



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

December 19, 2018

Also sent by electronic mail to daniely@chw-inc.com

Daniel Young, P.E., LEED A.P.
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Notice of Hearing to be Scheduled for Savannah Station Phase II PD-R Preliminary Plat (Final PD Plan) Application

Dear Mr. Young:

On December 10, 2018 the City of Alachua received your updated application for the above referenced project. The application was first submitted on August 30, 2018. Completeness Review comments were issued on September 17, 2018 (the application could not be reviewed until the Rezoning application to PD-R had been completed on September 10, 2018). The application was resubmitted on October 30, 2018 and deemed to be complete on November 6, 2018. On November 21, 2018, Development Review Team (DRT) comments were issued.

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

You must provide 13 *double-sided, three-hole punched, color sets* of each **complete** application package and a digital copy of all materials in PDF format on a CD *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard*. The application has been scheduled for the **January 8, 2019** Planning and Zoning Board meeting; therefore, the above referenced materials must be submitted to the City no later than **Thursday, December 20, 2018**. Materials may be submitted earlier than this date.

Should you have any questions, please feel free to contact me at (386) 418-6100, ext. 108 or via email at ahall@cityofalachua.com.

Sincerely,

Adam Hall, AICP
Planner

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

December 19, 2018

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

Re: Savannah Station - Preliminary Plat

Dear Mr. Hall:

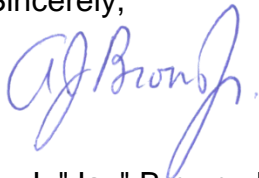
As you requested, we have reviewed the revised preliminary plat drawing set prepared by CHW, dated 12-10-18. CHW has done a very good job of addressing all of our comments. I have only 1 comment to add, and it is a new comment based on the typical section utility allocations proposed. This comment can be addressed with final construction drawings and review, and is not critical for any resubmittal at this time. The only new comment is provided below.

Sheet 2

1. I support the use of pedestrian scale lighting as it is great for neighborhoods like these; however, I recommend that you place the light fixture much closer to the sidewalks. Having the light fixture almost 10 ft. away from the sidewalk would not result in the best photometric coverage for pedestrian scale lighting.

Please let me know if I can provide any additional services related to this project.

Sincerely,



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



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 21, 2018

Also sent by electronic mail to johnm@chw-inc.com

John Maxfield
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

**RE: Review by Development Review Team (DRT) of:
Savannah Station Phase II PD-R Preliminary Plat (Final PD Plan) Application**

Dear Mr. Maxfield:

The application referenced above has been reviewed by the City's Development Review Team (DRT). Upon review of the application and materials, the following insufficiencies must be addressed. Please address all insufficiencies in writing and provide an indication as to how they have been addressed by **5:00 PM on Wednesday, December 5, 2019**. A total of four (4) copies of the application package, plans, and a CD containing a PDF of all application materials and plans must be provided by this date.

Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved before the item may be scheduled for a public hearing before the City Commission. 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. If your revised application is received by the date specified above, and if your response adequately addresses the following comments, a hearing before the Planning & Zoning Board (PZB) may be scheduled for February 12, 2019.

Deficiencies to be Addressed

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

1. **Compliance with Ordinance 18-19 (PD Ordinance), PD Agreement, & PD Master Plan**
 - a. **Compliance with Ordinance 18-19**
 - i. Condition No. 15: The 15' wide buffer must be along the entire eastern property line. Sheet 2 of the submitted preliminary plat does not illustrate required buffer along entire eastern property line. The preliminary plat landscape plan, does however, show this. Please updated sheet 2 of preliminary plat.
 - ii. Please revise label of 15' perimeter buffer to include the buffer name "Type C". At time of construction plans, full demonstration of buffer meeting the requirements of Type C shall be required.
 - b. **Compliance with PD Master Plan**
 - i. Proposed lots 264, 265, and 266 do not appear to meet the minimum lot size for Development Area 'C' as depicted in the PD Master Plan previously approved.

- ii. Proposed lots 195, 269 ,and 270 do not appear to meet minimum lot widths as specified in the Development Standard Table for Development Area 'A'. Please reference Article 5 of the City of Alachua's Land Development Regulations for definition of "Lot Width".
2. Compliance with Land Development Regulations (LDRs)
- a. Article 6, Development Standards
 - i. Section 6.2.1(D) (4), tree mitigation may be required. At time of Construction Plans submittal, a complete Landscape Plan and Tree Mitigation plan will be required detailing the exact location of any proposed landscaping materials for the 15' buffer along the eastern property line and demonstration of compliance with the City's Tree Mitigation requirements.
 - b. Article 7, Subdivision Standards
 - i. Lots 112,113,114, 199, 228,229,230, and 231 appear to be placed in areas of severe grade change. Please address how severe grade/ slopes will be addressed.
 - ii. Section 7.25. (I)(3), verify radius of corner of Lot 145 is at least 20'.
 - iii. In accordance with Section 7.3.2(A) a sidewalk shall be provided along CR 235 frontage and connect to existing sidewalk stub out already provided at existing entrance/exit to Savannah Station.
 - iv. Applicant must demonstrate compliance with Section 7.3.9, Fire Protection Improvements at time of Construction Plan submittal.
3. Comprehensive Plan Consistency Analysis
- a. FLUE, Policy 1.2.a: Development area acreage varies from acreage presented with rezoning application to PD-R (± 45.14 vs ± 44.67 acres). Maximum gross density for Moderate Density Residential is 4 units per acre (180 vs 178 units). Please verify site acreage and maximum number of dwelling units.
 - b. FLUE, Policy 5.1.a: Analysis states that there are no steep slopes on property. See comment 2.b.i, above related to lots placed within areas of steep slopes.
 - c. FLUE, Policy 5.1.e: Listed Species and Habitat Survey has not been submitted. See Comment 6.a, below.
4. Miscellaneous/General Issues
- a. Sheet 2 of submitted Boundary Survey labels NW 157th Street as a County Maintained RoW. Please verify maintenance/ownership of this segment of NW 157th Street.
 - b. Please identify boxes labelled "E" on preliminary plat.
 - c. Please identify dashed line box running from existing Lift Station to Phase I of Savannah Station. Is this an existing easement or proposed easement?
5. Public Services/ Fire Marshall/ Outside Review
- a. Applicant must address any comments provided by Public Service Department, Fire Marshall or Outside Reviewer. These comments are currently forthcoming and will be forwarded upon receipt from reviewer.
6. Completeness Review Comments
- a. The applicant must address the remaining completeness review comments, as noted in a letter dated December 5, 2017:

1. Subdivision Application Response D.1.q/r.

Action Needed to Address Deficiency: Per Planned Development Agreement the following items are due at time of Final PD Plan/Preliminary plat:

a. Listed species and habitat survey

If you have any questions regarding the information above, please contact me at 386-418-6100 x 108 or via e-mail at ahall@cityofalachua.com.

Sincerely,



Adam Hall, AICP
Planner

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

November 27, 2018

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

Re: Savannah Station - Preliminary Plat

Dear Mr. Hall:

As you requested, we have reviewed the preliminary plat drawing set prepared by CHW, dated 10-29-18. We have found the preliminary plat to be well done and we have several comments to provide. The majority of our comments are a result of our interpretation of the Preliminary Plat requirements as per the City of Alachua Land Development Regulations Section 5.33. The comments are provided below.

Sheet 1

1. Provide road names of all adjacent roads on the Master Preliminary Plat.
2. Recommend providing initial road names for each of the project roadways, such as Road A, Road B, Road C, etc.
3. Identify the property zoning and land use on the cover sheet notes.
4. Provide a note on the cover sheet identifying the type of roadway, storm sewer, and street lighting proposed, i.e. urban curb & gutter, storm sewer piping, rental lighting from City of Alachua or private street lighting.
5. Identify all utility providers via note on Cover Sheet.

Sheet 2

6. The eastern buffer is denoted as 15' wide but it appears to vary in width.
7. The west buffer adjacent to CR 235 is denoted as a setback, which may be confusing as a lot setback. Suggest label as open space or buffer as appropriate.
8. What is the hatched area within NW 157th St. R/W adjacent to the east property line? Label this hatched area.
9. Provide bearing and distance of the perimeter property boundary.

Sheet 3

10. Label the existing easement serving the Wastewater lift station from the south. Label the portion to be abandoned if any will be abandoned.
11. Provide bearing and distance of the perimeter property boundary.

Sheet 4

12. Lots 199 and 228-231 are proposed in a natural low area that will be used for stormwater. These lots will require substantial fill and grading within the natural low area to create slopes. This fill will impact the natural low area and will reduce the available stormwater volume at the natural low. Consider eliminating Lots 229-231 and reconfiguring Lot 228 to protect the natural low area at elevation 70 for the proposed SMF.
13. Label this hatched area within NW 157th R/W.
14. Provide bearing and distance of the perimeter property boundary.

Sheet 5

15. Label the existing easement serving the Wastewater lift station from the south. Label the portion to be abandoned if any will be abandoned.
16. Provide bearing and distance of the perimeter property boundary.

Sheet 6

17. Label this hatched area within NW 157th R/W.
18. Provide bearing and distance of the perimeter property boundary.

Sheet 1 of Boundary Survey

18. Label Savannah Station Lot 89.

General

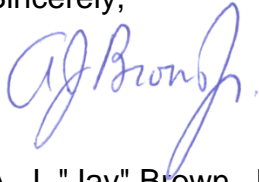
19. Show location of water, wastewater, and electric service connections on the Preliminary Plat. Show enough of a schematic design to assure that all lots can be served by gravity wastewater. Identify route of water service and approximate line sizes to assure any easements between lots are identified and any looping required for fire protection is provided.
20. Provide typical roadway sections for all proposed roads, Road A, Road B, etc.
21. Provide FEMA floodplain information on either the Preliminary Plat or Boundary Survey.
22. Provide a sheet with NCRS soil survey data to identify general soil types.
23. Provide a drawing that shows proposed roadway signage.

Boundary Survey

24. Suggest adding R/W line type to legend
25. Suggest identifying Lot 89 of Savannah Station Phase 1.
26. In the 4th line of the legal description the word "sand" should be "said".
27. Point of Beginning at NE Corner of 28-8-18 as denoted on the map should be referred to as Point of Commencement.
28. Revise last call in 1st paragraph of legal description to Point of Commencement.
29. Last distance call in legal has an extra space between the decimal and number.
30. Lower left callout of North Boundary Line of Pilot Forest repeats the words Pilot Forest twice.

Please feel free to contact me if you have any questions regarding our comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "AJ 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: Savannah Station Phase II

APPLICATION TYPE: Preliminary Plat / Final PD Plan

APPLICANT/PROPERTY OWNER: Waco Properties, Inc./

AGENT: John Maxfield, P.E., CHW, Inc.

DRT MEETING DATE: November 20, 2018

DRT MEETING TYPE: Staff

FLUM DESIGNATION: Moderate Density Residential

ZONING: Planned Development – Residential (PD-R)

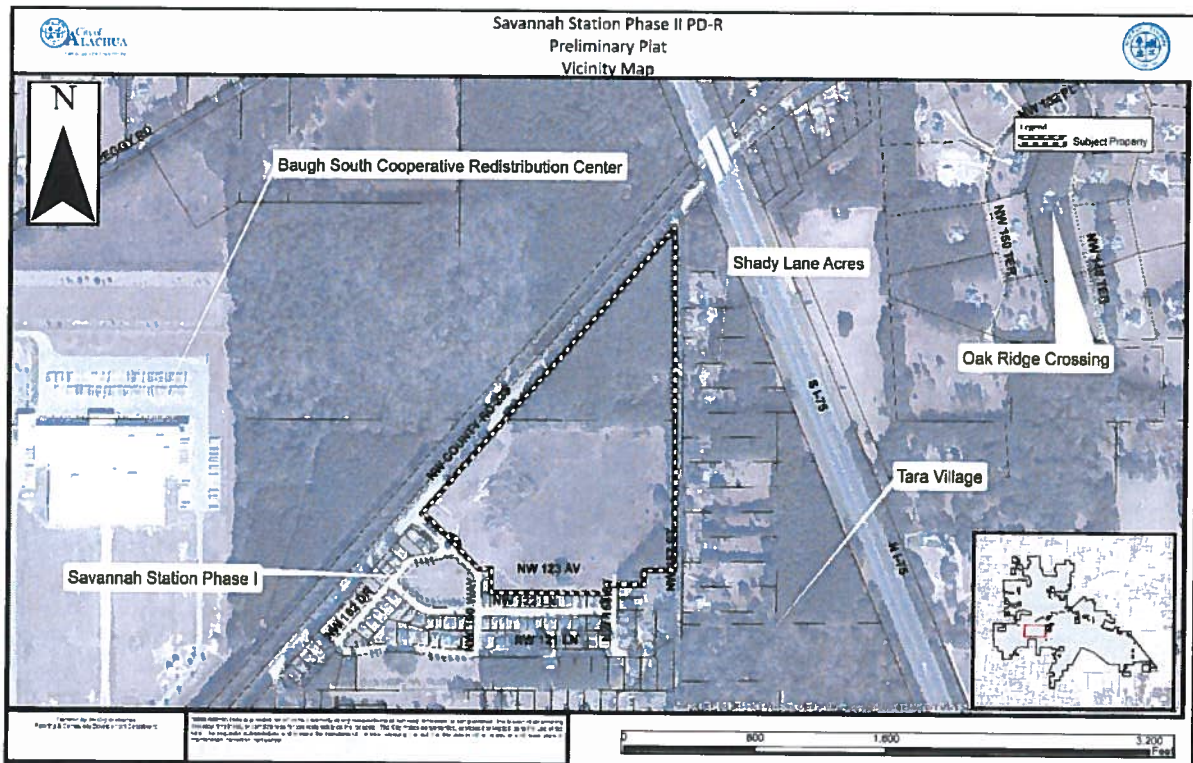
OVERLAY: N/A

ACREAGE: ±45.1 acres

PARCELS: Portions of 03905-002-000 and 03980-002-001

PROJECT SUMMARY: A request to subdivide a ±45.1 acre tract into a total of 180 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 **Wednesday, December 5, 2018.**



Deficiencies to be Addressed

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

1. *Compliance with Ordinance 18-19 (PD Ordinance), PD Agreement, & PD Master Plan*
 - a. *Compliance with Ordinance 18-19*
 - i. Condition No. 15: The 15' wide buffer must be along the entire eastern property line. Sheet 2 of the submitted preliminary plat does not illustrate required buffer along entire eastern property line. The preliminary plat landscape plan, does however, show this. Please updated sheet 2 of preliminary plat.
 - ii. Please revise label of 15' perimeter buffer to include the buffer name "Type C". At time of construction plans, full demonstration of buffer meeting the requirements of Type C shall be required.
 - b. *Compliance with PD Master Plan*
 - i. Proposed lots 264, 265, and 266 do not appear to meet the minimum lot size for Development Area 'C' as depicted in the PD Master Plan previously approved.
 - ii. Proposed lots 195, 269 and 270 do not appear to meet minimum lot widths as specified in the Development Standard Table for Development Area 'A'.
2. *Compliance with Land Development Regulations (LDRs)*
 - a. *Article 6, Development Standards*
 - i. Section 6.2.1(D) (4), tree mitigation may be required. At time of Construction Plans submittal, a complete Landscape Plan and Tree Mitigation plan will be required detailing the exact location of any proposed landscaping materials for the 15' buffer along the eastern property line and demonstration of compliance with the City's Tree Mitigation requirements.
 - b. *Article 7, Subdivision Standards*
 - i. Lots 112,113,114, 199, 228,229,230, and 231 appear to be placed in areas of severe grade change. Please address
 - ii. Section 7.25. (I)(3), verify radius of corner of Lot 145 is at least 20'.
 - iii. In accordance with Section 7.3.2(A) a sidewalk shall be provided along CR 235 frontage and connect to existing sidewalk stub out already provided at existing entrance/exit to Savannah Station.
 - iv. Applicant must demonstrate compliance with Section 7.3.9, Fire Protection Improvements at time of Construction Plan submittal.
3. *Comprehensive Plan Consistency Analysis*
 - a. FLUE, Policy 1.2.a: Development area acreage varies from acreage presented with rezoning application to PD-R (± 45.14 vs ± 44.67 acres). Maximum gross density for Moderate Density Residential is 4 units per acre (180 vs 178 units). Please verify site acreage and maximum number of dwelling units.
 - b. FLUE, Policy 5.1.a: Analysis states that there are no steep slopes on property. See comment 2.b.i, above related to lots placed within areas of steep slopes.
 - c. FLUE, Policy 5.1.e: Listed Species and Habitat Survey has not been submitted. See Comment 6.a, below.
4. *Miscellaneous/General Issues*
 - a. Sheet 2 of submitted Boundary Survey labels NW 157th Street as a County Maintained RoW. Please verify maintenance/ownership of this segment of NW 157th Street.
 - b. Please identify boxes labelled "E" on preliminary plat.

- c. Please identify dashed line box running from existing Lift Station to Phase I of Savannah Station. Is this an existing easement or proposed easement?

5. Public Services/ Fire Marshall/ Outside Review

- a. Applicant must address any comments provided by Public Service Department, Fire Marshall or Outside Reviewer.

6. Completeness Review Comments

- a. The applicant must address the remaining completeness review comments, as noted in a letter dated December 5, 2017:

- 1. **Subdivision Application Response D.1.q/r.**

- Action Needed to Address Deficiency:** Per Planned Development Agreement the following items are due at time of Final PD Plan/Preliminary plat:

- a. Listed species and habitat survey



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 6, 2018

Also sent by electronic mail to johnm@chw-inc.com

John Maxfield
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Completeness Review of Savannah Station Phase II PD-R Preliminary Plat

Dear Mr. Maxfield:

On October 30, 2018, the City of Alachua received your revised application for a Preliminary Plat, which proposes to subdivide a ±45.1 acre subject property (consisting of portions of Tax Parcel Numbers 03980-002-001 and 03905-002-000) into a total of 180 lots, with associated open space 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, and can now proceed to review by the Development Review Team.

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

The following information will be a potential Development Review Team comment that must be addressed prior to the scheduling of any public hearings related to this application. When available, please submit the following:

1. Subdivision Application Response D.1.q/r.

Action Needed to Address Deficiency: Per Planned Development Agreement the following items are due at time of Final PD Plan/Preliminary plat:

- a. Listed species and habitat survey

The comments above are based solely on a preliminary review of your application for completeness. An in-depth review of the content of the application will be performed, and the findings of the in-depth review will be discussed at a DRT Meeting.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 108 or via e-mail at ahall@cityofalachua.com.

Sincerely,



Adam Hall, AICP
Planner

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



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

September 17, 2018

Also sent by electronic mail to johnm@chw-inc.com

John Maxfield
Causseaux, Hewett, & Walpole, Inc.
11801 Research Drive
Alachua, FL 32615

RE: Completeness Review of Savannah Station Phase II PD-R Preliminary Plat

Dear Mr. Maxfield:

On September 11, 2018, the City of Alachua received your application for a Preliminary Plat, which proposes to subdivide a ±45.1 acre subject property (consisting of portions of Tax Parcel Numbers 03980-002-001 and 03905-002-000) into a total of 180 lots, with associated open space 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 additional information, as outlined below, is needed.

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

The comments below are based solely on a preliminary review of your application for completeness. An in-depth review of the content of the application will be performed, and the findings of the in-depth review will be discussed at a Development Review Team (DRT) Meeting. A DRT Meeting will be scheduled upon satisfaction of the application's completeness review deficiencies, as indicated below.

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

1. Subdivision Application Responses A.5, A.6, A.7

Action Needed to Address Deficiency: Please revise responses to above application items; responses appear to apply to entire tax parcels, not subject property only.

2. Subdivision Application Response 4

Action Needed to Address Deficiency: Submitted Covenants and Restrictions appear to cover Savannah Station Phase I only. Please indicate if and how these existing covenants and restrictions will be extended to cover Phase II.

3. **Subdivision Application Response 8.**
Action Needed to Address Deficiency: Please include parcel number(s) on legal description sheet.
4. **Subdivision Application Response 11.**
Action Needed to Address Deficiency: No ERP or application submitted with plat application. Please submit ERP, ERP application, or stormwater report that will be submitted to Water Management District for permit application.
5. **Subdivision Application Response 12.**
Action Needed to Address Deficiency: No access permit or permit application through Alachua County Public Works for access to CR 235 submitted. Please provide application.
6. **Subdivision Application Response D.1.g.**
Action Needed to Address Deficiency: Legal description of subject property must be included on preliminary plat.
7. **Subdivision Application Response D.1.j.**
Action Needed to Address Deficiency: Blocks not numbered or labelled. Please confirm.
8. **Subdivision Application Response D.1.l.**
Action Needed to Address Deficiency: Electricity supplier not listed on preliminary plat.
9. **Subdivision Application Response D.1.p.**
Action Needed to Address Deficiency: The statement "Not for Final Recording" must be prominently shown on each sheet of preliminary plat.
10. **Subdivision Application Response D.1.q/r.**
Action Needed to Address Deficiency: Per Planned Development Agreement the following items are due at time of Final PD Plan/Preliminary plat:
 - a. Landscaping plan including tree survey and buffering plan
 - b. Listed species and habitat survey
11. **Subdivision Application Response D.1.r.**
Action Needed to Address Deficiency: Open space calculation must be provided on preliminary plat.
12. **Subdivision Application Response D.7.**
Action Needed to Address Deficiency: Public School Student Generation Form not submitted with application. Please submit.

The comments above are based solely on a preliminary review of your application for completeness. An in-depth review of the content of the application will be performed, and the findings of the in-depth review will be discussed at a DRT Meeting.

If you have any questions regarding the information above, please contact me at 386-418-6100 x 108 or via e-mail at ahall@cityofalachua.com.

Sincerely,



Adam Hall, AICP
Planner

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