
HighPoint Crossing Prelim Plat - PS Comments - 5/18/17 Revised Plans

From : Justin Tabor <jtabor@cityofalachua.com>
Subject : HighPoint Crossing Prelim Plat - PS Comments - 5/18/17 Revised Plans
To : Robert Walpole <Walpole@chw-inc.com>
Cc : Jessica Junkin <JessicaJ@chw-inc.com>, Kathy Winburn <kwinburn@cityofalachua.com>

Tue, May 30, 2017 04:03 PM

 1 attachment

Robert,

Please see the attached comments from Public Services concerning the revised plans for HighPoint Crossing Preliminary Plat.

Sincerely,

Justin Tabor, AICP
Principal Planner
City of Alachua
15100 NW 142nd Terrace | PO Box 9
Alachua, Florida 32616
386.418.6100 x 107 | fax: 386.418.6130
jtabor@cityofalachua.com

City Hall Hours of Operation
Monday - Thursday, 7:30 AM - 6:00 PM

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 **HighPoint_Crossing_Prelim_Plat_PS_2017_05_30.pdf**
44 KB



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: May 30th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E. *RSV*
Public Services Director

RE: Highpoint Crossing Preliminary Plat Plans

Public Services have reviewed the Highpoint Crossing Preliminary Plat plans and offer the following comments.

NO.	COMMENTS
1.	<u>General Note:</u> sheet PP-1 Route water main to eliminate interference with round-a-bout. [Approved as Noted]
2.	<u>General Note:</u> sheet PP-1 Show OR book and page for existing easements (electric line north of Bob's Citgo). Clearly annotate maintenance responsibility for stormwater system and basin. [Approved as Noted]
3.	<u>General Note:</u> sheet PP-1 Provide PUE for wastewater line running north east of site. [Approved as Noted]
4.	<u>General Note</u> Water, waste water, and electrical requirements to be submitted for City approval during the Construction Plan review phase. [Approved as Noted]
5.	<u>General Note:</u> Annotate drawing to deed propose lift station site to City. [Approved as Noted]
END OF COMMENTS	

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

cc: Justin Tabor – AICP Planner
Harry Dillard – Lead Engineering Technician



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

3530 NW 43rd Street • Gainesville, FL 32606 • 352.375.8999 • JBProGroup.com

May 25, 2017

Mr. Justin Tabor, AICP
Principal Planner
City of Alachua
Planning & Community Development
P.O. Box 9
Alachua, FL 32616-0009

Re: High Point Crossing – Preliminary Plat
Civil Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the design drawings for the above referenced project, prepared by CHW and dated 5/23/17. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent civil engineering review. My review was focused primarily on verifying the previous comments that I provided to the City and CHW on 5/10/17 were addressed satisfactorily. The review comments were addressed satisfactorily.

Please feel free to contact me if you have any further questions.

Sincerely,

A. J. "Jay" Brown, Jr., PE
President, JBrown Professional Group Inc.



May 18, 2017

City of Alachua
Office of Planning and Zoning
PO Box 9
Alachua, FL 32616

RECEIVED

MAY 18 2017

Per *A*

RE: HighPoint Crossing
Alachua, Florida

Dear Staff:

Please find four (4) copies the following items enclosed for review and approval of the above-referenced project:

- Ecosystem Research Memo
- Legal Description
- Subdivision Application
- Authorized Agent Affidavit
- Comprehensive Plan Consistency
- Concurrency Impact Analysis
- Preliminary Plat Drawings
- CD containing all PDFs

We submit these items along with this letter as a means to address your comments from May 11, 2017.

Comprehensive Plan Consistency

1. Policy 1.10.g of the Conservation & Open Space Element establishes minimum required buffers from wetland areas. Buffer width is determined in part based upon whether the wetland supports and federally or state protected animal species. Please provide supporting documentation that no such animal species exists within the wetland area. In accordance with Policy 1.10.g, documentation must address the area within 300 feet of the wetland.
 - **Please see attached a letter from Pete Wallace of Ecosystems Research.**
2. Acreage of subject property is inconsistent with acreage as stated on application and in legal description.
 - **Please see attached updated application.**

Concurrency Impact Analysis

3. Final development orders have been recently granted for a number of projects within the general area surrounding the subject property. The Concurrency Impact Analysis should be revised to reflect the capacity reservations granted to these final development orders. The most current Development Monitoring Report is dated May 2017 (Planning Department Staff will provide the latest report to applicant separately by email).
 - **Please refer to the updated Impact Analysis.**
4. Acreage of subject property is inconsistent with acreage as stated on application and in legal description.
 - **Please refer to the updated Impact Analysis.**

Article 6. Development Standards

5. Plans depict seven (7) trees proposed for removal. Tree replacement is required for any regulated trees proposed to be removed.
 - a. Plans must identify the species (common and scientific name) and size of all trees proposed for removal.
 - b. If replacement is required, provide for such replacement in accordance with the requirements of Section 6.2.1(D)(4).
 - **The trees to be removed have been called out in a tree removal table. A note has been added that inch for inch replacement is required and must be provided during the construction plan phase of the project.**
6. Section 6.9.4(C)(3) requires new construction of any nonresidential structure to have the lowest floor elevated no lower than one foot above the base flood elevation or otherwise be flood-proofed as further defined therein. Further, Section 6.9.4(C)(12)(e) requires all preliminary plats to identify the base flood elevation of any special flood hazard areas. Please address, as related to the area designated as Flood Zone A in the eastern portion of the subject property and future development on Lot 1.
 - **The floodplain elevation has been provided on the preliminary plat. A note has been added to the preliminary plat to indicate the minimum FFE based on the FEMA map is 1 ft. above the flood elevation. In addition the note reflects the minimum FFE for all lots to also be 1 ft. above the DHW of the adjacent stormwater management facility.**
7. The preliminary plat must include the statement provided in Section 6.9.4(C)(12)(h).
 - **The statement has been added to the General Notes. "FLOOD HAZARD WARNING: This property may be subject to flooding. You should contact the City LDR Administrator and obtain the latest information about flood elevations and restrictions before making plans for the use of this land."**

Article 7. Subdivision Standards

8. Section 7.2.4(D)(1)(b) requires street stubs greater than 250 feet in length to provide a temporary cul-de-sac. This is applicable to the proposed road extending northward as part of the proposed improvements. Please address compliance with the requirements of Section 7.2.4(D)(1)(b) for this roadway. Also review Table 7.2-1 for maximum cul-de-sac length requirements.
 - **A temporary turn around has been added. The ultimate design is not a cul-de-sac, but a road that loops into several others and therefore long term the max length is not applicable.**

9. Per Section 7.3.3(A), road and street signs and traffic control signs shall be shown on the preliminary plat. Further, Section 7.3.3(B) requires the preliminary plat to identify the type and location of street name signs. Please address. (NOTE: typical details shall be acceptable to meet this requirement.)
- **Street signs and traffic control has been added to the Preliminary Plat.**

Miscellaneous Comments

10. Ingress/egress points to lands along proposed roadways are generally not provided. To minimize future impacts to proposed roadways, the applicant should consider identifying future ingress/egress locations to adjacent lands for future connections.
- **It's unknown and thus to allow maximum flexibility no proposed access points are proposed at this time.**
11. Provide pedestrian crosswalks to the east and west of proposed roundabout, connecting sidewalks to the north and south of Avenue B.
- **The cross walks were added.**
12. Stormwater infrastructure is depicted under proposed landscaping within roadways on Sheets PP-2 and PP-3. Please address.
- **There is no minimum separation form landscaping and storm. Trees and pipes can co-exist in these areas.**
13. Some detail shown on Sheet PP-1 is difficult to discern. Consider increasing the scale to improve legibility of plans.
- **Legibility has been reviewed and increased without a change to the scale.**
14. Setbacks not required to be shown for lands along proposed roadways which are not part of the plat (it is acceptable to provide setbacks, but it is not a requirement). NOTE: If the applicant desires to include setbacks on the plat, please verify the setbacks are consistent with Table 5.1-3 (unless applicant desires to require a setback greater than code-minimum) and confirm minimum setbacks are identified (west property line).
- **Setbacks will be removed.**
15. Confirm terminology used within plans is consistent throughout (avenue vs. street, etc.)
- **Will revise as appropriate. Once road names are assigned at Final plat these will be converted to numeric road names.**
16. There is a typographical error in the notes (#1), lower right portion of Sheet PP-1.
- **Typo has been corrected.**

Completeness Review Comments

17. Authorized Agent Affidavit

Section B: Name of Property Owner

Action Needed to Address Deficiency: Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporations, records indicate the corporation name is "Alachua A One LLC".

Comment: Revised Authorized Agent Affidavit not submitted with the materials received on May 10, 2017. Please ensure the corrected Authorized Agent Affidavit is included with future resubmittals.

- **Revised affidavit is included.**

18. Preliminary Plat Required Attachment D.1.f: Vicinity Map – indicating general location of the site and all abutting streets and properties, section lines and quarter section lines, etc., total acreage of the subdivision and total number of lots. The vicinity map shall be drawn to show clearly the information required, but not less than one (1) inch to 2,000 feet. USGS Maps may be used as a reference guide for the vicinity map.

Action Needed to Address Deficiency: Indicate the total acreage of the subdivision and total number of lots on the Vicinity Map. Project site depicted on vicinity map appears to include lands not subject to the proposed plat (the lands located along proposed roadways). Please clarify project site on the vicinity map. Vicinity map must provide the scale.

Comment: A vicinity map is included on the plans received on May 10, 2017. Please revise vicinity map to correct acreage of subdivision (stated on vicinity map as 8.05 acres; legal description states 14.0 acres) and to depict the boundary between proposed Lot 1 and the proposed drainage easement / common area.

- **Vicinity Map has been corrected.**

Public Services / Fire Rescue / Outside Engineering Review Comments

19. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated May 10, 2017.

- **Agreed refer to comment response 22-25 below.**

20. The applicant must address the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated May 8, 2017.

- **Agreed refer to comment response 26 below.**

21. The applicant must address the comments provided by A.J. "Jay" Brown, Jr., P.E., of JBrown Professional Group, Inc., in a letter dated May 10, 2017.

- **Agreed refer to comment response 27-48 below.**

Public Services, Rodolfo Valladares

22. General Note: sheet PP-1

Route water main to eliminate interference with round-a-bout.

- **Water main re-routed to avoid conflicts with round-a-bout and trees in round-a-bout.**

23. General Note: sheet PP-1

Show OR book and page for existing easements (electric line north of Bob's Citgo). Clearly annotate maintenance responsibility for stormwater system and basin.

- **Information added to PP-1.**

24. General Note: sheet PP-1

Provide PUE for wastewater line running north east of site.

- **PUE added.**

25. General Note: Water, waste water, and electrical requirements to be submitted for City approval during the Construction Plan review phase.

- **Agreed. Construction Plans are underway and will comply.**

Fire Rescue, Brian Green

26. Hydrant locations will be reviewed at time of subdivision construction plans.

- **So Noted.**

Engineering, A.J. "Jay" Brown, Jr

Sht. PP-1

27. Consider shifting right egress on US 441 further to the west as an attempt to restrict drivers attempting to make left turns out.
 - **FDOT review requested a more directional right out, not shifting of the access.**
28. Consider connecting the proposed force main directly to WW gravity sewer at the front of the site instead of connecting at the manhole. This would avoid the additional force main fittings.
 - **City standards require connection of a Pressurized system at a manhole with a liner required at the manhole.**
29. Label the lift station location.
 - **Location has been labeled.**
30. The adjacent property owned by Robert Milliken has his last name misspelled as well as an incorrect parcel number. The correct parcel number is 03049-002-000.
 - **Typo has been corrected.**
31. Tax parcel information in the development data table should be revised to "03049-000-000 and 03049-003-000".
 - **Table has been updated.**
32. The northeastern drainage easement/common area contains proposed wastewater lines. P-WW should be provided with a 30' public utility easement (PUE).
 - **A PUE has been added.**
33. The northeastern drainage easement/common area should include a PUE for proposed electric.
 - **PUE added.**
34. All offsite easements will need separate independent legal documentation in order to be conveyed outside of the preliminary plat limits.
 - **Acknowledged.**
35. There appears to be an unused 20' drainage utility easement to the west of the drainage easement/common area. Consider removing if there are no plans to utilize.
 - **Has a future use.**
36. The proposed entrance/exit roads do not provide any stormwater conveyance for the swale they cross within in US 441's right-of-way (ROW). How is water expected to get across? Determine the need for a swale cross drain pipe.
 - **A pipe is proposed and regrading of the ROW to remove the former gas station access.**
37. Please show how the proposed sidewalk at the entrance is expected to tie into the existing sidewalk network within the US 441 right-of-way.

- **Construction plan detail but a depiction has been added.**

38. Please label the PUE on the north side of the Milliken property (Tax Parcel 03049-002-000). We assume the plan is to provide a sewer connection to this property, which we think is a good idea.

- **Agreed.**

Sht. PP-2

39. Typical sections for Street A show the slope of the ROW continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade adjacent to the roadways.

- **Typicals updated to give an indication of how to tie to grade on high and low sides. Detailed grading to be provided at construction plan phase.**

40. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.

- **Good idea. Typical Sections updated.**

41. Dimension tree locations so their relation to utilities can be evaluated.

- **See revised plans for typical dimensions.**

42. The typical section for Street A North should include dimensions between utilities and the ROW.

- **See revised plans for typical dimensions.**

43. The typical section for Street A North should include dimensions between utilities and the limits of proposed PUE's.

- **See revised plans for typical dimensions.**

Sht. PP-3

44. Typical sections for Street B show the slope of the right-of-way continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade at the ROW perimeter.

- **Typicals updated to give an indication of how to tie to grade on high and low sides. Detailed grading to be provided at CP phase.**

45. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.

- **Good idea. Typ. Sections updated.**

46. The typical section for Street B East should include dimensions between electric utilities and the ROW.

- **See revised plans for typical dimensions.**

47. Dimension tree locations on typical sections so their relation to utilities can be evaluated.

- **See revised plans for typical dimensions.**

48. Please revise the arrows indicating the direction of traffic for each lane. Current plans show them both going in the same direction.

- **Typical section has been updated.**

We trust you will find this submittal package is sufficient for review and approval. Please feel free to contact me at (352) 331-1976 or at walpole@chw-inc.com should you have any questions or require any additional information to complete your review.

Sincerely,
CHW



Robert Walpole, P.E.
President



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

May 11, 2017

Also sent electronically to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Review by Development Review Team (DRT) of HighPoint Crossing Preliminary Plat Application

Dear Mr. Walpole:

The application referenced above has been reviewed by the City's Development Review Team (DRT). 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 **4:00 PM on Thursday, May 18, 2017**. A total of four (4) copies of the application package, plans, and a CD containing a PDF of all application materials and plans must be provided by this date.

Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved before the item may be scheduled for a public hearing before the Planning & Zoning Board (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.

You must provide 13 *double-sided, three-hole punched sets* of each application package, 13 sets of plans, and a CD containing a PDF of all application materials *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard*. If your revised application is received by the date specified above, and if your response adequately addresses the following comments, a hearing before the PZB may be scheduled for June 13, 2017.

Please address the following:

1. Comprehensive Plan Consistency

- a. Policy 1.10.g of the Conservation & Open Space Element establishes minimum required buffers from wetland areas. Buffer width is determined in part based upon whether the wetland supports any federally or state protected animal species. Please provide supporting documentation that no such animal species exists within the wetland area. In accordance with Policy 1.10.g, documentation must address the area within 300 feet of the wetland.
- b. Acreage of subject property is inconsistent with acreage as stated on application and in legal description.

2. Concurrency Impact Analysis

- a. Final development orders have been recently granted for a number of projects within the general area surrounding the subject property. The Concurrency Impact Analysis should be revised to reflect the capacity reservations granted to these final development orders. The most current Development Monitoring Report is dated May 2017 (Planning Department Staff will provide the latest report to applicant separately by email).
- b. Acreage of subject property is inconsistent with acreage as stated on application and in legal description.

3. Article 6. Development Standards

- a. Plans depict seven (7) trees proposed for removal. Tree replacement is required for any regulated trees proposed to be removed.
 - i. Plans must identify the species (common and scientific name) and size of all trees proposed for removal.
 - ii. If replacement is required, provide for such replacement in accordance with the requirements of Section 6.2.1(D)(4).
- b. Section 6.9.4(C)(3) requires new construction of any nonresidential structure to have the lowest floor elevated no lower than one foot above the base flood elevation or otherwise be flood-proofed as further defined therein. Further, Section 6.9.4(C)(12)(e) requires all preliminary plats to identify the base flood elevation of any special flood hazard areas. Please address, as related to the area designated as Flood Zone A in the eastern portion of the subject property and future development on Lot 1.
- c. The preliminary plat must include the statement provided in Section 6.9.4(C)(12)(h).

4. Article 7. Subdivision Standards

- a. Section 7.2.4(D)(1)(b) requires street stubs greater than 250 feet in length to provide a temporary cul-de-sac. This is applicable to the proposed road extending northward as part of the proposed improvements. Please address compliance with the requirements of Section 7.2.4(D)(1)(b) for this roadway. Also review Table 7.2-1 for maximum cul-de-sac length requirements.
- b. Per Section 7.3.3(A), road and street signs and traffic control signs shall be shown on the preliminary plat. Further, Section 7.3.3(B) requires the preliminary plat to identify the type and location of street name signs. Please address. (NOTE: typical details shall be acceptable to meet this requirement.)

5. Miscellaneous Comments

- a. Ingress/egress points to lands along proposed roadways are generally not provided. To minimize future impacts to proposed roadways, the applicant should consider identifying future ingress/egress locations to adjacent lands for future connections.
- b. Provide pedestrian crosswalks to the east and west of proposed roundabout, connecting sidewalks to the north and south of Avenue B.
- c. Stormwater infrastructure is depicted under proposed landscaping within roadways on Sheets PP-2 and PP-3. Please address.
- d. Some detail shown on Sheet PP-1 is difficult to discern. Consider increasing the scale to improve legibility of plans.
- e. Setbacks not required to be shown for lands along proposed roadways which are not part of the plat (it is acceptable to provide setbacks, but it is not a requirement). NOTE: If the applicant desires to include setbacks on the plat, please verify the setbacks are consistent

with Table 5.1-3 (unless applicant desires to require a setback greater than code-minimum), and confirm minimum setbacks are identified (west property line).

- f. Confirm terminology used within plans is consistent throughout (avenue vs. street, etc.)
- g. There is a typographical error in the notes (#1), lower right portion of Sheet PP-1.

6. Completeness Review Comments

a. **Authorized Agent Affidavit**

Section B: Name of Property Owner

Action Needed to Address Deficiency: Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporations, records indicate the corporation name is "Alachua A One LLC".

Comment: Revised Authorized Agent Affidavit not submitted with the materials received on May 10, 2017. Please ensure the corrected Authorized Agent Affidavit is included with future resubmittals.

- b. **Preliminary Plat Required Attachment D.1.f:** Vicinity map - indicating general location of the site and all abutting streets and properties, section lines and quarter section lines, etc., **total acreage of the subdivision and total number of lots.** The vicinity map shall be drawn to show clearly the information required, **but not less than one (1) inch to 2,000 feet.** USGS Maps may be used as a reference guide for the vicinity map.

Action Needed to Address Deficiency: Indicate the total acreage of the subdivision and the total number of lots on the Vicinity Map. Project site depicted on vicinity map appears to include lands not subject to the proposed plat (the lands located along proposed roadways). Please clarify project site on the vicinity map. Vicinity map must provide the scale.

Comment: A vicinity map is included on the plans received on May 10, 2017. Please revise vicinity map to correct acreage of subdivision (stated on vicinity map as 8.05 acres; legal description states 14.0 acres) and to depict the boundary between proposed Lot 1 and the proposed drainage easement / common area.

7. Public Services / Fire Rescue / Outside Engineering Review Comments

- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated May 10, 2017.
- b. The applicant must address the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated May 8, 2017.
- c. The applicant must address the comments provided by A.J. "Jay" Brown, Jr., P.E., of JBrown Professional Group, Inc., in a letter dated May 10, 2017.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com.

Sincerely,



Justin Tabor, AICP
Principal Planner

- c: Adam Boukari, Assistant City Manager (*by electronic mail*)
- Kathy Winburn, AICP, Planning & Community Development Director (*by electronic mail*)
- Rodolfo Valladares, P.E., Public Services Director (*by electronic mail*)
- Adam Hall, AICP, Planner (*by electronic mail*)
- Project File



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: May 10th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E. *RJV*
Public Services Director

RE: Highpoint Crossing Preliminary Plat Plans

Public Services have reviewed the Highpoint Crossing Preliminary Plat plans and offer the following comments.

NO.	COMMENTS
1.	General Note: sheet PP-1 Route water main to eliminate interference with round-a-bout. [Approved as Noted]
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3.	General Note: sheet PP-1 Provide PUE for wastewater line running north east of site. [Approved as Noted]
4.	General Note Water, waste water, and electrical requirements to be submitted for City approval during the Construction Plan review phase. [Approved as Noted]
END OF COMMENTS	

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

cc: Justin Tabor – AICP Planner
Harry Dillard – Lead Engineering Technician

RE: HighPoint Crossing Preliminary Plat

From : Brian Green <bgreen@AlachuaCounty.US>

Mon, May 08, 2017 10:26 AM

Subject : RE: HighPoint Crossing Preliminary Plat

To : Justin Tabor <jtabor@cityofalachua.org>

Cc : Kathy Winburn <kwinburn@cityofalachua.org>, William P. Whitelock
<wwhitelock@cityofalachua.org>

Justin,

I have reviewed the plans for High Point Crossing. Hydrant locations will be reviewed at time of subdivision construction plans.

Brian Green

Alachua County Fire Rescue

Life Safety / Internal Affairs Branch

352-384-3103 office

352-494-3140 cell

352-384-3157 fax

BGREEN@ALACHUACOUNTY.US



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

3530 NW 43rd Street • Gainesville, FL 32606 • 352.375.8999 • JBProGroup.com

May 10, 2017

Mr. Justin Tabor, AICP
Principal Planner
City of Alachua
Planning & Community Development
P.O. Box 9
Alachua, FL 32616-0009

Re: High Point Crossing – Preliminary Plat
Civil Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the design drawings for the above referenced project, prepared by CHW, Inc., and dated 4/27/17. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent civil engineering review. My review comments of the design are provided below.

Sht. PP-1

1. Consider shifting right egress on US 441 further to the west as an attempt to restrict drivers attempting to make left turns out.
2. Consider connecting the proposed force main directly to WW gravity sewer at the front of the site instead of connecting at the manhole. This would avoid the additional force main fittings.
3. Label the lift station location.
4. The adjacent property owned by Robert Milliken has his last name misspelled as well as an incorrect parcel number. The correct parcel number is 03049-002-000.
5. Tax parcel information in the development data table should be revised to "03049-000-000 and 03049-003-000".
6. The northeastern drainage easement/common area contains proposed wastewater lines. P-WW should be provided with a 30' public utility easement (PUE).
7. The northeastern drainage easement/common area should include a PUE for proposed electric.
8. All offsite easements will need separate independent legal documentation in order to be conveyed outside of the preliminary plat limits.
9. There appears to be an unused 20' drainage utility easement to the west of the drainage easement/common area. Consider removing if there are no plans to utilize.
10. The proposed entrance/exit roads do not provide any stormwater conveyance for the swale they cross within in US 441's right-of-way (ROW). How is water expected to get across? Determine the need for a swale cross drain pipe.

11. Please show how the proposed sidewalk at the entrance is expected to tie into the existing sidewalk network within the US 441 right-of-way.
12. Please label the PUE on the north side of the Milliken property (Tax Parcel 03049-002-000). We assume the plan is to provide a sewer connection to this property, which we think is a good idea.

Sht. PP-2

1. Typical sections for Street A show the slope of the ROW continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade adjacent to the roadways.
2. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.
3. Dimension tree locations so their relation to utilities can be evaluated.
4. The typical section for Street A North should include dimensions between utilities and the ROW.
5. The typical section for Street A North should include dimensions between utilities and the limits of proposed PUE's.

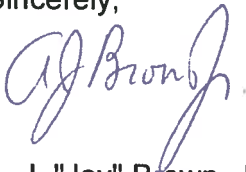
Sht. PP-3

1. Typical sections for Street B show the slope of the right-of-way continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade at the ROW perimeter.
2. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.
3. The typical section for Street B East should include dimensions between electric utilities and the ROW.
4. Dimension tree locations on typical sections so their relation to utilities can be evaluated.
5. Please revise the arrows indicating the direction of traffic for each lane. Current plans show them both going in the same direction.

I would also point out that I confined my review to only the drawings we were provided. We did not receive a stormwater report or any stormwater management design drawings. Therefore, we were unable to review the stormwater design aspects of the project. I am sure the project will go through review with SRWMD and that should satisfy the City of Alachua stormwater concerns. However, if you would like us to review the stormwater design on the City's behalf we would need to be provided with the stormwater design report and drawings.

Please feel free to contact to discuss these comments further, if needed.

Sincerely,



A. J. "Jay" Brown, Jr., PE
President, JBrown Professional Group Inc.



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

3530 NW 43rd Street • Gainesville, FL 32606 • 352.375.8999 • JBProGroup.com

May 10, 2017

Mr. Justin Tabor, AICP
Principal Planner
City of Alachua
Planning & Community Development
P.O. Box 9
Alachua, FL 32616-0009

RECEIVED

MAY 10 2017

Per *AT*

Re: High Point Crossing – Preliminary Plat
Civil Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the design drawings for the above referenced project, prepared by CHW, Inc., and dated 4/27/17. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent civil engineering review. My review comments of the design are provided below.

Sht. PP-1

1. Consider shifting right egress on US 441 further to the west as an attempt to restrict drivers attempting to make left turns out.
2. Consider connecting the proposed force main directly to WW gravity sewer at the front of the site instead of connecting at the manhole. This would avoid the additional force main fittings.
3. Label the lift station location.
4. The adjacent property owned by Robert Milliken has his last name misspelled as well as an incorrect parcel number. The correct parcel number is 03049-002-000.
5. Tax parcel information in the development data table should be revised to "03049-000-000 and 03049-003-000".
6. The northeastern drainage easement/common area contains proposed wastewater lines. P-WW should be provided with a 30' public utility easement (PUE).
7. The northeastern drainage easement/common area should include a PUE for proposed electric.
8. All offsite easements will need separate independent legal documentation in order to be conveyed outside of the preliminary plat limits.
9. There appears to be an unused 20' drainage utility easement to the west of the drainage easement/common area. Consider removing if there are no plans to utilize.
10. The proposed entrance/exit roads do not provide any stormwater conveyance for the swale they cross within in US 441's right-of-way (ROW). How is water expected to get across? Determine the need for a swale cross drain pipe.

11. Please show how the proposed sidewalk at the entrance is expected to tie into the existing sidewalk network within the US 441 right-of-way.
12. Please label the PUE on the north side of the Milliken property (Tax Parcel 03049-002-000). We assume the plan is to provide a sewer connection to this property, which we think is a good idea.

Sht. PP-2

1. Typical sections for Street A show the slope of the ROW continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade adjacent to the roadways.
2. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.
3. Dimension tree locations so their relation to utilities can be evaluated.
4. The typical section for Street A North should include dimensions between utilities and the ROW.
5. The typical section for Street A North should include dimensions between utilities and the limits of proposed PUE's.

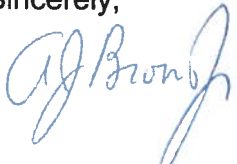
Sht. PP-3

1. Typical sections for Street B show the slope of the right-of-way continuing from the edge of the curb indefinitely. Include daylighting to show how the design intends to connect to existing grade at the ROW perimeter.
2. Consider using 1.5% cross slope for proposed sidewalks as opposed to the 2% maximum.
3. The typical section for Street B East should include dimensions between electric utilities and the ROW.
4. Dimension tree locations on typical sections so their relation to utilities can be evaluated.
5. Please revise the arrows indicating the direction of traffic for each lane. Current plans show them both going in the same direction.

I would also point out that I confined my review to only the drawings we were provided. We did not receive a stormwater report or any stormwater management design drawings. Therefore, we were unable to review the stormwater design aspects of the project. I am sure the project will go through review with SRWMD and that should satisfy the City of Alachua stormwater concerns. However, if you would like us to review the stormwater design on the City's behalf we would need to be provided with the stormwater design report and drawings.

Please feel free to contact to discuss these comments further, if needed.

Sincerely,



A. J. "Jay" Brown, Jr., PE
President, JBrown Professional Group Inc.

May 10, 2017

City of Alachua
Office of Planning and Zoning
PO Box 9
Alachua, FL 32616

RE: HighPoint Crossing
Alachua, Florida

Dear Staff:

Please find four (4) copies the following items enclosed for review and approval of the above-referenced project:

- Subdivision Application;
- Neighborhood Meeting Mailing Labels;
- Neighborhood Meeting Written Notice;
- Neighborhood Meeting Advertisement;
- Neighborhood Meeting Tearsheet;
- Neighborhood Meeting Sign-In Sheet;
- Neighborhood Meeting Minutes;
- Legal Description;
- Signed and Sealed Preliminary Plat.

We submit these items along with this letter as a means to address your comments from May 4, 2017.

1. Authorized Agent Affidavit
Section B: Name of Property Owner
Action Needed to Address Deficiency: Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporations, records indicate the corporation name is "Alachua A One LLC".
 - **Name of property owner has been revised accordingly.**
2. Subdivision Application
Section A., #4: Existing Use of Property
Action Needed to Address Deficiency: Project site as depicted on vicinity map consists only of vacant commercial lands.
 - **Existing use of property has been revised accordingly.**

3. Subdivision Application
Section A., #5. & #6.: Future Land Use Map Designation, Zoning Designation
Action Needed to Address Deficiency: Project site as depicted on vicinity map consists only of vacant commercial lands. FLUM Designation of lands is "Commercial". Zoning designation is "Commercial Intensive (CI)".
 - **FLUM Designation and Zoning have been revised accordingly.**

4. Subdivision Application
Section A., #7: Acreage
Action Needed to Address Deficiency: Application states the acreage is "+/- 135". Project site as depicted on vicinity map does not appear to consist of 135 acres.
 - **Project acreage has been revised as depicted on vicinity map.**

5. Subdivision Application
Section B., #3: Name of Property Owner
Action Needed to Address Deficiency: Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporation records indicate the corporation name is "Alachua A One LLC".
 - **Name of property owner has been revised accordingly.**

6. Preliminary Plat Required Attachment D.1.f: Vicinity map – indicating general location of the site and all abutting streets and properties, section lines and quarter section lines, etc., total acreage of the subdivision and total number of lots. The vicinity map shall be drawn to show clearly the information required, but not less than one (1) inch to 2,000 feet. USGS Maps may be used as a reference guide for the vicinity map.
Action Needed to Address Deficiency: Indicate the total acreage of the subdivision and the total number of lots on the Vicinity Map. Project site depicted on vicinity map appears to include lands not subject to the proposed plat (the lands located along proposed roadways). Please clarify project site on the vicinity map. Vicinity map must provide the scale.
 - **Total acreage, number of lots and scale have been added to the vicinity map.**

7. Preliminary Plat Required Attachment D.1.g: Legal description of the property to be subdivided.
Action Needed to Address Deficiency: Provide legal description of the property to be subdivided within the plans. (NOTE: legal description should not include the lands along the roadways that are not part of the plat).
 - **The legal description has been added to sheet C0.00. A PDF copy of the legal description has also been included in this submittal.**

8. Preliminary Plat Required Attachment D.1.h: Names of owners of adjoining land with their approximate acreage or, if developed, names of abutting subdivisions.
Action Needed to Address Deficiency: Lands to the west of the project site may have recently been sold. Verify ownership and acreage of lands to the west of the project site.
 - **Tax Parcel #03053-001-007 has been updated to reflect the new property owner. All other parcels are shown on the plat as listed on the property appraiser's website at the time of this application.**

9. Preliminary Plat required Attachment D.1.i: Proposed method of water supply, sewage disposal, and drainage, and electrical service.

Action Needed to Address Deficiency: Please clarify the point of connection or termination of the proposed wastewater line which runs northeasterly from the drainage easement/common area.

- **Plans have been revised accordingly.**

10. Preliminary Plat Required Attachment D.1.q.: Tree location survey in conformance with LDR Article 6.2.1(G).

Action Needed to Address Deficiency: Topographic survey depicts existing trees proximate to proposed site improvements. Please depict any regulated trees located within areas subject to proposed plat, and indicate if trees shall be retained or are proposed for removal. If no regulated trees are within the area subject to the proposed preliminary plat, provide a note on the preliminary plat confirming no regulated trees are within the area subject to the preliminary plat.

- **Seven (7) trees within the limits of the preliminary plat are now shown on PP-1 to be removed.**

11. Preliminary Plat Required Attachment D.4.: Existing and/or proposed covenants and restrictions.

Action Needed to Address Deficiency: Preliminary plat depicts a drainage easement/common area which will be subject to ownership and maintenance by a property owner's association or similar entity. Please note that proposed covenants and restrictions of such association/entity shall be required to be reviewed as part of the final plat for the project.

- **Noted accordingly on PP-1.**

12. Preliminary Plat Required Attachment D.6.: Neighborhood Meeting Materials, including:

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

Action Needed to Address Deficiency: (i) Please address compliance with Section 2.2.4(D). (ii) Provide mailing labels or a list of those who received written notice of the Neighborhood Meeting (note Section 2.2.4(D) of the City's LDRs also require notification be mailed to those persons/organizations registered to receive notice of such meetings). (iii) Provide a summary of the comments made by those in attendance at the Neighborhood Meeting.

- **Mailing labels to property owners who received written notice of the Neighborhood Meeting have been included in this submittal. A summary of the items discussed at the Neighborhood Meeting has also been included.**

13. If access is from a State Road, access management permit from Florida Department of Transportation (or documentation providing evidence that a permit application has been submitted).

Action Needed to Address Deficiency: At a minimum, provide documentation evidencing that a permit application has been submitted to the Florida Department of Transportation.

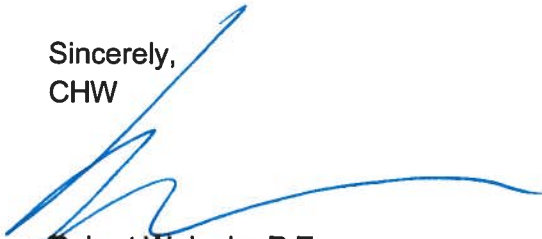
- **Access permit to Florida Department of Transportation cannot be processed until Construction Plans are complete. We will provide documentation at that time.**

14. General Comment: Please ensure a consistent acreage is used throughout documentation (application, plans, concurrency impact analysis, Comprehensive Plan consistency analysis, Authorized Agent Affidavit, etc.) Acreage should be based upon the area subject to proposed preliminary plat (roadways/right-of-ways, Lot 1, and the drainage easement/common area).

- **Acreage has been updated consistently throughout all application materials.**

We trust you will find this submittal package is sufficient for review and approval. Please feel free to contact me at (352) 331-1976 or at walpole@chw-inc.com should you have any questions or require any additional information to complete your review.

Sincerely,
CHW



Robert Walpole, P.E.
President



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

May 4, 2017

Also sent electronically to walpole@chw-inc.com

Robert Walpole, P.E.
Causseaux, Hewett, & Walpole, Inc.
132 NW 76th Drive
Gainesville, FL 32607

RE: Completeness Review of HighPoint Crossing Preliminary Plat Application

Dear Mr. Walpole:

On April 27, 2017, the City of Alachua received your application for a Preliminary Plat for HighPoint Crossing, which proposes the construction of utility infrastructure, master planning of stormwater, and roadway improvements to serve future development, consisting a portion of Tax Parcel Number 03049-000-000 and 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 complete our initial review. Please respond to this correspondence by **Wednesday, May 10, 2017**.

In accordance with Section 2.2.6(B) of the LDRs, the applicant must correct the deficiencies and resubmit the application for completeness determination. If the applicant fails to respond to the identified deficiencies within forty-five (45) calendar days, the application shall be considered withdrawn.

The comments below are based solely on a preliminary review of your application for completeness. Detailed comments will be provided at a Development Review Team (DRT) Meeting or in writing upon satisfaction of the following comments.

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

- 1. Authorized Agent Affidavit**
Section B: Name of Property Owner
Action Needed to Address Deficiency: Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporations, records indicate the corporation name is "Alachua A One LLC".
- 2. Subdivision Application**
Section A., #4.: Existing Use of Property
Action Needed to Address Deficiency: Project site as depicted on vicinity map consists only of vacant commercial lands.

3. Subdivision Application**Section A., #5. & #6.:** Future Land Use Map Designation, Zoning Designation**Action Needed to Address Deficiency:** Project site as depicted on vicinity map consists only of vacant commercial lands. FLUM Designation of lands is "Commercial". Zoning designation is "Commercial Intensive (CI)".**4. Subdivision Application****Section A., #7.:** Acreage**Action Needed to Address Deficiency:** Application states the acreage is "+/- 135". Project site as depicted on vicinity map does not appear to consist of 135 acres.**5. Subdivision Application****Section B., #3:** Name of Property Owner**Action Needed to Address Deficiency:** Name of the property owner is stated as "Alachua A1, LLC". Florida Department of State, Division of Corporations, records indicate the corporation name is "Alachua A One LLC".

- 6. Preliminary Plat Required Attachment D.1.f:** Vicinity map - indicating general location of the site and all abutting streets and properties, section lines and quarter section lines, etc., **total acreage of the subdivision and total number of lots.** The vicinity map shall be drawn to show clearly the information required, **but not less than one (1) inch to 2,000 feet.** USGS Maps may be used as a reference guide for the vicinity map.

Action Needed to Address Deficiency: Indicate the total acreage of the subdivision and the total number of lots on the Vicinity Map. Project site depicted on vicinity map appears to include lands not subject to the proposed plat (the lands located along proposed roadways). Please clarify project site on the vicinity map. Vicinity map must provide the scale.

- 7. Preliminary Plat Required Attachment D.1.g:** Legal description of the property to be subdivided.

Action Needed to Address Deficiency: Provide legal description of the property to be subdivided within the plans. (NOTE: legal description should not include the lands along the roadways that are not part of the plat).

- 8. Preliminary Plat Required Attachment D.1.h:** Names of owners of adjoining land with their approximate acreage or, if developed, names of abutting subdivisions

Action Needed to Address Deficiency: Lands to the west of the project site may have recently been sold. Verify ownership and acreage of lands to the west of the project site.

- 9. Preliminary Plat Required Attachment D.1.i:** Proposed method of water supply, sewage disposal, and drainage, and electric service.

Action Needed to Address Deficiency: Please clarify the point of connection or termination of the proposed wastewater line which runs northeasterly from the drainage easement/common area.

- 10. Preliminary Plat Required Attachment D.1.q.:** Tree location survey in conformance with LDR Article 6.2.1(G).

Action Needed to Address Deficiency: Topographic survey depicts existing trees proximate to proposed site improvements. Please depict any regulated trees located within areas subject to proposed plat, and indicate if trees shall be retained or are proposed for removal. If no regulated trees are within the area subject to the proposed preliminary plat, provide a

note on the preliminary plat confirming no regulated trees are within the area subject to the preliminary plat.

11. Preliminary Plat Required Attachment D.4.: Existing and/or proposed covenants and restrictions.

Action Needed to Address Deficiency: Preliminary plat depicts a drainage easement/common area which will be subject to ownership and maintenance by a property owner's association or similar entity. Please note that proposed covenants and restrictions of such association/entity shall be required to be reviewed as part of the final plat for the project.

12. Preliminary Plat Required Attachment D.6.: Neighborhood Meeting Materials, including:

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

Action Needed to Address Deficiency: (i) Please address compliance with Section 2.2.4(D). (ii) Provide mailing labels or a list of those who received written notice of the Neighborhood Meeting (note Section 2.2.4(D) of the City's LDRs also require notification be mailed to those persons/organizations registered to receive notice of such meetings). (iii) Provide a summary of the comments made by those in attendance at the Neighborhood Meeting.

13. If access is from a State Road, access management permit from Florida Department of Transportation (or documentation providing evidence that a permit application has been submitted).

Action Needed to Address Deficiency: At a minimum, provide documentation evidencing that a permit application has been submitted to the Florida Department of Transportation.

14. General Comment: Please ensure a consistent acreage is used throughout documentation (application, plans, concurrency impact analysis, Comprehensive Plan consistency analysis, Authorized Agent Affidavit, etc.) Acreage should be based upon the area subject to proposed preliminary plat (roadways/right-of-ways, Lot 1, and the drainage easement/common area).

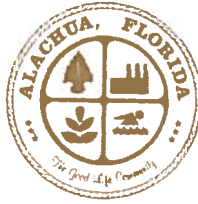
If you have any questions regarding the information above, please contact me at 386-418-6100 x 107 or via e-mail at jtabor@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,



Justin Tabor, AICP
Principal Planner

c: Adam Boukari, Assistant City Manager
Kathy Winburn, AICP, Planning & Community Development Director
Adam Hall, AICP, Planner
Project File



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

May 4, 2017

VIA HAND DELIVERY

Mr. A.J. "Jay" Brown, Jr., P.E.
President
3530 NW 43rd Street
Gainesville, FL 32606

RE: Review of HighPoint Crossing – Preliminary Plat

Dear Mr. Brown:

The City of Alachua Planning & Community Development Department requests your firm conduct an **engineering review** of the referenced Preliminary Plat. This application proposes the construction of utility infrastructure, master planning of stormwater, and roadway improvements to serve future development, consisting a portion of Tax Parcel Number 03049-000-000 and Tax Parcel Number 03049-003-000, to the north and west of the US Highway 441 / Interstate-75 interchange.

Please provide comments by **5:00 PM on Wednesday, May 10**, so that your comments may be incorporated into the City's review of this application.

If you have any questions regarding this application, please contact me at 386-418-6100 x 107.

Sincerely,

Justin Tabor, AICP
Principal Planner

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

April 27, 2017

City of Alachua
Office of Planning and Zoning
Post Office Box 9
Alachua, Florida 32616

RE: HighPoint Crossing
Alachua, Florida

Dear Staff:

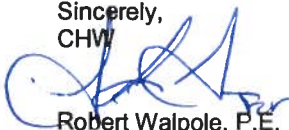
Please find the following items enclosed for review and approval of the above referenced project:

- One (1) Check #001024 in the amount of \$3,600.00 for Preliminary Plat, Construction Plans and Final Plat;
- Two (2) Set of labels for all property owners within 400 feet of the project site;
- One (1) Original and Eight (8) Copies of the Subdivision Application;
- Nine (9) copies of the following:
 - Concurrency Impact Analysis;
 - Analysis of Consistency with the City of Alachua Comprehensive Plan;
 - Neighborhood Meeting Advertisement;
 - Neighborhood Meeting Notice;
 - Neighborhood Meeting Sign-In Sheet (To be submitted under separate cover);
 - Neighborhood Meeting Summary (To be submitted under separate cover);
 - Authorized Agent Affidavit;
 - Proof of 2016 Tax Payment;
 - Quit-Claim Deed;
 - Division of Corporations;
 - Property Appraiser Information for Tax Parcels 03049-000-000 & 03049-003-000;
 - Signed and Sealed Preliminary Plat.
- One (1) CD of all PDFs.

This project encompasses Alachua County tax parcels 03049-003-000 & a portion of 03049-000-000. The overall site is approximately +/- 30 acres in size and the plan is to construct the utility infrastructure, master planning of stormwater, and roadway improvements to serve further development in the project area.

We trust you will find this submittal package is sufficient for review and approval. Please feel free to contact me at (352) 331-1976 or at walpole@chw-inc.com should you have any questions or require any additional information to complete your review.

Sincerely,
CHW



Robert Walpole, P.E.
President

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