Cottage Neighborhood, which proposes the subdivision of a ±14.82 acre subject property into a total of 72 lots with associated common areas and right-of-way. The subdivision would consist of a single phase.

The subject property consists of portions of Tax Parcel Numbers 03929-000-000 and 03969-000-000 and is generally located south of the San Felasco Parkway and north of Shaw Farms of Alachua.

The Convergence Research Park Cottage Neighborhood subdivision will implement the recently-adopted standards for cottage neighborhoods. Cottage neighborhoods are permitted within the Corporate Park (CP) zoning district and are required to meet certain design criteria, such as the inclusion of common greens throughout the neighborhood and integration of a system of interior pedestrian walkways interconnecting the cottage neighborhood features, as further described in Section 4.3.1(A)(5) of the Land Development Regulations (LDRs).

Two (2) vehicular access points will be provided to the subdivision. The vehicular access points will connect to the private street network within the Convergence Research Park development, specifically to those streets approved with the Momentum Labs project. The subdivision will connect to potable water and wastewater facilities. Stormwater for the development will be conveyed to and treated within two (2) stormwater management facilities located to the northwest and west of the subdivision. Both stormwater management facilities were permitted as part of the Momentum Labs project. An analysis of the development's impact on other public facilities, including transportation, potable water, sanitary sewer, solid waste, and public schools, is provided within this report.

Section 2.4.10(G)(2) of the City's Land Development Regulations (LDRs) establishes the requirements for a preliminary plat. An analysis of the application's compliance with the applicable standards of this section has been provided within this report.

SURROUNDING USES

The existing uses, Future Land Use Map (FLUM) Designations, and zoning districts of the surrounding area are identified in Table 1. Map 1 provides an overview of the vicinity of the subject property. (NOTE: The information below is intended to provide a general overview of the area surrounding the subject property and to generally orient the reader. It is not intended to be all-inclusive, and may not identify all existing uses, FLUM Designations, and/or zoning districts surrounding the subject property.)

Table 1. Surrounding Land Uses

| Direction | Existing Use(s) | FLUM Designation(s) | Zoning District(s) |
|-----------|--|---------------------|---------------------|
| North | Vacant Land (Convergence Research Park Bike Depot) | Corporate Park | Corporate Park (CP) |
| South | Shaw Farms of Alachua/ Alachua Highlands | Agriculture | Agricultural (A) |
| West | Momentum Labs (Under Construction) | Corporate Park | Corporate Park (CP) |
| East | San Felasco Hammock Preserve State Park | Agriculture | Agricultural (A) |

Map 1. Vicinity Map

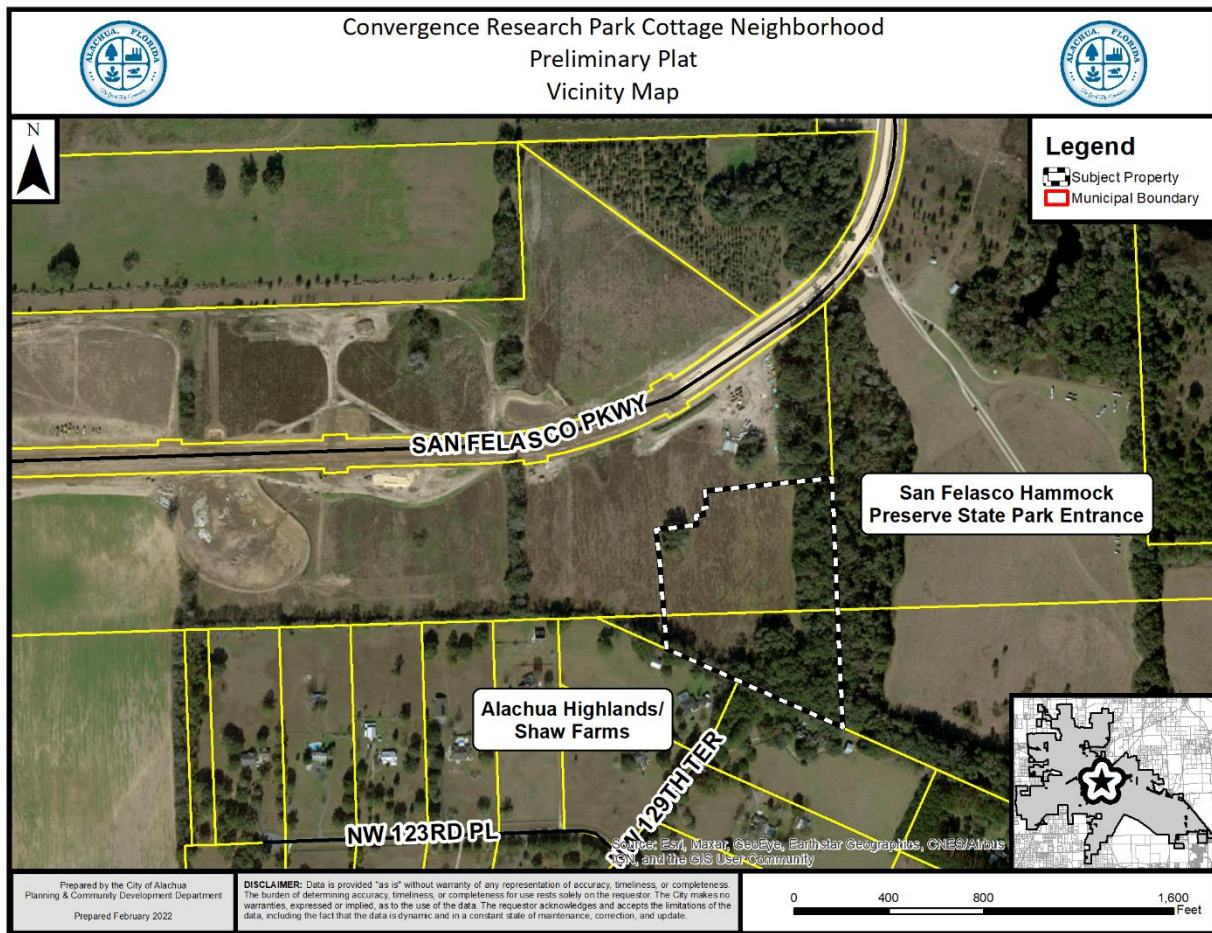
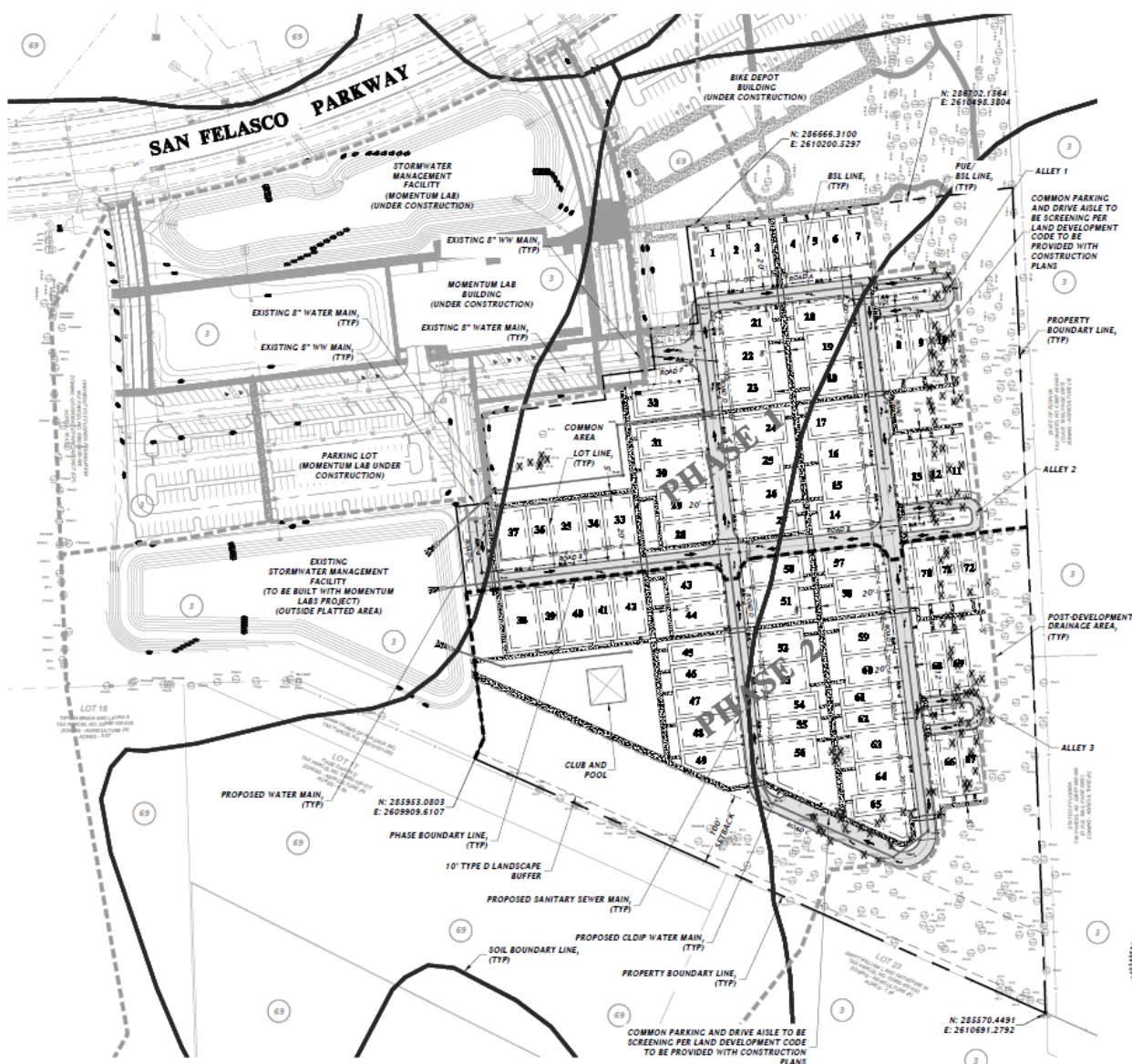


Illustration 1. Overall Development Plan for Convergence Research Park Cottage Neighborhood



NEIGHBORHOOD MEETING

The purpose of a Neighborhood Meeting is to educate the owners of nearby land and any other interested members of the public about the project and to receive comments regarding the project. As required by Section 2.2.4 of the LDRs, all property owners within 400 feet of the subject property were notified of the meeting and notice of the meeting was published in a newspaper of general circulation.

A Neighborhood Meeting was held on July 8, 2021. The applicant was present and available to answer questions. Materials submitted by the applicant indicate that the meeting was attended by eleven persons. A summary of the discussion which occurred at the Neighborhood Meeting has been provided by the applicant and is included within the application materials.

CONSISTENCY WITH THE COMPREHENSIVE PLAN

The Goals, Objectives, and Policies (GOPs) identified below are provided to establish a basis of the application's consistency with the Comprehensive Plan. There may be additional GOPs which the application is consistent with that are not identified within this report. An evaluation and findings of consistency with the identified GOPs is also provided below.

Future Land Use Element

GOAL 1: Future Land Use Map 2025:

The City shall maintain a Future Land Use Map in order to effectively guide development in a sustainable manner and to ensure economic prosperity and stability while maintaining a high quality of life for all of its present and future citizens, businesses, and visitors.

Objective 1.4: *Corporate Park*

The City shall establish one mixed-use land use category: Corporate Park. This land use category shall provide a range of research and development, technology and biotechnology industries, office, supporting retail, and limited residential uses located near major transportation corridors. The Corporate Park category is intended to:

1. provide appropriate locations for mixed use office-oriented development to promote and foster the growth of established industries within the City, including but not limited to research and development and technology and biotechnology, with provisions for a variety of residential uses; and,
2. provide a variety of employment opportunities to the citizens of Alachua and the North Central Florida Region.

Policy 1.4.a: The Corporate Park land use category may include office/business parks, biotechnology and other technologies, business incubators, a limited amount of retail sales and services, single-family and multi-family residential, live-work units, building industry uses, and accessory storage facilities (including outdoor storage yards) either as allowed uses or with a special exception permit. Such uses shall be developed in a manner compatible with surrounding land uses, and to minimize potential nuisances or damage to the environment.

Policy 1.4.b: Development within the Corporate Park land use category should be designed in a campus-like or "corporate park" setting with generous, linked open space to maximize value and to promote visual quality and compatibility with the surrounding area. Pedestrian-friendly features, such as buildings placed near the street, sidewalks, and trails leading to nearby uses, such as retail and housing, is encouraged.

Policy 1.4.d: Development within the Corporate Park land use category that consists of greater than 50 acres of contiguous land may provide clustered residential development. Residential uses within the Corporate Park land

use category shall be limited to a gross density of 4 dwelling units per gross acre. Residential development must be developed consistent with the specific criteria identified within the Land Development Regulations for residential development in the Corporate Park zoning district.

Evaluation and Findings: The subject property has a Corporate Park FLUM Designation, which permits clustered residential development, including cottage neighborhoods, when a parcel of land is comprised of more than 50 acres of contiguous land with a Corporate Park FLUM Designation. The Convergence Research Park Cottage Neighborhood is designed to provide common greens and linked open space that include pedestrian walkways which will interconnect with other areas of Convergence Research Park.

Policy 1.4.f: The City shall develop performance standards for uses in the Corporate Park land use category in order to address the following:

1. Integration of vehicular and non-vehicular access into the site and access management features of site in terms of driveway cuts and cross access between adjacent sites, including use of frontage roads and/or shared access;
2. Buffering from adjacent existing/potential uses and use of landscaping to create an integrated design;
3. Open space provisions and balance of proportion between gross floor area and site size;
4. Adequacy of pervious surface area in terms of drainage requirements;
5. Placement of signage;
6. Adequacy of site lighting and potential impacts of lighting upon the surrounding area. Lighting should be designed to minimize impacts to preserve the ambiance and quality of the nighttime sky by reducing light trespass and light pollution on adjacent properties by utilizing lighting at appropriate intensities, directions and times to ensure light is not overused or impacting areas where it is not intended;
7. Safety of on-site circulation patterns (patron, employee, and delivery vehicles), including parking layout and drive aisles, and points of conflict;
8. Landscaping, as it relates to the requirements and goals of the Comprehensive Plan and Land Development Regulations;
9. Unique site features and resources which may constrain site development, such as soils, existing vegetation and historic significance;
10. Performance based zoning requirements, which may serve as a substitute for or accompany land development regulations in attaining acceptable site design;
11. Corporate Park uses shall be limited to an intensity of less than or equal to 0.50 floor area ratio for parcels 5 acres or greater, a 0.75 floor area ratio for parcels less than 5 acres but greater than 1 acre, and 1.0 floor area ratio for parcels 1 acre or less; and,
12. Complementary residential uses.

Evaluation and Findings: The applicant has demonstrated through the preliminary plat, application, and supporting documentation that each of these sub-policies have been sufficiently addressed.

Objective 2.5: Open Space Standards: The City shall utilize open space requirements to preserve the rural character of Alachua, protect natural resources, and provide spaces for people to recreate and gather.

Policy 2.5.a: There shall be a minimum of 10% percent open space required. The City shall establish incentives for the provision of open space beyond minimum requirements.

Evaluation and Findings: The preliminary plat demonstrates that sufficient open space areas will be provided to meet the minimum requirements of Policy 2.5.a.

Objective 5.1: Natural features: The City shall coordinate land use categories with appropriate topography, soils, areas of seasonal flooding, wetlands and habitat during review of proposed amendments to the Future Land Use Map and the development review process. Natural features may be included as amenities within a development project.

Evaluation and Findings: No listed wildlife or plant species were observed on-site at the time an environmental assessment of the subject property was conducted. However, the environmental assessment notes the site has the potential for listed species to occur on-site based upon the site's available habitat and location. These species include the Florida pine snake, the gopher tortoise, the little blue heron, the Southeastern American kestrel, and the tricolored heron. Staff proposes a condition that would require a 100% survey considering the potential presence of listed species to be submitted at the time of final plat.

Objective 5.2: Availability of facilities and services: The City shall utilize a concurrency management system to ensure that the adopted level of service standards are maintained.

Policy 5.2.a: All new development shall meet level of service requirements for roadways, potable water, sanitary sewer, stormwater, solid waste, and public schools in accordance with LOS standards adopted in the elements addressing these facilities.

Evaluation and Findings: The subject property is located within the City's potable water and wastewater service areas, as defined in Policies 1.2.a and 4.2.a of the Community Facilities Element of the Comprehensive Plan, and the development will be required to connect to the City of Alachua's potable water and wastewater system.

GOAL 9: Water and Wastewater Service: The City will ensure that new development and redevelopment within the corporate limits shall connect to the City's potable water and wastewater systems, where potable water and

wastewater service are available, as defined in Policy 1.2.a and Policy 4.2.b of the Community Facilities Element of the Comprehensive Plan.

Policy 9.2: Any new residential subdivision within the corporate limits, where potable water service is available, as defined in Policy 4.2.b of the Community Facilities Element of the City's Comprehensive Plan that is within a Residential land use category or the Agriculture land use category shall connect to the City's potable water system. Any new residential subdivision within the corporate limits, where wastewater service is available, as defined in Policy 1.2.a of the Community Facilities Element of the City's Comprehensive Plan that is within a Residential land use category shall connect to the City's wastewater system.

Evaluation and Findings: The subject property is within the potable water and wastewater service area. The development will be required to connect to the potable water and wastewater systems at the time of development.

Housing Element

Policy 1.1.a: The City shall encourage development of a variety of housing types including conventional single family homes, accessory dwelling units, multi-family units, group homes, assisted living facilities, foster care facilities, mobile homes, and manufactured housing, and shall ensure that appropriate land use designations and zoning districts exist to accommodate each type.

Evaluation and Findings: This project would support additional housing within the City, thereby furthering Policy 1.1.a.

Recreation Element

Policy 1.2.b: The City shall adhere to a minimum level of service of five (5.0) acres of community, neighborhood or pocket park, per 1,000 persons, with a minimum of 20 percent of this in improved, passive parks.

Evaluation and Findings: An analysis of the impacts to recreation facilities has been provided within this report. The proposed development would not result in a failure of the City's adopted level of service for recreation and park area.

Transportation Element

Objective 1.1: Level of Service: The City shall establish a safe, convenient and efficient level of service standard for all motorized and non-motorized transportation systems.

Evaluation and Findings: An analysis of the impacts to transportation facilities has been provided within this report. The proposed development would not result in a decrease in the level of service for transportation facilities monitored for concurrency.

Community Facilities Element

Policy 1.2.a: The City shall establish a Community Wastewater Service Area, which shall include all areas where wastewater service is available. Wastewater service shall be deemed available if:

3. A gravity wastewater main, wastewater pumping station, or force main exists within 2,640 feet of the property line of any proposed residential subdivision comprised of more than 5 units, or any multi-family residential development, or any commercial development, or any industrial development and the gravity wastewater system, wastewater pumping station, or force main is accessible through public utility easements or right of ways. The distance shall be measured as required for construction of the infrastructure along public utility easements and right of ways.

Evaluation and Findings: The subject property is located within the wastewater service area, and the development will be required to connect to the wastewater system.

Policy 2.1.a: The City hereby establishes the following level of service standards for solid waste disposal facilities for residential uses:

| Facility Type | Level of Service Standard |
|----------------------|-------------------------------|
| Solid Waste Landfill | 0.73 tons per capita per year |

Evaluation and Findings: An analysis of the impacts to solid waste facilities has been provided within this report. The proposed amendment would not result in a decrease in the level of service for solid waste disposal facilities.

Policy 4.1.b: The City shall establish a Community Potable Water Service Area, which includes all areas where potable water service is available. Water service shall be deemed available if:

3. A water main exists within 2,640 feet of any residential subdivision with more than 5 units, or any multi-family residential development, or any commercial development, or any industrial development and water service is accessible through public utility easements or right of ways. The distance shall be measured as required for construction of the infrastructure along public utility easements and right of ways.

Evaluation and Findings: The subject property is located within the potable water service area, and the development will be required to connect to the potable water system.

Conservation and Open Space Element

Objective 1.3: Listed Species: The City shall protect species listed by State and Federal agencies as endangered, threatened or of special concern, and their habitats.

Policy 1.3.a: The City shall ensure that its ordinances, regulations and policies protect listed species and their habitats.

Policy 1.3.b: The City shall utilize the development review process, land acquisition programs, environmental regulatory partnerships, stewardship programs and public education to protect listed species and their habitat, and prevent extinction of or reduction in populations of listed species.

Policy 1.3.c: The City shall obtain data from the Florida Fish and Wildlife Conservation Commission, Alachua County Environmental Protection Department, Florida Department of Environmental Protection, to maintain a periodically updated inventory of listed species and habitats located within City limits or immediately adjacent to City limits. The City will use the Florida Natural Areas Inventory as a base inventory.

Policy 1.3.d: The City shall require prior to development approval, an inventory of listed species for all new developments in areas identified as known habitat for listed species. The inventory shall include detailed information regarding type, quantity, location and habitat requirements for any listed species identified. De minimus threshold for properties required to complete the inventory shall be established in the City's Land Development Regulations.

Policy 1.3.e: The City's land use designations shall provide for the protection of threatened and endangered species.

Evaluation and Findings: No listed wildlife or plant species were observed on-site at the time an environmental assessment of the subject property was conducted. However, the environmental assessment notes the site has the potential for listed species to occur on-site based upon the site's available habitat and location. These species include the Florida pine snake, the gopher tortoise, the little blue heron, the Southeastern American kestrel, and the tricolored heron. Staff proposes a condition that would require a 100% survey considering the potential presence of listed species to be submitted at the time of final plat.

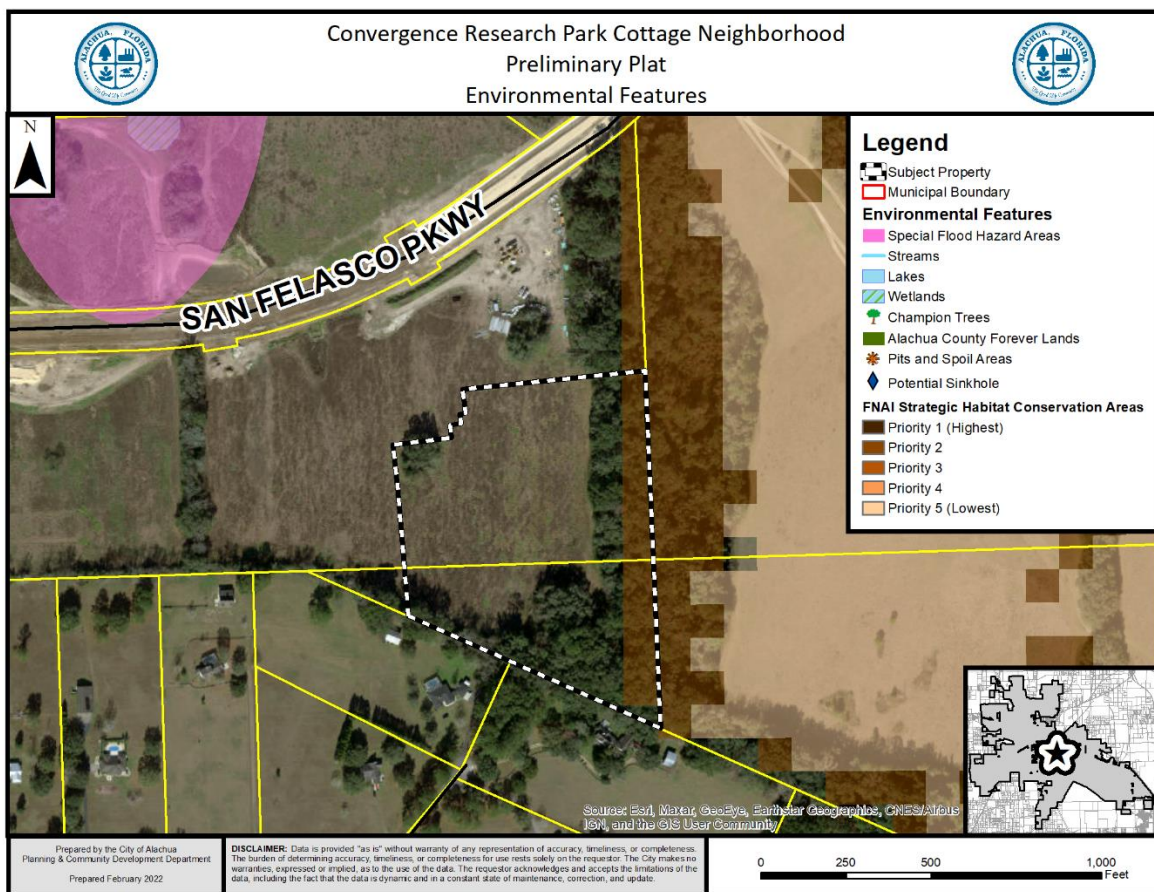
ENVIRONMENTAL CONDITIONS & SITE SUIABILITY ANALYSIS

Wetlands

According to the National Wetlands Inventory, no potential wetlands are located on the subject property. Any wetlands identified must be delineated and protected in accordance with the applicable protection standards.

Evaluation: No wetlands have been identified on subject property. If wetlands are identified on subject property at a later time, the applicable standards in the City's Comprehensive Plan, Land Development Regulations, and Suwannee River Water Management District (SRWMD) regulations would apply to those areas identified as wetlands; therefore, there are no issues related to wetland protection.

Map 2. Environmental Features



Strategic Ecosystems

Strategic Ecosystems were identified by an ecological inventory project in a report prepared for Alachua County Department of Growth Management in 1987 and updated in 1996. The purpose of the inventory was to identify, inventory, map, describe, and evaluate the most significant natural biological communities in private ownership in Alachua County.

Evaluation: The subject property is not located within or adjacent to a Strategic Ecosystem, therefore, the development will not adversely impact any Strategic Ecosystem(s) identified within the ecological inventory report.

Regulated Plant & Animal Species

Based on the environmental assessment provided by the applicant, no listed wildlife or plant species were observed on-site. However, the environmental assessment notes the site has the potential for listed species to occur on-site based upon the site's available habitat and location. These species include the Florida pine snake, the gopher tortoise, the little blue heron, the Southeastern American kestrel, and the tricolored heron.

Evaluation: Staff proposes a condition that would require a 100% survey considering the potential presence of listed species to be submitted at the time of final plat.

Soil Survey

The hydrologic soil group is an indicator of potential soil limitations. The hydrologic soil group, as defined for each specific soil, refers to a group of soils which have been categorized according to their runoff-producing characteristics. These hydrologic groups are defined by the Soil Survey of Alachua County, Florida, dated August 1985. The chief consideration with respect to runoff potential is the capacity of each soil to permit infiltration (the slope and kind of plant cover are not considered, but are separate factors in predicting runoff). There are four hydrologic groups: A, B, C, and D. "Group A" soils have a higher infiltration rate when thoroughly wet and therefore have a lower runoff potential. "Group D" soils have very lower infiltration rates and therefore a higher runoff potential.

There are two (2) soil types found on the subject property:

Arredondo Fine Sand (0% - 5% slopes)

Hydrologic Soil Group: A

This soil type is well drained and permeability is rapid at the surface. This soil type poses only slight limitations as sites for homes and small commercial buildings.

Arredondo Fine Sand (5% - 8% slopes)

Hydrologic Soil Group: A

This soil type is well drained and permeability is rapid at the surface. This soil type poses only slight limitations as sites for homes and local roads and moderate limitations for small commercial buildings.

Evaluation: The soil types located within the subject property do not pose any significant limitations for residential dwellings. Therefore, there are no issues related to soil suitability. Any future development would require that any soil limitations be addressed at the time of development.

Flood Potential

Panel 140D of the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Series, dated June 16, 2006, indicates that the subject property contains areas with Flood Zone "X" designations (areas determined to be outside of the 500-year floodplain).

Evaluation: The subject property is located in Flood Zone "X" (areas determined to be outside of the 500-year floodplain. Therefore, there are no issues related to flood potential.

Karst-Sensitive Features

Karst sensitive areas include geologic features, such as fissures, sinkholes, underground streams, and caverns, and are generally the result of irregular limestone formations. The subject property is located within an area where sinkholes may potentially allow hydrologic access to the Floridan Aquifer System, however, best available data indicates that no sinkholes or known indicators of sinkhole activity are located on the subject property.

Evaluation: There are no geologic features located on the subject property which indicate an increased potential for karst sensitivity.

Wellfield Protection Zone

Policy 7.2.1 of the Future Land Use Element of the Comprehensive Plan establishes a 500 foot radial buffer around city-owned potable water well.

Evaluation: The subject property is not located within a City of Alachua wellhead protection zone as identified on the City of Alachua Wellfield Primary Protection Zones Map of the Comprehensive Plan, therefore, there are no issues related to wellfield protection.

Historic Structures and Markers

The subject property does not contain any historic structures or markers as determined by the State of Florida and the Alachua County Historic Resources Inventory.

Evaluation: There are no issues related to historic markers or structures.

FINDINGS OF FACT: COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS

SECTION 2.4.10(G)(2)(e), PRELIMINARY PLAT STANDARDS

Section 2.4.10(G)(2)(e) of the LDRs establishes the standards with which all major subdivision preliminary plats must be found to be compliant. The application has been reviewed for compliance with the standards of Section 2.4.10(G) (2) (e). An evaluation and findings of the

application's compliance with the applicable standards of Section 2.4.10(G)(2)(e) is provided below.

2.4.10(G)(2)(e) Subdivision preliminary plat standards. A subdivision preliminary plat shall be approved upon a finding the application complies with the standards in Article 7, Subdivision Standards, all other relevant provisions of these LDRs, and all other relevant City ordinances and regulations.

Evaluation & Findings: The application has been reviewed for and is found to be in compliance with the applicable standards of Article 7, Subdivision Standards, including standards related to block length, lot arrangement, dimensions and design, and street arrangement, as well as Section 4.3.1(A)(5), which establishes Use-Specific Standards for cottage neighborhoods.

PUBLIC FACILITIES IMPACT

The analysis of each public facility provided below represents an analysis of the impacts which would be generated by the proposed development, which consists of 273 single-family residential units.

At present, the impacts which would be generated by the proposed development are acceptable and are not anticipated to degrade the Level of Service (LOS) of any public facility. Facility capacity will be re-evaluated at the time of the review of each final plat. A final plat serves as the final development order. Facility capacity must be available to support the proposed development prior to the issuance of a final development order.

Table 2. Affected Comprehensive Plan Roadway Segments¹

| Segment Number ^{2,3} | Segment Description | Lanes | Functional Classification | Area Type | LOS |
|-------------------------------|---|-------|---------------------------|-----------|-----|
| 4 | US 441 (from CR 25A East Intersection to SR 235) | 4/D | Arterial | Comm | D |
| 13 | CR 241 (from CR 235 to South City Limit) | 2/U | Major Collector | Comm | D |

¹ Source: City of Alachua Comprehensive Plan, Transportation Element.
² For developments generating 1,000 trips or greater, affected roadway segments are identified as all those wholly or partially located within 1/4 mile of the development's ingress/egress, or to the nearest intersecting major street, whichever is greater, and all roadway segments for which the proposed development's impacts are 5% or greater on the Maximum Service Volume (MSV) of the roadway [Section 2.4.14(H)(2)(b) of the LDRs].
³ FDOT roadway segment number shown in parenthesis (when applicable.) For the purposes of concurrency management, COA Comprehensive Plan segments that make up a portion of a larger FDOT roadway segment will be evaluated together when determining post development roadway capacity.

Table 3. Potential Trip Generation¹

| Land Use | AADT (Enter/Exit) ² | AM Peak Hour (Enter/Exit) ² | PM Peak Hour (Enter/Exit) ² |
|--|--------------------------------|--|--|
| Single- Family, Detached (ITE Code 230) | 769 (334 / 335) | 56 (14/ 42) | 74 (47/ 27) |

¹ Source: ITE Trip Generation, 10th Edition.
² Formulas: AADT - 9.44 trips per dwelling unit x 72 dwelling units (50% entering/50% exiting); AM Peak Hour - 0.74 trips per dwelling unit x 76 dwelling units (17% entering/83% exiting); PM Peak Hour - 0.99 trips per dwelling unit x 76 dwelling units (67% entering/33% exiting).

Table 4a. Potential Impact on Affected Comprehensive Plan Roadway Segments (AADT)

| Traffic System Category | Segment 4 US 441 (from CR 25A East Intersection to SR 235) ¹ | Segment 13 CR 241 (from CR 235 to South City Limit)) ¹ |
|--|--|--|
| Average Annual Daily Trips | | |
| Maximum Service Volume ² | 45,700 | 20,880 |
| Existing Traffic ³ | 18,230 | 6,025 |
| Reserved Trips ⁴ | 157 | 765 |
| Available Capacity ⁴ | 5,689 | 14,090 |
| Increase in Daily Trips Generated by Development ⁵ | 334 | 335 |
| Residual Capacity After Development's Impacts⁶ | 5,355 | 13,755 |
| ¹ For the purposes of concurrency management, COA Comprehensive Plan segments that make up a portion of a larger FDOT roadway segment will be evaluated together when determining post development roadway capacity. ² AADT & Peak Hour MSVs calculated using LOSPLAN 2012. County Facilities reflect a 10 percent reduction in the MSV calculated within LOSPLAN 2012 as set forth in the Generalized Tables for AADT / Peak Hour Volumes, FDOT 2018 Q/LOS Handbook. ³ Florida State Highway System Level of Service Report, Florida Department of Transportation, District Two. ⁴ Source: City of Alachua May 2022 Development Monitoring Report. ⁵ Trip Distribution: Segment 4 - 50%; Segment 13 - 50%. ⁶ This application is for a Preliminary Development Order. Facility capacity and concurrency will not be reserved. | | |

Table 4b. Potential Impact on Affected Comprehensive Plan Roadway Segments (Peak Hour)

| Traffic System Category | Segment 4 US 441 (from CR 25A East Intersection to SR 235) | Segment 13 CR 241 (from CR 235 to South City Limit)) ¹ |
|--|---|--|
| PM Peak Hour Trips | | |
| Maximum Service Volume ² | 4,110 | 1,359 |
| Existing Traffic ³ | 1,732 | 395 |
| Reserved Trips ⁴ | 452 | 0 |
| Available Capacity ⁴ | 1,926 | 964 |
| Increase in PM Peak Hour Trips Generated by Development ⁵ | 37 | 37 |
| Residual Capacity After Development's Impacts⁶ | 1,889 | 927 |
| ¹ For the purposes of concurrency management, COA Comprehensive Plan segments that make up a portion of a larger FDOT roadway segment will be evaluated together when determining post development roadway capacity. ² AADT & Peak Hour MSVs calculated using LOSPLAN 2012. County Facilities reflect a 10 percent reduction in the MSV calculated within LOSPLAN 2012 as set forth in the Generalized Tables for AADT / Peak Hour Volumes, FDOT 2018 Q/LOS Handbook. ³ Florida State Highway System Level of Service Report, Florida Department of Transportation, District Two. ⁴ Source: City of Alachua May 2022 Development Monitoring Report. ⁵ Trip Distribution: Segment 4 - 50%; Segment 13 - 50%. ⁶ This application is for a Preliminary Development Order. Facility capacity and concurrency will not be reserved. | | |

Evaluation: It is anticipated that the development will not adversely affect the Level of Service ("LOS") for the affected roadway segments, and the potential impact of 72 single-family residential dwellings is therefore acceptable. Concurrency and impacts to the City's transportation network will be reevaluated at the final plat stage.

Potable Water Impacts

Table 5. Potential Potable Water Impacts

| System Category | Gallons Per Day |
|--|-----------------|
| Current Permitted Capacity ¹ | 2,300,000 |
| Less Actual Potable Water Flows ¹ | 1,309,417 |
| Reserved Capacity ² | 215,682 |
| Available Capacity | 774,901 |
| Projected Potable Water Demand from Application ³ | 19,800 |
| Residual Capacity | 755,101 |
| Percentage of Permitted Design Capacity Utilized | 67.17% |
| <i>Sources:</i> ¹ City of Alachua Public Services Department, April 2022. ² City of Alachua May 2022 Development Monitoring Report. ³ City of Alachua Comprehensive Plan Potable Water Level of Service of 275 gallons per dwelling unit per day | |

Evaluation: The development will increase the demand upon the potable water system by 19,800 gallons per day. This analysis is based on the maximum development potential of 72 single-family residential dwellings that would be permitted by the preliminary plat. It is anticipated that the development will not adversely affect the LOS for potable water facilities, and the impacts are therefore acceptable. Concurrency and impacts to the City's utility systems will be reevaluated at the final plat stage.

Sanitary Sewer Impacts

Table 6. Potential Sanitary Sewer Impacts

| System Category | Gallons Per Day |
|--|-----------------|
| Treatment Plant Current Permitted Capacity | 1,500,000 |
| Less Actual Treatment Plant Flows ¹ | 758,000 |
| Reserved Capacity ² | 194,618 |
| Available Capacity | 547,382 |
| Projected Sanitary Sewer Demand from Application ³ | 18,000 |
| Residual Capacity | 529,382 |
| Percentage of Permitted Design Capacity Utilized | 64.71% |
| <i>Sources:</i> ¹ City of Alachua Public Services Department, April 2022. ² City of Alachua May 2022 Development Monitoring Report. ³ City of Alachua Comprehensive Plan Potable Water Level of Service of 250 gallons per dwelling unit per day | |

Evaluation: The development will increase the demand upon the sanitary sewer system by 18,000 gallons per day. This analysis is based on the maximum development potential of 72 single-family residential dwellings that would be permitted by the preliminary plat. It is anticipated that the development will not adversely affect the LOS for sanitary sewer facilities, and the impacts are

therefore acceptable. Concurrency and impacts to the City's utility systems will be reevaluated at the final plat stage.

Recreational Impacts

Table 7a. Recreational Impacts

| System Category | Acreage |
|--|--------------|
| Existing City of Alachua Recreation Acreage ¹ | 135.48 |
| Acreage Required to Serve Existing Population ² | 53.78 |
| Reserved Capacity ¹ | 4.00 |
| Potential Demand Generated by Development ³ | 0.92 |
| Residual Recreational Capacity After Impacts | 76.78 |
| Sources: ¹ City of Alachua May 2022 Development Monitoring Report. ² University of Florida, Bureau of Economic & Business Research, Estimates of Population by County and City in Florida, April 1, 2021; Policy 1.2.b, Recreation Element (Formula: 10,576 persons / [5 acres/1,000 persons]) ³ US Census Bureau; Policy 1.2.b, Recreation Element (Formula: 2.55 persons per dwelling x 72 dwellings / [5 acres/1,000 persons]) | |

Table 7b. Improved Passive Park Space Analysis

| | |
|--|---------------|
| Minimum Improved Passive Park Space Required to Serve Existing Population & Reserved Capacity ¹ | 11.56 acres |
| Acreage Required to Serve Demand Generated by Development ² | 0.18 acres |
| Total Area Required to Serve Existing Population, Reserved Capacity, & Demand Generated by Development | 11.74 acres |
| Existing Improved Passive Park Space ¹ | 34.82 acres |
| Improved, Passive Park Space Utilized by Existing Population, Reserved Capacity, & Demand Generated by Development³ | 33.72% |
| ¹ Source: City of Alachua May 2022 Development Monitoring Report. ² Formula: Recreation Demand Generated by Development (0.92 acres) x 20%. ³ Formula: Total Improved Passive Park Space / (Acreage Required to Serve Existing Population + Reserved Capacity + Acreage Required to Serve Demand Generated by Development.) | |

Evaluation: The development will increase the demand upon recreational facilities by 0.92 acres, and would increase the demand upon passive park space by 0.18 acres. It is anticipated that the development will not adversely affect the LOS of recreational facilities; therefore, the impacts are acceptable. Concurrency and impacts to the City's recreation system will be reevaluated at the final plat stage

Solid Waste Impacts

Table 8. Potential Solid Waste Impacts

| System Category | Pounds Per Day | Tons Per Year |
|---|----------------|---------------|
| Demand from Existing Development ¹ | 43,024 | 7,851.88 |
| Reserved Capacity ² | 18,380.46 | 3,354.43 |
| Demand Generated by Application ³ | 734.41 | 134.03 |
| New River Solid Waste Facility Capacity ⁴ | 50 years | |
| <div>Sources: University of Florida, Bureau of Economic & Business Research, Estimates of Population by County and City in Florida, 2021; Policy 2.1.a, CFNGAR Element (Formula: 10,576 persons x 0.73 tons per person per year). 1 City of Alachua May 2022 Development Monitoring Report. 2 Policy 2.1.a, CFNGAR Element (Formula: 2.55 persons per dwelling x 72 dwellings x 0.73 tons per year) 3 New River Solid Waste Facility, April 2022.</div> | | |

Evaluation: The development will increase the maximum potential demand by approximately 134.03 tons per year. It is anticipated that the development will not adversely affect the LOS of solid waste facilities; therefore, the impacts are acceptable. Concurrency and impacts to the solid waste system will be reevaluated at the final plat stage.

Public School Impact

A School Capacity Review was submitted to The School Board of Alachua County (SBAC) in accordance with the City's Comprehensive Plan, specifically Policies 1.1.b, 1.1.c, 1.1.e, and 1.1.f of the Public School Facilities Element. According to the School Capacity Review report submitted to the City by the School Board of Alachua County on August 19, 2021, capacity is available at the elementary, middle, and high school levels to support the development.

Upon submittal of a final plat, the development will be subject to a concurrency review and determination of the availability of school capacity at the time of such review.

EXHIBIT “A”
TO
SAN FELASCO RESEARCH VENTURES, LLC
(CONVERGENCE RESEARCH PARK COTTAGE NEIGHBORHOOD)
PRELIMINARY PLAT
STAFF REPORT

CONDITIONS:

1. The applicant agrees it shall provide a 100% survey of the subject property considering the potential presence of any listed species which may occur on-site based upon the site's available habitat and location. These species shall include the Florida pine snake, the gopher tortoise, the little blue heron, the Southeastern American kestrel, and the tricolored heron. If any listed species are observed on-site, the 100% survey shall include a list of all local, state, and federal permits required for relocation of the listed species. This survey shall be submitted with any application for a final plat, and shall be valid for a period of 3 years from original date of survey.
2. The applicant agrees that, in accordance with Section 3.5.2(F)(2)(a) and Table 5.3-1 of the City's Land Development Regulations, a final development order (final plat) shall not be granted until the minimum floor area of non-residential uses required by Section 3.5.2(F)(2)(a) and Table 5.3-1 has been constructed or shall be constructed as part of a mixed-use development within the contiguous lands zoned Corporate Park (CP).
3. The applicant agrees that Conditions 1 - 2 as stated above do not inordinately burden the land and shall run with the land and be binding upon the property owner, including any subsequent property owners, successors, or assigns, and that the development shall comply with Conditions 1 - 2 as stated herein.

EXHIBIT “B”
TO
SAN FELASCO RESEARCH VENTURES, LLC
(CONVERGENCE RESEARCH PARK COTTAGE NEIGHBORHOOD)
PRELIMINARY PLAT
STAFF REPORT

SUPPORTING APPLICATION MATERIALS
SUBMITTED BY CITY STAFF TO THE
PLANNING AND ZONING BOARD



City of Alachua

MIKE DAROZA
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

May 25, 2022

Sent by electronic mail to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Planning & Zoning Board (PZB) Public Hearing: Convergence Research Park Cottage
Neighborhood Preliminary Plat

Dear Mr. Walpole:

The City of Alachua has reviewed your revised application submitted on behalf of San Felasco Research Ventures, LLC for the Preliminary Plat of Convergence Research Park Cottage Neighborhood. Based upon a review of the revised application, the City has determined that the application can now be scheduled for hearings before the Planning and Zoning Board (PZB).

You must provide two (2) *double-sided, three-hole punched, color sets* of the **complete** application package, seven (7) sets of plans, and a digital copy of all materials in PDF format on a CD or by emailing a Cloud / FTP link to download the materials to planning@cityofalachua.com *no less than 10 business days prior to the PZB Meeting at which your applications are scheduled to be heard*. The application has been scheduled for the **June 14, 2022** PZB Meeting, therefore, the above referenced materials must be submitted to the City no later than **Tuesday, May 31, 2022**. Materials may be submitted earlier than this date.

In addition, Section 2.2.9(D) of the Land Development Regulations requires the applicant to place posted notice signs on the subject property at least 14 days prior to the public hearings. Therefore, posted notice signs must be placed on the property no later than **Tuesday, May 31, 2022**. Staff will contact notify you when the signs are available for pick up at City Hall.

If you plan to utilize a PowerPoint presentation or would like other materials to be available for reference during the public hearing, please submit the presentation or materials no later than 12:00 PM on the last business day prior the PZB meeting (no later than **Monday, June 13, 2022**). Any presentation or materials may be submitted by emailing them to planning@cityofalachua.com.

Should you have any questions, please feel free to contact me at (386) 418-6100, x 1602 or via email at jtabor@cityofalachua.com.

Sincerely,

Justin Tabor, AICP
Principal Planner

c: Mike DaRoza, City Manager (*by electronic mail*)
Kathy Winburn, AICP, Planning & Community Development Director (*by electronic mail*)
Adam Hall, AICP, Principal Planner (*by electronic mail*)
Project File



April 11, 2022

Justin Tabor, AICP
City of Alachua
15100 NW 142nd Terrace | PO Box 9
Alachua, Florida 32616

**Ref: Convergence Research Park Cottages.
Preliminary Plat – Cottage Neighborhood Submittal Comments**

Dear Mr. Tabor:

The latest submittal for the Preliminary Plat of the referenced project has responded to all our comment.

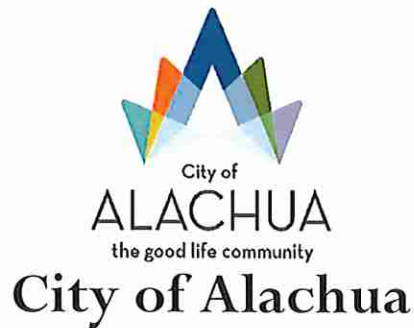
We do not have any further comments currently.

Feel free to contact us with any questions.

Sincerely,

A handwritten signature in blue ink, reading 'Sergio Reyes', with a horizontal line underneath.

Sergio Reyes, P.E.



MIKE DAROZA
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: March 09, 2022

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR
3/9/2022

RE: Convergence Research Park – Cottages-Prelim-Plat

Public Services has reviewed the subject project (Feb 24, 2022 Documents) and offer the following comments. Review was specific to the Public Services Utilities.

| NO. | COMMENTS |
|-----|---|
| 1. | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none">• Sheet 1, Note 14: Please define “CCR”, either on Sheet 1 or elsewhere. <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>If this abbreviation is used in subsequent Construction Plans, please define in those documents.</p> <p>FYI, Approved as Noted.</p> |
| 2. | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none">• Sheet 1: CoA Public Services assumes that the road will be private. Please call this out, either on Note 15 or elsewhere. Suggested text is “ROADS WILL BE OWNED AND OPERATED BY PROPERTY OWNERS ASSOCIATION (POA)”. <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> |

| NO. | COMMENTS |
|-----|--|
| | Approved |
| 3 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 1: Property Owners Association, not CoA, will own and maintain the stormwater system. On Sheet 1 or elsewhere, please add note similar to: "ALL COMPONENTS OF THE STORMWATER SYSTEM WILL BE OWNED AND MAINTAINED BY THE POA." <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>Approved</p> |
| 4 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 1, Note 15: This note includes the phrase: "RENTAL LIGHTING FROM COA". COA assumes this means that the Property Owners Association will own and operate the street lights. Either to this note or elsewhere, please add text similar to "STREET LIGHTS WILL BE OWNED AND MAINTAINED BY THE POA". <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>Approved</p> |
| 5 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheets 2, 3 & 4: On the Final Plat, please show PUEs for water, wastewater and electric. <p>Please submit statement of intent to comply.</p> <p>Comment on Dec 16, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheets 2, 3 & 4: On the Final Plat, please show PUEs for water, wastewater and electric. <p>FYI</p> |
| 6 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 5: Please insert "CoA" so call-out reads "SANITARY CLEANOUT, END OF COA MAINTENANCE", 4 instances. • Sheet 5: Please change "WATER METER" call-out to "WATER METER, END OF COA MAINTENANCE", 4 instances. <p>Please re-submit this sheet.</p> |

| NO. | COMMENTS |
|-----|---|
| | <p>Comment on Dec 16, 2021 Submittal</p> <p>On Construction Plans, on each applicable sheet, call out "END OF COA MAINTENANCE", at least one typical for cleanouts and water meters.</p> <p>FYI</p> <p>Comments on Feb 24, 2022 Submittal</p> <p>For water meters, approved.</p> <p>For cleanouts – because the WW system will now be private, "END OF COA MAINTENANCE" callouts on cleanouts are moot – please remove them.</p> <p>See subsequent comments.</p> <p>Approved as Noted.</p> |
| 7 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Potable Water Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that potable water infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Water mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that water mains are under driveways, which would cause subsequent maintenance if a defective water main needs to be dug up.</p> <p>Presumably water meters would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such water meters? What is the size of driveways in relation to lot width?</p> <p>Should installing water meters & water infrastructure at the front of lots be considered? And possibly installing ganged water meters in a single location in the common area?</p> <p>Please submit response and submit applicable modified sheets.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |
| 8 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Wastewater Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> |

| NO. | COMMENTS |
|-----|---|
| | <p>It appears that wastewater infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Gravity wastewater mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that gravity wastewater mains are under driveways, which would cause subsequent maintenance if a defective wastewater main needs to be dug up. Due to the depth of gravity wastewater mains, this issue would be more serious than for water mains.</p> <p>Presumably the wastewater cleanout would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such cleanouts? What is the size of driveways in relation to lot width? Bear in mind that trench width to remove and replace a defective cleanout is considerable. Also, CoA does not allow cleanouts under driveways except under very limited circumstances.</p> <p>Should installing wastewater cleanouts and wastewater infrastructure at the front of lots be considered?</p> <p>Please submit response and submit applicable modified sheets.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |
| 9 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Electric Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that electrical infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>If driveways are constructed in the PUEs, this would suggest that electrical primary circuits are under driveways. CoA takes no exception to this approach</p> <p>Presumably the transformers would be installed at lot corners. Is there adequate non-concrete space at lot corners to install transformers & pedestals? What is the size of driveways in relation to lot width?</p> <p>Please clarify ownership and maintenance of the street lights. CoA suggests street lights be privately maintained and with a common power meter for billing purposes.</p> <p>Also, when an electric component is being repaired, CoA maintenance trucks will be parked in the area for several hours at a time. Total lane width is only 20 feet. What provisions will be made so traffic disruption is kept to a minimum?</p> |

| NO. | COMMENTS |
|-----|--|
| | <p>Please submit response.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |
| 10 | <p>Potable Water Infrastructure</p> <p>Sheet 5</p> <p>Many of the water mains will be under driveways, which would be expensive to repair and even replace if a water main needs repair. Thus,</p> <p>Please specify that water mains shall be made of ductile iron pipe.</p> <p>As shown, the dual water meters are close enough to driveways that repair of the water meter may impact driveway integrity. Suggest installing the water meters closer to each other. CoA Detail 130 is for dual water meters, although the minimum distance between meters is not called out.</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> <p>Comments on Feb 24, 2022 Submittal</p> <p>Dual Water Meters: 4-ft minimum distance between meter and driveway has been called out.</p> <p>Approved.</p> <p>Water Mains required to be made of ductile iron. Please confirm water mains shall be ductile iron. Submit response and/or other supporting information.</p> |
| 11 | <p>Wastewater Infrastructure</p> <p>CoA appreciates that the design engineer relocated the cleanouts so that they are not under driveways. However, the clean-outs are still close enough to driveways that driveways might be undermined during the course of trenching when repairing a cleanout.</p> <p>The CoA recommends that the wastewater piping for the Cottages development be privatized.</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> <p>Comments on Feb 24, 2022 Submittal</p> <p>Wastewater system now will be private. See subsequent comments.</p> <p>Approved.</p> |

| NO. | COMMENTS |
|-----|--|
| | |
| 12 | <p>Electric Infrastructure</p> <p>As shown on Sheet 1, street lighting will be private. CoA approves this approach.</p> <p>Sheet 5</p> <p>Please review physical sizing of the transformers. Presumably, the transformers will be what CoA considers as small; namely, 75-500 KVA. As per Detail 584B, the pad for such transformers has dimensions of 5'0" by 6'3".</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> <p>Comments on Feb 24, 2022 Submittal</p> <p>Engineer's response is acceptable. Transformer sizes will be finalized with the construction documents.</p> <p>Approved.</p> |
| 13 | <p>Comments on Feb 24, 2022 Submittal</p> <p>General: On the final plat, please include text in the dedication that both stormwater and wastewater systems shall be the responsibility of the HOA.</p> <p>FYI</p> |
| 14 | <p>Comments on Feb 24, 2022 Submittal</p> <p>Engineer notes that "sewer, laterals, and C/O are all private and maintained by the HOA or Lot Owner Appropriate.</p> <p>To clarify design intent, on Sheets 2 & 4, suggest adding "END OF COA MAINTENANCE" next to "POINT OF WW CONNECTION".</p> <p>Please resubmit these sheets.</p> |
| 15 | <p>Comments on Feb 24, 2022 Submittal</p> <p>Engineer notes that "sewer, laterals, and C/O are all private and maintained by the HOA or Lot Owner Appropriate.</p> <p>To clarify design intent, on the cross-sections on Sheets 5 & 6, please delete:</p> <p>"SANITARY CLEANOUT, END OF CITY OF ALACHUA MAINTENANCE", 6 instances.</p> <p>Please resubmit these sheets.</p> |
| 16 | |
| 17 | |

| NO. | COMMENTS |
|-----------------|----------|
| 18 | |
| 19 | |
| 20 | |
| END OF COMMENTS | |

Please advise if you have any questions or require additional information.

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Principal Planner

Harry Dillard – Lead Engineering Technician



City of Alachua

MIKE DAROZA
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

March 9, 2022

Sent by electronic mail to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Planning Assistance Team (PAT) Resubmittal #2: Convergence Research Park Cottage
Neighborhood Preliminary Plat

Dear Mr. Walpole:

On February 24, 2022, the City of Alachua received your revised application submitted on behalf of San Felasco Research Ventures, LLC for the Preliminary Plat of Convergence Research Park Cottage Neighborhood. The Preliminary Plat proposes to subdivide a ± 14.82 acre subject property into a total of 72 lots with associated common areas and road right-of-way. The revised application received on February 24, 2022 was submitted to address the PAT review comments issued to you in a letter dated December 21, 2021.

Upon review of the application and materials, the following insufficiencies must be addressed. Please address all insufficiencies in writing and provide an indication as to how they have been addressed by **5:00 PM on Thursday, March 24, 2022**. A total of four (4) copies of the application package, plans, and a digital copy of all materials in PDF format on a CD or sent by emailing a Cloud / FTP link must be provided by this date.

Please address the following:

Previous Comments – PAT Review

1. Article 4, Use Regulations

- a. Section 4.3.1(A)(5)(e) requires all common parking areas and associated drive aisles to be screened in accordance with Section 6.2. Please indicate that common parking areas and associated drive aisles shall be screened in accordance with Section 6.2.

Remaining Issues: The applicant's response states, "Note added for screening to be added at final." Staff could not locate these notes. In addition, landscaping for subdivisions is reviewed as part of the construction plans. Please ensure the note references construction plans, not a final plat.

2. Article 7, Subdivision Standards

- a. Section 7.3.1(B)(1)(e) and Table 7.3-1 establish the minimum wearing surface width and minimum right-of-way or easement width for alleys. The minimum wearing surface width for a single travel lane is 12 feet. The design of proposed alleys shows a 2 lane, 10 foot wide travel lane. This is inconsistent with the provisions of Section 7.3.1(B)(1)(e) and Table 7.3-1. Please address.

Remaining Issues: Typical One Way Road Sections A and B show two, 10-foot one-way travel lanes. A minimum 12-foot travel width per lane is required.

- b. Section 7.3.1(B)(2) requires curb and gutter along Type A and B streets (those types within the proposed subdivision). Plans note Miami curb is proposed. A Type F curb and gutter system is required.

Remaining Issues: The applicant has revised Typical One Way Private Road Cross Sections A and B to depict an 18" Miami style - E curb. Type F curb shall be required in all areas where feasible, including such areas where driveway aprons will not be constructed (for example, along Road B between lots 28 and 43 where no access is planned, along Road C and the on-street parking along Road C, etc.) Please add a note to the typical cross sections indicating a Type F curb will be provided in such instances.

Previous Comments - 12/21/21 Resubmittal

3. Article 7, Subdivision Standards

- a. Section 7.2.4(B)(2) requires that the depth of a lot not exceed three times the width of the lot. The following lots do not meet the requirements of Section 7.2.4(B)(2): 10; 11; 35; 37; 67; 69; 72.

Remaining Issues: Lot 72 does not meet the requirements of Section 7.2.4(B)(2).

- b. Typical Alley Cross Sections A and B show two-way travel lanes, however, Sheets 2 - 4 show these alleys to be one-way travel lanes. As noted in the November 22, 2021 PAT review comments, a minimum 12-foot travel width per lane is required.

Remaining Issues: While renamed to "Typical One Way Private Road Cross Sections A and B", the cross sections continue to show two travel lanes, 10 feet each in width. A minimum 12-foot travel width per lane is required.

New Comments - 2/24/22 Resubmittal

4. Article 7, Subdivision Standards

- a. Several sidewalks are shown to be 4 feet in width. Per Section 7.3.2(B), sidewalks must be five feet in width. Please revise all sidewalks, except for those sidewalks providing a single connection between the front lot line and the shared sidewalk network, to be a minimum of 5 feet in width.

5. Miscellaneous

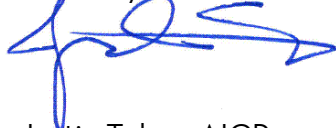
- a. Roadway cross sections show that curbs will be located on lots. A private easement or other acceptable instrument must be provided to allow for private maintenance. This is also applicable for any utility infrastructure located on lots that will be privately maintained.
- b. Verify the area of lots 34 and 36 are correct.
- c. Sheet 6, Typical Alley Cross Section 'C': The dimensions of the travel lane from the edges of the roadway surface to the centerlines does not equal the overall width of the roadway surface shown on the detail.
- d. Consider adding one-way / do not enter / wrong way signage to clarify the one-way flow of traffic.
- e. Sheet CO.00: Please update the land owner information. The correct legal entity is "San Felasco Research Ventures, LLC".

6. Public Services / Fire Rescue / Engineering Review Comments

- a. Comments from the Public Services Department are forthcoming, and will be forwarded once available.
- b. The applicant must address all comments provided by Claudia Vega, P.E., of EDA Consultants, Inc. in a letter dated March 9, 2022.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1602 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,



Justin Tabor, AICP
Principal Planner

Attachments: Letter from Sergio Reyes, P.E., of EDA Consultants, Inc. dated March 9, 2022

- c: Mike DaRoza, City Manager *(by electronic mail)*
Kathy Winburn, AICP, Planning & Community Development Director *(by electronic mail)*
Adam Hall, AICP, Principal Planner *(by electronic mail)*
Project File



March 09, 2022

Justin Tabor, AICP
City of Alachua
15100 NW 142nd Terrace | PO Box 9
Alachua, Florida 32616

**Ref: Convergence Research Park Cottages.
Preliminary Plat – Cottage Neighborhood Submittal Comments**

Dear Mr. Tabor:

My comments on the Preliminary Plat Plans for Convergence Research Park Cottages are below.

Plans

General Comments:

1. Please note that some of the proposed utility design may not comply with City Standards and some aspects of the layout may not comply with the City's Land Development Code. Changes to comply with the Design Standards and Code may require further review/comments.
2. Please be aware the signatures and seals in the plans are not secure and can be deleted by mistake.

Sheet 1

3. Note that the project lies within Sensitive Karst Area.

Sheet 2

1. One block appears to be draining offsite, why not send to the storm basin like the rest of the project?
2. Add striping for pedestrian crosswalk at sidewalk/road intersection.
3. Some utilities do not meet utility separation requirements.

Sheet 3

1. Provide more spot elevations around lots, along roads, walkways and at intersections.
2. Section appears to be draining offsite, why not send to the storm basin like the rest of the project?

Sheet 4

1. Provide more spot elevations around lots, along roads, walkways and at intersections.

Sheet 5

1. Adjust placement of light pole/street lighting in plan view to reflect typical cross section more accurately.
2. Clarify if the water main will public or private.
3. Clarify which roads (a, b, c, d, e) will have a type a or b cross-section.
4. Label total width of proposed private R/W.

Sheet 6

1. Clarify if the water main will public or private.
2. Clarify which roads (a, b, c, d, e) will have a type a or b cross-section.
3. Label total width of proposed private R/W.

Feel free to contact us with any questions.

Sincerely,

Claudia S. Vega, P.E.

Director of Engineering

cvega@edafl.com

edafl.com



City of Alachua

MIKE DAROZA
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

January 19, 2022

Sent by electronic mail to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Planning Assistance Team (PAT) Resubmittal #1: Convergence Research Park Cottage
Neighborhood Preliminary Plat

Dear Mr. Walpole:

On December 21, 2021 the City of Alachua received your revised application submitted on behalf of the University of Florida Foundation, Inc. for the Preliminary Plat of Convergence Research Park Cottage Neighborhood. The Preliminary Plat proposes to subdivide a ± 14.82 acre subject property into a total of 72 lots with associated common areas and road right-of-way. The revised application received on December 21, 2021 was submitted to address the PAT review comments issued to you in a letter dated November 22, 2021 and as discussed during a PAT meeting on November 29, 2021.

Upon review of the application and materials, the following insufficiencies must be addressed. Please address all insufficiencies in writing and provide an indication as to how they have been addressed by **5:00 PM on Tuesday, February 1, 2022**. A total of four (4) copies of the application package, plans, and a digital copy of all materials in PDF format on a CD or sent by emailing a Cloud / FTP link must be provided by this date.

Please address the following:

Previous Comments

1. Article 4, Use Regulations
 - a. Provide calculations of the area of each common green using the formula set forth in Section 4.3.1(A)(5)(d)(i).

Remaining Issues: The applicant has included an exhibit identifying common greens and noting the square footage of each common green. The exhibit excludes several areas. Specifically the common greens located between the following lots: 8 -13; 19 - 23; 16 - 17 and 26 - 27; 52 -54 and 59 - 61; 57 and 64 - 66(a); and 66(b) - 69.

- b. Section 4.3.1(A)(5)(d)(iv) requires a minimum of 80% of the cottage homes to be clustered around and directly front a common green. The following lots (24% of the total number of lots) do not directly front a common green: 1 – 8; 14; 19 – 20; 25; 53; 64; 67 – 68; and 71.

Remaining Issues: Staff finds that less than 80% of the lots are clustered around a common green. Specifically, Lots: 1 – 7; 31 – 38; 39 – 43; 46 – 50; 66(b) – 67.

- c. Section 4.3.1(A)(5)(e) requires all common parking areas and associated drive aisles to be screened in accordance with Section 6.2. Please indicate that common parking areas and associated drive aisles shall be screened in accordance with Section 6.2.

Remaining Issues: The applicant has responded by stating that no common parking is proposed, only on-street parking. As it pertains to Section 4.3.1(A)(5)(e), on-street parking constitutes ‘common parking’ as it is not dedicated to any specific property/lot and therefore is for ‘common’ use.

- d. Section 4.3.1(A)(5)(h) requires a Type D, 10 foot landscaped buffer along the perimeter of a cottage neighborhood when located adjacent to single family detached development. Please label and illustrate the required 10 foot landscaped buffer along the south property line.

Remaining Issues: The applicant’s response states, “... a 100’ foot building setback is provided along the southern property line. Within that 100’ foot setback, there are existing trees which will act as the landscape buffer and the 10 ft Type D has been labeled.” Please note, while some existing trees may be potentially fulfill the Type D buffer, there are areas of the 100 foot setback area, particularly along the southwest boundary of the neighborhood, that have no existing trees. Additional trees may need to be planted in these areas to fulfill landscape requirements. Additionally, depending upon the Type D buffer option selected as set forth in Table 6.2-1, understory trees, a hedge and/or a fence or wall may be needed to fulfill the Type D buffer requirement. Per Section 6.2.2(G), compliance with the landscaping requirements will be demonstrated during construction plan review.

2. Article 6, Development Standards

- a. Off-street parking is required at a rate of 1.5 spaces per cottage home. Please indicate if parking is proposed to be provided on each lot. If so, please indicate the number of spaces per lot, and whether any garages are proposed. Please also provide the total number of parking spaces located along the streets.

Remaining Issues: The applicant’s response states “Please note that off-street parking is proposed to be provided on each lot, as per note 12 on sheet 1.” Note 14 on Sheet 1 states “Parking: 2 spaces per lot (min. 1 garage or carport space per lot)”. Please confirm the intention of this note is that all lots shall have at least 1 garage/carport space and at least a 20 foot driveway area between the garage/carport and the alley common area that will provide the 2 spaces per lot.

3. Article 7, Subdivision Standards

- a. Section 7.2.4(B)(2) requires that the depth of a lot not exceed three times the width of the lot. The following lots do not comply with this requirement: 1 – 7; 33; 35 – 36; 38; 48 – 50; 56; and 67 – 68. Please address.

Remaining Issues:

- i. The following lots do not meet the requirements of Section 7.2.4(B)(2): 10; 11; 35; 37; 67; 69; 72.
 - ii. Lot dimensions and area are not provided for Lot 26, therefore, compliance with this requirement cannot be determined.
- b. Section 7.3.1(B)(1)(e) and Table 7.3-1 establish the minimum wearing surface width and minimum right-of-way or easement width for alleys. The minimum wearing surface width for a single travel lane is 12 feet. The design of proposed alleys shows a 2 lane, 10 foot wide travel lane. This is inconsistent with the provisions of Section 7.3.1(B)(1)(e) and Table 7.3-1. Please address.

Remaining Issues: The alleys serving Lots 8 – 10, 11 – 13 and 70 – 72, and 66 – 69 are 10 feet in width and therefore do not meet the minimum 12 foot width for a single travel lane.

- c. Section 7.3.1(B)(2) requires curb and gutter along Type A and B streets (those types within the proposed subdivision). Plans note Miami curb is proposed. A Type F curb and gutter system is required.

Remaining Issues:

- i. The applicant's response states "Please note that these are alleys and not streets. A flush curb is provided for the alleys." Staff acknowledges the applicant's statement, however, an 'alley' is still defined as a 'street' by Article 10 of the City's LDRs: *"Street means a public or private roadway which affords the principal means of access to abutting property. The term "street" includes lanes, ways, places, drives, boulevards, roads, avenues or other means of ingress or egress regardless of the descriptive term used."*
 - ii. Typical Alley Cross Sections A and B show two-way travel lanes, however, Sheets 2 – 4 show these alleys to be one-way travel lanes. As noted in the November 22, 2021 PAT review comments, a minimum 12-foot travel width per lane is required.
- d. Please confirm curb radii shall comply with Section 7.2.5(I)(3), which requires curb radii at the intersection of two local streets to be at least 20 feet.

Remaining Issues: The applicant states that curb radii have been labeled, however, Staff is unable to locate any labels, typical or otherwise, for curb radii on Sheets 2 – 4.

- e. Section 7.3.3(A) requires the preliminary plat to show the location of road and street signs and traffic control signs, such as stop signs and speed limit signs. Please identify the location of all stop signs and speed limit signs.

Remaining Issues: The applicant states that road signs are now shown on the preliminary plat, however, Staff is unable to locate any road signs on Sheets 2 - 4.

4. Miscellaneous

- a. The dimensions and lot area are not provided or are difficult to discern for Lots 13, 26, 31 - 34, and 47. Please adjust the matchlines between sheets so that the dimensions and lot area of the lots can be shown on the plan. Ensure matchline adjustment does not cause any issues with providing this information for other lots on the plan.

Remaining Issues: Matchlines do not overlap, which makes it challenging to decipher lot dimensions and/or lot area for Lots 15, 28, 29, 30, and 34 -36. Please adjust matchlines so that the information on each sheet overlaps and the lot dimensions and lot area can be shown on a single sheet for all lots.

- b. Please label the roads (e.g. "Road A" or "Road 1").

Remaining Issues: Comment was not addressed.

- c. Please ensure the width of all roadways and on-street parallel parking areas is labelled.

Remaining Issues: Comment was not addressed.

- d. Please correct typical street cross sections to reflect that the setback line shown is the rear/side setback line rather than the front/side setback line.

Remaining Issues: Please correct for Typical Alley Cross Section C.

New Comments

5. Miscellaneous

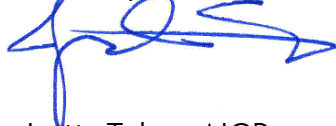
- a. The SMF to the west of the project is labelled "Existing Stormwater Management Facility (to be built with Momentum Labs project)." This basin was not permitted with the Momentum labs project. Please revise accordingly.
- b. There are two (2) lots labelled as Lot 66. Please address.

6. Public Services / Fire Rescue / Engineering Review Comments

- a. The applicant must address all comments provided by the Public Services Department in a memorandum dated January 19, 2022.
- b. The applicant must address all comments provided by Sergio Reyes, P.E., of EDA Consultants, Inc. in a letter dated January 13, 2022.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1602 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

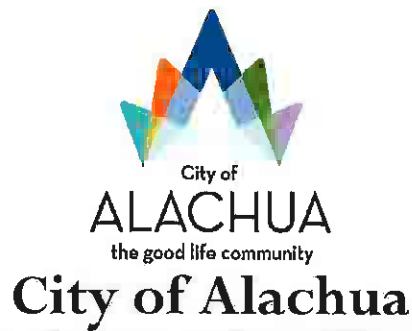
Sincerely,



Justin Tabor, AICP
Principal Planner

Attachments: Memorandum from Tom Ridgik, P.E., Engineering Supervisor, dated January 19, 2022
 Letter from Sergio Reyes, P.E., of EDA Consultants, Inc. dated January 13, 2022

c: Mike DaRoza, City Manager *(by electronic mail)*
 Kathy Winburn, AICP, Planning & Community Development Director *(by electronic mail)*
 Adam Hall, AICP, Principal Planner *(by electronic mail)*
 Project File



MIKE DAROZA
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: Jan 19, 2022

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR
1/19/2022

RE: Convergence Research Park – Cottages-Prelim-Plat REVISED Comments

Public Services has reviewed the subject project (Dec 16, 2021 Documents) and offer the following comments. Review was specific to the Public Services Utilities.

| NO. | COMMENTS |
|-----|---|
| 1. | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none">• Sheet 1, Note 14: Please define "CCR", either on Sheet 1 or elsewhere. <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>If this abbreviation is used in subsequent Construction Plans, please define in those documents.</p> <p>FYI, Approved as Noted.</p> |
| 2. | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none">• Sheet 1: CoA Public Services assumes that the road will be private. Please call this out, either on Note 15 or elsewhere. Suggested text is "ROADS WILL BE OWNED AND OPERATED BY PROPERTY OWNERS ASSOCIATION (POA)". <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> |

| NO. | COMMENTS |
|-----|---|
| | Approved |
| 3 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 1: Property Owners Association, not CoA, will own and maintain the stormwater system. On Sheet 1 or elsewhere, please add note similar to: "ALL COMPONENTS OF THE STORMWATER SYSTEM WILL BE OWNED AND MAINTAINED BY THE POA." <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>Approved</p> |
| 4 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 1, Note 15: This note includes the phrase: "RENTAL LIGHTING FROM COA". COA assumes this means that the Property Owners Association will own and operate the street lights. Either to this note or elsewhere, please add text similar to "STREET LIGHTS WILL BE OWNED AND MAINTAINED BY THE POA" <p>Please submit applicable sheet.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>Approved</p> |
| 5 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheets 2, 3 & 4: On the Final Plat, please show PUEs for water, wastewater and electric. <p>Please submit statement of intent to comply.</p> <p>Comment on Dec 16, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheets 2, 3 & 4: On the Final Plat, please show PUEs for water, wastewater and electric. <p>FYI</p> |
| 6 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 5: Please insert "CoA" so call-out reads "SANITARY CLEANOUT, END OF COA MAINTENANCE", 4 instances. • Sheet 5: Please change "WATER METER" call-out to "WATER METER, END OF COA MAINTENANCE", 4 instances. <p>Please re-submit this sheet.</p> |

| NO. | COMMENTS |
|-----|---|
| | <p>Comment on Dec 16, 2021 Submittal</p> <p>On Construction Plans, on each applicable sheet, call out “END OF COA MAINTENANCE”, at least one typical for cleanouts and water meters.</p> <p>FYI</p> |
| 7 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Potable Water Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that potable water infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Water mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that water mains are under driveways, which would cause subsequent maintenance if a defective water main needs to be dug up.</p> <p>Presumably water meters would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such water meters? What is the size of driveways in relation to lot width?</p> <p>Should installing water meters & water infrastructure at the front of lots be considered? And possibly installing ganged water meters in a single location in the common area?</p> <p>Please submit response and submit applicable modified sheets.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |
| 8 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Wastewater Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that wastewater infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Gravity wastewater mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that gravity wastewater mains are under driveways, which would cause subsequent maintenance if a defective wastewater</p> |

| NO. | COMMENTS |
|-----|---|
| | <p>main needs to be dug up. Due to the depth of gravity wastewater mains, this issue would be more serious than for water mains.</p> <p>Presumably the wastewater cleanout would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such cleanouts? What is the size of driveways in relation to lot width? Bear in mind that trench width to remove and replace a defective cleanout is considerable. Also, CoA does not allow cleanouts under driveways except under very limited circumstances.</p> <p>Should installing wastewater cleanouts and wastewater infrastructure at the front of lots be considered?</p> <p>Please submit response and submit applicable modified sheets.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |
| 9 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Electric Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that electrical infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>If driveways are constructed in the PUEs, this would suggest that electrical primary circuits are under driveways. CoA takes no exception to this approach</p> <p>Presumably the transformers would be installed at lot corners. Is there adequate non-concrete space at lot corners to install transformers & pedestals? What is the size of driveways in relation to lot width?</p> <p>Please clarify ownership and maintenance of the street lights. CoA suggests street lights be privately maintained and with a common power meter for billing purposes.</p> <p>Also, when an electric component is being repaired, CoA maintenance trucks will be parked in the area for several hours at a time. Total lane width is only 20 feet. What provisions will be made so traffic disruption is kept to a minimum?</p> <p>Please submit response.</p> <p>Comment on Dec 16, 2021 Submittal</p> <p>See new comments starting at Comment 10.</p> <p>Approved as Noted</p> |

| NO. | COMMENTS |
|------------------------|---|
| 10 | <p>Potable Water Infrastructure</p> <p>Sheet 5</p> <p>Many of the water mains will be under driveways, which would be expensive to repair and even replace if a water main needs repair. Thus,</p> <p>Please specify that water mains shall be made of ductile iron pipe.</p> <p>As shown, the dual water meters are close enough to driveways that repair of the water meter may impact driveway integrity. Suggest installing the water meters closer to each other. CoA Detail 130 is for dual water meters, although the minimum distance between meters is not called out.</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> |
| 11 | <p>Wastewater Infrastructure</p> <p>CoA appreciates that the design engineer relocated the cleanouts so that they are not under driveways. However, the clean-outs are still close enough to driveways that driveways might be undermined during the course of trenching when repairing a cleanout.</p> <p>The CoA recommends that the wastewater piping for the Cottages development be privatized.</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> |
| 12 | <p>Electric Infrastructure</p> <p>As shown on Sheet 1, street lighting will be private. CoA approves this approach.</p> <p>Sheet 5</p> <p>Please review physical sizing of the transformers. Presumably, the transformers will be what CoA considers as small; namely, 75-500 KVA. As per Detail 584B, the pad for such transformers has dimensions of 5'0" by 6'3".</p> <p>Please submit response and applicable documents.</p> <p>Note: CoA would be amenable to a meeting to discuss this issue.</p> |
| END OF COMMENTS | |

Please advise if you have any questions or require additional information.

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Principal Planner

Harry Dillard – Lead Engineering Technician



January 13, 2022

Justin Tabor, AICP
City of Alachua
15100 NW 142nd Terrace | PO Box 9
Alachua, Florida 32616

**Re: Convergence Research Park.
Preliminary Plat – Cottage Neighborhood Submittal Comments**

Dear Mr. Tabor:

As requested, we reviewed the Convergence Research Park – Cottage Neighborhood – Preliminary Plat submitted information.

The following are our comments for the referenced project:

General Comments:

1. Please note that some proposed utility design may not comply with City Standards and some aspects of the layout may not comply with the City's Land Development Code. Changes to comply with the Design Standards and Code may require further review/comments.
2. Please include the Overall Zoning Exhibit as Part of the Preliminary Plat set of drawings and include it on the sheet index.
3. Some of the sheets provide as part of the topographic survey may not be part of the project limits. Sheets 2 of 14, 3 of 14 and 5 of 14 include topographic survey that is not part of this project.
4. Please re-number topographic survey sheets to be only part of this project.

Overall Zoning Exhibit

1. Include a table showing current approved/proposed number of residential units, associated non-residential areas and total phases approved at this time. This table will track with the prior phases approval and allocated non-residential areas. This should be included with all the current and future phases to keep track of approval and associated areas.
2. Graphically depict the approved phase, residential and non-residential, and proposed phase within the Overall Zoning Exhibit.

Boundary Survey Sheet 1 of 1.

1. Boundary survey is Not signed and sealed. Application D. Attachments 1. F.

Topographic Survey – Sheet 1 Of 14

1. Depict the area of this proposed phase.

2. The scale of the drawings is larger than allow. See Preliminary Plat Application – D. Attachments 1. b.
3. Topographic Survey is not signed and sealed

Topographic Survey – Sheet 2 Of 14

1. This sheet does not appear part of this project. The survey area shown in this sheet seems to be north of the proposed project area.

Topographic Survey – Sheet 3 Of 14

1. This sheet does not appear part of this project. The survey area shown in this sheet seems is north of San Felasco Parkway and north the proposed project area.

Topographic Survey – Sheet 4 Of 14

1. Re-number the sheet and include only the sheets relevant to this project.

Topographic Survey – Sheet 5 Of 14

1. This sheet may not be part of the project.

Design Plat - Sheet 1

1. Note # 7 indicates that the water main will be installed as part of Momentum Labs project, please provide timing for that and clarification of how legal access to those utilities will be provided to this project. Similar for Note # 8 and 9 about the sewer system and electrical system. Are these systems to be dedicated to the city or all these systems will be private as proposed for this project? Will easements be provided over those utilities to serve the proposed project?
2. CP Residential Calculation: Included totals, phases, number of units per phase, allocated area of non-residential per phase and remain phases, areas, units, etc.
3. Are the stormwater management facilities (SMF) existing or proposed at this time? If they are to be constructed with the Momentum Labs project, when that will happen and are you providing easements to allow use of those facilities?
4. It is not clear if the stormwater facilities will be part of the proposed plat or separate project with a proposed drainage easement for the proposed subdivision.

Sheet 2

1. The proposed sewer main serving lot 8,9, and 10 should be under the proposed road in lieu of across the open space (green area in front of those lots)

Sheet 3

1. Rearrange the stormwater piping system to keep under the pavement as much possible and maintain a typical allocation between all the system (Storm, sewer, and water mains). A new route will protect existing trees.
2. Minimum lot length does not meet code (lots 66-67; 68-69; 70-72)

Sheet 4

1. Provide an easement over the stormwater management facilities and access point for maintenance of these facilities.

Please feel free to contact my office at 352-373-3541 with any questions on these review comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sergio Reyes", with a horizontal line underneath it.

Sergio Reyes, PE
President

City of Alachua

PUBLIC SCHOOL STUDENT GENERATION CALCULATION FORM

PROJECT #

APPLICATION DATE

Oct 28, 2021

NAME & DESCRIPTION OF PROJECT

Convergence Park Cottage Neighborhood

PROJECT ADDRESS (Contact 911 Addressing @ 352.338.7361)

TBD - San Felasco Parkway

Tax Parcel Numbers

03929--000-000, 03969-000-000

Acreage

171 ac

DEVELOPMENT DATA (check all that apply)



Single Family



Multi Family



Exempt (See exemptions on page 2)

Number of Units

72

Number of Units

Level of Review



Pre-Application Conference



Preliminary



Final



Revised



Staff Administrative Review

A determination that there is adequate school capacity for a specific project will satisfy requirements for review for school concurrency for the periods of time consistent with the Interlocal Agreement and specified in local government land development regulations; an agreement by the School Board with the developer and local government is required to extend the period for approvals for phased projects beyond the generally applicable time period

EXPLANATION OF STUDENT GENERATION CALCULATION

Student Generation is calculated based on the type of residential development and the type of schools. The number of student stations (by school type - Elementary, Middle and High School) used for calculating the school concurrency impacts is equal to the number of dwelling units by housing type multiplied by the student generation multiplier (for housing type & school type) established by the School Board. Calculations are rounded to the nearest whole number. Student Generation for each school type is calculated individually to assess the impact on the **School Concurrency Service Area (SCSA)** for each school type (Elementary, Middle and High School).

SCHOOL CONCURRENCY SERVICE AREAS (SCSA) FOR PROJECT LOCATION

Based on the project location, please identify the corresponding School Concurrency Service Areas for each school type. Maps of the SCSAs may be viewed on the Alachua County Public Schools website.

SCHOOL CONCURRENCY SERVICE AREAS (SCSA)

Elementary

Northwest Alachua

Middle

Mebane

High

Santa Fe

SINGLE FAMILY RESIDENTIAL DEVELOPMENT STUDENT GENERATION CALCULATIONS

| | | | | |
|------------|---------------------------------|---|---------------------------------|------------------|
| ELEMENTARY | <input type="text" value="72"/> | units X 0.14 Elementary School Multiplier | <input type="text" value="10"/> | Student Stations |
| MIDDLE | <input type="text" value="72"/> | units X 0.06 Middle School Multiplier | <input type="text" value="4"/> | Student Stations |
| HIGH | <input type="text" value="72"/> | units X 0.08 High School Multiplier | <input type="text" value="6"/> | Student Stations |

MULTI FAMILY RESIDENTIAL DEVELOPMENT STUDENT GENERATION CALCULATIONS

| | | | | |
|------------|----------------------|---|----------------------|------------------|
| ELEMENTARY | <input type="text"/> | units X 0.09 Elementary School Multiplier | <input type="text"/> | Student Stations |
| MIDDLE | <input type="text"/> | units X 0.03 Middle School Multiplier | <input type="text"/> | Student Stations |
| HIGH | <input type="text"/> | units X 0.03 High School Multiplier | <input type="text"/> | Student Stations |

Source: School Board of Alachua County 2015 Student Generation Multiplier Analysis

EXEMPT DEVELOPMENTS (click all that apply)

- ☐ Existing legal lots eligible for a building permit
- ☐ Development that includes residential uses that has received final development plan approval prior to the effective date for public school concurrency, or has received development plan approval prior to June 24, 2008, provided the development approval has not expired
- ☐ Amendments to final development orders for residential development approved prior to the effective date for public school concurrency, and which do not increase the number of students generated by the development
- ☐ Age-restricted developments that prohibit permanent occupancy by persons of school age, provided this condition is satisfied in accordance with the standards of the Public School Facilities Element or the ILA
- ☐ Group quarters that do not generate public school students, as described in the ILA

AUTHORIZED AGENT

Name:

Mailing Address:

Phone:

Email:

PROPERTY OWNER

Name:

Mailing Address

Phone:

Email

CERTIFICATION

PROJECT NAME :

PROJECT #:

This application for a determination of the adequacy of public schools to accommodate the public school students generated by the subject development has been reviewed for compliance with the school concurrency management program and in accordance with the ILA. The following determinations have been made:

☒ **Approved** based upon the following findings (see 2020-2021 Capacity Tables)

Elementary SCSA

Capacity Required

- ☒ Capacity Available
☐ Capacity Available in 3 yrs
☐ Capacity Available in Adjacent SCSA

Available Capacity

Available Capacity

Available Capacity

Middle SCSA

Capacity Required

- ☒ Capacity Available
☐ Capacity Available in 3 yrs
☐ Capacity Available in Adjacent SCSA

Available Capacity

Available Capacity

Available Capacity

High SCSA

Capacity Required

- ☒ Capacity Available
☐ Capacity Available in 3 yrs
☐ Capacity Available in Adjacent SCSA

Available Capacity

Available Capacity

Available Capacity

☐ **Denial** for reasons stated

Approved by

School Board Staff Certification


Suzanne M. Wynn

Community Planning Director
Alachua County Public Schools
352.955.7400 x 1445

Date:

City of Alachua

A complete application for the development project was accepted on

Date:

Signed:

Printed Name:

BOARD MEMBERS

Tina Certain
Robert P. Hyatt
Diyonne McGraw
Leanetta McNealy, Ph.D.
Gunnar F. Paulson, Ed.D.

SUPERINTENDENT OF SCHOOLS

Carlee Simon, Ph.D.



District Office
620 East University Avenue
Gainesville, Florida
32601-5498

www.sbac.edu
(352) 955-7300

An 'A-rated' District

Mission Statement: We are committed to the success of every student!

March 2, 2021

RE: ACPS – School Capacity and Comprehensive Zoning

Alachua County Public Schools ("ACPS") has received notification of a proposed residential development project to be located in unincorporated or incorporated Alachua County. Pursuant to Chapter 1003, Florida Statutes, the School Board is charged with the operation and control of public K-12 education and its responsibilities include school facility planning, maintenance and student zoning.

This letter is being sent as a response to the impact that will be created by proposed development. First, please be advised that the School Board will be launching a district wide comprehensive school rezoning. This will involve a comprehensive review of all public schools, including their attendance zones and the educational programs offered. As a result of this rezoning, areas of the County and the towns/cities currently zoned for a school – may no longer be zoned for the same school when the rezoning process is completed. Any new residential development that is an existing school zoning district is not guaranteed to remain in that same zoning district after the rezoning process is completed. It is anticipated that a new rezoning plan will be in place for the start of the 2022-2023 school year.

Additionally, please advise that many of ACPS do not have adequate space for additional students. The school board evaluates if there is available school capacity for each school type in the affected school concurrency service area to accommodate the impacts of the residential development. However, available school capacity based on concurrency service areas, may not be realistic to the actual ability to place additional students in a school. Due to existing or possible facility overcrowding, even if a proposed development meets school concurrency requirements, there is no guarantee from the School District that students who reside in the development will be zoned to a specific school. Attached please find supporting documentation, including a chart of school capacity v. enrollment. The School District is evaluating it measures and processes to address these overcrowding concerns. If you have additional question please contact our District office. Thank you for your understanding.

Sincerely,

Carlee Simon, Ph.D.
Superintendent
Encl.

cc: ACPS Director of Community Planning

School Board of Alachua County

School Capacity vs. Enrollment

9/07/2021

| Schools | Grade Level | Adjusted Permanent Capacity | Enrollment School Yr. 2021-22 9/07/2021 | Actual Available Capacity | Actual Utilization Percentage |
|------------------------------------|-------------|-----------------------------|---|---------------------------|-------------------------------|
| Alachua | 3 - 5 | 525 | 306 | 219 | 58% |
| Archer | PK - 5 | 489 | 492 | -3 | 101% |
| Chiles | PK - 5 | 727 | 716 | 11 | 98% |
| Duval (DELA) | PK - 1 | 408 | 0 | 408 | 0% |
| CB Parker | K - 5 | 489 | 517 | -28 | 106% |
| Foster | K - 5 | 467 | 451 | 16 | 97% |
| Glen Springs | K - 5 | 463 | 391 | 72 | 84% |
| Hidden Oak | PK - 5 | 744 | 759 | -15 | 102% |
| Idylwild (January 2022) | PK - 5 | 662 | 649 | 13 | 98% |
| Irby | PK - 2 | 536 | 381 | 155 | 71% |
| Lake Forest | PK - 5 | 598 | 339 | 259 | 57% |
| Littlewood | PK - 5 | 588 | 655 | -67 | 111% |
| Meadowbrook | PK - 5 | 758 | 807 | -49 | 106% |
| Metcalfe | PK - 5 | 591 | 241 | 332 | 41% |
| Newberry | PK - 4 | 471 | 643 | -172 | 137% |
| Norton | PK - 5 | 669 | 565 | 104 | 84% |
| Rawlings | PK - 5 | 427 | 398 | 29 | 93% |
| Shell | PK - 5 | 366 | 379 | -13 | 104% |
| Talbot | PK - 5 | 726 | 644 | 82 | 89% |
| "New" Terwilliger | PK - 5 | 962 | 515 | 447 | 54% |
| "Vacant" Terwilliger | PK - 5 | 575 | 0 | 575 | 0% |
| Wiles | PK - 5 | 725 | 846 | -121 | 117% |
| Williams | K - 5 | 590 | 468 | 122 | 79% |
| Elementary Total | | 13,556 | 11,162 | 2,376 | 82% |
| Bishop (90%) | 6 - 8 | 1,075 | 704 | 371 | 65% |
| Fort Clarke (90%) | 6 - 8 | 871 | 947 | -72 | 109% |
| Kanapaha (90%) | 6 - 8 | 1,166 | 1,114 | 52 | 96% |
| Lincoln (90%) | 6 - 8 | 1,053 | 757 | 296 | 72% |
| Mebane (90%) | 6 - 8 | 788 | 336 | 452 | 43% |
| Westwood (90%) | 6 - 8 | 1,230 | 861 | 369 | 70% |
| Middle Total | | 6,183 | 4,719 | 1,468 | 76% |
| Buchholz (95%) | 9 - 12 | 2,006 | 2,505 | -501 | 125% |
| Eastside (95%) | 9 - 12 | 1,952 | 1,183 | 769 | 61% |
| Gainesville (95%) | 9 - 12 | 1,926 | 1,851 | 75 | 96% |
| Loften (80%) | 9 - 12 | 508 | 264 | 244 | 52% |
| Newberry (80%) | 9 - 12 | 671 | 687 | -16 | 102% |
| Santa Fe (90%) | 9 - 12 | 1,291 | 1,134 | 157 | 88% |
| High Total | | 8,354 | 7,624 | 728 | 91% |
| Hawthorne (90%) | 8 - 12 | 664 | 479 | 185 | 72% |
| High Springs Comm. (90%) | PK - 8 | 982 | 961 | 21 | 98% |
| Oak View (90%) | 5 - 8 | 746 | 951 | -205 | 127% |
| Combination Total | | 2,392 | 2,391 | 1 | 100% |
| District Schools Total | | 30,485 | 25,896 | 4,573 | 85% |
| AQ Jones | 6 - 12 | 181 | 49 | 132 | 27% |
| Sidney Lanier | K - 12 | 369 | 170 | 199 | 46% |
| Centers Total | | 550 | 219 | 331 | 40% |
| District Total (w/ Centers) | | 31,035 | 26,115 | 4,904 | 84% |



City of Alachua

MIKE DAROZA
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 22, 2021

Sent by electronic mail to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Planning Assistance Team (PAT) Summary: Convergence Research Park Cottage
Neighborhood Preliminary Plat

Dear Mr. Walpole:

On October 28, 2021 the City of Alachua received your application submitted on behalf of the University of Florida Foundation, Inc. for the Preliminary Plat of Convergence Research Park Cottage Neighborhood. The Preliminary Plat proposes to subdivide a ±14.82 acre subject property into a total of 72 lots with associated common areas and road right-of-way. A completeness review was performed on November 2, 2021 and the application was determined to be complete on the same date.

The application has been reviewed by the City's Planning Assistance Team (PAT). Upon review of the application and materials, the following insufficiencies must be addressed. A meeting is scheduled for **10:00 AM on Monday, November 29, 2021** to review these comments.

Please address all insufficiencies in writing and provide an indication as to how they have been addressed by **5:00 PM on Monday, December 6, 2021**. A total of four (4) copies of the application package, plans, and a digital copy of all materials in PDF format on a CD or sent by emailing a Cloud / FTP link must be provided by this date.

Please address the following:

1. Article 4, Use Regulations

- a. Please confirm that a community building as described in Section 4.3.1(A)(5)(b) is not proposed.
- b. Section 4.3.1(A)(5)(c) requires a minimum area of land to be preserved for non-residential uses. Please verify the calculations on Sheet LOO-00-10 are correct for the proposed project.
- c. Provide calculations of the area of each common green using the formula set forth in Section 4.3.1(A)(5)(d)(i).

- d. Section 4.3.1(A)(5)(d)(iv) requires a minimum of 80% of the cottage homes to be clustered around and directly front a common green. The following lots (24% of the total number of lots) do not directly front a common green: 1 – 8; 14; 19 – 20; 25; 53; 64; 67 – 68; and 71.
 - e. Section 4.3.1(A)(5)(e) requires all common parking areas and associated drive aisles to be screed in accordance with Section 6.2. Please indicate that common parking areas and associated drive aisles shall be screened in accordance with Section 6.2.
 - f. Section 4.3.1(A)(5)(h) requires walkways to connect cottage homes, parking areas, and common greens. Please provide a walkway from the on-street parking area south of Lots 47 – 53 to the sidewalk north of Lot 53.
 - g. Section 4.3.1(A)(5)(h) requires cottage neighborhoods, when located adjacent to single family detached development, to not locate any structures, including but not limited to cottage homes, community buildings, accessory structures, parking lots, waste receptacles, and other similar structures within 100 feet of the boundary of the cottage neighborhood. A private roadway, on-street parking, and pedestrian pathways are proposed within 100 feet of the boundary of the cottage neighborhood. Please address.
 - h. Section 4.3.1(A)(5)(h) requires a Type D, 10 foot landscaped buffer along the perimeter of a cottage neighborhood when located adjacent to single family detached development. Please label and illustrate the required 10 foot landscaped buffer along the south property line.
 - i. Please indicate the location of any proposed fencing and ensure fencing is compliant with Section 4.3.1(A)(5)(i).
2. Article 6, Development Standards
 - a. Off-street parking is required at a rate of 1.5 spaces per cottage home. Please indicate if parking is proposed to be provided on each lot. If so, please indicate the number of spaces per lot, and whether any garages are proposed. Please also provide the total number of parking spaces located along the streets.
 - b. Tree mitigation will be required for any regulated or heritage trees proposed for removal. Required tree mitigation shall be reviewed as part of the Construction Plan review phase.
 3. Article 7, Subdivision Standards
 - a. Section 7.2.3(B)(2) requires block lengths in residential areas to not exceed 600 feet, nor be less than 300 feet in length. The block comprised of Lots 13 – 20 and 54 – 72 exceeds the maximum length. Please address.
 - b. Section 7.2.4(B)(2) requires that the depth of a lot not exceed three times the width of the lot. The following lots do not comply with this requirement: 1 – 7; 33; 35 – 36; 38; 48 – 50; 56; and 67 – 68. Please address.
 - c. Section 7.3.1(B)(1)(e) and Table 7.3-1 establish the minimum wearing surface width and minimum right-of-way or easement width for alleys. The minimum wearing surface width for a single travel lane is 12 feet. The design of proposed alleys shows a 2 lane, 10 foot wide travel lane. This is inconsistent with the provisions of Section 7.3.1(B)(1)(e) and Table 7.3-1. Please address.
 - d. Section 7.3.1(B)(2) requires curb and gutter along Type A and B streets (those types within the proposed subdivision). Plans note Miami curb is proposed. A Type F curb and gutter system is required.

- e. Section 7.5.2(I)(1) requires streets to be laid out to intersect as nearly as possible at right angles, and prohibits an intersection with an angle of less than 75 degrees. Please label the angle of the intersection of the roads between Lots 53 and 54.
 - f. Section 7.5.2(I)(1) requires oblique streets to be curved approaching an intersection and to be at a right angle for at least 100 feet. The road to the south of Lots 54 – 58 does not conform to this requirement before intersecting with the road south of Lots 46 – 53, nor does the road south of Lots 59 – 60 conform to this requirement before intersecting the road located between Lots 58 and 59. Please address.
 - g. Please confirm curb radii shall comply with Section 7.2.5(I)(3), which requires curb radii at the intersection of two local streets to be at least 20 feet.
 - h. Section 7.2.5(G) prohibits dead-end streets. Lots 8 – 12 and 59 – 62 are located on dead end streets.
 - i. Section 7.3.3(A) requires the preliminary plat to show the location of road and street signs and traffic control signs, such as stop signs and speed limit signs. Please identify the location of all stop signs and speed limit signs.
 - j. The applicant shall be required to demonstrate compliance with Section 7.3.9, *Fire Protection Improvements*, at the time of Construction Plan review.
4. Concurrency Impact Analysis
- a. The Concurrency Impact Analysis utilizes a 1/2 mile radius from the intersection of US 441 and Progress Boulevard to determine the affected roadway segments. Section 2.4.14(H)(2) states that for 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**. The intersection of US 441 and Progress Boulevard as well as the intersection of San Felasco Parkway and CR 241 are the nearest major intersections to the development's ingress/egress. Therefore, affected roadway segments include Segment 4 and Segment 13. It is recommended to use a trip distribution of 50% to each segment.
5. Public Services / Fire Rescue / Engineering Review Comments
- a. The applicant must address all comments provided by the Public Services Department in a memorandum dated November 22, 2021.
 - b. The applicant must address the comments provided by Chip Ware of Alachua County Fire Rescue in an email dated November 15, 2021.
 - c. An engineering review has not been completed at this time, as some review comments affect the overall design and configuration of the development. Engineering review comments at a later time and subsequent to addressing the design/configuration issues.
6. Miscellaneous
- a. A pedestrian pathway is proposed outside of the areas proposed to be platted, specifically, surrounding the proposed SMF and to the south and east of the platted areas. Please address the timing for the construction of pathways outside of the platted area.
 - b. The dimensions and lot area are not provided or are difficult to discern for Lots 13, 26, 31 – 34, and 47. Please adjust the matchlines between sheets so that the dimensions and

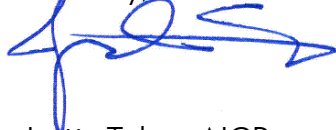
- lot area of the lots can be shown on the plan. Ensure matchline adjustment does not cause any issues with providing this information for other lots on the plan.
- c. Please clarify the dimensions of the east property line of Lot 47 and the west property line of Lot 48.
 - d. Please clarify the dimensions of the east property line of Lot 63 and the west property line of Lot 64.
 - e. Please label the roads (e.g. "Road A" or "Road 1").
 - f. Please provide a curb radius at the corner of the road southeast of Lot 1.
 - g. Graphic scale shown on scale bar on Sheet 1 is 1" = 100'. Correct the scale bar.
 - h. Provide crosswalks between sidewalks at the following locations:
 - i. South of Lots 22 and 27;
 - ii. South of Lot 17 and the common area east of the roadway;
 - iii. Between Lots 41 and 41 and the common area north of the roadway;
 - iv. South of Lots 45 and 68;
 - v. South of Lots 62 and 64;
 - vi. North of Lots 58 and 59.
 - i. Please ensure the width of all roadways and on-street parallel parking areas is labelled.
 - j. Please correct typical street cross sections to reflect that the setback line shown is the rear/side setback line rather than the front/side setback line.
 - k. Comprehensive Plan Consistency Analysis, Responses to Policy 1.4.f.2., 3. and 8.; Policy 2.4.a, FLUE: Applicable application type is construction plans.
 - l. Comprehensive Plan Consistency Analysis, Response to Objective 4.1, FLUE: Please expand upon how the project represents 'infill' development.
 - m. Comprehensive Plan Consistency Analysis, Response to Policy 5.1.e, FLUE: Please include a narrative summarizing the findings of the Ecological Survey Report prepared by Flatwoods Consulting Group and dated May 28, 2021.

7. *Recommended Conditions*

- a. To fulfill the requirements of Section 4.3.1(A)(5)(d)(ii), the front building line of homes located on Lots 14, 19, 20, 25, 39, 45 48, 50, 64, and 71 shall be at the front setback line.
- b. Additional conditions may be recommended and included with the Staff Report.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1602 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

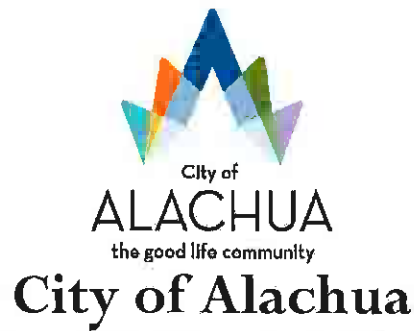
Sincerely,



Justin Tabor, AICP
Principal Planner

Attachments: Memorandum from Tom Ridgik, P.E., Engineering Supervisor, dated November 22, 2021
 Email from Chip Ware, Alachua County Fire Rescue, dated November 15, 2021

c: Mike DaRoza, City Manager *(by electronic mail)*
 Kathy Winburn, AICP, Planning & Community Development Director *(by electronic mail)*
 Adam Hall, AICP, Principal Planner *(by electronic mail)*
 Project File



MIKE DAROZA
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: Nov 22, 2021

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR
11/22/2021
[Signature]

RE: Convergence Research Park – Cottages-Prelim-Plat

Public Services has reviewed the subject project (Oct 28, 2021 Documents) and offer the following comments. Review was specific to the Public Services Utilities.

| NO. | COMMENTS |
|-----|--|
| 1. | Comment on Oct 28, 2021 Submittal <ul style="list-style-type: none">Sheet 1, Note 14: Please define "CCR", either on Sheet 1 or elsewhere. Please submit applicable sheet. |
| 2. | Comment on Oct 28, 2021 Submittal <ul style="list-style-type: none">Sheet 1: CoA Public Services assumes that the road will be private. Please call this out, either on Note 15 or elsewhere. Suggested text is "ROADS WILL BE OWNED AND OPERATED BY PROPERTY OWNERS ASSOCIATION (POA)". Please submit applicable sheet. |
| 3 | Comment on Oct 28, 2021 Submittal <ul style="list-style-type: none">Sheet 1: Property Owners Association, not CoA, will own and maintain the stormwater system. On Sheet 1 or elsewhere, please add note similar to: "ALL COMPONENTS OF THE STORMWATER SYSTEM WILL BE OWNED AND MAINTAINED BY THE POA." |

| NO. | COMMENTS |
|-----|--|
| | Please submit applicable sheet. |
| 4 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 1, Note 15: This note includes the phrase: "RENTAL LIGHTING FROM COA". COA assumes this means that the Property Owners Association will own and operate the street lights. Either to this note or elsewhere, please add text similar to "STREET LIGHTS WILL BE OWNED AND MAINTAINED BY THE POA". <p>Please submit applicable sheet.</p> |
| 5 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheets 2, 3 & 4: On the Final Plat, please show PUEs for water, wastewater and electric. <p>Please submit statement of intent to comply.</p> |
| 6 | <p>Comment on Oct 28, 2021 Submittal</p> <ul style="list-style-type: none"> • Sheet 5: Please insert "CoA" so call-out reads "SANITARY CLEANOUT, END OF COA MAINTENANCE", 4 instances. • Sheet 5: Please change "WATER METER" call-out to "WATER METER, END OF COA MAINTENANCE", 4 instances. <p>Please re-submit this sheet.</p> |
| 7 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Potable Water Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that potable water infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Water mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that water mains are under driveways, which would cause subsequent maintenance if a defective water main needs to be dug up.</p> <p>Presumably water meters would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such water meters? What is the size of driveways in relation to lot width?</p> <p>Should installing water meters & water infrastructure at the front of lots be considered? And possibly installing ganged water meters in a single location in the common area?</p> |

| NO. | COMMENTS |
|-----|--|
| | Please submit response and submit applicable modified sheets. |
| 8 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Wastewater Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that wastewater infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>Gravity wastewater mains appear to be installed in PUEs, and not in the ROW for typical subdivisions.</p> <p>If driveways are constructed in the PUEs, this would suggest that gravity wastewater mains are under driveways, which would cause subsequent maintenance if a defective wastewater main needs to be dug up. Due to the depth of gravity wastewater mains, this issue would be more serious than for water mains.</p> <p>Presumably the wastewater cleanout would be installed at lot corners. Is there adequate non-concrete space at lot corners to install such cleanouts? What is the size of driveways in relation to lot width? Bear in mind that trench width to remove and replace a defective cleanout is considerable. Also, CoA does not allow cleanouts under driveways except under very limited circumstances.</p> <p>Should installing wastewater cleanouts and wastewater infrastructure at the front of lots be considered?</p> <p>Please submit response and submit applicable modified sheets.</p> |
| 9 | <p>Comment on Oct 28, 2021 Submittal</p> <p>Electric Infrastructure</p> <p>The Cottages are a new concept in CoA & are covered under a new ordinance. Detailed construction drawings have yet to be prepared</p> <p>It appears that electrical infrastructure is being installed at the rear of houses where garages and driveways will be located. Without benefit of detailed construction drawings,</p> <p>As per Sheet 1, rear setback is only 10 ft. Cross sections A & B on sheet 5 call out PUEs of 5, 10 and 20 feet from the rear lot lines. Please review – this seems to be an area of conflict.</p> <p>If driveways are constructed in the PUEs, this would suggest that electrical primary circuits are under driveways. CoA takes no exception to this approach</p> <p>Presumably the transformers would be installed at lot corners. Is there adequate non-concrete space at lot corners to install transformers & pedestals? What is the size of</p> |

| NO. | COMMENTS |
|-----------------|--|
| | <p>driveways in relation to lot width?</p> <p>Please clarify ownership and maintenance of the street lights. CoA suggests street lights be privately maintained and with a common power meter for billing purposes.</p> <p>Also, when an electric component is being repaired, CoA maintenance trucks will be parked in the area for several hours at a time. Total lane width is only 20 feet. What provisions will be made so traffic disruption is kept to a minimum?</p> <p>Please submit response.</p> |
| 10 | |
| END OF COMMENTS | |

Please advise if you have any questions or require additional information.

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Principal Planner

Harry Dillard – Lead Engineering Technician

RE: Request for Review: Convergence Research Park Cottage Neighborhood Preliminary Plat

From : Silver Ware <sware@alachuacounty.us>

Mon, Nov 15, 2021 04:28 PM

Subject : RE: Request for Review: Convergence Research Park Cottage Neighborhood Preliminary Plat 7 attachments**To :** Justin Tabor <jtabor@cityofalachua.org>

Good afternoon

Below are Plan Review Notes in reference to the above project. Plan Review Notes can be found in the Florida Fire Prevention Code 7th Edition

1 All roadways shall be design to accept ACFR Apparatus NFPA 1 Chapter 18.2.3.3. ACFR Apparatus criteria;

- Overall length 47' (basket to rear bumper)
- Wheelbase 20' 10"+/-
- Weight 83,500 lbs
- Width 8' 4"
- Width with outriggers deployed 15'6"
- Turning Radii
 - The turning radius for a cul-de-sac is 45' minimum, but 50' is more desirable
 - The turning radius for a 90 degree corner/ turn is 25' when turning from a two lane street onto a two lane street, with no parking that encroaches on the clear width. This allows the apparatus to utilize the oncoming lanes of traffic to maneuver through the turn.
 - The turning radius for a 90 degree corner/turn from a single lane to single lane, with one way traffic and on street parking, requires a radius of about 50'+/-.

2 Roadways in excess of 150 feet in length shall be provided with provisions for the fire apparatus to turn around NFPA1 Chapter 18.2.3.5.4 Insure roadways on project boundary at lot 8,12/11, and 59/60 comply with NFPA 1 Chapter 18.2.3.5.4

3 Fire Hydrants shall be provided for detached one and two family dwellings in accordance with both of the following; NFPA 1 Chapter 18.5.2

The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 feet
The maximum distance between fire hydrants shall not exceed 500 feet.

Indicate on Master Utility Plan the location of each fire hydrant and how the fire hydrants are supplied with water.

Thank you

Chip

**Silver Ware**

Plans Examiner

Fire Rescue

911 SE 5th ST • Gainesville • FL • 32601

352-384-3101 (office)



PLEASE NOTE: Florida has a very broad public records law (F.S.119).

All e-mails to and from County Officials and County Staff are kept as public records. Your e-mail communications, including your e-mail address, may be disclosed to the public and media at any time.

From: Justin Tabor <jtabor@cityofalachua.org>

Sent: Tuesday, November 2, 2021 2:41 PM

To: John Adler <jadler@alachuacounty.us>; DiRocco, Anne-Marie <adirocco@cityofalachua.org>; Wilson, Grafton <gwilson@cityofalachua.org>; Adam Hall <ad_hall@cityofalachua.org>; Dillard, Harry <hdillard@cityofalachua.org>; Justin Tabor <jtabor@cityofalachua.org>; Winburn, Kathy <kwinnburn@cityofalachua.org>; Kenyata Curtis <ke_curtis@cityofalachua.org>; Mike DaRoza <mi_daroza@cityofalachua.org>; Planning & Zoning Conference Room <pz_calendar@cityofalachua.org>; Rodolfo Valladares <ro_valladares@cityofalachua.org>; Silver Ware <sware@alachuacounty.us>; Thomas Ridgik <th_ridgik@cityofalachua.org>

Subject: Request for Review: Convergence Research Park Cottage Neighborhood Preliminary Plat

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

PAT Members:

The Planning Department has received a Preliminary Plat application from CHW, Inc. submitted on behalf of the University of Florida Foundation, Inc. for the Preliminary Plat of Convergence Research Park **Cottage Neighborhood**. The Preliminary Plat proposes to subdivide a ±14.82 acre subject property into a total of 72 lots with associated common areas and road right-of-way. The proposed subdivision is located south of San Felasco Parkway and north of Shaw Farms/Alachua Highlands.

Project Review Schedule

Initial Application Submittal: October 28, 2021

Completeness Review Letter Issued: November 2, 2021

PAT Comments Deadline: Tuesday, November 16, 2021 at 5 PM

Staff PAT: Wednesday, November 17, 2021 at 2 PM in the Planning Conference Room

Applicant DRT: TBD

Please review the application and provide any comments in writing no later than **5 PM on Tuesday, November 16, 2021.**

Application materials are accessible via the X: Drive at: X:\Planning and Community Development\Planning Division\Development Applications\Preliminary Plats\Convergence Research Park Cottage NHood Prelim Plat\Submittals\2021_10_28

Application materials can also be accessed at the links below:

Plans

All Application Materials

If you have any questions about this application, please let me know.

Sincerely,

Justin Tabor, AICP

Principal Planner

City of Alachua

15100 NW 142nd Terrace | PO Box 9

Alachua, Florida 32616

386.418.6100 x 1602 | fax: 386.418.6130

jtabor@cityofalachua.com

City Hall Hours of Operation

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

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Should there still be any question on the origin of this email, contact the IT Department immediately.



City of Alachua

MIKE DAROZA
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 2, 2021

Sent by electronic mail to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Completeness Review: Convergence Research Park Cottage Neighborhood
Preliminary Plat Application

Dear Mr. Walpole:

On October 28, 2021, the City of Alachua received your application submitted on behalf of the University of Florida Foundation, Inc. for the Preliminary Plat of Convergence Research Park Cottage Neighborhood. The Preliminary Plat proposes to subdivide a ±14.82 acre subject property into a total of 72 lots with associated common areas and road right-of-way.

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 application for completeness and finds that the application is complete, contingent upon receiving the information as noted below. Please provide materials addressing the comments below by **5:00 PM on Tuesday, November 9, 2021**. All materials (except for mailing labels) may be submitted by email to the project planner.

The comments below are based solely on a preliminary review of your application for completeness. An in-depth review of the content of the application will be performed, and the findings of the in-depth review will be discussed at a Planning Assistance Team (PAT) Meeting.

Please address the following:

1. **Preliminary Plat Application Attachment #1, Preliminary Plat:**
 - a. **Attachment 1.f., Boundary Survey:** Boundary survey of the subject property does not include all area associated with the Preliminary Plat, including but not limited to the proposed stormwater management facility.
 - b. **Attachment 1.h., Legal Description:** Legal description must be updated to reflect all area associated with the Preliminary Plat.

2. **Preliminary Plat Application Attachment #4, Mailing Labels:** Submit two (2) sets of mailing labels for all properties located within 400 feet of the subject property and for those persons/organizations registered with the City to receive public notice.
3. **Preliminary Plat Application Attachment #10, Traffic Impact Analysis:** Please include traffic materials submitted with Momentum Labs Site Plan project.
4. **Preliminary Plat Application Attachment #11, Environmental Assessment:** Please include environmental materials submitted with Momentum Labs Site Plan project.

If you have any questions, please contact me at 386-418-6100 x 1602 or via e-mail at jtabor@cityofalachua.com.

Sincerely,



Justin Tabor, AICP
Principal Planner

c: Mike DaRoza, City Manager *(by electronic mail)*
Kathy Winburn, AICP, Planning & Community Development Director *(by electronic mail)*
Adam Hall, AICP, Principal Planner *(by electronic mail)*
Project File