



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

August 22, 2017

Also sent electronically to scullen@georgefyoung.com

Stuart Cullen, P.E.
George F. Young, Inc.
1905 South Main Street
Gainesville, FL 32601

RE: Scheduling of Planning & Zoning Board (PZB) Hearing: Tara Village Preliminary Plat

Dear Mr. Cullen:

On August 21, 2017, the City of Alachua received your revised application for the Tara Village Preliminary Plat. Based upon a review of the revised application materials, it has determined that the application can now be scheduled for a hearing before the Planning & Zoning Board (PZB).

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

The application is scheduled to be heard by the PZB at its September 12, 2017 meeting; therefore, **the above referenced materials must be received no later Monday, August 28, 2017.** In addition, posted notices are required to be placed on the subject property at least 14 days prior to the public hearing. **The applicant is responsible for posting the notices** on the property (the posted notice signs will be provided by the City). Therefore, **posted notices must be placed on the property no later than Monday, August 28, 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: Kathy Winburn, AICP, Planning & Community Development Director (*by electronic mail*)
Adam Hall, AICP, Planner (*by electronic mail*)
Project File

August 21, 2017

Justin Tabor, AICP
Principal Planner
City of Alachua
PO Box 9
Alachua, Florida 32616



**RE: Tara Village – Preliminary Plat Application
Review of Revised Application**

Dear Justin:

Thank you for accepting the revised application for the above project and coordinating the additional sufficiency review. Based on the provided comments, we have revised the Preliminary Plat and associated documents and are pleased to resubmit four (4) complete packages consisting of:

- 1) Cover Letter
- 2) Subdivision Application
- 3) Public School Generation Form
- 4) Concurrency Impact Analysis
- 5) Comprehensive Plan Consistency Analysis
- 6) Property Tax Receipts
- 7) Neighborhood Workshop Packet
- 8) Copies of Mailing Labels
- 9) Warranty Deeds
- 10) Boundary & Topographic Survey
- 11) Revised Preliminary Plat

In addition to the referenced document package, we offer the following responses to the review items referencing the item number in your letter (only the latest comment has been provided):

1. *Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan*

a.i. ***Remaining Issue:*** Section 3, #7, of the PD ordinance states, “[t]he natural buffer shall remain undisturbed in all areas and in its natural state, except where necessary to provide ingress/egress, stormwater management facilities, and/or utility service to the Project. Stormwater management facilities shall not be placed within the 25 foot natural buffer area along the eastern property line or along the southern property boundary line of the project...”

The note added to the preliminary plat states, “a 25’ wide natural buffer is provided along all property boundary lines of the project in accordance with the PD Ordinance”. The PD ordinance allows for ingress/egress and utility service within the 25’ natural buffer area, and such areas are depicted within 25’ natural buffer area on the plat. The note must be revised to clarify that the natural buffer shall remain undisturbed in all areas and in its natural state, except where necessary to provide ingress/egress and utility service to the Project.

RESPONSE: *The preliminary plat notes have been adjusted to clearly define the 25’ natural buffer areas, with or without ingress/egress and utility service, the 25’ Drainage Vegetated Natural Buffer*



(natural, no work proposed), and that other than the exceptions, the buffers will remain in their natural state.

e. **Remaining Issue:** Discussion at the August 1, 2017 Development Review Team (DRT) Meeting between City Staff and the applicant's agent confirmed the location of the "potential retention basin" as the location of a retention basin, with it noted that the bounds of the retention basin are an approximation. The area has been relabeled on the revised preliminary plat as a "drainage area". The revised language discussed between City Staff and the applicant's agent at the August 1 DRT Meeting was to relabel the area as "retention basin area". Revise accordingly.

RESPONSE: *The Preliminary Plat has been revised to denote the location of the Retention Basin Area and has also labeled it as Drainage Easement based on the comment from JBPro.*

2. Compliance with Land Development Regulations (LDRs)

- a. **Remaining Issue:** NW 120th Place is located proximate to the project's south property line. As depicted on the revised preliminary plat, the location is noted as "+/-" and is depicted further south than the actual location of NW 120th Place. See map below, as well as the maintenance map of NW 157th Street as recorded in Maintenance Map Book 32, Page 3, of the Official Records of Alachua County, and revise accordingly.

RESPONSE: *The location of NW 120th Place was located proximate to the project's proposed centerline of roadway, therefore the location was correct. The dimensioning of the location has been revised for better clarity.*

3. Public Services/ Fire Marshal Outside Engineering Review Comments

- a. **Comment:** See the attached memorandum, dated August 16, 2017, from Rodolfo Valladares, P.E., Public Services Director, in reference to a review of the revised plans.

1. No Comments

RESPONSE: *Noted.*

- b. **Comment:** See the attached letter provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated August 16, 2017.

I have reviewed the revised secondary emergency access and find it acceptable.

RESPONSE: *Noted.*

- c. **Comment:** See the attached letter, dated August 11, 2017, from A.J. "Jay" Brown, Jr., P.E., of JBrown Professional Group, Inc., in reference to a review of the revised plans.

Topographic Survey

1. They did not add the elevation contour lines. This was a recommendation and for this Preliminary Plat stage of development it is not necessary. They have agreed to add them for the construction plans and we are fine with that.

RESPONSE: *Noted.*

Preliminary Plat

2. The southerly VNB does not need to be labeled as a drainage easement if the HOA will operate and maintain it, but the common area drainage basin in the southwestern portion of the lot should be labeled with a Drainage Easement designation as the Public roadway R/W will discharge into it. The City will need a Drainage Easement from the Plat. Please label this area with drainage easement over the intended retention basin area.

RESPONSE: *The requested labeling has been added.*

6. This comment was more of a suggestion to investigate. I am still concerned that the area set aside in the southwest is large enough to satisfy the retention area needs for the project, but the petitioner will need to demonstrate that with the final design and construction drawings.

RESPONSE: *Noted. The drainage system has been further designed and the area is representative.*

7. Thank you for adding the swale section. This resulted in documentation of easements on the



Tara Village – Preliminary Plat Application
August 21, 2017

plat. It was very helpful to understand the design intent and clarify the easements. I still am not sure the swale system will end up providing meaningful stormwater retention volume; however that will be designed and submitted as part of the final construction drawings.

RESPONSE: *Noted.*

We appreciate your review of this revised information and look forward to the continued processing of the application and the scheduling of the Planning & Zoning Board hearing. If you have any questions, please don't hesitate to contact me.

Sincerely,

GEORGE F. YOUNG, INC.

Stuart I. Cullen, PE
Vice-President Engineering

Xc: Tara Village, Inc.



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

August 17, 2017

Also sent electronically to scullen@georgefyoung.com

Stuart Cullen, P.E.
George F. Young, Inc.
1905 South Main Street
Gainesville, FL 32601

RE: Review of Revised Application, Dated August 8, 2017: Tara Village Preliminary Plat

Dear Mr. Cullen:

On August 8, 2017, the City of Alachua received your revised application for the Tara Village Preliminary Plat. The revised application has been reviewed for compliance with the applicable review standards, including the City's Comprehensive Plan and Land Development Regulations (LDRs), and to confirm the comments issued at the August 1, 2017 Development Review Team (DRT) Meeting were sufficiently addressed. 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).

Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by **5:00 PM on Tuesday, August 22, 2017**. A total of four (4) copies of the **complete** application package (i.e., all application materials and attachments) and a CD containing a PDF of **all** application materials must be provided by this date. Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved before the item 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. 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*.

Please address the following insufficiencies:

1. **Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan**
 - a. Section 3, #7, of the PD Ordinance establishes specific requirements for a natural buffer along the project's property boundary lines.
 - i. Provide a note on the plat which requires the natural buffer to be provided along all property boundary lines of the project in accordance with the condition of the PD Ordinance;

Remaining Issue: Section 3, #7, of the PD ordinance states, "[t]he natural buffer shall remain undisturbed in all areas and in its natural state, except where necessary to provide ingress/egress, stormwater management facilities, and/or utility service to the Project.

Stormwater management facilities shall not be placed within the 25 foot natural buffer area along the eastern property line or along the southern property boundary line of the project..."

The note added to the preliminary plat states, "a 25' wide natural buffer is provided along all property boundary lines of the project in accordance with the PD Ordinance". The PD ordinance allows for ingress/egress and utility service within the 25' natural buffer area, and such areas are depicted within 25' natural buffer area on the plat. The note must be revised to clarify that the natural buffer shall remain undisturbed in all areas and in its natural state, except where necessary to provide ingress/egress and utility service to the Project.

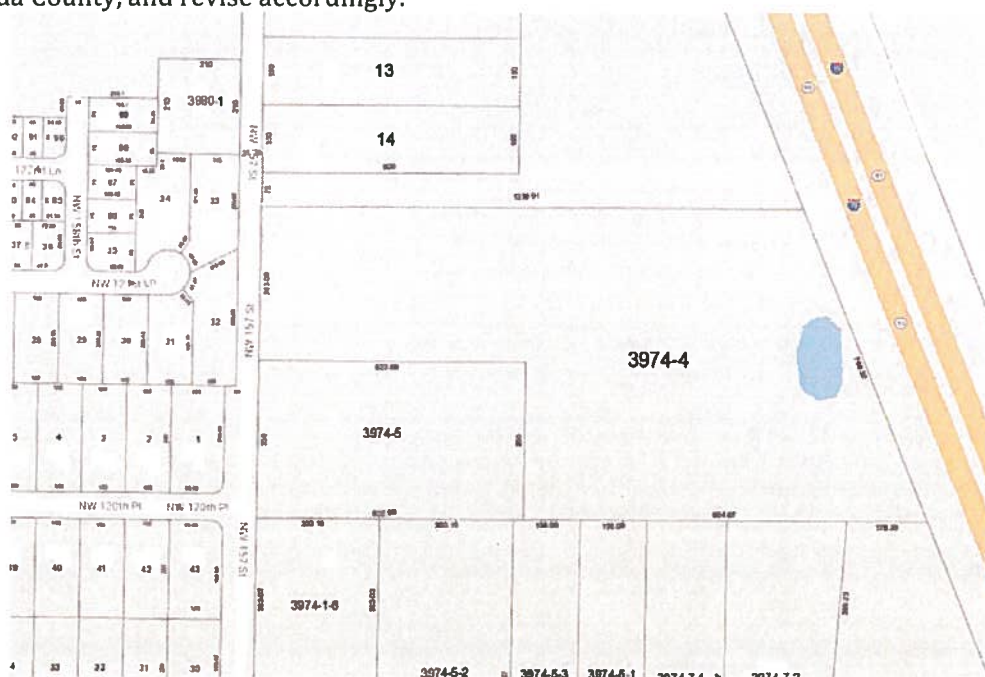
- e. Section 3, #24, of the PD Ordinance requires each new Final PD Plan (i.e., Preliminary Plat) to include precise information regarding the layout of stormwater management. The Preliminary Plat notes the location of a "potential retention basin". The location of all stormwater management facilities must be shown on the Preliminary Plat. Revise label accordingly, and confirm no other retention areas will be located on-site.

Remaining Issue: Discussion at the August 1, 2017 Development Review Team (DRT) Meeting between City Staff and the applicant's agent confirmed the location of the "potential retention basin" as the location of a retention basin, with it noted that the bounds of the retention basin are an approximation. The area has been relabeled on the revised preliminary plat as a "drainage area". The revised language discussed between City Staff and the applicant's agent at the August 1 DRT Meeting was to relabel the area as "retention basin area". Revise accordingly.

2. **Compliance with Land Development Regulations (LDRs)**

- a. Depict location of NW 120th Place, south of proposed ingress/egress and west of NW 157th Street, to demonstrate compliance with Section 7.2.5(I)(2), which requires a minimum centerline offset of 125 feet for intersections on opposite sides of the street.

Remaining Issue: NW 120th Place is located proximate to the project's south property line. As depicted on the revised preliminary plat, the location is noted as "+/-" and is depicted further south than the actual location of NW 120th Place. See map below, as well as the maintenance map of NW 157th Street as recorded in Maintenance Map Book 32, Page 3, of the Official Records of Alachua County, and revise accordingly.



6. Public Services/ Fire Marshal/Outside Engineering Review Comments

- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated July 24, 2017.

Comment: See the attached memorandum, dated August 16, 2017, from Rodolfo Valladares, P.E., Public Services Director, in reference to a review of the revised plans.

- b. Please see the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in a letter dated August 16, 2017.

Comment: See the attached letter, dated August 16, 2017, from Brian Green, Fire Inspector, Alachua County Fire Rescue, in reference to a review of the revised plans.

- 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 July 24, 2017.

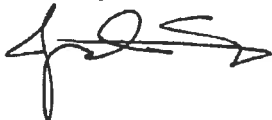
Comment: See the attached letter, dated August 11, 2017, from A.J. "Jay" Brown, Jr., P.E., of JBrown Professional Group, Inc., in reference to a review of the revised plans.

New Comments (8/17/17)

- Correct all references to "10' PUE" along proposed Road "A" to "10' Public Utility Easement and 10' Drainage Easement" as labeled elsewhere on the preliminary plat.

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

Attachments: Memorandum from Rodolfo Valladares, P.E., Public Services Director, dated August 16, 2017
Letter from Brian Green, Alachua County Fire Rescue, dated August 16, 2017
Letter from A.J. "Jay" Brown, Jr., P.E., JBrown Professional Group, Inc., dated August 16, 2017

- c: Kathy Winburn, AICP, Planning & Community Development 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: August 16th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

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

RE: Tara Village Preliminary Plat - Resubmitted

Public Services have reviewed the Tara Village Preliminary Plat resubmitted Site Plans and offer the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	No Comments
END OF COMMENTS	

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

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



Alachua County Fire Rescue

Life Safety and Internal Affairs Branch

William K. Northcutt, Chief

Plan Review Comments

Alachua County Fire Rescue, Life Safety and Internal Affairs Branch has reviewed the following submittal for compliance with applicable codes and standards. The plans are:

Site Plan Review

Project Name:	Tara Village	Permit#:	COA 170701
Address:	NW 157th Street	Date Reviewed:	8/16/2017
Applicant Name:		Occupancy:	One and Two-Family Dwellings
Company Name:		Project Type:	Other
Address:			
Phone:			

Plan Review Comments:


I have reviewed the revised secondary emergency access and find it acceptable.

Review and approval of these construction documents by this department does not relieve the architect, engineer, contractor, and/or subcontractors from the responsibility of complying with all applicable codes, standards, ordinances, and state statutes as adopted by Alachua County.

Notice: Alachua County Fire Rescue charges a fee for new construction plan reviews and inspections pursuant to the BoCC direction. If you require more inspections than the minimum for the type of permit your applied for, you will be billed additional plan review or inspection fees.

Do not use the County automated inspection scheduling system to schedule a fire department inspection, please call (352)384-3103 or schedule it via the internet at <http://www.alachuacounty.us/Depts/PublicSafety/Pages/Inspection-Request.aspx>.

Reviewed by:


Brian Green
Fire Inspector

8/16/2017

Date



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

August 11, 2017

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

Re: Tara Village - Preliminary Plat
Engineering Review # 2

Dear Mr. Tabor:

As you requested I have reviewed the Preliminary Plat design drawings and other materials provided to us for the above referenced project, prepared by George F. Young, Inc., and dated 8/8/17. I have reviewed the revised Preliminary Plat drawing, the Boundary & Topographic Survey and the applicants' responses to our 7/24/17 initial comment response letter. I have replicated our original comments and provided our updated comments in bold italic below. All original comments that are satisfied are also labeled by strikethrough.

Topographic Survey

- ~~1. Recommend this drawing be updated to add elevation contours. Only providing spot elevations is not adequate to review or understand the nature of the site topography.~~

They did not add the elevation contour lines. This was a recommendation and for this Preliminary Plat stage of development it is not necessary. They have agreed to add them for the construction plans and we are fine with that.

Preliminary Plat

- ~~1. Label the required 25' undisturbed vegetative buffer on the west side of the property.~~

Comment is satisfied

2. Suggest identifying the southerly and southwesterly Common Open Area as Drainage Easement also.

The southerly VNB does not need to be labeled as a drainage easement if the HOA will operate and maintain it, but the common area drainage basin in the southwestern portion of the lot should be labeled with a Drainage Easement designation as the Public roadway R/W will discharge into it. The City will need a Drainage Easement from the Plat. Please label this area with drainage easement over the intended retention basin area.

3. ~~Label the southern 25' undisturbed area required by the PD. This will be utilized as a VNB, which should be compatible with the 25' undisturbed buffer requirement.~~

Comment is satisfied

4. ~~Suggest the plat provide some level of description of what "undisturbed" means. There should be some minimal allowance for maintenance and cleanup and even replanting of destroyed or dead vegetation.~~

It is fine to provide this information in the HOA Documents

5. ~~Question the naming of the "Potential Retention Basin". Suggest just label "Retention Basin" or as "Stormwater Management Facility" or SMF, and place in Legend.~~

The revised labeling is better.

6. ~~Should there also be a SMF provided on the north side of the entrance road in the Common Open Area? The basin proposed in the southwest looks small to handle the stormwater requirements for this subdivision. If necessary, could an additional lot be added west of Lot 1 and Lot 20 removed to provide added stormwater management area in the southwest?~~

This comment was more of a suggestion to investigate. I am still concerned that the area set aside in the southwest is large enough to satisfy the retention area needs for the project, but the petitioner will need to demonstrate that with the final design and construction drawings.

7. ~~I question the ability of the site roadway system to handle stormwater quality retention. The RAW width is only 60' and the roadway requires sidewalks on both sides. Given the grade slope along the roadway centerline I question the available swale volume within the right of way. Typically we would provide a wider RAW width in an open swale section to create meaningful stormwater volume. Perhaps it could work if the 10' PUE beyond the RAW is utilized for placement of the swale back slope and sidewalk. Suggest a typical roadway section be submitted for review to verify the roadside swale concept is allowable and acceptable to the City. Although the stormwater system will be reviewed in detail by the SRWMD, it makes sense for the City to review the typical section for verification of the roadway design and available RAW width for the swale system and sidewalk at this time.~~

Thank you for adding the swale section. This resulted in documentation of easements on the plat. It was very helpful to understand the design intent and clarify the easements. I still am not sure the swale system will end up providing meaningful stormwater retention volume; however that will be designed and submitted as part of the final construction drawings.

8. ~~If the plan is for the sidewalk to be located within the 10' PUE on the private lots, please provide a note on the Plat for the 10' PUE to be labeled 10' PUE and private sidewalk easement.~~

The sidewalk was placed within the R/W so a private sidewalk easement was not needed. The drainage easement was added and this comment is satisfied.

9. ~~Most likely due to rounding error of the lot acreages, the acreages provided on the Plat for the common area + roadway + lots do not add up to the overall property area of 21.83. Correct if necessary, as the difference is 0.06 acres.~~

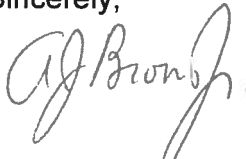
The revision made did help clarify the discrepancy. However, there are now 2 callouts on the plat drawing, one in the north and one in the south, with differing area values for the overall common area. Please remove one or make them both call out the same area value. This is not a significant issue.

10. ~~Given the proximity of the western property boundary to the NW 157th St. RAW suggest adding radius returns to the new roadway RAW at the connection to NW 157th St.~~

Comment is satisfied

I have confined my review to the drawings and information I was provided. We will be happy to review the project construction drawings when they are provided to the City. If the City or the applicant has any questions related to our comments, please feel free to contact me directly to discuss. If I can provide any other services related to this project please let me know.

Sincerely,



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

August 8, 2017

Justin Tabor, AICP
Principal Planner
City of Alachua
PO Box 9
Alachua, Florida 32616



**RE: Tara Village – Preliminary Plat Application
Development Review Team Summary**

Dear Justin:

Thank you for accepting the application for the above project and coordinating the Development Review Team (DRT) sufficiency review. Based on our meeting and the provided comments, we have revised the Preliminary Plat and associated documents and are pleased to resubmit four (4) complete packages consisting of:

- 1) Cover Letter
- 2) Subdivision Application
- 3) Public School Generation Form
- 4) Revised Concurrency Impact Analysis
- 5) Revised Comprehensive Plan Consistency Analysis
- 6) Property Tax Receipts
- 7) Neighborhood Workshop Packet
- 8) Copies of Mailing Labels
- 9) Warranty Deeds
- 10) Boundary & Topographic Survey
- 11) Revised Preliminary Plat

In addition to the referenced document package, we offer the following responses to the review items referencing the item number in your letter:

1. *Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan*
 - a. Section 3, #7, of the PD Ordinance establishes specific requirements for a natural buffer along the project's property boundary lines.
 - i. Provide a note on the plat which requires the natural buffer to be provided along all property boundary lines of the project in accordance with the condition of the PD Ordinance; and
RESPONSE: The requested note has been added to the Preliminary Plat.
 - ii. Depict and label the area on the plat.
RESPONSE: The areas have been labeled on the plat.
 - b. The applicant proposes to provide drainage within the southern project boundary buffer through the use of a vegetative natural buffer.
 - i. Section 3, #7, of the PD Ordinance requires the natural buffer to remain undisturbed in all areas and in its natural state. Confirm no development activity, including but not limited to any grading, will be required to provide drainage as proposed within the required natural buffer area.



RESPONSE: Confirmed. No development activity will be required to provide drainage treatment in the Vegetated Natural Buffer (VNB). The use of a natural buffer is a basis for this type of drainage system.

- c. Section 3, #11, of the PD Ordinance requires the removal and destruction of all Category I and II exotic plant species, as published in the most current version of the Florida Exotic Plant Council's List of Invasive Plant Species, and to ensure a long-term implementation plan included within covenants and restrictions for the property.

- i. Provide a note on the Preliminary Plat requiring the removal and destruction of exotic plants in accordance with the PD Ordinance condition.

RESPONSE: The requested note has been added to the Preliminary Plat.

- ii. Covenants and restrictions meeting the requirement of the PD Ordinance must be submitted with the Final Plat for the project.

RESPONSE: Noted.

Example: "As required by Section 3, #11, Ordinance 17-03 of the City of Alachua, all Category I and II exotic plant species shall be removed from the site and property disposed of concurrent with the development of the subject property."

- d. Section 3, #17.b., requires the water system to be designed to provide fire flow rates conforming to current standards of the Florida Fire Prevention Code, Chapter 633, Florida Statutes, and the Florida Building Code. Provide documentation to support the development will comply with applicable fire flow requirements. Coordinate with Public Services Department for any required testing/modeling.

RESPONSE: The required testing and documentation will be provided at the Construction Plan stage.

- e. Section 3, #24, of the PD Ordinance requires each new Final PD Plan (i.e., Preliminary Plat) to include precise information regarding the layout of stormwater management. The Preliminary Plat notes the location of a "potential retention basin". The location of all stormwater management facilities must be shown on the Preliminary Plat. Revise label accordingly, and confirm no other retention areas will be located on-site.

RESPONSE: The location and text of the stormwater system have been updated.

2. Compliance with Land Development Regulations (LDRs)

- a. Depict location of NW 120th Place, south of proposed ingress/egress and west of NW 157th Street, to demonstrate compliance with Section 7.2.5(I)(2), which requires a minimum centerline offset of 125 feet for intersections on opposite sides of the street.

RESPONSE: The requested location and confirmation of offset have been provided.

- b. Per Section 7.5.2(I)(3), minimum radii at the intersection of two local streets shall be 20 feet. Revise intersection of proposed Road A and NW 157th Street accordingly.

RESPONSE: The roadway pavement is not shown, however, radii have been provided for the R/W line intersections.

- c. Per Section 7.3.2(A), sidewalks shall be required on both sides of the proposed street. Provide typical roadway section depicting location of sidewalk. If outside of proposed right of-way, provide appropriate easement for the sidewalk.

RESPONSE: The requested sidewalks have been added within the R/W on both sides of the street.

- d. Per Section 7.3.3(B), the type and location of street name signs shall be submitted as part of the preliminary plat and shall conform to the Alachua County's street naming and addressing system. Identify the type and location of all street name signs on the Preliminary plat.

RESPONSE: The type and location of the street name sign has been added to the plan.

3. Miscellaneous/General Issues

- a. PUE widths shall be in accordance with the City's 2017 Design & Construction Requirements (accessible via City web site).



RESPONSE: The PUE have revised to meet the requirements.

- b. The stormwater management system, including any roadside drainage swales, shall be privately maintained. Provide a note on the preliminary plat indicating maintenance responsibility for the stormwater management system, to include but not be limited to any swales, conveyance systems, and stormwater basins.

RESPONSE: The requested note has been added.

4. Concurrency Impact Analysis

- a. Water & Wastewater Demand: Cite the source of multiplier (Policy 4.1.c, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).

RESPONSE: The requested citation has been added.

- b. Wastewater Demand: Cite the source of multiplier (Policy 1.1.d, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).

RESPONSE: The requested citation has been added.

- c. Solid Waste Demand: Cite the source data used to calculate project impact (*For Per Capita Level of Service Standard*: Policy 2.1.a, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element; *for number of persons per household*: US Census Bureau).

RESPONSE: The requested citation has been added.

- d. Recreation Demand: Cite the source data used to calculate project impact (*For Per Capita LOS Standard*: Policy 1.2.b, City of Alachua Comprehensive Plan, Recreation Element; *for number of persons per household*: US Census Bureau).

RESPONSE: The requested citation has been added.

5. Comprehensive Plan Consistency Analysis

- a. Revise Comprehensive Plan Consistency Analysis to respond to the following applicable Goals, Objectives, & Policies:

- i. Future Land Use Element: Policy 1.2.a.1. (maximum density of the subject property);

RESPONSE: The requested analysis has been added.

- ii. Future Land Use Element: Goal 2, Objective 2.1, Policy 2.1.a (innovative design standards, PD design standards, residential PDs); and,

RESPONSE: The requested analysis has been added.

- iii. Future Land Use Element: Policy 2.5.a (minimum open space).

RESPONSE: The requested analysis has been added.

6. Public Services/ Fire Marshal/Outside Engineering Review Comments

- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated July 24, 2017.

- 1. Cover Sheet

Accurately reflect the correct annotation on vicinity map to NW 157th Street.

RESPONSE: The vicinity map has been revised.

- 2. Public Utility Easement (PUE)

Provide 10-foot PUE on southern boundary (common area) to allow City vehicle access.

RESPONSE: The requested easement has been increased to 15 feet to accommodate the PUE and the Emergency Access. As discussed, the extent of this PUE has been limited to the Lot 15 & 16 connection in order to avoid removal of trees in the undisturbed buffer.

Provide increase the 20-foot PUE to a 30-foot PUE to allow utility access.

RESPONSE: The PUE has not been changed as the sanitary sewer is located in an additional 30 foot wide easement.

Provide 10-foot PUE between lots 15 and 16 to allow access to City electric utilities

RESPONSE: The requested PUE has been provided and widened to 15 feet to allow



emergency access.

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

Plan reviewed for Fire Department access and water supply.

RESPONSE: Noted.

A secondary Fire Department access is required.

RESPONSE: A secondary Emergency Access is provided in concert with the PUE access along the south boundary and between Lots 15 & 16.

Fire hydrant locations will be reviewed at final.

RESPONSE: Noted.

- 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 July 24, 2017.

Topographic Survey

1. Recommend this drawing be updated to add elevation contours. Only providing spot elevations is not adequate to review or understand the nature of the site topography.

RESPONSE: The provided spot elevation is sufficient to identify the site topography. The contours are an analysis of the survey data and will be provided with the construction documents.

Preliminary Plat

1. Label the required 25' undisturbed vegetative buffer on the west side of the property.

RESPONSE: The buffer has been labeled.

2. Suggest identifying the southerly and southwesterly Common Open Area as Drainage Easement also.

RESPONSE: As the drainage system is private and within Common Area, drainage easements are not required in these locations.

3. Label the southern 25' undisturbed area required by the PD. This will be utilized as a VNB, which should be compatible with the 25' undisturbed buffer requirement.

RESPONSE: The requested labeling has been added.

4. Suggest the plat provide some level of description of what "undisturbed" means. There should be some minimal allowance for maintenance and cleanup and even replanting of destroyed or dead vegetation.

RESPONSE: The definition of undisturbed is in the PUD and will be provided in the covenants and restrictions. A clear understanding of what work will be allowed will be provided.

5. Question the naming of the "Potential Retention Basin". Suggest just label "Retention Basin" or as "Stormwater Management Facility" or SMF, and place in Legend.

RESPONSE: The name of the retention area has been revised.

6. Should there also be a SMF provided on the north side of the entrance road in the Common Open Area? The basin proposed in the southwest looks small to handle the stormwater requirements for this subdivision. If necessary, could an additional lot be added west of Lot 1 and Lot 20 removed to provide added stormwater management area in the southwest?

RESPONSE: Due to the property grades a SMF is not viable on the north side of the R/W. With the proposed VNB providing stormwater treatment for most of the southern lots, the roadside swales, and the stormwater basin, the drainage requirements will be met.

7. I question the ability of the site roadway system to handle stormwater quality retention. The R/W width is only 60' and the roadway requires sidewalks on both sides. Given the grade slope along the roadway centerline I question the available swale volume within the right-of-way. Typically we would provide a wider R/W width in an open swale section to create meaningful stormwater volume. Perhaps it could work if the 10' PUE beyond the R/W is



utilized for placement of the swale back-slope and sidewalk. Suggest a typical roadway section be submitted for review to verify the roadside swale concept is allowable and acceptable to the City. Although the stormwater system will be reviewed in detail by the SRWMD, it makes sense for the City to review the typical section for verification of the roadway design and available R/W width for the swale system and sidewalk at this time.

RESPONSE: The requested typical section has been added to the Preliminary Plat. The Section shows the added Drainage Easement and sidewalks.

8. If the plan is for the sidewalk to be located within the 10' PUE on the private lots, please provide a note on the Plat for the 10' PUE to be labeled 10' PUE and private sidewalk easement.

RESPONSE: The sidewalks will be in the R/W, but a Drainage Easement has been added in concert with the PUE.

9. Most likely due to rounding error of the lot acreages, the acreages provided on the Plat for the common area + roadway + lots do not add up to the overall property area of 21.83. Correct if necessary, as the difference is 0.06 acres.

RESPONSE: The rounding error has been corrected.

10. Given the proximity of the western property boundary to the NW 157th St. R/W suggest adding radius returns to the new roadway R/W at the connection to NW 157th St.

RESPONSE: The radius returns have been added.

We appreciate your review of this revised information and look forward to the continued processing of the application and the scheduling of the Planning & Zoning Board hearing. If you have any questions, please don't hesitate to contact me.

Sincerely,

GEORGE F. YOUNG, INC.

Stuart I. Cullen, PE
Vice-President Engineering

Xc: Tara Village, Inc.



City of
ALACHUA

THE GOOD LIFE COMMUNITY

FOR PLANNING USE ONLY

Case #: _____
Application Fee: \$ _____
Filing Date: _____
Acceptance Date: _____
Review Type: Admin

Public School Student Generation Form for Residential Development in the City of Alachua

A. APPLICANT

1. Applicant's Status (check one):

☐ Owner (title holder)

☒ Agent

2. Name of Applicant(s) or Contact Person(s): Stuart I. Cullen, PE Title: Vice-President

Company (if applicable): George F. Young, Inc.

Mailing address: 1905 S. Main Street

City: Gainesville State: FL ZIP: 32601

Telephone: 352-378-1444 FAX: 352-372-2502 e-mail: scullen@georgefyoung.com

3. If the applicant is agent for the property owner*:

Name of Owner (title holder): Tara Village, Inc.

Mailing Address: 7717 NW 20th Lane

City: Gainesville State: FL ZIP: 32605

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

B. PROJECT

1. Project Name: Tara Village

2. Address of Subject Property: 12207 NW 157th Street

3. Parcel ID Number(s): 03974-004-000, 03974-005-000

4. Section 27 Township 08 Range 18 Grant _____ Acreage: 21.83+/-

5. Existing Use of Property: Vacant (former residence is not occupied)

6. Future Land Use Map Designation: Agriculture

7. Zoning Designation: Planned Development - Residential PD-R

8. Development Data (check all that apply):

☒ Single Family Residential

Number of Units 20

☐ Multi-Family Residential

Number of Units _____

☐ Exempt (see exempt developments on page 2)

9. Review Type:

Preliminary Development Order

☐ Comprehensive Plan Amendment

☐ Large Scale

☐ Small Scale

☐ Site Specific Amendment to the Official Zoning Atlas (Rezoning)

☐ Revised

Final Development Order

☒ Preliminary Plat

☐ Final Plat

☐ Site Plan

10. School Concurrency Service Areas (SCSA): Based on the project location, identify the corresponding SCSA for each school type. Maps of the SCSAs can be obtained from the Alachua County Growth Management Department Map Gallery by clicking on the "Public Schools" tab: http://growth-management.alachuacounty.us/gis/services/map_gallery/

Elementary: Irby (K-2), Alachua (3-5)

Middle: Mebane

High: Santa Fe High

City of Alachua ♦ Planning and Community Development Department
PO Box 9 ♦ Alachua, FL 32616 ♦ (386) 418-6121

Revised April 30, 2014

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

of Elementary School Student Stations = # of housing units x Elementary school student generation multiplier
 # of Middle School Student Stations = # of housing units x Middle school student generation multiplier
 # of High School Student Stations = # of housing units x High school student generation multiplier

Student Generation Calculations: Single Family Residential Development

Elementary School	20	units	x	0.15	Elementary School Multiplier*	3	Student Stations**
Middle School	20	units	x	0.07	Middle School Multiplier*	1	Student Stations**
High School	20	units	x	0.09	High School Multiplier*	2	Student Stations**

Student Generation Calculations: Multi-Family Residential Development

Elementary School	_____	units	x	_____	Elementary School Multiplier*	_____	Student Stations**
Middle School	_____	units	x	_____	Middle School Multiplier*	_____	Student Stations**
High School	_____	units	x	_____	High School Multiplier*	_____	Student Stations**

* Student generation multipliers may be obtained from SBAC at:

http://www.sbac.edu/pages/ACPS/Departments_Programs/DepartmentsAF/D_thru_F/FacilitiesMainConstr/Local_Certification_Packages/City_of_Alachua

** Round to the nearest whole number

EXEMPT DEVELOPMENTS (check all that apply):

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

A completeness review of the application will be conducted within 5 business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge.

Stuart I. Cullen

Signature of Applicant

Signature of Co-applicant

Stuart I. Cullen

Typed or printed name and title of applicant

Typed or printed name of co-applicant

State of FLORIDA, County of ALACHUA

The foregoing application is acknowledged before me this 29th day of June, 2017, by STUART I.

CULLEN, who is/are personally known to me, or who has/have produced _____ as identification.



Patrice Boyes
 Signature of Notary Public, State of Florida

City of Alachua ♦ Planning and Community Development Department
 PO Box 9 ♦ Alachua, FL 32616 ♦ (386) 418-6121

Revised April 30, 2014

Certification

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

■ Approved based upon the following findings:

Elementary SCSA: Alachua

☒ Capacity Available

☐ Capacity Available in 3 years

☐ Capacity Available in Adjacent SCSA

Middle SCSA: Mebane

☒ Capacity Available

☐ Capacity Available in 3 years

☐ Capacity Available in Adjacent SCSA

High SCSA: Santa Fe

☒ Capacity Available

☐ Capacity Available in 3 years

☐ Capacity Available in Adjacent SCSA

Capacity Required: 3

Available Capacity: 270

Available Capacity: _____

Available Capacity: _____

Capacity Required: 1

Available Capacity: 408

Available Capacity: _____

Available Capacity: _____

Capacity Required: 2

Available Capacity: 350

Available Capacity: _____

Available Capacity: _____

☐ **Denied for reasons stated:** _____

■ Local Government Certification

Approved by: Justin Tabor

Digitally signed by Justin Tabor
DN: cn=Justin Tabor, ou=City of Alachua, ou=Planning & Community
Development, email=jtabor@cityalachua.com, c=US
Date: 2017.08.08 11:53:55 -0400

Date: August 8, 2017

□ School Board Staff Certification

**Vicki McGrath, Director, Community Planning
School Board of Alachua County
352-955-7400 x 1423**

Date: _____

Re: Review of Public School Generation Form: Tara Village Preliminary Plat

From : Justin Tabor <jtabor@cityofalachua.com> Tue, Aug 08, 2017 11:37 AM
Subject : Re: Review of Public School Generation Form: Tara Village Preliminary Plat 📎 1 attachment
To : Vicki McGrath <Vicki.McGrath@sbac.edu>
Cc : kwinburn <kwinburn@cityofalachua.org>, Gene Boles <geneboles@gmail.com>

Vicki,

Per our discussion, please find attached the certification of public school capacity for the Tara Village Preliminary Plat. The City has certified the capacity for this project, since it is under the threshold for certification by the municipality.

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

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: "Justin Tabor" <jtabor@cityofalachua.com>
To: "Vicki McGrath" <Vicki.McGrath@sbac.edu>
Cc: "kwinburn" <kwinburn@cityofalachua.org>, "Gene Boles" <geneboles@gmail.com>
Sent: Monday, August 7, 2017 8:14:33 AM
Subject: Re: Review of Public School Generation Form: Tara Village Preliminary Plat

Hello Vicki,

Could you provide complete the certification (the certification sent by Gene was not signed) at your earliest convenience?

Thank you.

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

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From: "Gene Boles" <geneboles@gmail.com>
To: "Justin Tabor" <jtabor@cityofalachua.org>, "Vicki McGrath" <Vicki.McGrath@sbac.edu>
Cc: "kwinburn" <kwinburn@cityofalachua.org>
Sent: Tuesday, July 25, 2017 8:06:48 AM
Subject: RE: Review of Public School Generation Form: Tara Village Preliminary Plat

Form attached with page 3 completed (certification signature) . Refer to submittal form for pages 1 & 2

Thanks

Gene Boles, FAICP
Building Livable Communities, Inc
941 350 3989

From: Justin Tabor [mailto:jtabor@cityofalachua.org]
Sent: Monday, July 24, 2017 1:14 PM
To: Vicki McGrath <Vicki.McGrath@sbac.edu>
Cc: Gene Boles <geneboles@gmail.com>; Kathy Winburn <kwinburn@cityofalachua.org>
Subject: Review of Public School Generation Form: Tara Village Preliminary Plat

Vicki,

The City has received an application for the Preliminary Plat of Tara Village, which proposes 20 single family residential lots. You may recall reviewing the CPA and Rezoning applications for this project, which were reviewed around this time last year.

I have attached the Public School Student Generation Form submitted with the preliminary plat application, as well as a copy of the Preliminary Plat and a Vicinity Map to orient you as to where the property is located.

The City requests SBAC review and respond to the attached Public School Student Generation Form for the Preliminary Plat.

If you have any questions or need any additional information, please feel free to contact me.

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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 **Tara_Village_Prelim_Plat_PS_Gen_Form_CoA_CERTIFIED.pdf**
952 KB



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

August 1, 2017

Also sent electronically to scullen@georgefyoung.com

Stuart Cullen, P.E.
George F. Young, Inc.
1905 South Main Street
Gainesville, FL 32601

RE: Development Review Team (DRT) Summary for: Tara Village Preliminary Plat

Dear Mr. Cullen:

The application referenced above was reviewed at our August 1, 2017, Development Review Team (DRT) Meeting. Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by **5:00 PM on Tuesday, August 8, 2017**. A total of four (4) copies of the **complete** application package (i.e., all application materials and attachments) and a CD containing a PDF of **all** application materials must be provided by this date.

Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved 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*.

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

1. **Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan**
 - a. Section 3, #7, of the PD Ordinance establishes specific requirements for a natural buffer along the project's property boundary lines.
 - i. Provide a note on the plat which requires the natural buffer to be provided along all property boundary lines of the project in accordance with the condition of the PD Ordinance; and
 - ii. Depict and label the area on the plat.
 - b. The applicant proposes to provide drainage within the southern project boundary buffer through the use of a vegetative natural buffer.
 - i. Section 3, #7, of the PD Ordinance requires the natural buffer to remain undisturbed in all areas and in its natural state. Confirm no development activity, including but not limited to any grading, will be required to provide drainage as proposed within the required natural buffer area.
 - c. Section 3, #11, of the PD Ordinance requires the removal and destruction of all Category I and II exotic plant species, as published in the most current version of the

Florida Exotic Plant Council's List of Invasive Plant Species, and to ensure a long-term implementation plan included within covenants and restrictions for the property.

- i. Provide a note on the Preliminary Plat requiring the removal and destruction of exotic plants in accordance with the PD Ordinance condition.
- ii. Covenants and restrictions meeting the requirement of the PD Ordinance must be submitted with the Final Plat for the project.

Example: "As required by Section 3, #11, Ordinance 17-03 of the City of Alachua, all Category I and II exotic plant species shall be removed from the site and property disposed of concurrent with the development of the subject property."

- d. Section 3, #17.b., requires the water system to be designed to provide fire flow rates conforming to current standards of the Florida Fire Prevention Code, Chapter 633, Florida Statutes, and the Florida Building Code. Provide documentation to support the development will comply with applicable fire flow requirements. Coordinate with Public Services Department for any required testing/modeling.
- e. Section 3, #24, of the PD Ordinance requires each new Final PD Plan (i.e., Preliminary Plat) to include precise information regarding the layout of stormwater management. The Preliminary Plat notes the location of a "potential retention basin". The location of all stormwater management facilities must be shown on the Preliminary Plat. Revise label accordingly, and confirm no other retention areas will be located on-site.

2. Compliance with Land Development Regulations (LDRs)

- a. Depict location of NW 120th Place, south of proposed ingress/egress and west of NW 157th Street, to demonstrate compliance with Section 7.2.5(I)(2), which requires a minimum centerline offset of 125 feet for intersections on opposite sides of the street.
- b. Per Section 7.5.2(I)(3), minimum radii at the intersection of two local streets shall be 20 feet. Revise intersection of proposed Road A and NW 157th Street accordingly.
- c. Per Section 7.3.2(A), sidewalks shall be required on both sides of the proposed street. Provide typical roadway section depicting location of sidewalk. If outside of proposed right-of-way, provide appropriate easement for the sidewalk.
- d. Per Section 7.3.3(B), the type and location of street name signs shall be submitted as part of the preliminary plat and shall conform to the Alachua County's street naming and addressing system. Identify the type and location of all street name signs on the preliminary plat.

3. Miscellaneous/General Issues

- a. PUE widths shall be in accordance with the City's 2017 Design & Construction Requirements (accessible via City web site).
- b. The stormwater management system, including any roadside drainage swales, shall be privately maintained. Provide a note on the preliminary plat indicating maintenance responsibility for the stormwater management system, to include but not be limited to any swales, conveyance systems, and stormwater basins.

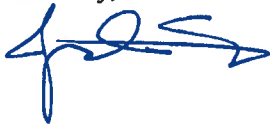
4. Concurrency Impact Analysis

- a. Water & Wastewater Demand: Cite the source of multiplier (Policy 4.1.c, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).

- b. Wastewater Demand: Cite the source of multiplier (Policy 1.1.d, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).
 - c. Solid Waste Demand: Cite the source data used to calculate project impact (*For Per Capita Level of Service Standard*: Policy 2.1.a, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element; *for number of persons per household*: US Census Bureau).
 - d. Recreation Demand: Cite the source data used to calculate project impact (*For Per Capita LOS Standard*: Policy 1.2.b, City of Alachua Comprehensive Plan, Recreation Element; *for number of persons per household*: US Census Bureau).
5. Comprehensive Plan Consistency Analysis
- a. Revise Comprehensive Plan Consistency Analysis to respond to the following applicable Goals, Objectives, & Policies:
 - i. Future Land Use Element: Policy 1.2.a.1. (maximum density of the subject property);
 - ii. Future Land Use Element: Goal 2, Objective 2.1, Policy 2.1.a (innovative design standards, PD design standards, residential PDs); and,
 - iii. Future Land Use Element: Policy 2.5.a (minimum open space).
6. Public Services/ Fire Marshal/Outside Engineering Review Comments
- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated July 24, 2017.
 - b. The applicant must address the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated July 20, 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 July 24, 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. We look forward to receiving your revised application.

Sincerely,



Justin Tabor, AICP
Principal Planner

Attachments: Memorandum from Rodolfo Valladares, P.E., Public Services Director, dated July 24, 2017
Memorandum from Brian Green, Fire Inspector, Alachua County Fire Rescue, July 20, 2017
Letter from A.J. "Jay" Brown, Jr., P.E., of JBrown Professional Group, Inc., dated July 24, 2017

c: Kathy Winburn, AICP, Planning & Community Development 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: July 24th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

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

RE: Tara Village Preliminary Plat

Public Services have reviewed Tara Village Preliminary Plat Site Plan and offer the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<u>Cover Sheet.</u> Accurately reflect the correct annotation on vicinity map to NW 157th Street. [Approved as Noted]
2.	<u>Public Utility Easement (PUE)</u> Provide 10-foot PUE on southern boundary (common area) to allow City vehicle access. Provide increase the 20-foot PUE to a 30-foot PUE to allow utility access. Provide 10-foot PUD between lots 15 and 16 to allow access to City electric utilities. [Revise and Resubmit]
END OF COMMENTS	

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

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



Alachua County Fire Rescue

Life Safety and Internal Affairs Branch

William K. Northcutt, Chief

Plan Review Comments

Alachua County Fire Rescue, Life Safety and Internal Affairs Branch has reviewed the following submittal for compliance with applicable codes and standards. The plans are:

Site Plan Review

Project Name:	Tara Village	Permit#:	COA 170701
Address:	NW 157th Street	Date Reviewed:	7/20/2017
Applicant Name:		Occupancy:	One and Two-Family Dwellings
Company Name:		Project Type:	Other
Address:			
Phone:			

Plan Review Comments:

. Plan reviewed for Fire Department access and water supply.

A secondary Fire Department access is required.

Fire hydrant locations will be reviewed at final.

Review and approval of these construction documents by this department does not relieve the architect, engineer, contractor, and/or subcontractors from the responsibility of complying with all applicable codes, standards, ordinances, and state statutes as adopted by Alachua County.

Notice: Alachua County Fire Rescue charges a fee for new construction plan reviews and inspections pursuant to the BoCC direction. If you require more inspections than the minimum for the type of permit your applied for, you will be billed additional plan review or inspection fees.

Do not use the County automated inspection scheduling system to schedule a fire department inspection, please call (352)384-3103 or schedule it via the internet at <http://www.alachuacounty.us/Depts/PublicSafety/Pages/Inspection-Request.aspx>.

Reviewed by:

Brian Green
Fire Inspector

7/20/2017

Date



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

July 24, 2017

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

Re: Tara Village - Preliminary Plat
Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the Preliminary Plat design drawings provided to us for the above referenced project, prepared by George F. Young, Inc., and date stamped July 17, 2017. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent engineering review. My review comments of the design are provided below.

Topographic Survey

1. Recommend this drawing be updated to add elevation contours. Only providing spot elevations is not adequate to review or understand the nature of the site topography.

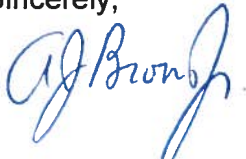
Preliminary Plat

1. Label the required 25' undisturbed vegetative buffer on the west side of the property.
2. Suggest identifying the southerly and southwesterly Common Open Area as Drainage Easement also.
3. Label the southern 25' undisturbed area required by the PD. This will be utilized as a VNB, which should be compatible with the 25' undisturbed buffer requirement.
4. Suggest the plat provide some level of description of what "undisturbed" means. There should be some minimal allowance for maintenance and cleanup and even replanting of destroyed or dead vegetation.
5. Question the naming of the "Potential Retention Basin". Suggest just label "Retention Basin" or as "Stormwater Management Facility" or SMF, and place in Legend.
6. Should there also be a SMF provided on the north side of the entrance road in the Common Open Area? The basin proposed in the southwest looks small to handle the stormwater requirements for this subdivision. If necessary, could an additional lot be added west of Lot 1 and Lot 20 removed to provide added stormwater management area in the southwest?

7. I question the ability of the site roadway system to handle stormwater quality retention. The R/W width is only 60' and the roadway requires sidewalks on both sides. Given the grade slope along the roadway centerline I question the available swale volume within the right-of-way. Typically we would provide a wider R/W width in an open swale section to create meaningful stormwater volume. Perhaps it could work if the 10' PUE beyond the R/W is utilized for placement of the swale back-slope and sidewalk. Suggest a typical roadway section be submitted for review to verify the roadside swale concept is allowable and acceptable to the City. Although the stormwater system will be reviewed in detail by the SRWMD, it makes sense for the City to review the typical section for verification of the roadway design and available R/W width for the swale system and sidewalk at this time.
8. If the plan is for the sidewalk to be located within the 10' PUE on the private lots, please provide a note on the Plat for the 10' PUE to be labeled 10' PUE and private sidewalk easement.
9. Most likely due to rounding error of the lot acreages, the acreages provided on the Plat for the common area + roadway + lots do not add up to the overall property area of 21.83. Correct if necessary, as the difference is 0.06 acres.
10. Given the proximity of the western property boundary to the NW 157th St. R/W suggest adding radius returns to the new roadway R/W at the connection to NW 157th St.

I have confined my review to the drawings and information I was provided. We will be happy to review the project construction drawings when they are provided to the City. If the City or the applicant has any questions related to our comments, please feel free to contact me directly to discuss. If I can provide any other services related to this project please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read "A. J. Brown, Jr.", with a stylized flourish at the end.

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

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPE: Preliminary Plat

APPLICANT/AGENT: Stuart Cullen, P.E., George F. Young, Inc.

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: August 1, 2017

DRT MEETING TYPE: Applicant

FLUM DESIGNATION: Moderate Density Residential

ZONING: Planned Development – Residential (PD-R)

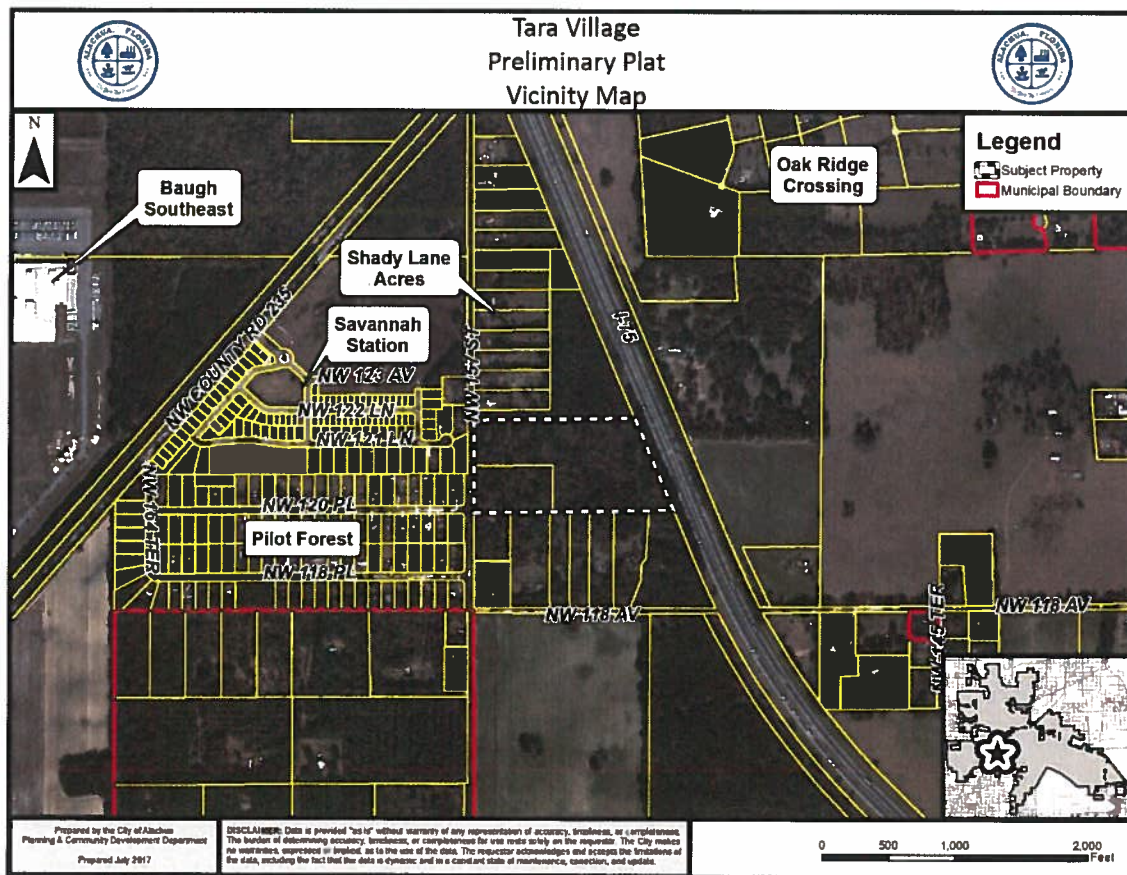
OVERLAY: N/A

ACREAGE: ±21.83 acres

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

PROJECT SUMMARY: A request to subdivide a ±21.83 acre tract into a total of 20 lots, with associated common areas and right-of-way

RESUBMISSION DUE DATE: All data, plans, and documentation addressing the insufficiencies identified below must be received by the Planning Department on or before 5:00 PM on Tuesday, August 8, 2017.



Deficiencies to be Addressed

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

1. Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan

- a. Section 3, #7, of the PD Ordinance establishes specific requirements for a natural buffer along the project's property boundary lines.
 - i. Provide a note on the plat which requires the natural buffer to be provided along all property boundary lines of the project in accordance with the condition of the PD Ordinance; and
 - ii. Depict and label the area on the plat.
- b. The applicant proposes to provide drainage within the southern project boundary buffer through the use of a vegetative natural buffer.
 - i. Section 3, #7, of the PD Ordinance requires the natural buffer to remain undisturbed in all areas and in its natural state. Confirm no development activity, including but not limited to any grading, will be required to provide drainage as proposed within the required natural buffer area.
- c. Section 3, #11, of the PD Ordinance requires the removal and destruction of all Category I and II exotic plant species, as published in the most current version of the Florida Exotic Plant Council's List of Invasive Plant Species, and to ensure a long-term implementation plan included within covenants and restrictions for the property.
 - i. Provide a note on the Preliminary Plat requiring the removal and destruction of exotic plants in accordance with the PD Ordinance condition.
 - ii. Covenants and restrictions meeting the requirement of the PD Ordinance must be submitted with the Final Plat for the project.
Example: "As required by Section 3, #11, Ordinance 17-03 of the City of Alachua, all Category I and II exotic plant species shall be removed from the site and property disposed of concurrent with the development of the subject property."
- d. Section 3, #17.b., requires the water system to be designed to provide fire flow rates conforming to current standards of the Florida Fire Prevention Code, Chapter 633, Florida Statutes, and the Florida Building Code. Provide documentation to support the development will comply with applicable fire flow requirements. Coordinate with Public Services Department for any required testing/modeling.
- e. Section 3, #24, of the PD Ordinance requires each new Final PD Plan (i.e., Preliminary Plat) to include precise information regarding the layout of stormwater management. The Preliminary Plat notes the location of a "potential retention basin". The location of all stormwater management facilities must be shown on the Preliminary Plat. Revise label accordingly, and confirm no other retention areas will be located on-site.

2. Compliance with Land Development Regulations (LDRs)

- a. Depict location of NW 120th Place, south of proposed ingress/egress and west of NW 157th Street, to demonstrate compliance with Section 7.2.5(I)(2), which requires a minimum centerline offset of 125 feet for intersections on opposite sides of the street.
- b. Per Section 7.5.2(I)(3), minimum radii at the intersection of two local streets shall be 20 feet. Revise intersection of proposed Road A and NW 157th Street accordingly.
- c. Per Section 7.3.2(A), sidewalks shall be required on both sides of the proposed street. Provide typical roadway section depicting location of sidewalk. If outside of proposed right-of-way, provide appropriate easement for the sidewalk.
- d. Per Section 7.3.3(B), the type and location of street name signs shall be submitted as part of the preliminary plat and shall conform to the Alachua County's street naming

and addressing system. Identify the type and location of all street name signs on the preliminary plat.

3. Miscellaneous/General Issues

- a. PUE widths shall be in accordance with the City's 2017 Design & Construction Requirements (accessible via City web site).
- b. The stormwater management system, including any roadside drainage swales, shall be privately maintained. Provide a note on the preliminary plat indicating maintenance responsibility for the stormwater management system, to include but not be limited to any swales, conveyance systems, and stormwater basins.

4. Concurrency Impact Analysis

- a. Water & Wastewater Demand: Cite the source of multiplier (Policy 4.1.c, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).
- b. Wastewater Demand: Cite the source of multiplier (Policy 1.1.d, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).
- c. Solid Waste Demand: Cite the source data used to calculate project impact (*For Per Capita Level of Service Standard*: Policy 2.1.a, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element; *for number of persons per household*: US Census Bureau).
- d. Recreation Demand: Cite the source data used to calculate project impact (*For Per Capita LOS Standard*: Policy 1.2.b, City of Alachua Comprehensive Plan, Recreation Element; *for number of persons per household*: US Census Bureau).

5. Comprehensive Plan Consistency Analysis

- a. Revise Comprehensive Plan Consistency Analysis to respond to the following applicable Goals, Objectives, & Policies:
 - i. Future Land Use Element: Policy 1.2.a.1. (maximum density of the subject property);
 - ii. Future Land Use Element: Goal 2, Objective 2.1, Policy 2.1.a (innovative design standards, PD design standards, residential PDs); and,
 - iii. Future Land Use Element: Policy 2.5.a (minimum open space).

6. Public Services/ Fire Marshal/Outside Engineering Review Comments

- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated July 24, 2017.
- b. The applicant must address the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated July 20, 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 July 24, 2017.



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: July 24th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

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

RE: Tara Village Preliminary Plat

Public Services have reviewed Tara Village Preliminary Plat Site Plan and offer the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<u>Cover Sheet.</u> Accurately reflect the correct annotation on vicinity map to NW 157th Street. [Approved as Noted]
2.	<u>Public Utility Easement (PUE)</u> Provide 10-foot PUE on southern boundary (common area) to allow City vehicle access. Provide increase the 20-foot PUE to a 30-foot PUE to allow utility access. Provide 10-foot PUD between lots 15 and 16 to allow access to City electric utilities. [Revise and Resubmit]
END OF COMMENTS	

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

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



Alachua County Fire Rescue

Life Safety and Internal Affairs Branch

William K. Northcutt, Chief

Plan Review Comments

Alachua County Fire Rescue, Life Safety and Internal Affairs Branch has reviewed the following submittal for compliance with applicable codes and standards. The plans are:

Site Plan Review

Project Name:	Tara Village	Permit#:	COA 170701
Address:	NW 157th Street	Date Reviewed:	7/20/2017
Applicant Name:		Occupancy:	One and Two-Family Dwellings
Company Name:		Project Type:	Other
Address:			

Phone:

Plan Review Comments:

Plan reviewed for Fire Department access and water supply.

A secondary Fire Department access is required.

Fire hydrant locations will be reviewed at final.

Review and approval of these construction documents by this department does not relieve the architect, engineer, contractor, and/or subcontractors from the responsibility of complying with all applicable codes, standards, ordinances, and state statutes as adopted by Alachua County.

Notice: Alachua County Fire Rescue charges a fee for new construction plan reviews and inspections pursuant to the BoCC direction. If you require more inspections than the minimum for the type of permit your applied for, you will be billed additional plan review or inspection fees.

Do not use the County automated inspection scheduling system to schedule a fire department inspection, please call (352)384-3103 or schedule it via the internet at <http://www.alachuacounty.us/Depts/PublicSafety/Pages/Inspection-Request.aspx>.

Reviewed by:

Brian Green
Fire Inspector

7/20/2017

Date



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

July 24, 2017

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

Re: Tara Village - Preliminary Plat
Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the Preliminary Plat design drawings provided to us for the above referenced project, prepared by George F. Young, Inc., and date stamped July 17, 2017. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent engineering review. My review comments of the design are provided below.

Topographic Survey

1. Recommend this drawing be updated to add elevation contours. Only providing spot elevations is not adequate to review or understand the nature of the site topography.

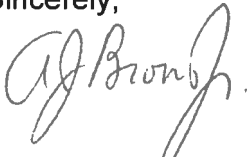
Preliminary Plat

1. Label the required 25' undisturbed vegetative buffer on the west side of the property.
2. Suggest identifying the southerly and southwesterly Common Open Area as Drainage Easement also.
3. Label the southern 25' undisturbed area required by the PD. This will be utilized as a VNB, which should be compatible with the 25' undisturbed buffer requirement.
4. Suggest the plat provide some level of description of what "undisturbed" means. There should be some minimal allowance for maintenance and cleanup and even replanting of destroyed or dead vegetation.
5. Question the naming of the "Potential Retention Basin". Suggest just label "Retention Basin" or as "Stormwater Management Facility" or SMF, and place in Legend.
6. Should there also be a SMF provided on the north side of the entrance road in the Common Open Area? The basin proposed in the southwest looks small to handle the stormwater requirements for this subdivision. If necessary, could an additional lot be added west of Lot 1 and Lot 20 removed to provide added stormwater management area in the southwest?

7. I question the ability of the site roadway system to handle stormwater quality retention. The R/W width is only 60' and the roadway requires sidewalks on both sides. Given the grade slope along the roadway centerline I question the available swale volume within the right-of-way. Typically we would provide a wider R/W width in an open swale section to create meaningful stormwater volume. Perhaps it could work if the 10' PUE beyond the R/W is utilized for placement of the swale back-slope and sidewalk. Suggest a typical roadway section be submitted for review to verify the roadside swale concept is allowable and acceptable to the City. Although the stormwater system will be reviewed in detail by the SRWMD, it makes sense for the City to review the typical section for verification of the roadway design and available R/W width for the swale system and sidewalk at this time.
8. If the plan is for the sidewalk to be located within the 10' PUE on the private lots, please provide a note on the Plat for the 10' PUE to be labeled 10' PUE and private sidewalk easement.
9. Most likely due to rounding error of the lot acreages, the acreages provided on the Plat for the common area + roadway + lots do not add up to the overall property area of 21.83. Correct if necessary, as the difference is 0.06 acres.
10. Given the proximity of the western property boundary to the NW 157th St. R/W suggest adding radius returns to the new roadway R/W at the connection to NW 157th St.

I have confined my review to the drawings and information I was provided. We will be happy to review the project construction drawings when they are provided to the City. If the City or the applicant has any questions related to our comments, please feel free to contact me directly to discuss. If I can provide any other services related to this project please let me know.

Sincerely,



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

City of Alachua

Development Review Team (DRT) Meeting

Project Name: Tara Village Preliminary Plat

Meeting Date: August 1, 2017 (Applicant DRT)

PLEASE PRINT CLEARLY

[illegible]

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tara Village

APPLICATION TYPE: Preliminary Plat

APPLICANT/AGENT: Stuart Cullen, P.E., George F. Young, Inc.

PROPERTY OWNER: Tara Village, Inc.

DRT MEETING DATE: July 27, 2017

DRT MEETING TYPE: Staff

FLUM DESIGNATION: Moderate Density Residential

ZONING: Planned Development – Residential (PD-R)

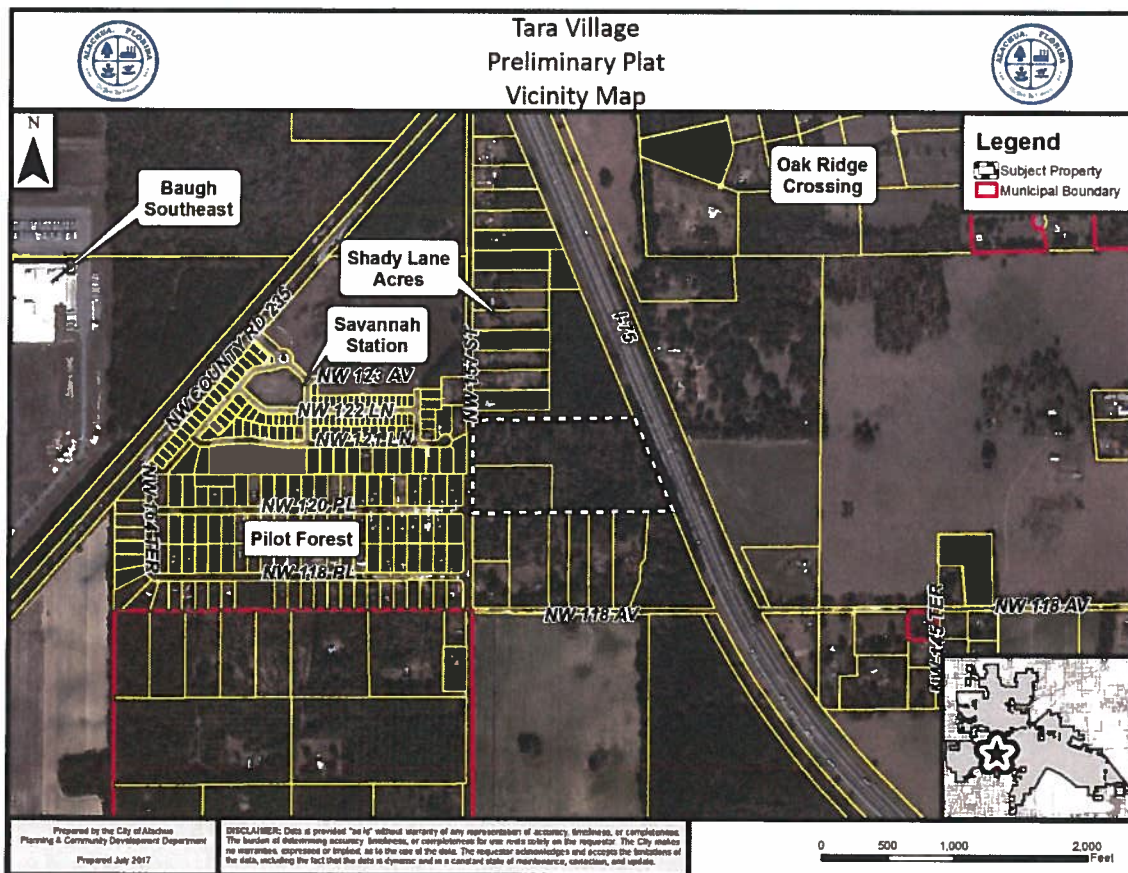
OVERLAY: N/A

ACREAGE: ±21.83 acres

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

PROJECT SUMMARY: A request to subdivide a ±21.83 acre tract into a total of 20 lots, with associated common areas and right-of-way

RESUBMISSION DUE DATE: All data, plans, and documentation addressing the insufficiencies identified below must be received by the Planning Department on or before 5:00 PM on Tuesday, August 8, 2017.



Deficiencies to be Addressed

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

1. Compliance with Ordinance 17-03 (PD Ordinance), PD Agreement, & PD Master Plan

- a. Section 3, #7, of the PD Ordinance establishes specific requirements for a natural buffer along the project's property boundary lines.
 - i. Provide a note on the plat which requires the natural buffer to be provided along all property boundary lines of the project in accordance with the condition of the PD Ordinance; and
 - ii. Depict and label the area on the plat.
- b. The applicant proposes to provide drainage within the southern project boundary buffer through the use of a vegetative natural buffer.
 - i. Section 3, #7, of the PD Ordinance requires the natural buffer to remain undisturbed in all areas and in its natural state. Confirm no development activity, including but not limited to any grading, will be required to provide drainage as proposed within the required natural buffer area.
- c. Section 3, #11, of the PD Ordinance requires the removal and destruction of all Category I and II exotic plant species, as published in the most current version of the Florida Exotic Plant Council's List of Invasive Plant Species, and to ensure a long-term implementation plan included within covenants and restrictions for the property.
 - i. Provide a note on the Preliminary Plat requiring the removal and destruction of exotic plants in accordance with the PD Ordinance condition.
 - ii. Covenants and restrictions meeting the requirement of the PD Ordinance must be submitted with the Final Plat for the project.

Example: "As required by Section 3, #11, Ordinance 17-03 of the City of Alachua, all Category I and II exotic plant species shall be removed from the site and property disposed of concurrent with the development of the subject property."
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- e. Section 3, #24, of the PD Ordinance requires each new Final PD Plan (i.e., Preliminary Plat) to include precise information regarding the layout of stormwater management. The Preliminary Plat notes the location of a "potential retention basin". The location of all stormwater management facilities must be shown on the Preliminary Plat. Revise label accordingly, and confirm no other retention areas will be located on-site.

2. Compliance with Land Development Regulations (LDRs)

- a. Depict location of NW 120th Place, south of proposed ingress/egress and west of NW 157th Street, to demonstrate compliance with Section 7.2.5(I)(2), which requires a minimum centerline offset of 125 feet for intersections on opposite sides of the street.
- b. Per Section 7.5.2(I)(3), minimum radii at the intersection of two local streets shall be 20 feet. Revise intersection of proposed Road A and NW 157th Street accordingly.
- c. Per Section 7.3.2(A), sidewalks shall be required on both sides of the proposed street. Provide typical roadway section depicting location of sidewalk. If outside of proposed right-of-way, provide appropriate easement for the sidewalk.
- d. Per Section 7.3.3(B), the type and location of street name signs shall be submitted as part of the preliminary plat and shall conform to the Alachua County's street naming

and addressing system. Identify the type and location of all street name signs on the preliminary plat.

3. Miscellaneous/General Issues

- a. PUE widths shall be in accordance with the City's 2017 Design & Construction Requirements (accessible via City web site).
- b. The stormwater management system, including any roadside drainage swales, shall be privately maintained. Provide a note on the preliminary plat indicating maintenance responsibility for the stormwater management system, to include but not be limited to any swales, conveyance systems, and stormwater basins.

4. Concurrency Impact Analysis

- a. Water & Wastewater Demand: Cite the source of multiplier (Policy 4.1.c, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).
- b. Wastewater Demand: Cite the source of multiplier (Policy 1.1.d, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element).
- c. Solid Waste Demand: Cite the source data used to calculate project impact (*For Per Capita Level of Service Standard: Policy 2.1.a, City of Alachua Comprehensive Plan, Community Facilities & Natural Groundwater Aquifer Recharge Element; for number of persons per household: US Census Bureau*).
- d. Recreation Demand: Cite the source data used to calculate project impact (*For Per Capita LOS Standard: Policy 1.2.b, City of Alachua Comprehensive Plan, Recreation Element; for number of persons per household: US Census Bureau*).

5. Comprehensive Plan Consistency Analysis

- a. Revise Comprehensive Plan Consistency Analysis to respond to the following applicable Goals, Objectives, & Policies:
 - i. Future Land Use Element: Policy 1.2.a.1. (maximum density of the subject property);
 - ii. Future Land Use Element: Goal 2, Objective 2.1, Policy 2.1.a (innovative design standards, PD design standards, residential PDs); and,
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6. Public Services/ Fire Marshal/Outside Engineering Review Comments

- a. The applicant must address the comments provided by Rodolfo Valladares, P.E., Public Services Director, in a memorandum dated July 24, 2017.
- b. The applicant must address the comments provided by Brian Green, Fire Inspector, Alachua County Fire Rescue, in an e-mail dated July 20, 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 July 24, 2017.



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: July 24th, 2017

TO: Kathy Winburn, AICP
Planning & Community Development Director

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

RSV

RE: Tara Village Preliminary Plat

Public Services have reviewed Tara Village Preliminary Plat Site Plan and offer the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<u>Cover Sheet.</u> Accurately reflect the correct annotation on vicinity map to NW 157th Street. [Approved as Noted]
2.	<u>Public Utility Easement (PUE)</u> Provide 10-foot PUE on southern boundary (common area) to allow City vehicle access. Provide increase the 20-foot PUE to a 30-foot PUE to allow utility access. Provide 10-foot PUD between lots 15 and 16 to allow access to City electric utilities. [Revise and Resubmit]
END OF COMMENTS	

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

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



Alachua County Fire Rescue

Life Safety and Internal Affairs Branch

William K. Northcutt, Chief

Plan Review Comments

Alachua County Fire Rescue, Life Safety and Internal Affairs Branch has reviewed the following submittal for compliance with applicable codes and standards. The plans are:

Site Plan Review

Project Name:	Tara Village	Permit#:	COA 170701
Address:	NW 157th Street	Date Reviewed:	7/20/2017
Applicant Name:		Occupancy:	One and Two-Family Dwellings
Company Name:		Project Type:	Other
Address:			
Phone:			

Plan Review Comments:

Plan reviewed for Fire Department access and water supply.

A secondary Fire Department access is required.

Fire hydrant locations will be reviewed at final.

Review and approval of these construction documents by this department does not relieve the architect, engineer, contractor, and/or subcontractors from the responsibility of complying with all applicable codes, standards, ordinances, and state statutes as adopted by Alachua County.

Notice: Alachua County Fire Rescue charges a fee for new construction plan reviews and inspections pursuant to the BoCC direction. If you require more inspections than the minimum for the type of permit your applied for, you will be billed additional plan review or inspection fees.

Do not use the County automated inspection scheduling system to schedule a fire department inspection, please call (352)384-3103 or schedule it via the internet at <http://www.alachuacounty.us/Depts/PublicSafety/Pages/Inspection-Request.aspx>.

Reviewed by: _____
Brian Green
Fire Inspector

7/20/2017
Date



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

July 24, 2017

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

Re: Tara Village - Preliminary Plat
Engineering Review

Dear Mr. Tabor:

As you requested I have reviewed the Preliminary Plat design drawings provided to us for the above referenced project, prepared by George F. Young, Inc., and date stamped July 17, 2017. I have reviewed the design from an engineering standpoint to provide the City of Alachua an independent engineering review. My review comments of the design are provided below.

Topographic Survey

1. Recommend this drawing be updated to add elevation contours. Only providing spot elevations is not adequate to review or understand the nature of the site topography.

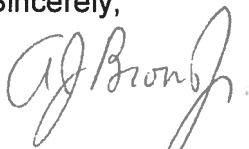
Preliminary Plat

1. Label the required 25' undisturbed vegetative buffer on the west side of the property.
2. Suggest identifying the southerly and southwesterly Common Open Area as Drainage Easement also.
3. Label the southern 25' undisturbed area required by the PD. This will be utilized as a VNB, which should be compatible with the 25' undisturbed buffer requirement.
4. Suggest the plat provide some level of description of what "undisturbed" means. There should be some minimal allowance for maintenance and cleanup and even replanting of destroyed or dead vegetation.
5. Question the naming of the "Potential Retention Basin". Suggest just label "Retention Basin" or as "Stormwater Management Facility" or SMF, and place in Legend.
6. Should there also be a SMF provided on the north side of the entrance road in the Common Open Area? The basin proposed in the southwest looks small to handle the stormwater requirements for this subdivision. If necessary, could an additional lot be added west of Lot 1 and Lot 20 removed to provide added stormwater management area in the southwest?

7. I question the ability of the site roadway system to handle stormwater quality retention. The R/W width is only 60' and the roadway requires sidewalks on both sides. Given the grade slope along the roadway centerline I question the available swale volume within the right-of-way. Typically we would provide a wider R/W width in an open swale section to create meaningful stormwater volume. Perhaps it could work if the 10' PUE beyond the R/W is utilized for placement of the swale back-slope and sidewalk. Suggest a typical roadway section be submitted for review to verify the roadside swale concept is allowable and acceptable to the City. Although the stormwater system will be reviewed in detail by the SRWMD, it makes sense for the City to review the typical section for verification of the roadway design and available R/W width for the swale system and sidewalk at this time.
8. If the plan is for the sidewalk to be located within the 10' PUE on the private lots, please provide a note on the Plat for the 10' PUE to be labeled 10' PUE and private sidewalk easement.
9. Most likely due to rounding error of the lot acreages, the acreages provided on the Plat for the common area + roadway + lots do not add up to the overall property area of 21.83. Correct if necessary, as the difference is 0.06 acres.
10. Given the proximity of the western property boundary to the NW 157th St. R/W suggest adding radius returns to the new roadway R/W at the connection to NW 157th St.

I have confined my review to the drawings and information I was provided. We will be happy to review the project construction drawings when they are provided to the City. If the City or the applicant has any questions related to our comments, please feel free to contact me directly to discuss. If I can provide any other services related to this project please let me know.

Sincerely,



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

Development Review Team (DRT) Meeting

Meeting Date: July 27, 2017

Name

Email

Mailing Address

Phone

[illegible]

Review of Public School Generation Form: Tara Village Preliminary Plat

From : Justin Tabor <jtabor@cityofalachua.com>
Subject : Review of Public School Generation Form: Tara Village Preliminary Plat
To : Vicki McGrath <Vicki.McGrath@sbac.edu>
Cc : Gene Boles <geneboles@gmail.com>, Kathy Winburn <kwinburn@cityofalachua.com>

Mon, Jul 24, 2017 01:14 PM

 3 attachments

Vicki,

The City has received an application for the Preliminary Plat of Tara Village, which proposes 20 single family residential lots. You may recall reviewing the CPA and Rezoning applications for this project, which were reviewed around this time last year.

I have attached the Public School Student Generation Form submitted with the preliminary plat application, as well as a copy of the Preliminary Plat and a Vicinity Map to orient you as to where the property is located.

The City requests SBAC review and respond to the attached Public School Student Generation Form for the Preliminary Plat.

If you have any questions or need any additional information, please feel free to contact me.

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

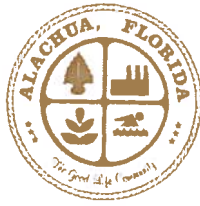
City Hall Hours of Operation
Monday - Thursday, 7:30 AM - 6:00 PM

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

 **Vicinity.pdf**
449 KB

 **Tara Village - Public_School_Student_Generation_Form - Executed.pdf**
1 MB

 **Tara Village - 17007200GC-PEM-PLAT Revised.pdf**
2 MB



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

July 18, 2017

VIA HAND DELIVERY

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

RE: Review of Tara Village – 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 subdivision of a ±21.83 acre tract (Tax Parcels 03974-004-000 and 03974-005-000) into a total of 20 lots, with associated common areas and right-of-way.

Please provide comments by **5:00 PM on Wednesday, July 26**, 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



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

July 18, 2017

Also sent electronically to scullen@georgefyoung.com

Stuart Cullen, P.E.
George F. Young, Inc.
1905 South Main Street
Gainesville, FL 32601

RE: Tentative Application Acceptance: Tara Village Preliminary Plat

Dear Mr. Cullen:

On July 17, 2017, the City of Alachua received your revised application for the Preliminary Plat of Tara Village, which proposes the subdivision of a ±21.83 acre tract (Tax Parcels 03974-004-000 and 03974-005-000) into a total of 20 lots, with associated common areas and right-of-way.

According to Section 2.2.6 of the Land Development Regulations (LDRs), upon receipt of an application, a completeness review shall be conducted to determine that the application contains all the necessary information and materials, is in proper form and of sufficient detail, and is accompanied by the appropriate fee. The Planning Department has reviewed the aforementioned application for completeness and finds that the application is complete, conditional upon submission of certain materials by **Tuesday, July 25, 2017**. Failure to address comments by this date may result in the postponement of the Development Review Team (DRT) meeting and delay any anticipated hearing date before the Planning and Zoning Board (PZB).

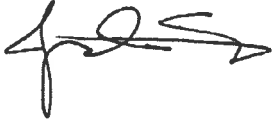
The comments below are based solely on a preliminary review of your application for completeness. Detailed comments will be provided at a Development Review Team (DRT) Meeting. A DRT Meeting will be scheduled under separate cover.

Please address the following by **Tuesday, July 25, 2017**:

- 1. Preliminary Plat Required Attachment D.5.:** Two (2) sets of labels for all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).
Action Needed to Address Deficiency: Mailing labels submitted on 7/17/2017 are not inclusive of all parcels within 400 feet of the subject property boundaries. Provide 2 sets of mailing labels of all parcels within 400 feet (see attachment).

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

Attachment: List of all Parcels within 400 feet of Tax Parcels 03974-004-000 & 03974-005-000

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

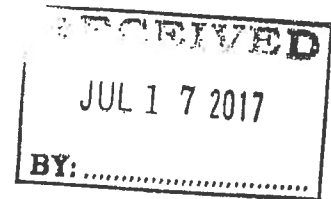
Parcels_400_ft

PARCELID	OWNERNME1	OWNERNME2	OWNERNME3
03974-005-002	LAMBERT LAWRENCE R & TONIA R		
03974-001-006	WATSON, DAMON D		
03974-005-000	TARA VILLAGE INC		
03980-010-001	ODIOT & SOCHUK		
03980-001-000	CORBETT MARY SK		
03980-003-030	JOHNSON CHAD B & VIRGINIA L		
03980-020-034	REYES VICTOR		
03974-007-002	HUBBARD & O'STEEN		
03980-020-035	JASINSKI & JASINSKI		
03974-005-001	JONES, JONATHAN & ARIANA		
03975-012-000	HUNT ODELL P & RUTHA R		
03975-013-000	MCGEE HELEN RIVERS		
03974-004-000	TARA VILLAGE INC		
03974-006-000	GORNTO AUDREY L LIFE ESTATE		
03975-014-000	BURLEY THERESE K		
03980-020-087	BURDGE DEAN C & MARIE N		
03974-007-000	MARTIN, JOSHUA S & HEATHER N		
03980-010-041	WILLIS MARK PAUL		
03974-005-003	RIVERS JOHN BOYD & JOANNA		
03974-007-001	WILLETT MICHAEL & DANIELLE		
03974-001-001	BOWMAN, DEAN C LIFE ESTATE		

PARCELID	OWNERNAME1	OWNERNAME2	OWNERNAME3
03980-003-031	WATSON DEAGAN D & ALISSA R		
03980-003-032	HUBBARD TOM		
03980-010-040	GOULD KEVIN M & COLLEEN E		
03980-010-042	TODD MICHAEL J		
03980-010-043	MAIMAN, STEVEN & LORI A		
03980-010-002	CAO CHRISTIAN NICHOLAS & ELIANA ROSSATO		
03980-010-003	NOEL KENNETH D & AMY		
03980-010-004	FISHER JOSEPH & TARA		
03980-002-001	WACO OF ALABAMA INC		
03980-020-029	MOORE ROBERT J		
03980-020-030	OWEN MICHAEL L JR & SASHA N		
03980-020-032	SAVANNAH STATION		
03980-020-033	PENDLETON & TREWEEK		
03980-020-031	JOHNS JONATHAN M & CHRISTINA R		
03980-020-086	FISHER RONALD P		
03980-020-088	ATKINSON, CAMERON & SARAH L		
03980-020-089	SOUTHWELL, RYAN P		
03975-015-000	TARA VILLAGE INC		

July 17, 2017

Justin Tabor, AICP
Principal Planner
City of Alachua
PO Box 9
Alachua, Florida 32616



**RE: Tara Village – Preliminary Plat Application
Sufficiency Review**

Dear Justin:

Thank you for accepting the initial application for the above project and performing the sufficiency review. In addition, thank you for taking the time to discuss a few of the items with me. We have revised the Preliminary Plat and associated documents and are pleased to resubmit a revised package consisting of this letter, revised Subdivision Application, revised Public School Generation Form, revised Concurrency Impact Analysis, Property Tax Receipts, signed & sealed revised Boundary & Topographic Survey, and revised Preliminary Plat Plans. In addition to the revised documents, we offer the following responses to your review items:

1. Subdivision Application

Section A., #3.: Parcel ID Number(s).

Action Needed to Address Deficiency: Parcel ID Numbers stated on the application are "03974-004-000, 03974-004-000". Correct parcel numbers are 03974-004-000 and 03974-005-000. Revise and resubmit.

RESPONSE: The application has been revised as requested.

2. Subdivision Application

Section A., #5.: Future Land Use Map Designation

Action Needed to Address Deficiency: Application states the FLUM Designation is Agriculture. Correct FLUM Designation for the subject property is Moderate Density Residential. Revise and resubmit.

RESPONSE: The application has been revised as requested.

- 3. 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: (1) Indicate on the vicinity map: (a) location of abutting properties; (b) section lines and quarter section lines; (c) the total acreage of the subdivision; (d) the total number of lots. (2) Provide a scale for vicinity map, with the scale not exceeding 1" = 2,000 feet.



RESPONSE: The Preliminary Plat has been revised to indicate the roadside swale system.

10. **Preliminary Plat Required Attachment D.2.:** Concurrency Impact Analysis showing the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools in accordance with Article 2.4.14 of the Land Development Regulations.

Action Needed to Address Deficiency: (1) Concurrency Impact Analysis uses data from the March 2016 Development Monitoring Report. The current Development Monitoring Report is dated May 2017. The Concurrency Impact Analysis must be updated to use current data, including existing demand and reserved capacities for water, wastewater, solid waste, and transportation facilities. (2) For transportation facilities, language related to existing potential trip generation does not appear to be relevant to this application. Revise and resubmit.

RESPONSE: The Concurrency Impact Analysis has been updated as requested.

11. **Preliminary Plat Required Attachment D.5.:** Two (2) sets of labels for all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).

Action Needed to Address Deficiency: (1) The sets of mailing labels submitted with the application state “Neighborhood Workshop Notice” at the top of each label. The labels submitted to the City are used for public notification of public hearings. Revise and resubmit. (2) In addition to written notification to properties within 400 feet, the LDRs require notification be mailed to all persons/organizations registered to receive notice of development applications. Submit two (2) sets of mailing labels for those persons/organizations registered to receive notice.

RESPONSE: Two revised sets of labels are provided.

12. **Preliminary Plat Required Attachment D.7., Section B.9.:** City of Alachua Public School Student Generation Form

Action Needed to Address Deficiency: Indicate the review type for this application. Revise and resubmit.

RESPONSE: The City of Alachua Public School Student Generation Form has been updated as requested.

13. **Preliminary Plat Required Attachment D.10.:** Proof of payment of taxes.

Action Needed to Address Deficiency: Property tax records indicate taxes for 2016 are delinquent for both parcels. The applicant must remit payment for the taxes due and submit documentation evidencing the payment received by the Alachua County Tax Collector.

RESPONSE: Proof of payment of taxes is attached.

14. **Preliminary Plat Required Attachment D.11.:** Environmental Resource Permit (or Letter of Exemption) from the Suwannee River Water Management District.

Action Needed to Address Deficiency: Cover letter states, “The Environmental Resource Permit application from the WMD has not yet been generated, so that is a not (sic) applicable item at this stage.” The applicant must, at a minimum, make application to the SRWMD at this time, and submit documentation which shows such application has been made.



City of Alachua

TRACI L. GRESHAM
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

July 6, 2017

Also sent electronically to scullen@georgefyoung.com

Stuart Cullen, P.E.
George F. Young, Inc.
1905 South Main Street
Gainesville, FL 32601

RE: Completeness Review of Tara Village Preliminary Plat Application

Dear Mr. Cullen:

On June 29, 2017, the City of Alachua received your application for the Preliminary Plat of Tara Village, which proposes the subdivision of a ± 21.83 acre tract (Tax Parcels 03974-004-000 and 03974-005-000) into a total of 20 lots, with associated common areas and right-of-way.

According to Section 2.2.6 of the Land Development Regulations (LDRs), upon receipt of an application, a completeness review shall be conducted to determine that the application contains all the necessary information and materials, is in proper form and of sufficient detail, and is accompanied by the appropriate fee. The Planning Department has reviewed the aforementioned application for completeness and finds that the following information is needed to complete our initial review. Please respond to this correspondence by **Tuesday, July 18, 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.

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

1. Subdivision Application

Section A., #3.: Parcel ID Number(s).

Action Needed to Address Deficiency: Parcel ID Numbers stated on the application are "03974-004-000, 03974-004-000". Correct parcel numbers are 03974-004-000 and 03974-**005**-000. Revise and resubmit.

2. Subdivision Application

Section A., #5.: Future Land Use Map Designation

Action Needed to Address Deficiency: Application states the FLUM Designation is Agriculture. Correct FLUM Designation for the subject property is Moderate Density Residential. Revise and resubmit.

3. **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: (1) Indicate on the vicinity map: (a) location of abutting properties; (b) section lines and quarter section lines; (c) the total acreage of the subdivision; (d) the total number of lots. (2) Provide a scale for vicinity map, with the scale not exceeding 1" = 2,000 feet.
4. **Preliminary Plat Required Attachment D.1.i:** Preliminary layout including streets and easements with dimensions, lot lines with approximate dimensions, land to be reserved or dedicated for public or common uses, and any land to be used for purposes other than single-family dwellings.
Action Needed to Address Deficiency: (1) Plans do not identify the location of any proposed easements. Indicate location of any easements to be proposed. (2) Plans do not identify location of stormwater management facilities or conveyance methods. Identify location of stormwater management facilities and associated conveyance systems.
5. **Preliminary Plat Required Attachment D.1.k:** Zoning district boundaries on abutting properties.
Action Needed to Address Deficiency: State the zoning of each abutting property on the preliminary plat.
6. **Preliminary Plat Required Attachment D.1.l:** Proposed method of water supply, sewage disposal, and drainage, and electric service.
Action Needed to Address Deficiency: Preliminary plat must identify points of connection to potable water, sanitary sewer, and electric service, as well as the location of stormwater management facilities and methods of stormwater conveyance. A detailed review of the plans cannot be performed, and a DRT Meeting scheduled, until this information is provided on the plans.
7. **Preliminary Plat Required Attachment D.1.m:** Minimum building setback lines as required by the Land Development Regulations.
Action Needed to Address Deficiency: Provide minimum setback lines for each lot.
8. **Preliminary Plat Required Attachment D.1.n:** Natural features, including lakes, marshes or swamps, water courses, wooded areas, and land subject to the 100-year flood as defined by FEMA official flood maps.
Action Needed to Address Deficiency: The boundary and topographic survey identifies the location of a spoil pile in the area of Lots 133 and 136 and within the common area contiguous to these lots. Configuration and/or setbacks for these lots should consider this feature, or applicant should provide confirming statement that the feature will be addressed through site modifications shown as part of the construction plans for the project.
9. **Preliminary Plat Required Attachment D.1.o:** Surface drainage and direction of flow and method of disposition and retention indicated.
Action Needed to Address Deficiency: Plans do not identify location of stormwater management facilities means of stormwater conveyance. Revise plans accordingly.

10. **Preliminary Plat Required Attachment D.2.:** Concurrency Impact Analysis showing the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools in accordance with Article 2.4.14 of the Land Development Regulations.

Action Needed to Address Deficiency: (1) Concurrency Impact Analysis uses data from the March 2016 Development Monitoring Report. The current Development Monitoring Report is dated May 2017. The Concurrency Impact Analysis must be updated to use current data, including existing demand and reserved capacities for water, wastewater, solid waste, and transportation facilities. (2) For transportation facilities, language related to existing potential trip generation does not appear to be relevant to this application. Revise and resubmit.

11. **Preliminary Plat Required Attachment D.5.:** Two (2) sets of labels for all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).

Action Needed to Address Deficiency: (1) The sets of mailing labels submitted with the application state “Neighborhood Workshop Notice” at the top of each label. The labels submitted to the City are used for public notification of public hearings. Revise and resubmit. (2) In addition to written notification to properties within 400 feet, the LDRs require notification be mailed to all persons/organizations registered to receive notice of development applications. Submit two (2) sets of mailing labels for those persons/organizations registered to receive notice.

12. **Preliminary Plat Required Attachment D.7., Section B.9.:** City of Alachua Public School Student Generation Form

Action Needed to Address Deficiency: Indicate the review type for this application. Revise and resubmit.

13. **Preliminary Plat Required Attachment D.10.:** Proof of payment of taxes.

Action Needed to Address Deficiency: Property tax records indicate taxes for 2016 are delinquent for both parcels. The applicant must remit payment for the taxes due and submit documentation evidencing the payment received by the Alachua County Tax Collector.

14. **Preliminary Plat Required Attachment D.11.:** Environmental Resource Permit (or Letter of Exemption) from the Suwannee River Water Management District.

Action Needed to Address Deficiency: Cover letter states, “The Environmental Resource Permit application from the WMD has not yet been generated, so that is a not (sic) applicable item at this stage.” The applicant must, at a minimum, make application to the SRWMD at this time, and submit documentation which shows such application has been made.

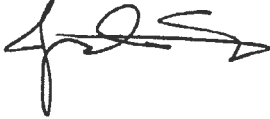
15. **Miscellaneous**

- a. Lot numbering begins at 127 and does not logically progress through the development. Revise accordingly.
- b. Copies of boundary and topographic survey not signed/sealed. Please ensure all future submittals are signed/sealed as may be applicable.
- c. Callout of “Additional Parcel” on boundary and topographic survey includes Tax Parcel 03974-005-002, which is not part of the property. Revise accordingly.
- d. The City received a request for the proposed harvesting of timber and thinning of natural hardwoods on May 18, 2017. A response letter was issued by the City on May 23, 2017 (attached.) The activity authorized by the aforementioned response letter required no regulated, heritage, or champion trees be removed from the subject property. Field date

of tree location survey is 4/25/2017. Confirm whether any non-regulated trees were removed subsequent to tree location survey. If so, revise tree location survey accordingly.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'JTabor', with a long horizontal stroke extending to the right.

Justin Tabor, AICP
Principal Planner

Attachments: Letter to Scott Whitely, Whitely, Inc. dated May, 23, 2017 - Reference: Proposed Tree Removal on Tax Parcel Numbers 03974-004-000, 03974-005-000, & 03975-015-000

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



City of Alachua

MAYOR GIB COERPER

Vice Mayor Shirley Green Brown
Commissioner Ben Boukari, Jr.
Commissioner Gary Hardacre
Commissioner Robert Wilford

OFFICE OF THE CITY MANAGER

TRACI L. GRESHAM

May 23, 2017

Scott Whitely
Whitely, Inc.
527 SW Jennifer Court
Lake City, FL 32024

RE: Proposed Tree Removal on Tax Parcel Numbers 03974-004-000, 03974-005-000,
& 03975-015-000

Mr. Whitely,

The City is in receipt of your notice of activity for the harvesting of timber and thinning of natural hardwoods on Tax Parcel Numbers 03974-004-000, 03974-005-000 and 03975-015-000. The notice of activity was received by electronic mail on May 18, 2017, and was submitted to the City pursuant to Section 6.2.1(F)(1)(d) of the City's Land Development Regulations (LDRs).

The City has reviewed the notice of activity and approves the request, subject to compliance with the following requirements, as set forth within the City's LDRs.

The provisions of Section 6.2.1(F)(1)(d), under which this notice of activity has been filed, pertain only to lands that qualify for an agricultural tax exemption, as classified by the Alachua County Property Appraiser, and have an Agriculture Future Land Use Map (FLUM Designation). This is applicable ONLY to Tax Parcel Number 03975-015-000.

Please be advised that Section 6.2.1(F)(1)(d) requires the issuance of a tree removal permit for the removal of any champion trees (trees that have been identified by the Florida Division of Forestry as being the largest of their species within the State of Florida or by the American Forestry Association as the largest of their species in the United States) or for the removal of any heritage trees (trees with a diameter of at least 30 inches or seven feet, ten inches in circumference, whichever dimension is lesser, measured at a point 4½ feet above ground level) located within 50 feet of any property boundary line of Tax Parcel 03975-015-000. Therefore, if any champion or heritage trees are found to exist on Tax Parcel Number 03975-015-000 and are proposed for removal, you are responsible for contacting the City to confirm if a tree removal permit is required prior to the removal of the champion or heritage tree(s).

In accordance with Section 6.2.1(H)(1), except as otherwise exempt pursuant to Section 6.2.1(F)(1), it shall be unlawful for any person to cut or remove any regulated, heritage, or champion tree from any lands within the City without first obtaining a tree removal permit from the LDR Administrator (a regulated tree is defined by Article 10 of the City's LDRs as any living tree which is ten inches or more in diameter or two feet in circumference, whichever dimension is lesser, measured at a point 4½ feet above ground level). Therefore, the removal of any regulated, heritage, or champion trees on any part of the lands comprising Tax Parcel Numbers 03974-004-000 and 03974-005-000 **shall not** be permitted as part of the activity hereby approved.

Any violation of the preceding shall be subject to, and may result in, penalties and fines of up to \$5,000 for any such violation (in addition to providing required tree replacement for the removal of any regulated trees).

Please note that Section 6.2.1(F)(1)(d)(ii) requires a notice of activity submitted pursuant to this section to be submitted to the LDR Administrator no less than seven (7) days prior to any cutting and removal of trees. Therefore, any activity occurring pursuant to the notice of activity received on May 18, 2017, **may not occur before May 25, 2017.**

Should you have any questions concerning the preceding, please contact the Planning & Community Development Department at 386-418-6120.

Sincerely,



Traci L. Gresham
LDR Administrator / City Manager

Attachment: Notice of Activity, Tax Parcel Nos. 03974-004-000, 03974-005-000, & 03975-015-000, from Whitely, Inc., dated May 18, 2017

CC: Kathy Winburn, AICP, Planning & Community Development Director
Cap Wilson, Compliance & Risk Management Director
Linnelle Stewart, Code Enforcement Officer
Justin Tabor, AICP, Principal Planner

NOTICE OF INTENT

May 18, 2017

This "Notice of Intent" is to request a permit to harvest timber from two parcels within the city limits of the Town of Alachua. Whitely, Inc. is requesting to clearcut all planted pine located on parcel #03975-015-000 (5.5 acres) and conduct a "thinning from below" within the natural hardwoods lying along the western portion of parcel 03975-015-000 (about 1.0 acre) and in parcels #'s 03974-004-000 (17.0 acres) 03974-005-000 (5.0 acres).

The planted pine is very mature (at least 30 years old) and has thus reached its economic maturity. The natural hardwoods are becoming very crowded and in need of a thinning to reduce the stress of the overall stand. A "thinning from below" will remove the poorly formed, diseased, and suppressed trees thus enhancing the stand by leaving the better quality trees to grow in a much healthier state. All large live oaks and other mature hardwoods will be left thus creating a more open visually appealing landscape.

Scott Whitely of Whitely, Inc. can be reached at (386) 288-3569. Please don't hesitate calling with any questions. Mr. Whitely would like to commence with the harvesting of the planted pine as soon as possible and then continue with the thinning of the hardwood thereafter.

Scott Whitely
Whitely, Inc.
527 SW Jennifer Ct.
Lake City, Fl. 32024

June 29, 2017

Justin Tabor, AICP, Principal Planner
City of Alachua
15100 NW 142nd Terrace
Alachua, Florida 32616

RE: Tara Village – Preliminary Plat Submittal

Dear Justin:

Thank you for taking the time to meet with us for the Pre-Application Conference on June 14th. Based on that meeting, on behalf of the Owner, we are pleased to submit the attached Preliminary Plat package for review.

Please find 9 copies of the following attached:

- 1) Application Form
- 2) Application fee of \$3,600
- 3) Authorized Agent Affidavit
- 4) Preliminary Plat Drawings
- 5) Concurrency Impact Analysis
- 6) Comprehensive Plan Analysis of Consistency
- 7) Surrounding Property Owner Labels (2 sets)
- 8) Public School Generation Form
- 9) Legal Description
- 10) Proof of Ownership (Deeds)
- 11) Proof of Payment of Taxes

The Neighborhood Workshop is scheduled for tonight, therefore we'll submit the package on Monday July 3rd. The Environmental Resource Permit application from the WMD has not yet been generated, so that is a not applicable item at this stage.

I am also including a flash drive with a pdf copy of all attachments. We look forward to your sufficiency review and processing of this application. If you have any questions, please don't hesitate to contact me.

Sincerely,

GEORGE F. YOUNG, INC.



Stuart I. Cullen, PE
Vice-President Engineering

Xc: Tara Village, Inc.

