



# City of Alachua

## Planning & Community Development Department

### Staff Report

#### Planning & Zoning Board Hearing Date: Quasi-Judicial Hearing

June 14, 2022

<b>SUBJECT:</b>	A request for a Site Plan proposing the construction of an ±6,952 square foot automobile repair and servicing building with associated site improvements
<b>APPLICANT/AGENT:</b>	Daniel Young, P.E. CHW, Inc.
<b>PROPERTY OWNER:</b>	Concept Development, LLC
<b>LOCATION:</b>	Northeast intersection of US 441 and NW 161 <sup>st</sup> Terrace
<b>PARCEL ID NUMBERS:</b>	03049-003-000
<b>FLUM DESIGNATION:</b>	Commercial
<b>ZONING:</b>	Commercial Intensive (CI)
<b>OVERLAY:</b>	US Highway 441/ Interstate 75 Gateway Overlay District
<b>ACREAGE:</b>	±0.89
<b>PROJECT PLANNER:</b>	Adam Hall, AICP, Principal Planner
<b>RECOMMENDATION:</b>	Staff recommends that the Planning & Zoning Board approve the Site Plan for Concept Development, LLC., subject to the four (4) conditions provided in Exhibit "A" and located on page 18 of the June 14, 2022 Staff Report to the Planning & Zoning Board.
<b>RECOMMENDED MOTION:</b>	<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 approves the Site Plan for Concept Development, LLC., subject to the four (4) conditions provided in Exhibit "A" and located on page 18 of the June 14, 2022 Staff Report to the Planning &amp; Zoning Board.</i>

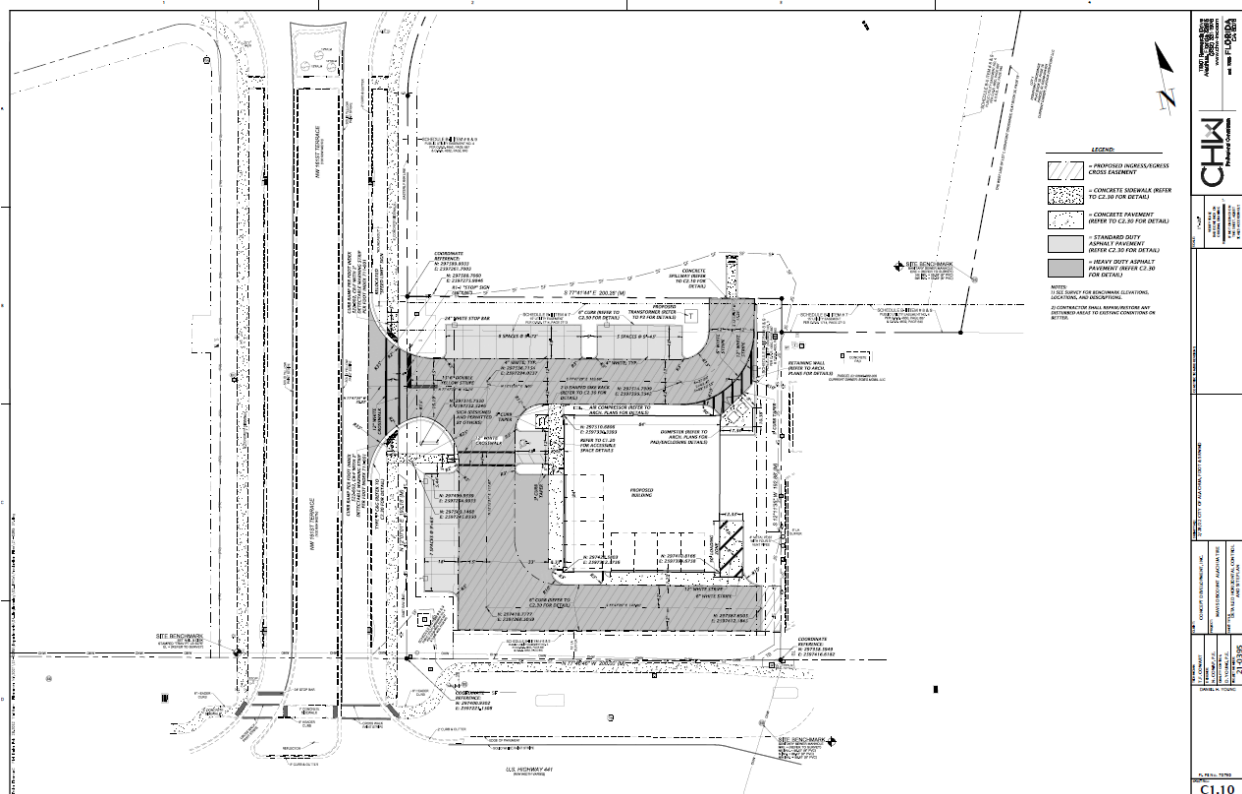
## SUMMARY

This application is a request by Daniel Young, P.E., of CHW, Inc., applicant and agent for Concept Development, LLC, property owner, for consideration of a Site Plan proposing the construction of a  $\pm 6,952$  square foot building with associated site improvements on a  $\pm 0.89$  acre subject property. The building proposed to be used as a automobile repair and servicing use including tire sales and mounting. The proposed automobile repair and servicing use is permitted by Special Exception within the CI (Commercial Intensive) zoning district. A separate Special Exception Permit application has been submitted by the applicant and reviewed concurrently with this Site Plan application.

The subject property is located northeast of the intersection of US 441 and NW 161<sup>st</sup> Terrace. It is located adjacent to the existing Bob's Mobil Gas Station/ Dunkin' Donuts.

The proposed development will convey the development's stormwater runoff to an existing master stormwater system for the HighPoint Crossing development. Access to the site will be provided by one new ingress/egress located along NW 161<sup>st</sup> Terrace.

Illustration 1. Alachua Tire Proposed Site Plan



# 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.)

Map 1. Vicinity Map

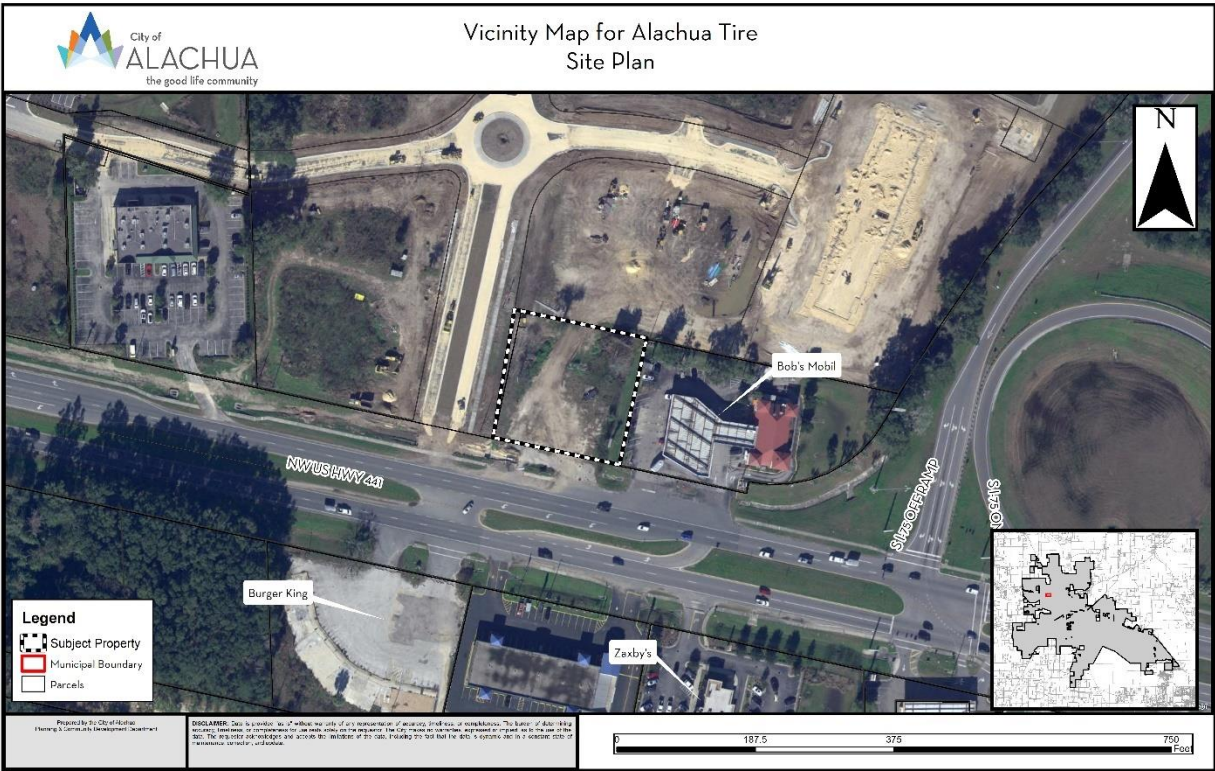


Table 1. Surrounding Land Uses

Direction	Existing Use(s)	FLUM Designation(s)	Zoning District(s)
North	Vacant Commercial	Commercial	CI
South	Commercial / US 441	Commercial	CI
East	Commercial	Commercial	CI
West	Vacant Commercial / NW 161 <sup>st</sup> Terr	Commercial	CI

## 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 January 25, 2022 at the offices of CHW, Inc located in Progress Park (11801 Research Drive). The applicant was available to answer questions. Materials submitted by the applicant indicate that the meeting was not attended by any members of the public.

## 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 2035*

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 1.3: Commercial*

The City shall establish three commercial land use categories: Community Commercial, Commercial, and Central Business District. These land use categories shall provide a broad range of commercial uses, including retail sales and services, personal services, offices, and tourist-oriented uses, in order to provide for the availability of goods and services, both to the citizens and visitors of Alachua and to the citizens of the North Central Florida region.

Policy 1.3.b: *Commercial*: The Commercial land use category is established to provide for general commercial uses, as well as more intense commercial and highway commercial uses. This is the land use category in which large-scale, regional commercial uses may locate. The following uses are allowed within the Commercial land use category:

1. Retail sales and services;
2. Personal services;
3. Financial institutions;
4. Outdoor recreation and entertainment;
5. Tourist-related uses;

6. Hotels and motels;
7. Commercial shopping centers;
8. **Auto-oriented uses;**
9. Traditional Neighborhood Planned Developments;
10. Employment Center Planned Developments;
11. Commercial recreation centers;
12. Office/business parks;
13. Limited industrial services; and,
14. Eating establishments.

***Analysis of Consistency with Goal 1, Objective 1.2, and Policy 1.2.a:*** The proposed site plan would be consistent with permitting an auto-oriented use. There is no proposed change of future land use designation or zoning designation.

Objective 5.1: Natural features: The City shall coordinate Future Land Use designations 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.

Policy 5.1.a: Topography: The City shall protect the natural topography of the City, including steep and seepage slopes, by requiring new development to include techniques to minimize negative impacts on the natural terrain. An emphasis will be placed on retaining the natural function of seepage slopes during development. Additionally, retention of existing native vegetation will be encouraged as one method of protecting slopes.

Policy 5.1.b: Soils: The City shall ensure soil protection and intervention measures are included in the development review process.

Policy 5.1.c: Flood prone areas: The City shall require as part of the development review process the identification of FEMA flood zone areas. Where necessary, base flood elevations and minimum finished floor elevations shall be established. The City shall also require finished floor elevations on subdivision plats, site plans and building permit plans when necessary to determine compliance with flood prone area regulations. The City shall establish standards for a limitation on filling in flood prone areas.

Policy 5.1.d: Wetlands: The City shall utilize statewide wetland delineation methodology in accordance with Florida Administrative Code (FAC) and regulations adopted by the FDEP and the Suwannee River Water Management District.

Policy 5.1.e: Habitat: The City shall require as part of the development review process, an inventory of listed species for all new developments in areas identified as known habitat for listed species if listed species are known to exist in close proximity to the development. The survey shall include detailed information regarding type, quantity, location, and habitat

requirements for any listed species identified. A de minimus threshold for properties required to complete the inventory shall be established in the City's Land Development Regulations.

***Analysis of Consistency with Objective 5.1 and Policies 5.1.a - e:*** Based on the best available data, there are no significant environmental resources that would limit or impact development.

Objective 5.2: Availability of facilities and services: All new development shall be planned and constructed concurrently with the availability of facilities and services necessary for the development.

***Analysis of Consistency with Objective 5.2:*** 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 and Natural Groundwater Aquifer Recharge Element of the Comprehensive Plan, and will be required to connect to the City of Alachua's potable water and wastewater system.

#### **Objective 9.1: *Connections to Water and Wastewater Systems***

The City will require new development and significant redevelopment projects to connect to the City's potable water and wastewater systems when such connections can be made to such systems.

Policy 9.1: Any new development or redevelopment within a Commercial or Industrial land use category within the corporate limits, 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 City's Comprehensive Plan, shall connect to the City's potable water and wastewater system.

***Analysis of Consistency with Goal 9 and Policy 9.1:*** The subject property is within the potable water and wastewater service area. Any development of the subject property will be required to connect to the potable water and wastewater systems at the time of development.

### **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.

***Analysis of Consistency with Objective 1.1:*** 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 & Natural Groundwater Aquifer Recharge Element**

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

1. A gravity wastewater system, wastewater pumping station, or force main exists within ½ mile of the property line of any residential subdivision with 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 can be accessed 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.

***Analysis of Consistency with Policy 1.2.a:*** The subject property is located within the wastewater service area, and any future development on the subject property 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:

<u>FACILITY TYPE</u>	<u>LEVEL OF SERVICE STANDARD</u>
Solid Waste Landfill	.73 tons per capita per year

***Analysis of Consistency with Objective 2.1.a:*** 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:

1. A water main exists within ½ mile 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 can be accessed 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.

***Analysis of Consistency with Policy 4.1.b:*** The subject property is located within the potable water service area, and any future development on the subject property will be required to connect to the potable water system.

# ENVIRONMENTAL CONDITIONS ANALYSIS

## Wetlands

According to best available data, there are no wetlands located within the area of proposed development. If any wetlands are identified within the area of proposed development, these areas will be subject to the applicable protection standards of the City of Alachua Comprehensive Plan and the Land Development Regulations (LDRs.)

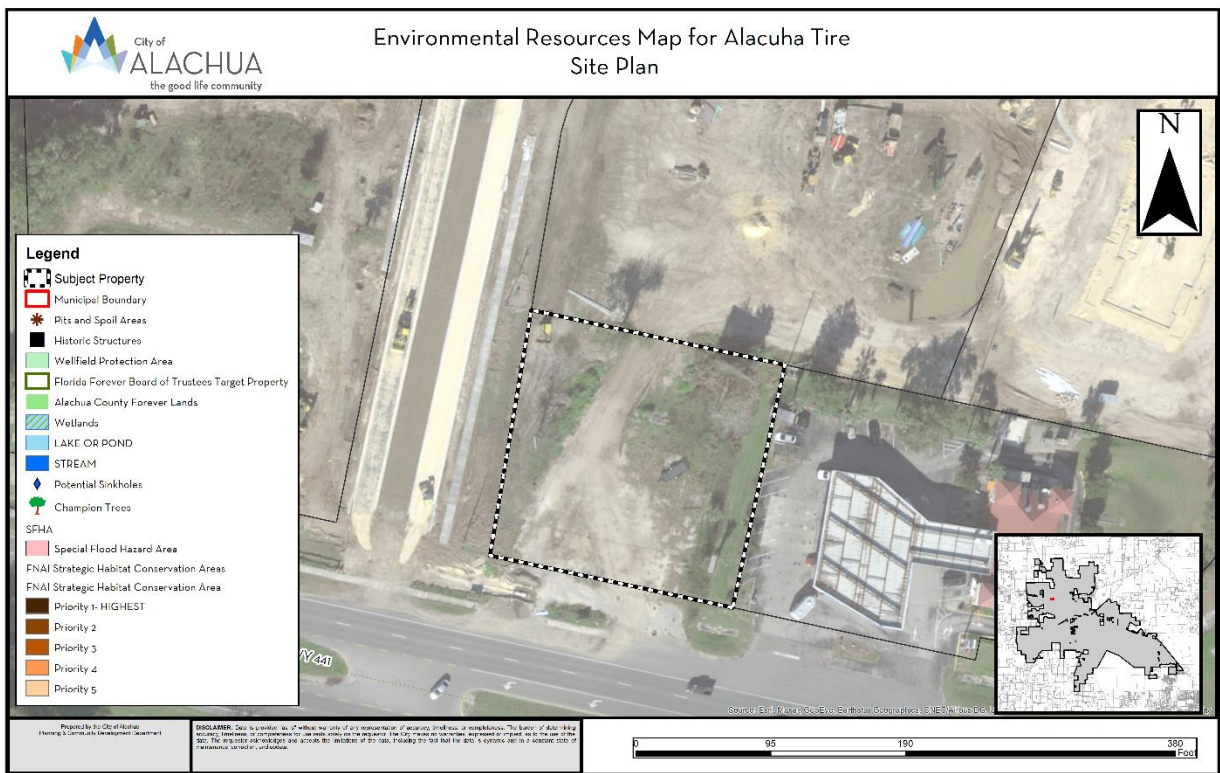
**Evaluation:** No wetlands have been identified in the area of proposed development, therefore, there are no issues related to wetland protection.

## 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 have no impact upon any Strategic Ecosystem(s) identified within the ecological inventory report.

### Map 2. Environmental Features





## Regulated Plant & Animal Species

The subject property is not known to contain any species identified as endangered, threatened, or of special concern. The Florida Natural Areas Inventory (FNAI) has identified areas throughout the State of Florida which may contain good quality natural communities. This data layer is known as the Potential Natural Areas (PNA) data layer, and identifies privately owned lands that are not managed or listed for conservation purposes. These areas were delineated by FNAI scientific staff through interpretation of natural vegetation from 1988-1993 FDOT aerial photographs and from input received during Regional Ecological Workshops held for each regional planning council. These workshops were attended by experts familiar with natural areas in the region. Potential Natural Areas were assigned ranks of Priority 1 through Priority 5 based on size, perceived quality, and type of natural community present. The areas included in Priority 5 are exceptions to the above criteria. These areas were identified through the same process of aerial photographic interpretation and regional workshops as the PNA 1 through 4 ranked sites, but do not meet the standard criteria.

**Evaluation:** No species identified as endangered, threatened, or of special concern are known to exist on the subject property, and no areas of the site are located within a FNAI PNA priority area. While the FNAI PNA data layer provides an indicator of potential of lands to feature habitat which could support species identified as endangered, threatened, or of special concern, this data is not intended for use in a regulatory decision making process. The data must be referenced only as a resource to indicate the potential of land to support wildlife.

If a regulated plant or animal species is identified during development, the applicant must adhere to the applicable standards in the City of Alachua Comprehensive Plan and the Land Development Regulations.

## 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 type found within the development area:

Soil Type	Hydrologic Group	Drainage Class	Small commercial buildings	% of Subject Property (may not total to 100% due to rounding)
Arredondo-Urban land complex, 0 to 5 percent slopes	A	Well drained	Not limited	45.7
Kendrick sand, 2 to 5 percent slopes	B	Well drained	Somewhat limited	54.3

**Evaluation:** The soil types present on the subject property does not pose any significant limitations for development, therefore, there are no issues related to soil suitability. Limitations can be overcome or minimized through special planning, design and installation.

### **Flood Potential**

Panel 0120D of the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Series, dated June 16, 2006 indicate that the development area is in Flood Zone X (areas determined to be outside of the 500-year floodplain).

**Evaluation:** Since the subject property is located in Flood Zone X (areas determined to be outside of the 500-year floodplain), 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.

**Evaluation:** The subject property is located within an area designated by the Suwannee River Water Management District (SRWMD) High Aquifer Recharge Map (HARP) as an area with a medium to high aquifer recharge potential. While 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 other known geologic features located on the subject property which could indicate an increased potential for karst sensitivity.

### **Wellfield Protection Zones**

Policy 7.2.1 of the Future Land Use Element of the City's Comprehensive Plan establishes a 500 foot radius area around each 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 City's Comprehensive Plan, therefore, there are no issues related to wellfield protection.

## Historic Structures/Markers and Historic Features

The subject property does not contain any historic structures as determined by the State of Florida and the Alachua County Historic Resources Inventory. Additionally, the subject property is not located within the City's Historic Overlay District, as established by Section 3.7 of the City's Land Development Regulations.

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

## FINDINGS OF FACT: COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS

### *SITE PLAN STANDARDS*

Section 2.4.9(E) of the City's Land Development Regulations (LDRs) establishes the standards with which all site plans must be found to be compliant. The application has been reviewed for compliance with the standards of Section 2.4.9(E.) An evaluation and findings of the application's compliance with the standards of Section 2.4.9(E) is provided below.

#### (E) Site Plan Standards

A Site Plan shall be approved only upon a finding the applicant demonstrates all of the following standards are met:

##### (1) *Consistency with Comprehensive Plan*

The development and uses in the Site Plan comply with the Goals, Objectives and Policies of the Comprehensive Plan.

**Evaluation & Findings:** An analysis of the application's consistency with the Comprehensive Plan has been provided in this report.

##### (2) *Use Allowed in Zone District*

The use is allowed in the zone district in accordance with Article 4: *Use Regulations*.

**Evaluation & Findings:** The subject property is zoned Commercial Intensive. Automobile repair and servicing is permitted by Special Exception permit within this Zoning designation. Tire sales and mounting is a permitted use within this Zoning designation.

##### (3) *Zone District Use-Specific Standards*

The development and uses in the Site Plan comply with Section 4.3, *Use-Specific Standards*.

**Evaluation & Findings:** The following are the use-specific standards as established by Section 4.3.4(J)(3) [Automobile repair and servicing] and Section 4.3.4 (J)(7). The standards are found below.

(3) *Automobile repair and servicing.* Automotive repair and servicing shall comply with the following standards:

(a) *Minimum separation.* Lots shall be located at least 250 feet from schools, day care centers, residential uses, or vacant land in residential zone districts.

(b) *Lot dimensions and area.*

(i) If located on a corner lot, have a minimum of 150 feet of frontage on each street side, and a minimum area of 20,000 square feet.

(ii) In all other instances, have a minimum width of 150 feet and a minimum area of 15,000 square feet.

(c) *On-site circulation.* Be designed to ensure proper functioning of the site as related to vehicle stacking, circulation and turning movements.

(d) *Ingress/egress.*

(i) Have no more than two driveways or other methods of ingress or egress located at least 150 feet apart.

(ii) Methods of ingress/egress shall:

a. Not exceed 40 feet in width, exclusive of transitions.

b. Not be located closer than 15 feet to any right-of-way lines of any intersection.

c. Not be located closer than 15 feet to any other property line.

(e) *Enclosure.* Repair and store all vehicles within an enclosed building. Temporary vehicle storage may be allowed in an outdoor storage area that shall be no larger than 25 percent of the total lot area. Such areas shall be located to the rear of the principal structure and be screened from off-site views. The height of materials and equipment stored shall not exceed the height of the screening fence or wall.

(f) *Public address systems.* Have no outdoor speaker or public address system which is audible from single-family lands.

(g) *Trash storage.* Provide adequate, enclosed trash storage facilities on the site.

(h) *Testing.* Not test vehicles on residential streets.

(i) *Parked vehicles.* Not park or store a vehicle as a source of parts, or park or store a vehicle for the purpose of sale or lease/rent.

(j) *Vehicle storage.* Not store or park a vehicle that has been repaired and is awaiting removal for more than 30 consecutive days. In cases where a vehicle has been abandoned by its lawful owner prior to or during the repair process, the vehicle may remain on site as long as is necessary after the 30 day period, provided the owner or operator of the establishment can demonstrate steps have been taken to remove the vehicle from the premises using the appropriate legal means.

(7) *Tire sales and mounting, transmission or muffler shop.* Tire sales and mounting and transmission or muffler shop uses shall comply with the following standards:

(a) *Minimum separation.* Lots shall be located at least 250 feet from schools, day care centers, residential uses, or vacant land in residential zone districts.

(b) *Enclosure.* Repair and store all vehicles within an enclosed building. Temporary vehicle storage may be allowed in an outdoor storage area that shall be no larger than 25 percent of the total lot area. Such areas shall be located to the rear of the principal structure and be screened from off-site views. The height of materials and equipment stored shall not exceed the height of the screening fence or wall.

(c) *Public address systems.* Have no outdoor speaker or public address system which is audible from single-family lands.

(d) *Trash storage.* Provide adequate, enclosed trash storage facilities on the site.

(e) *Testing.* Not test vehicles on residential streets.

(f) *Storage of automobiles.* Store all automobile parts, dismantled vehicles, and similar materials within an enclosed building or totally screen them from view by an opaque or privacy fence. A chainlink fence with slats shall not be used to comply with this standard.

The proposed site plan demonstrates compliance with these standards. The proposed use will be required to maintain compliance with these use-specific standards.

**(4) *Development and Design Standards***

The development proposed in the Site Plan and its general layout and design comply with all appropriate standards in Article 6: *Development Standards*.

**Evaluation & Findings:** The application has been reviewed for and is found to be in compliance with all applicable and relevant provisions of Article 6, *Development Standards*, including but not limited to *Section 6.1*, Off Street Parking & Loading Standards, *Section 6.2*, Tree Protection/Landscape/Xeriscape Standards, *Section 6.3*, Fencing Standards, *Section 6.4*, Exterior Lighting Standards, *Section 6.7*, Open Space Standards, and *Section 6.9*, Environmental Protection Standards.

**(5) *Subdivision Standards***

In cases where a subdivision has been approved or is pending, the development proposed in the Site Plan and its general layout and design comply with all appropriate standards in Article 7: *Subdivision Standards*.

**Evaluation & Findings:** No subdivision of land is proposed, therefore, compliance with this standard is not applicable.



(6) **Complies with All Other Relevant Laws and Ordinances**

The proposed site plan development and use complies with all other relevant City laws and ordinances, state and federal laws, and regulations.

**Evaluation & Findings:** The application is consistent with all other relevant City ordinances and regulations.

## PUBLIC FACILITIES IMPACT

### Traffic Impact

**Table 2. Affected Comprehensive Plan Roadway Segments<sup>1</sup>**

Segment Number <sup>2,3</sup>	Segment Description	Lanes	Functional Classification	Area Type	LOS
1 (32)	Interstate 75 (From NCL to US 441)	6/D	Freeway	COMM	C
2 (31)	Interstate 75 (From US 441 to SCL)	6/D	Freeway	COMM	C
5 (107)	US 441 (From I-75 to CR 235A)	4/D	Principle Arterial	Urban Trans	D
6 (4107)	US 441 (From SR 235 to I-75)	4/D	Principle Arterial	COMM	D

<sup>1</sup> Source: City of Alachua Comprehensive Plan, Transportation Element.

<sup>2</sup> For developments generating less than 1,000 trips, 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 [Section 2.4.14(H)(2)(a) of the LDRs].

<sup>3</sup> 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 3a. Projected Impact on Affected Comprehensive Plan Roadway Segments (AADT)**

Traffic System Category	Segment 1 Interstate 75 (From NCL to US 441) <sup>1</sup>	Segment 2 Interstate 75 (From US 441 to SCL) <sup>1</sup>	Segment 5 US 441 (From I-75 to CR 235A) <sup>1</sup>	Segment 6 US 441 (From SR 235 to I-75) <sup>1</sup>
Average Annual Daily Trips				
Maximum Service Volume <sup>2</sup>	91,600	91,600	39,000	39,000
Existing Traffic <sup>3</sup>	29,500	55,956	22,581	27,914
Reserved Trips <sup>4</sup>	208	208	2,160	1,927
Available Capacity <sup>4</sup>	61,892	35,436	14,259	9,159
Increase/Decrease in Daily Trips Generated by Development <sup>5</sup>	31	31	208	125
Residual Capacity After Development's Impacts <sup>6</sup>	61,861	35,405	14,051	9,034

<sup>1</sup> FDOT roadway segment number shown in parenthesis. 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.

<sup>2</sup> 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.

<sup>3</sup> Florida State Highway System Level of Service Report, Florida Department of Transportation, District Two.

<sup>4</sup> Source: City of Alachua May 2022 Development Monitoring Report.

<sup>5</sup> Trip Distribution: Segment 1 - 15%, Segment 2 - 15%, Segment 5: 50%, Segment 6: 100%

<sup>6</sup> The application is for a Final Development Order. Facility capacity and concurrency will be reserved.

**Table 3b. Projected Impact on Affected Comprehensive Plan Roadway Segments (Peak Hour)**

Traffic System Category	Segment 1 Interstate 75 (From NCL to US 441) <sup>1</sup>	Segment 2 Interstate 75 (From US 441 to SCL) <sup>1</sup>	Segment 5 US 441 (From I-75 to CR 235A) <sup>1</sup>	Segment 6 US 441 (From SR 235 to I-75) <sup>1</sup>
<b>PM Peak Hour Trips</b>				
Maximum Service Volume <sup>2</sup>	8,250	8,250	3,510	3,510
Existing Traffic <sup>3</sup>	3,098	5,875	2,145	2,652
Reserved Trips <sup>4</sup>	15	15	170	154
Available Capacity <sup>4</sup>	5,137	2,360	1,195	704
Increase/Decrease in PM Peak Hour Trips Generated by Development <sup>5</sup>	4	4	29	17
<b>Residual Capacity After Development's Impacts<sup>6</sup></b>	<b>5,134</b>	<b>2,354</b>	<b>1,166</b>	<b>687</b>
<sup>1</sup> FDOT roadway segment number shown in parenthesis. 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. <sup>2</sup> 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. <sup>3</sup> Florida State Highway System Level of Service Report, Florida Department of Transportation, District Two. <sup>4</sup> Source: City of Alachua May 2022 Development Monitoring Report. <sup>5</sup> Trip Distribution: Segment 1 - 15%, Segment 2 - 15%, Segment 5: 50%, Segment 6: 100% <sup>6</sup> The application is for a Final Development Order. Facility capacity and concurrency will be reserved.				

**Evaluation:** The impacts generated by the development will not adversely affect the Level of Service (LOS) of the roadway segment identified above. The impacts that will be generated by the development are acceptable.

## Potable Water Impacts

**Table 4. Potable Water Impacts**

System Category	Gallons Per Day
Current Permitted Capacity <sup>1</sup>	2,300,000
Less Actual Potable Water Flows <sup>1</sup>	1,309,417
Reserved Capacity <sup>2</sup>	203,857
Available Capacity	786,726
Increase/Decrease in Potable Water Demand from Application <sup>3</sup>	500
<b>Residual Capacity</b>	<b>786,226</b>
<b>Percentage of Permitted Design Capacity Utilized</b>	<b>65.82%</b>
<b>Sources:</b> <sup>1</sup> City of Alachua Public Services Department, April 2022 <sup>2</sup> City of Alachua May 2022 Development Monitoring Report <sup>3</sup> Source: Chapter 64E-6, Florida Administrative Code; Formula: Service station with 2 water closets	

**Evaluation:** The impacts to the potable water system that will be generated by the development will not adversely affect the Level of Service (LOS) for potable water facilities; therefore, the impacts that will be generated by the development are acceptable.

## Sanitary Sewer Impacts

**Table 5. Sanitary Sewer Impacts**

System Category	Gallons Per Day
Treatment Plant Current Permitted Capacity	1,500,000
Less Actual Treatment Plant Flows <sup>1</sup>	758,000
Reserved Capacity <sup>2</sup>	183,868
Available Capacity	558,132
Increase/Decrease in Sanitary Sewer Demand from Application <sup>3</sup>	500
<b>Residual Capacity</b>	<b>557,632</b>
<b>Percentage of Permitted Design Capacity Utilized</b>	<b>62.82%</b>
<i>Sources:</i> <sup>1</sup> City of Alachua Public Services Department, April 2022 <sup>2</sup> City of Alachua May 2022 Development Monitoring Report <sup>3</sup> Source: Chapter 64E-6, Florida Administrative Code; Formula: Service station with 2 water closets	

**Evaluation:** The impacts to the potable water system that will be generated by the development will not adversely affect the Level of Service (LOS) for sanitary sewer facilities; therefore, the impacts that will be generated by the development are acceptable.

## Solid Waste Impacts

**Table 6. Solid Waste Impacts**

System Category	Pounds Per Day	Tons Per Year
Demand from Existing Development <sup>1</sup>	43,024.00	7,851.88
Reserved Capacity <sup>2</sup>	17,933.28	3,272.82
Increase/Decrease in Demand Generated by Application <sup>3</sup>	87.62	15.99
New River Solid Waste Facility Capacity <sup>4</sup>	50 years	
<i>Sources:</i> <div><div>1</div><div>University of Florida, Bureau of Economic &amp; Business Research, Estimates of Population by County and City in Florida, 2019; Policy 2.1.a, CFNGAR Element (Formula: 10,574 persons x 0.73 tons per person per year).</div></div> <div><div>2</div><div>City of Alachua May 2022 Development Monitoring Report.</div></div> <div><div>3</div><div>Sincero and Sincero; Environmental Engineering: A Design Approach. Prentice Hall, New Jersey, 1996</div></div> <div><div>4</div><div>New River Solid Waste Facility, April 2022.</div></div>		

**Evaluation:** The impacts to the solid waste system that will be generated by the development will not adversely affect the Level of Service (LOS) for solid waste facilities. The impacts that will be generated by the development are therefore acceptable.

## Recreation Facilities

The proposed development is a nonresidential development. Therefore, there are no impacts to recreation facilities. The development will have no impact to the Level of Service (LOS) of recreation facilities.

## **Public School Facilities**

The proposed development is a nonresidential development. Therefore, there are no impacts to public school facilities. The development will have no impact to the Level of Service (LOS) of public school facilities.

**EXHIBIT “A”  
TO  
CONCEPT DEVELOPMENT, LLC  
SITE PLAN  
STAFF REPORT**

**CONDITIONS:**

1. The Applicant agrees it shall provide a Public Utilities Easement (the “Easement”) as depicted on the Site Plan. The Easement shall be prepared in coordination with the City’s Compliance & Risk Management Department and shall receive approval of the City’s Compliance & Risk Management Director prior to being recorded in the Public Records of Alachua County and prior to the issuance of a building permit for any building activity associated with this Development Order. The Applicant shall incur all costs associated with preparing and recording the Easement.
2. The Applicant agrees it shall obtain all other applicable local, state, and federal permits before the commencement of site plan work.
3. The Applicant agrees that it shall comply with the Conditions as set forth in the May 19, 2022 memorandum from the City of Alachua Public Services Department issued by Rodolfo Valladares, P.E., Public Services Director and Tom Ridgik, P.E., Engineering Supervisor.
4. The Applicant agrees that Conditions 1 - 3 as stated above do not inordinately burden the land and shall be binding upon the property owner, including any subsequent property owners, successors, or assigns, and that the site plan shall comply with Conditions 1 - 4 as stated herein.



EXHIBIT “B”  
TO  
CONCEPT DEVELOPMENT, LLC  
SITE PLAN  
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 24, 2022

Sent by electronic mail to [ryant@chw-inc.com](mailto:ryant@chw-inc.com)  
[daniely@chw-inc.com](mailto:daniely@chw-inc.com)

Ryan Thompson, AICP  
Daniel Young, P.E.  
CHW, Inc.  
11801 Research Dr  
Alachua, FL 32615

**RE: Notice of Hearings to be Scheduled for Alachua Tire Special Exception and Site Plan Applications**

Dear Sirs:

On April 28, 2022 the City of Alachua received your updated applications for the above referenced projects.

Based on review of the materials submitted, the City has determined that these applications can now be scheduled for a hearing before the Planning and Zoning Board.

You must provide two (2) *double-sided, three-hole punched, color sets* of each **complete** application package, seven (7) full size sets of site plans (for the site plan application), and a digital copy of all materials in PDF format on a CD *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard*. The application has been scheduled for the **June 14, 2022** Planning and Zoning Board 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 hearing, which has already occurred.

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](mailto:planning@cityofalachua.com).

Should you have any questions, please feel free to contact me at (386) 418-6100, ext. 1603 or via email at [ahall@cityofalachua.com](mailto:ahall@cityofalachua.com).

Sincerely,



Adam Hall, AICP  
Principal Planner

c: Kathy Winburn, AICP, Planning Director  
Justin Tabor, AICP, Principal Planner  
File



# City of Alachua

MIKE DAROZA  
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT  
DIRECTOR KATHY WINBURN, AICP

April 7, 2022

*Sent by electronic mail to [ryant@chw-inc.com](mailto:ryant@chw-inc.com)  
[daniely@chw-inc.com](mailto:daniely@chw-inc.com)*

Ryan Thompson, AICP  
Daniel Young, P.E.  
CHW, Inc.  
11801 Research Dr  
Alachua, FL 32615

**RE: Project Assistance Team (PAT) Comments for Alachua Tire Site Plan and Special Exception Applications**

Dear Sirs:

On March 21, 2022, the City of Alachua received your revised applications for a Site Plan and Special Exception submitted on behalf of Concept Development, Inc, property owners. The applications propose the construction of a ±7,300 square foot building for use as an automobile repair and servicing establishment with associated site improvements on a ±0.89 acre subject property, located on Tax Parcel Number 03049-003-000.

The revised applications have been reviewed for compliance with the applicable review standards, including the City's Comprehensive Plan and Land Development Regulations (LDRs). Based upon Staff's review, revisions must be made to the application before it may be scheduled for a public hearing before the City's Planning & Zoning Board (PZB). A meeting is scheduled to be held on April 12, 2022 to discuss the needed revisions to the submitted application.

Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by 4:00 PM on Thursday, April 28, 2022. A total of four (4) copies of the complete application packages (i.e., all application materials and attachments) and a CD (or link to cloud share website) containing a PDF of all application materials must be provided by this date. Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved, if any, before the items may be scheduled for a public hearing before the PZB. Please note that if Staff determines that the revised submission requires outside technical review by the City, your application may be delayed in order to allow for adequate review time.

Please address the following insufficiencies (begins on next page):

**Deficiencies to be Addressed**

\*\* Unless otherwise noted, references to code sections are to the City of Alachua Land Development Regulations. \*\*

**SITE PLAN****A. Land Rights**

- a. Prior to scheduling public hearing for either application, evidence of easement for improvements on adjacent property will be required.
- b. Coordinate with the City's Compliance and Risk Management Office for cross-access easements. As a condition of site plan approval, these easements will be required to be recorded prior to application for a building permit for the site.

**B. Comprehensive Plan Consistency Analysis**

- a. Provide analysis of consistency with Objective 1.8 of the Conservation and Open Space Element regarding Hazardous Materials.

**C. Section 3.7.2 (C)- Gateway Overlay Standards**

- a. Section 3.7.2 (C)(5)(a)(ii) prohibits use of metal as a finish building material. Submitted architectural elevations show the use of metal cladding as a building material.

**D. Section 6.2 – Tree protection and landscaping standards**

- a. Section 6.2.2 (D)(2)(b)(iv) requires four canopy trees per 100 linear feet. West parking lot perimeter is 160' which would require 6 canopy trees, however, only 2 canopy trees identified in this area. Four additional canopy trees needed for west parking lot buffer.
- b. Section 6.2.2. (D)(3) requires a Type A buffer along the property's western perimeter. The Perimeter Buffer Landscape Requirements table provided in the submitted site plan indicates that Option 2 is selected, which would result in three canopy trees being required for this buffer. However, only 2 canopy trees are shown in this area to be planted.
- c. Section 6.2.3 (E) requires 4 canopy trees per 100' linear feet of frontage along an arterial road. This would result in 8 canopy trees being required, however, only 6 provided. 2 additional canopy trees needed along arterial frontage.

**E. Section 6.8- Design standards for business uses**

- a. Provided architectural elevations do not provide clear glazing totals for each façade.
- b. Section 6.8.2(A)(2)(a) requires 20% glazing when a façade faces a street or publicly accessible parking area which is part of the development and consists of 15 percent or more of the development's minimum off-street parking requirement. This would apply to the north façade. No glazing calculation is provided with the architectural elevation but measurements indicate that only 19% of the façade has glazing.
- c. East façade does not appear to be meet Façade massing requirements of 6.8.2 (A)(2)(b).

**F. Outside Review**

- a. Please address all comments issued by Claudia Vega, P.E, of eda consultants, inc. in a letter received April 4, 2022, and attached to this letter.
- b. Please address all comments issued by Rodolfo Valladares, P.E., Public Services Director, and Tom Ridgik, P.E., Engineering Supervisor in a memo dated April 6, 2022 and attached to this letter.
- c. Please coordinate with Alachua County Fire Rescue Plans Examiner for fire flow requirements per the Florida Fire Prevention Code. Please contact project planner for contact information if needed.

**G. Miscellaneous/ General Comments**

- a. Survey identifies closure of existing monitoring wells. However, the Natural Attenuation Monitoring Report for Year 1- Quarter 3 dated March 1, 2022 by Terra-Com Environmental Consulting and submitted to the Florid Department of Environmental Protection appears to suggest continued remediation is needed on the site. Please



provide analysis of proposed development on site in relation to the required soil remediation.

- b. Floor area of proposed building varies. Please review and ensure consistency throughout application.
- c. While not permitted at time of site plan approval, staff did note that on the proposed architectural elevations wall signage is shown on the north/left elevation, which would not be eligible for wall signage as it is not located on street facing façade.

## SPECIAL EXCEPTION

### A. Compliance with LDRs

- a. Page 11 of the Special Exception justification report states that no metal finishes are to be used, however, architectural elevations provided with site plan show metal fascia as a finish building material.

### B. Proposed Conditions

- a. Vehicles shall not be stored in any area between the proposed structure and US Highway 441.
- b. Tires or other automotive parts or supplies shall not be displayed outside of the structure.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1603 or via e-mail at [ahall@cityofalachua.com](mailto:ahall@cityofalachua.com). We look forward to receiving your revised application.

Sincerely,



Adam Hall, AICP  
Principal Planner

/attachments

cc: Kathy Winburn, AICP, Planning & Community Development Director  
Justin Tabor, AICP, Principal Planner  
Project File



MIKE DAROZA  
CITY MANAGER

RODOLFO VALLADARES, P.E.  
PUBLIC SERVICES DIRECTOR

## INTER-OFFICE COMMUNICATION

DATE: Apr 06, 2022

TO: Kathy Winburn, AICP  
Planning & Community Development Director

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

TR  
4/5/2022  
[Signature]

RE: Alachua Tire Service Site Plan

Public Services has reviewed the subject project (Mar 21, 2022 Documents) and offer the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<b>Comment on Mar 21, 2022 Submittal</b> <b>Sheet C2.32</b> Please add Detail 306, which is a cross-reference. Please add Detail 139. Please <b>re-submit</b> this sheet.
2.	<b>Comment on Mar 21, 2022 Submittal</b> <b>Sheet C3.10</b> Add abbreviations "FDC" & "DDC", shown on Inset A-A, to Legend sheet C0.11. Please <b>re-submit</b> sheet C0.11.
3	<b>Comment on Mar 21, 2022 Submittal</b> <b>Sheet C3.10</b> P-WW: At the property line, please add a cleanout with descriptor "END CITY OF

NO.	COMMENTS
	<p>ALACHUA MAINTENANCE”.</p> <p>If there is a fence on the property line, locate the CO several feet within the property line and obtain a PUE so CoA can access the CO.</p> <p>Please <b>re-submit</b> this sheet.</p>
4	<p><b>Comment on Mar 21, 2022 Submittal</b></p> <p><b>Sheet C3.10</b></p> <p>Note that sheet A-100 shows a gas meter, Item 17.</p> <p>Is the design intent to show the gas line on sheet C3.10?</p> <p>Please <b>submit</b> response and revised sheet, if required.</p>
5.	<p><b>Comment on Mar 21, 2022 Submittal</b></p> <p><b>Sheet C3.10</b></p> <p>Inset A-A: The water service piping downstream the water meter is 2” PE (meaning polyethylene), which is acceptable as this is the property owner’s maintenance responsibility.</p> <p>However, please change the water service piping upstream of the meter to PVC. Detail 130 calls out PVC – in addition, please change the callout upstream the water meters from “2” PE” to “2” PVC WATER SERVICE”.</p> <p>Please <b>re-submit</b> this sheet.</p>
6.	<p><b>Comment on Mar 21, 2022 Submittal</b></p> <p><b>Sheet C3.10</b></p> <p>Please show and obtain a PUE for the P-E power circuit that supplies the transformer.</p> <p>Also show a PUE around the transformer. Space permitting, CoA preference is for the PUE to extend 10 from the transformer in all directions.</p> <p>Note: The power circuit and transformer may already be located within an easement. Please evaluate.</p> <p>If a new easement is required, please <b>re-submit</b> this sheet and acknowledge that the PUE will be obtained. If there is an existing easement for power circuit and transformer, please indicate such in the <b>submitted</b> response.</p>
7.	<p><b>Comment on Mar 21, 2022 Submittal</b></p> <p><b>Sheet C3.10</b></p> <p>This sheet refers to plumbing plans, for connection of water and wastewater service.</p> <p>Will plumbing plans be included with the site plans?</p>

NO.	COMMENTS
	Please <b>submit</b> response.
8.	<p><b>Comment on Mar 21, 2022 Submittal</b>  <b>Sheet C3.10</b></p> <p>Please call out 3'0" minimum distances related to the transformer.</p> <ul style="list-style-type: none"> <li>• Between the transformer and the corner of the parking space.</li> <li>• Between the transformer and the north-south road.</li> </ul> <p>Please <b>resubmit</b> this sheet.</p>
9	<p><b>Comment on Mar 21, 2022 Submittal</b>  <b>Sheet IR-1</b></p> <p>This sheet does not show any of the proposed P-IRR.</p> <p>Please clarify. Is the design intent to show such piping?</p> <p>Please <b>submit</b> response and revised sheet, as necessary.</p>
10.	<p><b>Comment on Mar 21, 2022 Submittal</b>  <b>Sheet P3</b></p> <ul style="list-style-type: none"> <li>• Suggest calling out the conductor size on the load side of the transformer.</li> <li>• Please confirm that all conduit sizes have been either called out or specified.</li> <li>• Minor comment: Replace ' (feet) with " (inches) so text now reads: "2-4" Conduits for Primary Electric".</li> <li>• For possible future looped connection, please add two 4-inch conduits on the north side of the transformer. Stub-out each conduit at the property line.</li> </ul> <p>Please <b>submit</b> response and revised sheet, as necessary.</p>
11.	<p><b>Comment on Mar 21, 2022 Submittal</b>  <b>Sheet C0.10</b></p> <p>TO W &amp; WW General Notes, please add note #27, as follows:</p> <p>"27. ALL POTABLE WATER SERVICE PIPE SHALL BE NSF-61 RATED".</p> <p>Please <b>resubmit</b> this sheet.</p>

NO.	COMMENTS
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



March 1, 2022

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

**Ref: Alachua Tire Site Plan Application**

Dear Adam:

My comments on the plans for Alachua Tire Site Plan Application are below.

**Plans**

Sheet C2.10

1. Portion of the type F curb onsite should be labeled to be a spill-out.
2. Driveway to the north is draining to the neighboring parcel. It should be re-graded to drain on-site and collected internally.
3. If the connection to the north is for future development, recommend being at higher elevation to prevent creating a low point between the two parcels.
4. Consider re-routing the runoff from the northeast corner of the side so water will not be directed to the existing transformers/electrical pedestals.

Feel free to call my office with any questions.

Sincerely,

**Claudia S. Vega, P.E.**  
Director of Engineering  
[cvega@edafl.com](mailto:cvega@edafl.com)  
[edafl.com](http://edafl.com)



# City of Alachua

MIKE DAROZA  
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT  
DIRECTOR KATHY WINBURN, AICP

March 23, 2022

Sent by electronic mail to [ryant@chw-inc.com](mailto:ryant@chw-inc.com)  
[daniely@chw-inc.com](mailto:daniely@chw-inc.com)

Ryan Thompson, AICP  
Daniel Young, P.E.  
CHW, Inc.  
11801 Research Dr  
Alachua, FL 32615

RE: Completeness Review: Alachua Tire Site Plan and Special Exception Permits

Dear Sirs:

On March 21, 2022, the City of Alachua received your revised applications for a Site Plan and Special Exception submitted on behalf of Concept Development, Inc. property owners. The applications propose the construction of a  $\pm 7,300$  square foot building for use as an automobile repair and servicing establishment with associated site improvements on a  $\pm 0.89$  acre subject property, located on Tax Parcel Number 03049-003-000.

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

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 Project Assistance Team (PAT) Meeting, which will be scheduled separately.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1603 or via e-mail at [ahall@cityofalachua.com](mailto:ahall@cityofalachua.com).

Sincerely,

Adam Hall, AICP  
Principal Planner

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



# City of Alachua

MIKE DAROZA  
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT  
DIRECTOR KATHY WINBURN, AICP

March 4, 2022

Sent by electronic mail to [ryant@chw-inc.com](mailto:ryant@chw-inc.com)  
[daniely@chw-inc.com](mailto:daniely@chw-inc.com)

Ryan Thompson, AICP  
Daniel Young, P.E.  
CHW, Inc.  
11801 Research Dr  
Alachua, FL 32615

RE: Completeness Review: Alachua Tire Site Plan and Special Exception Permits

Dear Sirs:

On March 2, 2022, the City of Alachua received your applications for a Site Plan and Special Exception submitted on behalf of Concept Development, Inc, property owners. The applications propose the construction of a  $\pm 7,300$  square foot building for use as an automobile repair and servicing establishment with associated site improvements on a  $\pm 0.89$  acre subject property, located on Tax Parcel Number 03049-003-000.

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

In accordance with Section 2.2.6(B) of the LDRs, the applicant must correct the deficiencies and resubmit the application for completeness determination. Plans and application materials may be made available for return in order to revise and resubmit as needed.

*The time frame and cycle for review shall be based upon the date the application is determined to be complete.* If the applicant fails to respond to the identified deficiencies within forty-five (45) calendar days, the application shall be considered withdrawn.

*Please note that if an additional completeness review is required, a resubmittal fee equal to 10% of the application fee will be assessed for each additional completeness review and must be paid prior to further review of the application.*

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 Project Assistance Team (PAT) Meeting, which will be scheduled after the application is determined to be complete.

Please address the following (starts next page):



1. Site Plan Attachment #1, Site Plan.
  - a. 1.y.: Landscape plan does not provide the following required calculations and/or plantings to address the following:
    - i. Required perimeter buffer areas for west and south perimeters ;
    - ii. Arterial buffer (See Section 6.2.3 (F) and 3.7.2 (C)(5)(d) of the LDRs). As a note, it appears that the canopy trees proposed for this area are crape myrtle and holly, but Section 3.7.2 (C)(5)(d) requires that Live Oak be used as canopy tree for street buffer.
  - b. #1.z.: Detail of waste receptacle screening demonstrating compliance with Section 6.2.3(B) of the LDRs has not been provided.
  - c. #1.cc.ii: Glazing calculations for all facades, including east ("rear") façade. As a note, this façade is substantially visible from US 441 and is subject to the glazing requirements of Section 3.7.2 (C)(5)(a).
  - d. #1.c.iii: Detail on architectural plan identifying façade massing or massing alternative not identified.
  - e. #1.c.iv: Identification of each material utilized in each façade and the percentage of the total area of the façade for each material not identified. As a note, it appears that metal is used as a façade material, which is inconsistent with Section 3.7.2 (C)(5)(a)(ii).
2. Site Plan Attachment #4, Concurrency Impact Analysis
  - a. Provided Tables showing impacts to affected roadway segments appear to be incorrect and do not reflect project's impact or resulting available capacity.
3. Site Plan Attachment #5, Comprehensive Plan Analysis
  - a. Analysis of Consistency with City of Alachua Comprehensive Plan is incomplete. Please provide analysis with Policy 1.3.d of the Future Land Use Element.
4. Site Plan Attachment #10, Proof of Payment of Taxes
  - a. Not provided. Please provide.
5. Land Rights
  - a. Please provide documentation regarding conveyance of private stormwater through parcel O3O49-004-001. Note on Plat for High Point Crossing appears to create easement for public use for stormwater. Please confirm developer has right to utilize the easement.
  - b. Please provide documentation regarding use of a portion of parcel O3O49-000-000 to the north of subject property. Grading and stormwater improvements (flume) appear to be constructed within this property.
6. General Comments: Please address the following general comments:
  - a. Please revise site plan application with latest version of form.
  - b. Site Plan and Special Exception Application materials must be collated.
  - c. Please provide electronic version of Special Exception permit application.
  - d. Referenced Details for retaining wall and air compressor not located in architectural plan as stated.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 1603 or via e-mail at [ahall@cityofalachua.com](mailto:ahall@cityofalachua.com).

Sincerely,



Adam Hall, AICP  
Principal Planner

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