



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

April 23, 2019

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

Also sent by electronic mail to jay.brown@jbprogroup.com

RE: Hearings to be scheduled for Tolosa SSCPA and PD-R Rezoning Applications

Dear Mr Brown:

On December 26, 2018 the City of Alachua received your revised application for the Tolosa PD-R Rezoning application which proposes to amend the Zoning Designation from Agriculture (an Alachua County designation) and Planned Unit Development (PUD) (expired) to Planned Development Residential (PD-R) on a ±50.45 acre subject property, comprised of Tax Parcel Numbers 031350-000-000, 03130-004-000, 03130-009-000, 03130-007-001, and 03130-008-000. The application was first submitted on May 31, 2018 and a DRT meeting was held to address compliance with the City's Land Development Regulations and Comprehensive Plan was held on June 21, 2018. On January 10, 2019 the City determined that all outstanding DRT comments had been addressed and PD Ordinance and Agreement negotiations began.

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

You must provide 2 (two) *double-sided, three-hole punched, color sets* of each **complete** application package, 7 (seven) full size (24" x 36" minimum) sets of PD Master Plan sheets, and a digital copy of all materials for each application in PDF format on a CD or by emailing a cloud/FTP link to the project planner *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 **May 14, 2019** Planning and Zoning Board meeting; therefore, the above referenced materials must be submitted to the City no later than **Tuesday, April 30, 2019**. 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

Zimbra

ad_hall@cityofalachua.org

Re: Savannah Station Phase 2 Review and Tolosa

From : Adam Hall <ad_hall@cityofalachua.org>

Wed, Apr 17, 2019 12:07 PM

Subject : Re: Savannah Station Phase 2 Review and Tolosa

📎 1 attachment

To : jay brown <jay.brown@jbprogroup.com>

Jay,

Sorry, no I didn't get that email. I will send you a letter regarding scheduling for the May 14 PZB for the SSCPA and RZ.

Thank you,

Adam Hall
City of Alachua

From: "jay brown" <jay.brown@jbprogroup.com>**To:** "Adam Hall" <ad_hall@cityofalachua.org>**Sent:** Wednesday, April 17, 2019 11:43:00 AM**Subject:** RE: Savannah Station Phase 2 Review and Tolosa

Adam,

I replied to this email via my cell phone a week or 2 ago when I was meeting with Luis Diaz, but based on what Laurie indicated to me this morning, you may not have received it. We are Ok with the language as proposed and are ready to proceed to Planning & Zoning Board.

Thank you,

Jay

A. J. "Jay" Brown, Jr., P.E.**President**www.JBProGroup.com3530 NW 43rd Street • Gainesville, FL 32606-6104

Office: (352) 375-8999 x102 • Fax: (352) 375-0833 • Mobile: (352) 318-9462

"Our services now include surveying. Please contact us for all of your surveying needs!"

From: Adam Hall [mailto:ad_hall@cityofalachua.org]
Sent: Tuesday, April 9, 2019 9:42 AM
To: A. J. 'Jay' Brown Jr. PE
Cc: Luis Diaz; DAVID A FISHER (davidafisher@outlook.com); Kenneth O'Rorke (kororke@delosstrategies.com)
Subject: Re: Savannah Station Phase 2 Review and Tolosa

Jay,

Please see the City's revised proposed language below:

Offsite improvements, including transportation infrastructure improvements deemed necessary by the City, shall be consistent with City's Comprehensive Plan and Land Development Regulations in existence at the time of the proposed development requiring the infrastructure, and shall be supported by appropriate data and analysis that identifies a specific impact from the proposed development. If offsite improvements are required by the City, it shall be limited to the areas or infrastructure impacted by the proposed development. The data and analysis used to justify the requirement for offsite improvements will be provided by traffic study data, reports, or other infrastructure analysis that identifies the development's impact on the affected infrastructure, and determines a reasonable proportional impact from the proposed development. The data and analysis will be provided by the Developer and reviewed by the City. The Developers shall pay for any consultants or experts the City deems necessary to review the data and analysis provided by the Developer.

I have also included an updated draft PD Ordinance with the proposed amended language highlighted. Please let me know if this is acceptable.

If it is, then we will be on track for the May 14 PZB hearing.

Thank you,

Adam Hall
City of Alachua

From: "jay brown" <jay.brown@jbprogroup.com>
To: "Adam Hall" <ad_hall@cityofalachua.org>
Cc: "Luis Diaz" <diaz@townoftioga.com>, "DAVID A FISHER (davidafisher@outlook.com)" <davidafisher@outlook.com>, "Kenneth O'Rorke (kororke@delosstrategies.com)" <kororke@delosstrategies.com>
Sent: Friday, March 29, 2019 4:59:18 PM
Subject: RE: Savannah Station Phase 2 Review and Tolosa

Adam,

We have been carefully reviewing the responses you provided on 2-28-19, and the only remaining concern for our group remains the items of 10.d. and 14.b. which we believe are not reasonable or fair. We feel strongly that there needs to be some language that provides a balance to make sure those decisions will be fair and proportional. Your comment suggested we provide some proposed

language to reflect our concern yet still keep the City authority. Would you consider adding this language to the end of both of those sections. This language was crafted to enable a reasonable analysis and study of the infrastructure impacts resulting in a fair allocation of those offsite infrastructure improvements to the developer.

Offsite improvements, including transportation infrastructure improvements deemed necessary by the City, shall be supported by the City's Land Development Regulations, and by appropriate data and analysis that identifies a specific impact from the proposed development. If offsite improvements are required by the City, it shall be limited to the area adjacent to the boundaries of proposed development. The data and analysis used to justify the requirement for offsite improvements may be provided by traffic study data, reports, or other infrastructure analysis that identifies the development impact on the adjacent infrastructure, and allocates a reasonable proportional impact responsibility to the proposed development. The data and analysis may be provided by the City or by the developer or by a combination of both parties as necessary to arrive at a reasonable impact and offsite infrastructure improvement allocation to the developer.

Please review and let me know if this language makes sense and is acceptable to the City. We would like to try and wrap this up as soon as possible and begin the public hearings associated with this PD petition. Thanks so much for your help throughout this process.

Jay

A. J. "Jay" Brown, Jr., P.E.

President



www.JBProGroup.com

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Office: (352) 375-8999 x102 • Fax: (352) 375-0833 • Mobile: (352) 318-9462

"Our services now include surveying. Please contact us for all of your surveying needs!"

From: Adam Hall [mailto:ad_hall@cityofalachua.org]

Sent: Thursday, March 14, 2019 10:12 AM

To: A. J. 'Jay' Brown Jr. PE

Subject: Savannah Station Phase 2 Review and Tolosa

Good morning Jay,

I just wanted to confirm that you had received our response for Tolosa PD Agreement/Ordinance. Let me know if you wanted to meet on that and we can set something up.

Also, I wanted to see if there were any questions or if you needed anything else on the Savannah Station Phase 2A construction plans.

Thank you!

--

Adam Hall, AICP | Planner | Office of Planning and Community Development

City of Alachua | ahall@cityofalachua.com | Phone: 386.418.6121 | Direct: 386.418.6125

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From : A. J. 'Jay' Brown Jr. PE <jay.brown@jbprogroup.com> Wed, Apr 17, 2019 11:43 AM
Subject : RE: Savannah Station Phase 2 Review and Tolosa  1 attachment
To : Adam Hall <ad_hall@cityofalachua.org>

Adam,

I replied to this email via my cell phone a week or 2 ago when I was meeting with Luis Diaz, but based on what Laurie indicated to me this morning, you may not have received it. We are Ok with the language as proposed and are ready to proceed to Planning & Zoning Board.

Thank you,
Jay

A. J. "Jay" Brown, Jr., P.E.
President



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From: Adam Hall [mailto:ad_hall@cityofalachua.org]

Sent: Tuesday, April 9, 2019 9:42 AM

To: A. J. 'Jay' Brown Jr. PE

Cc: Luis Diaz; DAVID A FISHER (davidafisher@outlook.com); Kenneth O'Rorke (kororke@delosstrategies.com)

Subject: Re: Savannah Station Phase 2 Review and Tolosa

Jay,

Please see the City's revised proposed language below:

Offsite improvements, including transportation infrastructure improvements deemed necessary by the City, shall be consistent with City's Comprehensive Plan and Land Development Regulations in existence at the time of the proposed development requiring the infrastructure, and shall be supported by appropriate data and analysis that identifies a specific impact from the proposed development. If offsite improvements are required by the City, it shall be limited to the areas or infrastructure impacted by the proposed development. The data and analysis used to justify the requirement for offsite improvements will be provided by traffic study data, reports, or other infrastructure analysis that identifies the development's impact on the affected infrastructure, and determines a reasonable proportional impact from the proposed development. The data and analysis will be provided by the Developer and reviewed by the City. The Developers shall pay for any consultants or experts the City deems necessary to review the data and analysis provided by the Developer.

I have also included an updated draft PD Ordinance with the proposed amended language highlighted. Please let me know if this is acceptable.

If it is, then we will be on track for the May 14 PZB hearing.

Thank you,

Adam Hall
City of Alachua

From: "jay brown" <jay.brown@jbprogroup.com>

To: "Adam Hall" <ad_hall@cityofalachua.org>

Cc: "Luis Diaz" <diaz@townoftioga.com>, "DAVID A FISHER (davidafisher@outlook.com)" <davidafisher@outlook.com>, "Kenneth O'Rorke (kororke@delosstrategies.com)" <kororke@delosstrategies.com>

Sent: Friday, March 29, 2019 4:59:18 PM

Subject: RE: Savannah Station Phase 2 Review and Tolosa



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

February 28, 2019

Also sent by electronic mail to jay.brown@jbprogroup.com

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

RE: Response to Comment Letter dated February 2, 2019 for the Tolosa PD-R Rezoning Agreement and Ordinance

Dear Mr Brown:

On February 2, 2019, the City of Alachua received your comments for the proposed PD Agreement and PD Ordinance for the Tolosa Site Specific Amendment to the Official Zoning Atlas (Rezoning), which proposes to amend the Zoning Designation from Agriculture (an Alachua County designation) and Planned Unit Development (PUD) (expired) to Planned Development Residential (PD-R) on a ±50.45 acre subject property, comprised of Tax Parcel Numbers 031350-000-000, 03130-004-000, 03130-009-000, 03130-007-001, and 03130-008-000. The application was first submitted on May 31, 2018 and a DRT meeting was held to address compliance with the City's Land Development Regulations and Comprehensive Plan on June 21, 2018. The application was resubmitted on November 5, 2018 and on December 26, 2018. On January 10, 2019, the City determined that all outstanding DRT comments had been adequately addressed and a draft PD Ordinance and Agreement were provided. Please see the City's response to the submitted comment letter below:


- A. PD Agreement Comments 1 & 2 –The City's Land Development Regulations state that the PD Master Plan and PD Agreement are binding upon the landowners, and their successors or assigns (Section 2.4.3(D)(6)). When Aldevco, LLC assumes ownership they will also assume the PD Agreement. The City cannot enter into a PD Agreement with other than the current landowner. The PD Agreement runs with the land, is recorded in the public records, and is binding upon any subsequent purchaser.
- B. PD Agreement Comments 3 & 4 – These are acceptable changes and have been included in the attached revised PD Agreement.
- C. PD Ordinance Comment 1- Medical and Dental clinics are not permitted uses in the PD-R Zoning district and so cannot be included as an allowed use in Area B.
- D. PD Ordinance Comments 2 through 6 – These are acceptable changes and have been included in the attached revised PD Ordinance.
- E. PD Ordinance Comment 7- It is the City's understanding that this comment has actually been revised to request that Area B be permitted to development prior to any development in Area A. This is acceptable. Please see the revised language in the revised PD Ordinance.
- F. PD Ordinance Comment 8 – The proposed change is not acceptable. Wetland boundaries can change over time, which would also change the required wetland buffer location.
- G. PD Ordinance Comment 9- The long term management of invasive species is required by the City's Comprehensive Plan (Policy 1.2.i, Conservation and Open Space Element). While the covenant and restrictions for any future subdivision are not approved or under

review at this time, proposed language that addresses the concerns raised by this comment can be reviewed and comments provided. Please provide proposed language.

- H. PD Ordinance Comment 10 – The proposed change is acceptable and has been included in the attached revised PD Ordinance.
- I. PD Ordinance Comment 11 & 13- The proposed PD Rezoning is a preliminary development order. Future development within the City may impact levels of service for roadway facilities servicing the subject property or the City's wastewater and potable water systems. The intent is not to "burden this project with infrastructure deficiencies that currently exist", but rather to prevent this project from creating infrastructure deficiencies in the future and to provide a route for remedying any infrastructure deficiencies. Please provide proposed language.
- J. PD Ordinance Comment 12- The PD Ordinance has been revised to reflect these corrections.
- K. PD Ordinance Comment 14- The proposed change is acceptable and has been included in the attached revised PD Ordinance.
- L. PD Ordinance Comment 15- The proposed change is not acceptable as regulations cannot be frozen; the City's right to future valid uses of its police power cannot be waived.

If you would like to discuss, please feel free to contact me.

Sincerely,



Adam Hall, AICP
Planner

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



JBrown Professional Group

CIVIL ENGINEERING • PLANNING • LAND SURVEYING

3530 NW 43rd Street • Gainesville, FL 32606-6104 • Office: 352.375.8999

February 2, 2019

Mr. Adam Hall, AICP
Planner, Office of Planning & Community Development
City of Alachua
15100 NW 142nd Terrace / PO Box 9
Alachua, FL 32616

RE: Tolosa PD - PD-R Rezoning Application

Dear Adam,

We are pleased that we have satisfied all of the DRT comments for our PD Rezoning & Land Use Change for the Tolosa PD-R. We are very anxious to move it forward to the public hearing stage. Thank you for providing us copies of the draft PD Agreement and PD Ordinance. We have taken your advice and reviewed it carefully. The managers of the development group, Aldevco, LLC, myself, and their attorney, Mr. Darryl Tompkins have all reviewed these documents, and we have jointly prepared the following responses and comments.

Planned Development Agreement Comments

1. The land owner, Mr. David Fisher, as manager of Bentley Timber, LLC would prefer that the agreement be executed between the City and Aldevco, LLC, which will become the land owner and is the developer for the project. This company will own the property as it develops. Is it possible to enter into this agreement with the developer and not the current land owner? Or if Aldevco becomes the ultimate owner
2. If that is the case, the names and addresses in the first paragraph and Item 10. On page 4 would change, along with the signature page 6.
3. Does it make sense to change the year in the title and footnote to 2019 instead of 2018, as it will be heard in 2019?
4. In item 7 on page 3, consider adding the verbiage "***or its successors and/or assignees,***" directly after the words "Owner/Developer" occurring in 3 places within the paragraph.

Ordinance 19-XX Comments

1. Page 3 within Table, we would like to include medical office as an Allowable Use in Development Area B.
2. Page 3 within Table, we would like to request raising the Building Height to 45 ft. within Development Area B.
3. Page 3 within Table, the Common Area C Acres should be 14.39 acres instead of 14.48.
4. Page 4 within Table, the Wetland D Acres should be 5.80 instead of 5.54.
5. Page 4 within Table, the Rights-of-Ways E Acres should be 8.48 acres instead of 9.00.
6. Page 4 within Table, we would like to add "Utilities" as an allowable use within Rights-of-Ways E.
7. We would like to request a slight modification in Item 2 on page 5 to change the minimum number of residential lots from 30 to 20 in a first phase prior to non-residential development. Our actual lot layout proposes a 24 lot Phase 1, and the intent was to make

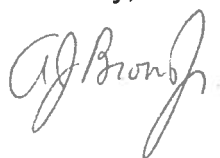
sure the residential development started the first phase prior to non-residential development. Using 20 instead of 30 gives us a little leeway in case Phase 1 might utilize larger lot sizes and reduce the number of lots.

8. We would like you to consider revising item 4 on page 5 since wetlands have already been delineated and mapped and included in the PD documents. Our revised language suggestion is as follows: ***"Existing wetlands are depicted on the PD Master Plan included in Exhibit 'B'. The wetland areas were delineated using professionally accepted methodology. All development in and / or near wetland areas shall be consistent with the wetlands and wetland buffers shown on the PD Master Plan. The wetland buffers shown are consistent with the City's Comprehensive Plan."***
9. Item 6 on Page 5 is certainly understandable; however, the site contains a creek that will continually receive discharge from offsite properties that can introduce non-native plant species seed stock. This also happens with required perimeter buffers that can be invaded from adjacent property vegetation that is beyond the control of the Tolosa property owners and their association. We would appreciate seeing examples of language approved by the City for other HOA's that identify the long term commitment for managing exotic plants in perpetuity on the development property.
10. In item 10.a. we suggest adding the words ***"and the PD Master Plan drawing."*** at the end of the 2nd sentence in the paragraph. The PD provides specificity about the design of the roadways, and should not be altered by future LDR changes that could conflict with what is approved by the PD.
11. Item 10.d. is not acceptable to the owners in its current form. It is open ended and could be implemented in a very unfair way. I am sure it is not the intent of the City of Alachua to be unfair and unnecessarily burden this project with infrastructure deficiencies that currently exist in adjacent roadways. It is feasible that reasonable and generally accepted transportation engineering data and analysis may identify offsite improvements that are necessitated as a result of the increased traffic load generated by the Tolosa Development. However, this should be analyzed by the project traffic engineer and discussed with the City to reach an agreement jointly by both parties, based on the data, and not solely at the discretion of the City. If the City has any specific requested offsite improvements from Tolosa, we would prefer to understand those requests now and evaluate their impact to the project. We are already aware that there may be deficiencies in Hipp Way that may require improvement, however we have not budgeted for other major offsite improvements. Significant offsite improvements, if required, could result in this project not being financially feasible. This project is a market rate housing project not a high end project, and is being designed to serve the needs of the community by bringing these lots on the market at an affordable price commensurate with the neighborhood. Unknown infrastructure improvement requests could seriously disrupt the feasibility of the project or force the project to be dropped altogether. Our preference is to remove this item altogether or at least understand exactly what the City has in mind prior to moving forward.
12. Item 12. A. has 2 typos. Consider revising the 1st line to includeall ***"costs"*** associated....., and the 2nd line to includewater ***"system,"*** as necessary.....
13. Item 14. B. contains the same language as item 10. D. and is not acceptable to the Tolosa owners in its current form. For the same reasons identified in No. 10. above, we prefer this item be removed or negotiated at the current time instead of having such an open ended item approved at this time. This language is inherently unfair to the owner / developer.

14. Item 15. We suggest adding the following language to the end of the paragraph. ...Project, ***"or to remove dead or dying vegetation or exotic plant species, or to plant landscaping necessary to restore or improve the project landscape buffers."***
15. Item 25. We suggest adding the following language to the end of the sentence.of this ordinance, ***"unless otherwise addressed specifically within the PD Master Plan documents."***

Please review our group's comments and let me know if a meeting is warranted to work through them. Most of the comments are pretty straightforward and should not be an issue. It might make sense for us to have more conversation regarding the City's position on offsite infrastructure improvements. Please let me know if you have any additional questions or comments, or would like to schedule a meeting to review our comments.

Sincerely,

A handwritten signature in cursive script, appearing to read "A. J. Brown Jr.", written in dark ink.

A. J. 'Jay' Brown Jr., P.E.
President, JBrown Professional Group Inc.

Cc: Luis Diaz, Ken O'Rourke, David A. Fisher of Aldevco, LLC
Darryl J. Tompkins, Esquire

From: Adam Hall [mailto:ad_hall@cityofalachua.org]
Sent: Thursday, January 10, 2019 3:23 PM
To: A. J. 'Jay' Brown Jr. PE
Subject: Proposed PD Agreement/Ordinance for Tolosa PD-R

Jay,

All of the DRT comments for the Tolosa project have been resolved and can now proceed to PZB. Before scheduling the hearing, however, the terms and language of the PD Agreement and Ordinance must be finalized. Once the owner/developer is in agreement we can move forward to Planning and Zoning Board.

I have attached the proposed PD-R Agreement and Ordinance. The Ordinance and Agreement should be reviewed carefully.

If you or the developer have any questions, please let me know. We can also schedule an in person meeting if that is easier.

Thank you,

--

Adam Hall, AICP | Planner | Office of Planning and Community Development
City of Alachua | ahall@cityofalachua.com | Phone: 386.418.6121 | Direct: 386.418.6125

- **ORD_19-XX_Tolosa_PD-R_ORD_DRAFT_PZB_01_10_19_APP.pdf**
455 KB
- **Tolosa_2018_PD-R_RZ_PD_Agreement_01_10_19_APP.pdf**
318 KB
- **PD Ordinance Review Letter_Tolosa_PD-R_Rezoning_2-2-19.pdf**
268 KB

December 26, 2018

Mr. Justin Tabor, AICP
Planner, Office of Planning & Community Development
City of Alachua
15100 NW 142nd Terrace / PO Box 9
Alachua, FL 32616

RE: Tolosa PD – SSCPA Application

Dear Justin:

Please find attached our revised SSCPA application package for the proposed Tolosa PD-R. The amendment application is being resubmitted to address the Outstanding DRT Comments provided to us via your November 28th, 2018 letter. Three (3) copies of the SSCPA narrative report are provided and include the following items.

- Updated Narrative Report including attachments
- Statement of Proposed Change & Maps illustrating the proposed change
- Urban Sprawl Analysis
- Concurrency Impact Analysis
- Needs Analysis
- Consistency with Comprehensive Plan Analysis
- ATT A: Comprehensive Plan Amendment Application
- ATT B: Authorized Agent Affidavit (original copy provided separately)
- ATT C: Aerial Map of the property
- ATT D: Application Mailing Labels for nearby property notifications
- ATT E: Public School Student Generation Form
- ATT F: Legal Description of the subject property
- ATT G: Proof of Ownership (Deeds of the subject properties)
- ATT H: Proof of Payment of property taxes
- ATT I: Environmental Study
- CD with electronic (.pdf) files of all application submittal documents

The narrative report has been revised to address the City DRT comments that we received on November 28, 2018. The DRT comments received regarding the SSCPA application are replicated below with our response to address each comment.

SSCPA Review Comments

1. Application materials refer to a pedestrian connection and pedestrian connectivity between the property subject to the SSCPA and the larger adjacent property. This appears to require a wetland crossing, which does not appear to be proposed by the companion rezoning application. Please clarify and address.

Response: The pedestrian crossing is identified in the Development Standards (Section 2.E.1) on page 7 of the accompanying PD-R application narrative report.

The proposed pedestrian crossing has also been shown on Sht. C2.0 (PD Zoning Master Plan) of the accompanying PD-R application plan set.

2. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, reference a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.

Response: The Environmental Assessment and Listed Species Survey has been revised, and the roadway crossing language has been removed. The revised report is provided in Attachment I of the SSCPA and the conclusion section identifies the future pedestrian crossing only, and not the former wetland roadway crossing.

3. The maps depicting the existing land use and proposed land use on Page 3 of the application package refers to the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.

Response: The references to "Annexation Parcel" on Page 3 of the SSCPA narrative report have been removed and replaced with "Subject Property".

I believe these responses and the provided accompanying materials adequately address the provided comments. Please reach out to me if you have any additional questions or comments.

Sincerely,



A. J. 'Jay' Brown Jr., P.E.
President, JBrown Professional Group Inc.

Cc: Luis Diaz, Ken O'Rorke, David A. Fisher of Aldevco, LLC



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 28, 2018

Also sent by electronic mail to jay.brown@jbprogroup.com

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

RE: Outstanding Development Review Team (DRT) Comments for Tolosa Small Scale Comprehensive Plan Amendment and Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to Planned Development – Residential (PD-R) Applications

Dear Mr Brown:

On November 5, 2018 the City of Alachua received your revised application for the Tolosa Site Specific Amendment to the Official Zoning Atlas (Rezoning), which proposes to amend the Zoning Designation from Agriculture (an Alachua County designation) and Planned Unit Development (PUD) (expired) to Planned Development Residential (PD-R) on a ±50.45 acre subject property, comprised of Tax Parcel Numbers 031350-000-000, 03130-004-000, 03130-009-000, 03130-007-001, and 03130-008-000. The application was first submitted on May 31, 2018 and a DRT meeting was held to address compliance with the City's Land Development Regulations and Comprehensive Plan was held on June 21, 2018.

The application has been reviewed for compliance with the applicable review standards, including the City's Comprehensive Plan and Land Development Regulations (LDRs). Based upon Staff's review, revisions must be made to the application before it may be scheduled for a public hearing before the City's Planning & Zoning Board (PZB). Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by 5:00 PM on Wednesday, December 12, 2018. A digital submission of all application materials must be provided by this date. Submission of an incomplete package may delay your tentative hearing before the Planning and Zoning Board. Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved, if any, 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.

Please address the following insufficiencies:

Deficiencies to be Addressed

Unless otherwise noted, references to code Sections refer to City of Alachua Land Development Regulations.

SSCPA Review Comments

1. Application materials refer to a pedestrian connection and pedestrian connectivity between the property subject to the SSCP and the larger adjacent property. This appears to require a

wetland crossing, which does not appear to be proposed by the companion rezoning application. Please clarify and address.

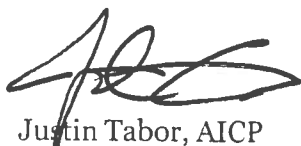
2. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, references a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.
3. The maps depicting the existing land use and proposed land use on Page 3 of the application package refers to the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.

RZ Review Comments

1. Proposed future pedestrian crossing of wetland will be permitted separately through all appropriate agencies including Alachua County and the City of Alachua. Please include clarifying language.
2. Proposed traffic study report provides traffic information for build out, but not for first 1/2 of single family detached homes using Hipp Way. Please provide analysis or information for 60 single family detached homes using Hipp Way and if any intersection improvements may be needed at intersection of Hipp Way and SR 235 or Hipp Way and NW 133rd Terrace,
3. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, references a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.

Should you have any questions, please feel free to contact us at (386) 418-6100.

Sincerely,



Justin Tabor, AICP
Principal Planner



Adam Hall, AICP
Planner

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

Development Review Team (DRT) Meeting

Project Name: Tolosa SSCPA / PD-R Rezoning

Meeting Date: November 27, 2018 (Staff DRT)

PLEASE PRINT CLEARLY

[illegible]

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tolosa

APPLICATION TYPES: (1) Small Scale Comprehensive Plan Amendment (SSCPA)
(2) Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to PD-R

PROPERTY OWNER: Bentley Timber, LLC

APPLICANT/AGENT: A.J. "Jay" Brown, P.E., JBrown Professional Group

DRT MEETING DATE: November 27, 2018

DRT MEETING TYPE: Staff

EXISTING FLUM DESIGNATION: Moderate Density Residential (± 49.5 acres); Rural / Agriculture (County Designation) (± 0.95 acres)

PROPOSED FLUM DESIGNATION: Moderate Density Residential (± 50.45 acres)

EXISTING ZONING: Planned Unit Development (PUD) (expired) (± 49.5 acres); Agriculture (County) (± 0.95 acres)

PROPOSED ZONING: Planned Development – Residential (PD-R) (± 50.45 acres)

OVERLAY: N/A

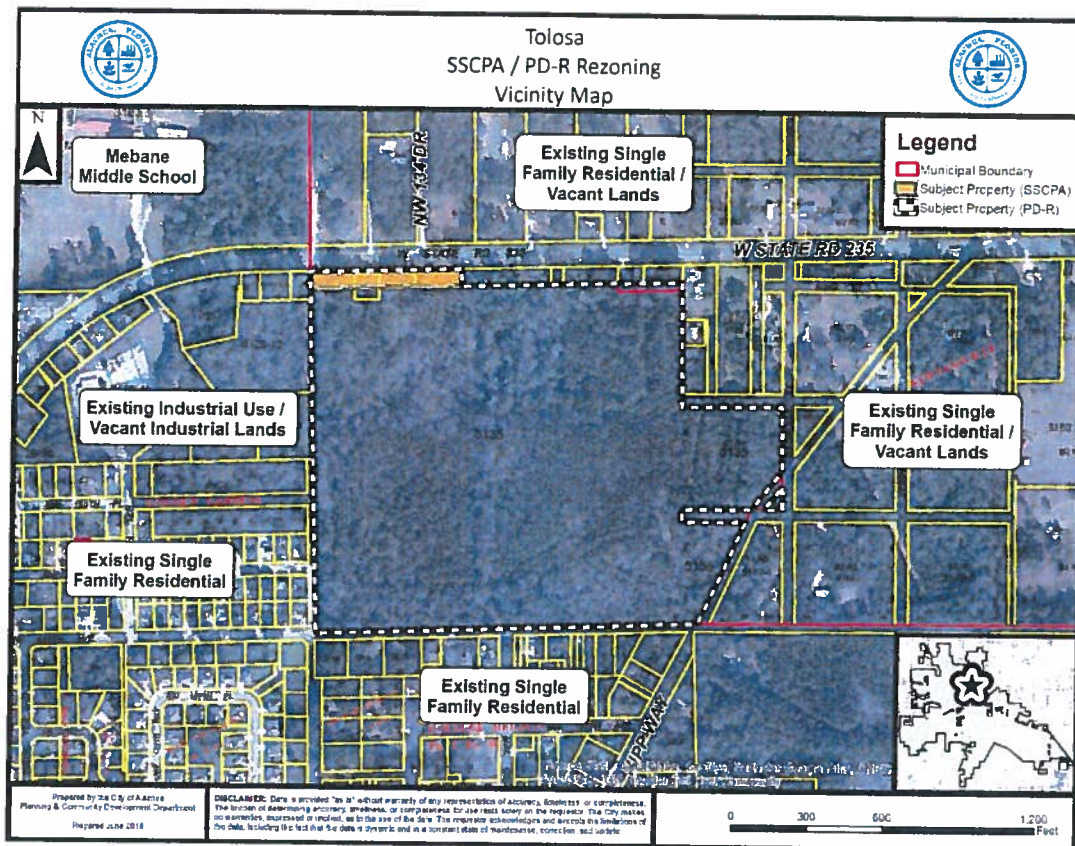
ACREAGE: ± 0.95 acres (SSCPA); ± 50.45 acres (PD-R)

PARCELS: 03130-007-001, 03130-008-000, 03130-009-000, and a portion of 03130-004-000 (SSCPA); 03130-004-000, 03130-007-001, 03130-008-000, 03130-009-000, and 03135-000-000 (Rezoning)

PROJECT SUMMARY: (1) A request to amend the FLUM Designation of a ± 0.95 acre subject property from Rural / Agriculture (County Designation) to Moderate Density Residential (Tax Parcel Nos. 03130-007-001; 03130-008-000; 03130-009-000; and a portion of 03130-004-000).

(2) A request amend the Official Zoning Atlas from Planned Unit Development (PUD) (expired) on ± 49.5 acres and Agriculture (County) on ± 0.95 acres to Planned Development – Residential (PD-R) on ± 50.45 acres. The proposed PD-R would permit a maximum of 120 single family detached units, 40 single family attached / multi-family units, 20,000 square feet of non-residential uses, and 2,000 square feet of community recreational facilities.

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 12, 2018.**



Deficiencies to be Addressed

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

SSCPA Review Comments

1. Application materials refer to a pedestrian connection and pedestrian connectivity between the property subject to the SSCPA and the larger adjacent property. This appears to require a wetland crossing, which does not appear to be proposed by the companion rezoning application. Please clarify and address.
2. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, references a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.
3. The maps depicting the existing land use and proposed land use on Page 3 of the application package refers to the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.

RZ Review Comments

1. Proposed future pedestrian crossing of wetland will be permitted separately through all appropriate agencies including Alachua County and the City of Alachua. Please include clarifying language.
2. Proposed traffic study report provides traffic information for build out, but not for first ½ of single family detached homes using Hipp Way. Please provide analysis or information for 60 single family detached homes using Hipp Way and if any intersection improvements may be needed at intersection of Hipp Way and SR 235 or Hipp Way and NW 133rd Terrace,
3. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, references a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.



JBrown Professional Group

CIVIL ENGINEERING • PLANNING • LAND SURVEYING

3530 NW 43rd Street • Gainesville, FL 32606-6104 • Office: 352.375.8999

November 5, 2018

Mr. Justin Tabor, AICP
Planner, Office of Planning & Community Development
City of Alachua
15100 NW 142nd Terrace / PO Box 9
Alachua, FL 32616



RE: Tolosa PD-R Comprehensive Plan Amendment Application

Dear Justin:

Please find attached our revised CPA application package for the proposed Tolosa PD-R. The amendment application is being resubmitted to address the Outstanding DRT Comments provided to us via your July 12, 2018 letter. Eight (8) copies of the updated CPA Narrative Application package are provided and include the following items.

- Updated Narrative Report including attachments
- Comprehensive Plan Amendment Application (original copy provided separately)
- Authorized Agent Affidavit (original copy provided separately)
- Statement of Proposed Change & Maps illustrating the proposed change
- Urban Sprawl Analysis
- Concurrency Impact Analysis
- Need Analysis
- Analysis of Consistency with the City of Alachua Comprehensive Plan
- Aerial Map
- Property Owner Mailing Labels
- Public School Student Generation Form
- Legal Description of the subject property
- Proof of Ownership (Deeds of the subject properties)
- Proof of Payment of property taxes
- Environmental Assessment & Listed Species Survey Report
- CD with electronic (.pdf) files of all application submittal documents

In addition to the 8 copies of the bound report, three (3) copies of the mailing labels for the Land Use Change are included. The narrative report has been revised to address the City DRT comments that we received on July 12, 2018. Each of the comments are numbered below in accordance with the numbering provided in the comments letter.

4. Additional Standards for PD Districts (Section 3.6.3)

- e. Per Section 3.6.3 (A)(5)(b)(iii), in order to reduce or modify street standards, certain criteria must be met demonstrating that the requirements found in this section have been met. Additionally, in order to meet the block length requirements, pedestrian paths through long blocks are required with a provided minimum width of traffic calming/pedestrian crossing. Please verify scale on plans.

(New Comment): The standards found in Section 3.6.3 (A)(5)(b)(iii) have not been adequately addressed. Please justify modifications to minimum street standards by responding to each required element found below:

- a. The reduction or modification is necessary as a traffic calming measure:
- b. The PD Master Plan provides for separation of vehicular, pedestrian, and bicycle traffic:
- c. Access for emergency service vehicles is not substantially impaired:
- d. Adequate off-street parking is provided for the uses proposed; and
- e. Adequate space for public utilities is provided within the right-of-way.

Response:

1. ***This comment was addressed with the separate PD-R rezoning application resubmittal since it was related to the overall PD-R rezoning petition.***

7. Development and Subdivision Standards

- a. Development Area "D" not labeled on Master PD Plan. Development within this area may be subject to additional review and approval by the Alachua County Board of County Commissioners Alachua County department, Suwannee River Water Management District, Florida Department of Environmental Protection, and Environmental Protection Agency. An environmental analysis showing no impact to the natural function of the wetlands will be required to meet the requirements of 6.9.5 of the City's LDRs.

New Comment: The submitted Environmental Considerations (Section 15) and wetland delineation letter from Verde Environmental dated October 18, 2017 do not sufficiently address this comment. Further explanation or justification is required to show that the construction of the roadway through the wetland area (exclusive of wetland buffer) will not impact the natural function of the wetlands (as stated in Section 6.9.5 of the City of Alachua LDR's). Further, in addition to roadway, sidewalk, grading, and stormwater facilities, it appears that both water and wastewater lines will be constructed through this area as well. Potential options to address this comment include:

- A Statement from an environmental / wetland scientist, specialist or other environmental professional indicating that the proposed development within the wetland delineated area would not alter the natural function of the entire wetland area located on the site
- A proposed design that does not require development of wetland delineated area (such as a bridge, arch, or culvert with directional bore of utility lines)

2. **Response: Due to the City's comment and coordination with the Alachua County Environmental Protection Dept. concerning their new Wetland Ordinance, the developers of Tolosa have decided to abandon the roadway crossing of the creek wetland. This altogether avoids the impact to the wetland due to roadway construction. This comment was also addressed separately with the PD-R rezoning application resubmittal.**

We have done our best to carefully address each of the provided comments. If you have any questions or require any additional information, please contact me. Thank you for your help with this project.

Sincerely,



A. J. 'Jay' Brown Jr., P.E.
President, JBrown Professional Group Inc.

Cc: Luis Diaz, Ken O'Rorke, David A. Fisher of Aldevco, LLC

BOARD MEMBERS

April M. Griffin
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Eileen F. Roy

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Karen D. Clarke



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Fax (352) 955-6700

Facilities Department ** 3700 N. E. 53rd Avenue ** Gainesville, Florida 32609 ** 352.955.7400

August 31, 2018

Adam Hall, Planner
Planning & Community Development Department
City of Alachua
PO Box 9
Alachua, FL 32616

RE: Tolosa PD-R including 160 single family residential units and 40 multi-family residential units. Tax Parcels 03130-007-001, 03130-004-000, 03130-008-000, 03130-009-000, 03135-000-000.

Dear Mr. Hall:

Based on data provided by the City of Alachua, we have completed a School Capacity Review for the above referenced project. The review was conducted in accordance with the City of Alachua Public School Facilities Element as follows:

POLICY 1.1.b: Coordinating School Capacity with Planning Decisions

The City shall coordinate land use decisions with the School Board's Long Range Facilities Plans over the 5-year, 10-year and 20-year periods by requesting School Board review of proposed comprehensive plan amendments and rezonings that would increase residential density. This shall be done as part of a planning assessment of the impact of a development proposal on school capacity.

POLICY 1.1.c: Geographic Basis for School Capacity Planning.

For purposes of coordinating land use decisions with school capacity planning, the School Concurrency Service Areas (SCSAs) that are established for high, middle and elementary schools as part of the Interlocal Agreement for Public School Facility Planning shall be used for school capacity planning. The relationship of high, middle and elementary capacity and students anticipated to be generated as a result of land use decisions shall be assessed in terms of its impact (1) on the school system as a whole and (2) on the applicable SCSA(s). For purposes of this planning assessment, existing or planned capacity in adjacent SCSAs shall not be considered.

POLICY 1.1.e: SBAC Report to City

The SBAC shall report its findings and recommendations regarding the land use decision to the City. If the SBAC determines that capacity is insufficient to support the proposed land use decision, the SBAC shall include its recommendations to remedy the capacity

deficiency including estimated cost and financial feasibility. The SBAC shall forward the Report to all municipalities within the County.

POLICY 1.1.f City to Consider SBAC Report

The City shall consider and review the SBAC's comments and findings regarding the availability of school capacity in the evaluation of land use decisions.

This review does not constitute a “concurrency determination” and may not be construed to relieve the development of such review at the final subdivision or final site plan stages as required by state statutes and by the City of Alachua Comprehensive Plan. It is intended to provide an assessment of the relationship between the project proposed and school capacity – both existing and planned.

TABLE 1: THE TOLOSA PD-R – PROJECTED STUDENT GENERATION AT BUILDOUT

	ELEMENTARY	MIDDLE	HIGH	TOTAL
SINGLE FAMILY	160			
MULTIPLIER	0.15	0.070	0.09	0.310
STUDENTS	24	11	14	49
MULTI FAMILY	40			
MULTIPLIER	.08	.03	.03	0.14
STUDENTS	3	1	1	5
TOTAL STUDENTS	27	12	15	54

Elementary Schools. The Tolosa PD-R is situated in the Northwest Alachua Concurrency Service Area. The Northwest Alachua Concurrency Service Area currently contains three elementary schools with a combined capacity of 1,639 seats. The current enrollment is 1,355 students representing a 83% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to decrease to 70% in five years and to 72% in ten years.

Student generation estimates for the Tolosa PD-R indicate that 27 elementary seats would be required at buildout. Capacity. Level of service projections indicate that this demand can be reasonably accommodated during the five year and ten year planning periods.

Middle Schools. The Tolosa PD-R is situated in the Mebane Concurrency Service Area. The Mebane Concurrency Service Area contains one middle school (Mebane) with a capacity of 792 seats. The current enrollment is 376 students representing a 49% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to increase to 51% in five years and to 50% in ten years

Student generation estimates for The Tolosa PD-R indicate that 12 middle seats would be required at buildout. Capacity. Level of service projections indicate that this demand can be reasonably accommodated during the five year and ten year planning periods.

High Schools. The Tolosa PD-R is situated in the Santa Fe Concurrency Service Area. The Santa Fe Concurrency Service Area currently has a capacity of 1,402 seats. The current enrollment is 1,020 students representing a 73% utilization compared to an adopted LOS standard of 100%. This utilization rate is projected to increase to 76% in five years and to be 78% in ten years.

Student generation estimates for The Tolosa PD-R indicate that 15 high school seats would be required at buildout. Capacity and level of service projections indicate that this demand can be reasonably accommodated during the five year and, ten year planning periods.

Summary Conclusion. Students generated by The Tolosa PD-R at the elementary, middle and high levels can be reasonably accommodated for the five year and ten year planning periods.

This evaluation is based on best projections and upon the 2017-2018 Five Year District Facilities Plan adopted by the School Board of Alachua County. The Tolosa PD-R is subject to concurrency review and determination at the final subdivision for single family and the final site plan for multi-family and the availability of school capacity at the time of such review.

If you have any questions, please contact me.

Regards,



Suzanne Wynn
Director of Community Planning
School Board of Alachua County
3700 NE 53 Avenue
Gainesville, Florida 32609
352-955-7400 x1445

CC: Gene Boles



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

July 12, 2018

Also sent by electronic mail to jay.brown@jbprogroup.com

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

RE: Outstanding Development Review Team (DRT) Comments for Tolosa Small Scale Comprehensive Plan Amendment and Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to Planned Development – Residential (PD-R) Applications

Dear Mr Brown:

On July 3, 2018 the City of Alachua received your revised application for the Tolosa Site Specific Amendment to the Official Zoning Atlas (Rezoning), which proposes to amend the Zoning Designation from Agriculture (an Alachua County designation) and Planned Unit Development (PUD) (expired) to Planned Development Residential (PD-R) on a ±50.45 acre subject property, comprised of Tax Parcel Numbers 031350-000-000, 03130-004-000, 03130-009-000, 03130-007-001, and 03130-008-000. The application was first submitted on May 31, 2018 and a DRT meeting was held to address compliance with the City's Land Development Regulations and Comprehensive Plan was held on June 21, 2018.

The application has been reviewed for compliance with the applicable review standards, including the City's Comprehensive Plan and Land Development Regulations (LDRs). Based upon Staff's review, revisions must be made to the application before it may be scheduled for a public hearing before the City's Planning & Zoning Board (PZB). Please address all insufficiencies outlined below in writing and provide an indication as to how they have been addressed by 5:00 PM on Monday, August 6, 2018. A digital submission of all application materials must be provided by this date. Submission of an incomplete package may delay your tentative hearing at the Planning and Zoning Board. Upon receipt of your revised application, Staff will notify you of any remaining insufficiencies which must be resolved, if any, 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.

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

Deficiencies to be Addressed

Unless otherwise noted, references to code Sections refer to City of Alachua Land Development Regulations.

4. Additional Standards for PD Districts (Section 3.6.3)

- e. Per Section 3.6.3 (A)(5)(b)(iii), in order to reduce or modify street standards, certain criteria must be met demonstrating that the requirements found in this section have been met. Additionally, in order to meet the block length requirements, pedestrian paths through long blocks are required with a provided minimum width of traffic calming/pedestrian crossing. Please verify scale on plans.

New comment: The standards found in Section 3.6.3 (A)(5)(b)(iii) have not been adequately addressed. Please justify modifications to minimum street standards by responding to each required element found below:

- a. The reduction or modification is necessary as a traffic-calming measure;**
- b. The PD Master Plan provides for separation of vehicular, pedestrian, and bicycle traffic;**
- c. Access for emergency service vehicles is not substantially impaired;**
- d. Adequate off-street parking is provided for the uses proposed; and**
- e. Adequate space for public utilities is provided within the right-of-way.**

7. Development and Subdivision Standards

- a. Development Area "D" not labeled on Master PD Plan. Development within this area may be subject to additional review and approval by the Alachua County Board of County Commissioners, Alachua County Environmental Protection Department, Suwannee River Water Management District, Florida Department of Environmental Protection, and Environmental Protection Agency. An environmental analysis showing no impact to the natural function of the wetlands will be required to meet the requirements of 6.9.5 of the City's LDRs.

New comment: The submitted Environmental Considerations (Section 15) and wetland delineation letter from Verde Environmental dated October 18, 2017 do not sufficiently address this comment. Further explanation or justification is required to show that the construction of the roadway through the wetland area (exclusive of wetland buffer) will not impact the natural function of the wetlands (as stated in Section 6.9.5 of the City of Alachua, LDRs). Further, in addition to roadway, sidewalk, grading, and stormwater facilities, it appears that both water and wastewater lines will be constructed through this area as well. Potential options to address this comment include:

- A statement from an environmental/wetland scientist, specialist or other qualified environmental professional indicating that the proposed development within the wetland delineated area would not alter the natural function of the entire wetland area located on the site
- A proposed design that does not require development of wetland delineated area (such as a bridge, arch, or culvert with directional bore of utility lines)

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. We look forward to receiving your revised application.

Sincerely,



Adam Hall, AICP
Planner

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



JBrown Professional Group

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July 3, 2018

Mr. Justin Tabor, AICP
Principal Planner, City of Alachua
15100 NW 142nd Terrace / PO Box 9
Alachua, FL 32616



RE: Tolosa PD-R - Small Scale Comprehensive Plan Amendment

Dear Justin:

Please find attached our revised application package for the Small Scale Comprehensive Plan Amendment in support of the proposed Tolosa PD-R. The amendment application is for a 0.95 acre piece of property fronting SR 235 and consisting of Tax Parcel No.'s 03130-7-1, 03130-8-0, 03130-9-0, and a portion of 03130-4-0. The property was recently annexed into the City of Alachua and currently maintains an Alachua County land use designation of Rural / Agriculture. The requested change is for a new City of Alachua land use designation of Moderate Density Residential (MOD). An accompanying application package is being submitted to rezone these same parcels from the current Alachua County zoning designation of Agriculture (A) to City of Alachua zoning category PD-R. The revised Comprehensive Plan Amendment submittal package includes 4 copies of the following items.

- Comprehensive Plan Amendment Application
- Authorized Agent Affidavit
- Statement of Proposed Change & Maps illustrating the proposed change
- Urban Sprawl Analysis
- Concurrency Impact Analysis
- Needs Analysis
- Analysis of Consistency with the City of Alachua Comprehensive Plan
- Aerial Map
- Three (3) sets of labels for all property owners within 400 ft. of the property.
- Public School Student Generation Form
- Legal Description of the subject property
- Proof of Ownership (Deeds of the subject properties)
- Proof of payment of property taxes
- CD with electronic files of all the application submittal documents
- Comment response letter addressing the 6-21-18 City of Alachua review comments

The application package has been revised to address the City provided comments that we received on June 21, 2018. Each of the comments are numbered in accordance with the numbering provided in your comments summary.

1. Urban Sprawl Analysis

- a. In response to (I), the application states, "there is a 1.60 acre wetland on site."
 - i. The property subject to the SSCPA application is 0.95 acres. Please clarify the location of the wetland, which is located on lands not subject to the SSCPA application, but part of the proposed Tolosa PD-R.
 - ii. Response states a 75' buffer will be provided surrounding the wetland, and that "there is no encroachment from development". The PD Master Plan proposes a crossing which would

connect the area south and east of the wetland to the area north of the wetland. Please clarify the statement that there would be "no encroachment".

- iii. Please clarify that the "Master Plan" referenced within the applicant's response is to the PD Master Plan.

Response: Section I of the Urban Sprawl Analysis has been revised to address the above comments, as requested.

- b. In response to (II), additional information should be provided in the report identifying specific locations of and potential points of connection to existing public utilities, including but not limited to water, wastewater, and electric services.

Response: Section II of the Urban Sprawl Analysis has been revised as required and the points of connection are depicted on the Public Facilities Maps.

1. Comprehensive Plan Analysis

- a. Policy of 8.1a of the Future Land Use Element appears to apply to this area. Please provide analysis of the application's consistency with this Policy.

Response: Policy 8.1a has been addressed in Section 5 of the narrative.

2. Concurrency Impact Analysis

- a. Please clarify in the paragraph at the beginning of the Concurrency Impact Analysis that the impact to public facilities that would be generated by the land use change are significantly less than the total impact to public facilities which would be generated by the companion PD—R rezoning application. Since the impacts generated by the proposed PD—R are acceptable, the impacts created by the SSCPA application are also acceptable.

Response: This clarification has been added to the paragraph at the beginning of the Concurrency Impact Analysis.

- b. In accordance with Policy 1.1.d of the City of Alachua Comprehensive Plan Community Facilities & Natural Groundwater Aquifer Recharge (CFNGAR) Element, the level of service standard for sanitary sewer facilities is 250 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 250 gpd per residential unit for sanitary sewer facilities.

Response: The Sanitary Sewer concurrency analysis has been updated with 250 gpd per residential unit.

- c. In accordance with Policy 4.1.c of the City of Alachua Comprehensive Plan CFNGAR Element, the level of service standard for potable water facilities is 275 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 275 gpd per residential unit for potable water facilities.

Response: The Potable water concurrency analysis has been updated with 275 gpd per residential unit.

- d. While the companion PD-R proposes recreational facilities, for purposes of concurrency, these facilities should not be credited to recreational acreage. Please revise the residual recreation acreage accordingly.

Response: The concurrency analysis for recreation has been revised accordingly, and the residual acreage has been revised.

- e. Concurrency Impact Analysis does not calculate recreational impacts. Per Policy 1.2.b of the City of Alachua Comprehensive Plan Recreation Element, the minimum level of service for recreation facilities is 5 acres per 1,000 persons, with a minimum of 20% of this area as passive recreation uses.

Response: The Recreational Concurrency Analysis has been updated using 5 acres per 1,000 persons.

- f. Please cite the source of all data and sources of public facility demand / generation rates'.

Response: All sources used have been cited in each section of the analysis.

3. Needs Analysis

- a. Please reference Section 8.4.2(B), which pertains to development of two or more adjacent unimproved lots of record in common ownership.

Response: The first paragraph of the Needs Analysis has been revised to account for the provisions of Section 8.4.2(B) regarding common ownership.

- b. Please reference Section 5.2.4(A)(1), which pertains to fractional measurements of residential units when calculating the number of permitted units on a parcel of land.

Response: The second paragraph of the Needs Analysis has been revised to account for the fractional measurement criteria in Section 5.2.4(A)(1).

4. Miscellaneous/General Comments

- a. The current FLUM Designation is Rural/Agriculture. Statement of proposed use references the current FLUM Designation as "Agriculture". Please ensure that references to the current FLUM Designation throughout the applicant's report reflect accordingly.

Response: All references to FLUM "Agriculture" have been changed to "Rural/Agriculture"

- b. Exhibits and maps within the applicant's report label the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.

Response: All references to "Annexation Parcel" have been changed to "Subject Property" throughout the report.

- c. Please correct references to "Annexation Parcel" on the Sketch of and Legal Description of the property subject to the SSCPA application.

Response: The references to "Annexation Parcel" have been changed to "Subject Property" on the Sketch and Legal Description of the property.

If you have questions or require any additional information, please contact me. Thank you for your assistance.

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., P.E.
President, JBrown Professional Group Inc.

CC: Luis Diaz, Ken O'Rourke, and David Fisher of Aldevco, LLC

Development Review Team (DRT) Meeting

Project Name: Tolosa SSCP & PD-R Rezoning

Meeting Date: June 21, 2018 (Applicant)

PLEASE PRINT CLEARLY

[illegible]

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tolosa

APPLICATION TYPES: (1) Small Scale Comprehensive Plan Amendment (SSCPA)
(2) Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to PD-R

PROPERTY OWNER: Bentley Timber, LLC

APPLICANT/AGENT: A.J. "Jay" Brown, P.E., JBrown Professional Group

DRT MEETING DATE: June 21, 2018

DRT MEETING TYPE: Applicant

EXISTING FLUM DESIGNATION: Moderate Density Residential (± 49.5 acres); Rural / Agriculture (County Designation) (± 0.95 acres)

PROPOSED FLUM DESIGNATION: Moderate Density Residential (± 50.45 acres)

EXISTING ZONING: Planned Unit Development (PUD) (expired) (± 49.5 acres); Agriculture (County) (± 0.95 acres)

PROPOSED ZONING: Planned Development – Residential (PD-R) (± 50.45 acres)

OVERLAY: N/A

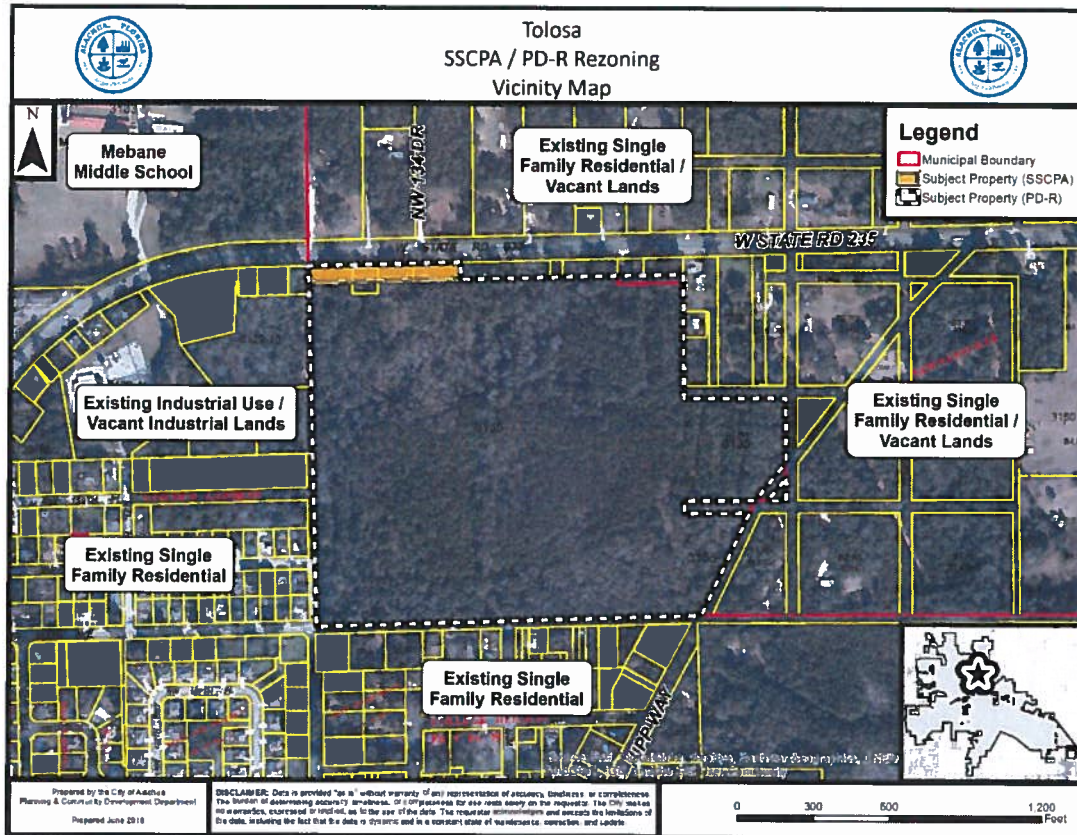
ACREAGE: ± 0.95 acres (SSCPA); ± 50.45 acres (PD-R)

PARCELS: 03130-007-001, 03130-008-000, 03130-009-000, and a portion of 03130-004-000 (SSCPA); 03130-004-000, 03130-007-001, 03130-008-000, 03130-009-000, and 03135-000-000 (Rezoning)

PROJECT SUMMARY: (1) A request to amend the FLUM Designation of a ± 0.95 acre subject property from Rural / Agriculture (County Designation) to Moderate Density Residential (Tax Parcel Nos. 03130-007-001; 03130-008-000; 03130-009-000; and a portion of 03130-004-000).

(2) A request amend the Official Zoning Atlas from Planned Unit Development (PUD) (expired) on ± 49.5 acres and Agriculture (County) on ± 0.95 acres to Planned Development – Residential (PD-R) on ± 50.45 acres. The proposed PD-R would permit a maximum of 120 single family detached units, 40 single family attached / multi-family units, 20,000 square feet of non-residential uses, and 2,000 square feet of community recreational facilities.

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, July 3, 2018**.



Deficiencies to be Addressed

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

SSCPA Review Comments

1. Urban Sprawl Analysis

- a. In response to (I), the applicant states, "[t]here is a 1.60 acre wetland on the site."
 - i. The property subject to the SSCPA application is 0.95 acres. Please clarify the location of the wetland, which is located on lands not subject to the SSCPA application, but part of the proposed Tolosa PD-R.
 - ii. Response states a 75' buffer will be provided surrounding the wetland, and that "there is no encroachment from development". The PD Master Plan proposes a crossing which would connect the area south and east of the wetland to the area north of the wetland. Please clarify the statement that there would be "no encroachment".
 - iii. Please clarify that the "Master Plan" referenced within the applicant's response is to the PD Master Plan.
- b. In response to (II), additional information should be provided in the report identifying specific locations of and potential points of connection to existing public utilities, including but not limited to water, wastewater, and electric services

1. Comprehensive Plan Analysis

- a. Policy 8.1.a of the Future Land Use Element appears to apply to this area. Please provide an analysis of the application's consistency with this Policy.

2. Concurrency Impact Analysis

- a. Please clarify in the paragraph at the beginning of the Concurrency Impact Analysis that the impact to public facilities that would be generated by the land use change are significantly less than the total impact to public facilities which would be generated by the companion PD-R rezoning application. Since the impacts generated by the proposed PD-R are acceptable, the impacts created by the SSCPA application are also acceptable.
- b. In accordance with Policy 1.1.d of the City of Alachua Comprehensive Plan Community Facilities & Natural Groundwater Aquifer Recharge (CFNGAR) Element, the level of service standard for sanitary sewer facilities is 250 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 250 gpd per residential unit for sanitary sewer facilities.
- c. In accordance with Policy 4.1.c of the City of Alachua Comprehensive Plan CFNGAR Element, the level of service standard for potable water facilities is 275 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 275 gpd per residential unit for potable water facilities.
- d. While the companion PD-R proposes recreational facilities, for purposes of concurrency, these facilities should not be credited to recreational acreage. Please revise the residual recreation acreage accordingly.
- e. Concurrency Impact Analysis does not calculate recreational impacts. Per Policy 1.2.b of the City of Alachua Comprehensive Plan Recreation Element, the minimum level of service for recreation facilities is 5 acres per 1,000 persons, with a minimum of 20% of this area as passive recreation uses.
- f. Please cite the source of all data and sources of public facility demand / generation rates.

3. Needs Analysis

- a. Please reference Section 8.4.2(B), which pertains to development of two or more adjacent unimproved lots of record in common ownership.

- b. Please reference Section 5.2.4(A)(1), which pertains to fractional measurements of residential units when calculating the number of permitted units on a parcel of land.

4. Miscellaneous / General Comments

- a. The current FLUM Designation is ***Rural*** / Agriculture. Statement of proposed use references the current FLUM Designation as "Agriculture". Please ensure that references to the current FLUM Designation throughout the applicant's report reflect accordingly.
- b. Exhibits and maps within the applicant's report label the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.
- c. Please correct references to "Annexation Parcel" on the Sketch of and Legal Description of the property subject to the SSCPA application.

PD-R Rezoning Review Comments

2. Site Specific Amendments to the Official Zoning Atlas (Section 2.4.2) and Planned Development Standards (Section 2.4.3)

- a. A more detailed analysis of Section 2.4.2 (E) (1)(c), (e), and (f) must be provided.
- b. Per Section 2.4.3 (D)(3)(d), an analysis of the site's environmental conditions must be submitted during the PD-R rezoning process, as 1) environmental conditions may warrant design considerations and 2) certain standards or conditions may be required based on results of the environmental analysis.

3. General Standards for all PD Districts (Section 3.6.2)

- a. Per Section 3.6.2 (A)(1), the Master Plan must show the following:
 - i. On-site potable water and wastewater facilities
 - ii. General location of all public facility sites serving the development. This can be achieved through a vicinity map or a table showing pertinent information for each facility such as address, and distance from site.
- b. Per Section 3.6.2 (A)(3), development along the perimeter of the PD District must be compatible with the adjacent existing or proposed development. The lots located within Pod A-9 are adjacent to residential lots averaging 0.8 acres in size. The applicant must establish a Pod which provides for larger lot sizes along the perimeter of Pod A-9 to provide complementary character or provide a substantial natural buffer area between this Development Pod and perimeter of PD area.
- c. Per Section 3.6.2 (A)(3), development along the perimeter of the PD District must be compatible with the adjacent existing or proposed development. Development Pods C-1, C-2, C-6, C-7, and C-9 may not be appropriate locations for a "commons building/ clubhouse".
- d. Phasing Plan as described on page 8 of application must be on Master PD Plan. Section 3.6.2 (A)(4).

4. Additional Standards for PD Districts (Section 3.6.3)

- a. Table 2 of the proposed PD Master Plan indicates that "recreational uses" are permitted in Use Area B. Please clarify or expand upon this use, as certain recreational uses are not permitted within the PD-R zoning district. Section 3.6.3 (A) (2).
- b. Table 2 of the proposed PD Master Plan indicates that "farmer's markets" are permitted in Use Area B. Please clarify or expand upon this use, as this use is not listed in the Table 4.1-1, Table of Allowed Uses (3.6.3 (A) (2)).

- c. Per Section 3.6.3 (A) (5), the method by which to vary the minimum parking requirements is through a Master Parking Plan, which provides at a minimum: the location of parking zones, number of residential units and floor area of proposed non-residential uses for each zone, number of off-street and on-street parking spaces provided in each zone, minimum design or location standards for off-street and on-street parking, including dimensions of parking spaces, and brief narrative justifying reduction in parking rate.
- d. Proposed Development Standard states that entrance signage at roadway connections shall be allowed "adjacent to rights-of-way". If proposed signage cannot meet requirements as found in Section 6.5.4 (A) (2) and/or 6.5.4(f) (5), the method by which to vary the signage requirement is through a Master Sign Plan.
- e. Per Section 3.6.3 (A)(5)(b)(iii), in order to reduce or modify street standards, certain criteria must be met demonstrating that the requirements found in this section have been met. Additionally, in order to meet the block length requirements, pedestrian paths through long blocks are required with a provided minimum width of traffic calming/pedestrian crossing. Please verify scale on plans.
- f. Typical roadway profile required or narrative describing right-of-way profile.
- g. Clear statement will be needed from Traffic Engineer that Hipp Way can support 50% of proposed lots and no intersection upgrades will be needed at intersection of Hipp Way and SR235.
- h. The PD Master Plan must "establish the responsibility of the landowner/developer for providing right-of-way and easements and for constructing on-site facilities for all other infrastructure located on the site of the proposed PD-R district, including but not limited to, electrical utility lines, telephone lines, cable TV lines, or the underground conduit for such features". The PD Master Plan must also "specify the ownership, operation, and maintenance provisions for all on-site facilities not dedicated to the City". This can be accomplished through note(s) on the PD Master Plan. Section 3.6.3(A)(5)(b)(v).

5. Comprehensive Plan Analysis

- a. Policy 8.1.a of the Future Land Use Element appears to apply to this area. Please provide an analysis of the application's consistency with this Policy.

6. Concurrency Impact Analysis

- a. In accordance with Policy 1.1.d of the City of Alachua Comprehensive Plan Community Facilities & Natural Groundwater Aquifer Recharge (CFNGAR) Element, the level of service standard for sanitary sewer facilities is 250 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 250 gpd per residential unit for sanitary sewer facilities.
- b. In accordance with Policy 4.1.c of the City of Alachua Comprehensive Plan CFNGAR Element, the level of service standard for potable water facilities is 275 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 275 gpd per residential unit for potable water facilities.
- c. While the companion PD-R proposes recreational facilities, for purposes of concurrency, these facilities should not be credited to recreational acreage. Please revise the residual recreation acreage accordingly.
- d. Concurrency Impact Analysis does not calculate recreational impacts. Per Policy 1.2.b of the City of Alachua Comprehensive Plan Recreation Element, the minimum level of service for recreation facilities is 5 acres per 1,000 persons, with a minimum of 20% of this area as passive recreation uses.
- e. Please cite the source of all data and sources of public facility demand / generation rates.
- f. Per Section 2.4.14 (H)(2)(b), affected roadway segments for proposed developments generating greater than 1,000 daily trips include those segments on which the development's impacts are 5% of MSV or more. Additionally, segments within ½ mile of the proposed

development or to the nearest major intersection, whichever is greater are considered affected roadway segments. Segments 3/4, 5 (US Highway 441 from NW 126th to SR 235 ,US Highway 441 from SR 235 to North City Limits line) must be analyzed for concurrency impacts.

7. Development and Subdivision Standards

- a. Development Area "D" not labeled on Master PD Plan. Development within this area may be subject to additional review and approval by the Alachua County Board of County Commissioners, Alachua County Environmental Protection Department, Suwannee River Water Management District, Florida Department of Environmental Protection, and Environmental Protection Agency. An environmental analysis showing no impact to the natural function of the wetlands will be required to meet the requirements of 6.9.5 of the City's LDRs.
- b. Page 17 of application states that there is no development within wetland, however, plan shows a roadway through area. Application also indicates a pedestrian path through area may be permitted as well.
- c. Section 7.3.9 requires fire protection improvements to be provided when a subdivision is connected to a publicly owned water system. The development must demonstrate compliance with the provisions of Section 7.3.9 prior to the approval of the Final PD Plan (preliminary plat). Applicant must coordinate with Alachua County Fire Rescue and City Public Services Department concerning compliance with applicable fire protection improvements or design requirements.

8. Miscellaneous / General Comments

- a. Narrative for proposed change references 107 single family lots and 28 attached units, but master plan indicates 120 single family lots and 40 attached units. Please verify.
- b. Language regarding connection to SR235 should be removed as this area is outside of City limits and cannot be subject to the language of this PD Master Plan and/or PD Agreement.
- c. Proposed PD Master Plan shows pedestrian path being constructed on right-of-way near area C-7. This right-of-way appears to be within unincorporated Alachua County. Please verify. If within County maintained right-of-way, please adjust plan accordingly as this area cannot be subject to the language of this PD Master Plan and/or PD agreement.
- d. Clarify in Table 1 on Master PD Plan that the maximum development is 40 residential units and 20,000 square feet of non-residential, if that is intent.

Development Review Team (DRT) Meeting

Project Name:

Meeting Date:

PLEASE PRINT CLEARLY

[illegible]

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Tolosa

APPLICATION TYPES: (1) Small Scale Comprehensive Plan Amendment (SSCPA)
(2) Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to PD-R

PROPERTY OWNER: Bentley Timber, LLC

APPLICANT/AGENT: A.J. "Jay" Brown, P.E., JBrown Professional Group

DRT MEETING DATE: June 19, 2018

DRT MEETING TYPE: Staff

EXISTING FLUM DESIGNATION: Moderate Density Residential (± 49.5 acres); Rural / Agriculture (County Designation) (± 0.95 acres)

PROPOSED FLUM DESIGNATION: Moderate Density Residential (± 50.45 acres)

EXISTING ZONING: Planned Unit Development (PUD) (expired) (± 49.5 acres); Agriculture (County) (± 0.95 acres)

PROPOSED ZONING: Planned Development – Residential (PD-R) (± 50.45 acres)

OVERLAY: N/A

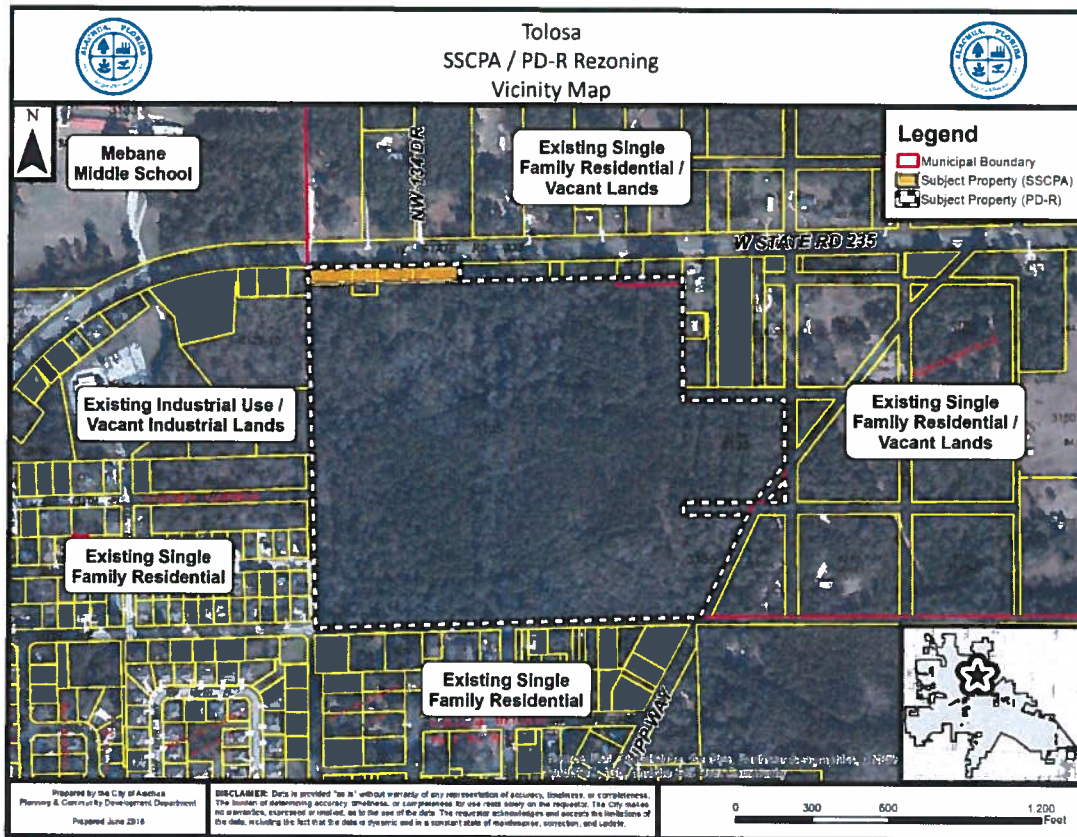
ACREAGE: ± 0.95 acres (SSCPA); ± 50.45 acres (PD-R)

PARCELS: 03130-007-001, 03130-008-000, 03130-009-000, and a portion of 03130-004-000 (SSCPA); 03130-004-000, 03130-007-001, 03130-008-000, 03130-009-000, and 03135-000-000 (Rezoning)

PROJECT SUMMARY: (1) A request to amend the FLUM Designation of a ± 0.95 acre subject property from Rural / Agriculture (County Designation) to Moderate Density Residential (Tax Parcel Nos. 03130-007-001; 03130-008-000; 03130-009-000; and a portion of 03130-004-000).

(2) A request amend the Official Zoning Atlas from Planned Unit Development (PUD) (expired) on ± 49.5 acres and Agriculture (County) on ± 0.95 acres to Planned Development – Residential (PD-R) on ± 50.45 acres. The proposed PD-R would permit a maximum of 120 single family detached units, 40 single family attached / multi-family units, 20,000 square feet of non-residential uses, and 2,000 square feet of community recreational facilities.

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, July 3, 2018**.



Deficiencies to be Addressed

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

SSCPA Review Comments

1. Urban Sprawl Analysis

- a. In response to (I), the applicant states, "[t]here is a 1.60 acre wetland on the site."
 - i. The property subject to the SSCPA application is 0.95 acres. Please clarify the location of the wetland, which is located on lands not subject to the SSCPA application, but part of the proposed Tolosa PD-R.
 - ii. Response states a 75' buffer will be provided surrounding the wetland, and that "there is no encroachment from development". The PD Master Plan proposes a crossing which would connect the area south and east of the wetland to the area north of the wetland. Please clarify the statement that there would be "no encroachment".
 - iii. Please clarify that the "Master Plan" referenced within the applicant's response is to the PD Master Plan.
- b. In response to (II), additional information should be provided in the report identifying specific locations of and potential points of connection to existing public utilities, including but not limited to water, wastewater, and electric services

2. Concurrency Impact Analysis

- a. Please clarify in the paragraph at the beginning of the Concurrency Impact Analysis that the impact to public facilities that would be generated by the land use change are significantly less than the total impact to public facilities which would be generated by the companion PD-R rezoning application. Since the impacts generated by the proposed PD-R are acceptable, the impacts created by the SSCPA application are also acceptable.
- b. In accordance with Policy 1.1.d of the City of Alachua Comprehensive Plan Community Facilities & Natural Groundwater Aquifer Recharge (CFNGAR) Element, the level of service standard for sanitary sewer facilities is 250 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 250 gpd per residential unit for sanitary sewer facilities.
- c. In accordance with Policy 4.1.c of the City of Alachua Comprehensive Plan CFNGAR Element, the level of service standard for potable water facilities is 275 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 275 gpd per residential unit for potable water facilities.
- d. While the companion PD-R proposes recreational facilities, for purposes of concurrency, these facilities should not be credited to recreational acreage. Please revise the residual recreation acreage accordingly.
- e. Concurrency Impact Analysis does not calculate recreational impacts. Per Policy 1.2.b of the City of Alachua Comprehensive Plan Recreation Element, the minimum level of service for recreation facilities is 5 acres per 1,000 persons, with a minimum of 20% of this area as passive recreation uses.
- f. Please cite the source of all data and sources of public facility demand / generation rates.

3. Needs Analysis

- a. Please reference Section 8.4.2(B), which pertains to development of two or more adjacent unimproved lots of record in common ownership.
- b. Please reference Section 5.2.4(A)(1), which pertains to fractional measurements of residential units when calculating the number of permitted units on a parcel of land.

4. Miscellaneous / General Comments

- a. The current FLUM Designation is Rural / Agriculture. Statement of proposed use references the current FLUM Designation as "Agriculture". Please ensure that references to the current FLUM Designation throughout the applicant's report reflect accordingly.
- b. Exhibits and maps within the applicant's report label the property as "Annexation Parcel". Please remove annexation and refer to the property as the "parcel", "subject property", or similar descriptive term.
- c. Please correct references to "Annexation Parcel" on the Sketch of and Legal Description of the property subject to the SSCPA application.

5. Completeness Review Comments

- a. **Comprehensive Plan Amendment Attachment #7:** Mailing Labels.

Action Needed to Address Deficiency: Submit three (3) sets of mailing labels of all properties within 400 feet of the subject property **AND** of those persons and organizations registered with the City to receive notice of development applications (available at <http://www.cityofalachua.com/index.php/planning-and-zoning/53-city-departments/planning-a-community-development/503-applications-attachments-a-agreements>).

PD-R Rezoning Review Comments

1. Site Specific Amendments to the Official Zoning Atlas (Section 2.4.2) and Planned Development Standards (Section 2.4.3)

- a. A more detailed analysis of Section 2.4.2 (E) (1)(c), (e), and (f) must be provided.
- b. Per Section 2.4.3 (D)(3)(d), an analysis of the site's environmental conditions must be submitted during the PD-R rezoning process, as 1) environmental conditions may warrant design considerations and 2) certain standards or conditions may be required based on results of the environmental analysis.

2. General Standards for for all PD Districts (Section 3.6.2)

- a. Per Section 3.6.2 (A)(1), the Master Plan must show the following:
 - i. On-site potable water and wastewater facilities
 - ii. General location of all public facility sites serving the development. This can be achieved through a vicinity map or a table showing pertinent information for each facility such as address, and distance from site.
- b. Per Section 3.6.2 (A)(3), development along the perimeter of the PD District must be compatible with the adjacent existing or proposed development. The lots located within Pod A-9 are adjacent to residential lots averaging .8 acres in size. The applicant must establish a Pod which provides for larger lot sizes along the perimeter of Pod A-9 to provide complementary character or provide a substantial natural buffer area between this Development Pod and perimeter of PD area.
- c. Per Section 3.6.2 (A)(3), development along the perimeter of the PD District must be compatible with the adjacent existing or proposed development. Development Pods C-1, C-2, C-6, C-7, and C-9 may not be appropriate locations for a "commons building/ clubhouse".
- d. Phasing Plan as described on page 8 of application must be on Master PD Plan. Section 3.6.2 (A)(4).

3. Additional Standards for PD Districts (Section 3.6.3)

- a. Table 2 of the proposed PD Master Plan indicates that "recreational uses" are permitted in Use Area B. Please clarify or expand upon this use, as certain recreational uses are not permitted within the PD-R zoning district. Section (3.6.3 (A) (2).

- b. Table 2 of the proposed PD Master Plan indicates that "farmer's markets" are permitted in Use Area B. Please clarify or expand upon this use, as this use is not listed in the Table 4.1-1, Table of Allowed Uses (3.6.3 (A) (2)).
 - c. Per Section 3.6.3 (A) (5), the method by which to vary the minimum parking requirements is through a Master Parking Plan.
 - d. Proposed Development Standard states that entrance signage at roadway connections shall be allowed "adjacent to rights-of-way". If proposed signage cannot meet requirements as found in Section 6.5.4 (A) (2) and/or 6.5.4(f) (5), the method by which to vary the signage requirement is through a Master Sign Plan.
 - e. Per Section 3.6.3 (A)(5)(b)(iii), in order to reduce or modify street standards, certain criteria must be met demonstrating that the requirements found in this section have been met. Additionally, in order to meet the block length requirements, pedestrian paths through long blocks are required with a provided minimum width of traffic calming/pedestrian crossing. Please verify scale on plans.
 - f. Typical roadway profile required or narrative describing right-of-way profile.
 - g. Clear statement will be needed from Traffic Engineer that Hipp Way can support 50% of proposed lots and no intersection upgrades will be needed at intersection of Hipp Way and SR235.
 - h. The PD Master Plan must "establish the responsibility of the landowner/developer for providing right-of-way and easements and for constructing on-site facilities for all other infrastructure located on the site of the proposed PD-R district, including but not limited to, electrical utility lines, telephone lines, cable TV lines, or the underground conduit for such features". The PD Master Plan must also "specify the ownership, operation, and maintenance provisions for all on-site facilities not dedicated to the City". This can be accomplished through note(s) on the PD Master Plan. Section 3.6.3(A)(5)(b)(v).
4. Comprehensive Plan Analysis
- a. Policy 8.1.a of the Future Land Use Element appears to apply to this area. Please provide an analysis of the application's consistency with this Policy.
5. Concurrency Impact Analysis
- a. In accordance with Policy 1.1.d of the City of Alachua Comprehensive Plan Community Facilities & Natural Groundwater Aquifer Recharge (CFNGAR) Element, the level of service standard for sanitary sewer facilities is 250 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 250 gpd per residential unit for sanitary sewer facilities.
 - b. In accordance with Policy 4.1.c of the City of Alachua Comprehensive Plan CFNGAR Element, the level of service standard for potable water facilities is 275 gpd per residential unit. Please update the Concurrency Impact Analysis to use a demand of 275 gpd per residential unit for potable water facilities.
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 - f. Per Section 2.4.14 (H)(2)(b), affected roadway segments for proposed developments generating greater than 1,000 daily trips include those segments on which the development's impacts are 5% of MSV or more. Additionally, segments within ½ mile of the proposed development or to the nearest major intersection, whichever is greater are considered

affected roadway segments. Segments 3/4, 5 (US Highway 441 from NW 126th to SR 235 ,US Highway 441 from SR 235 to North City Limits line) must be analyzed for concurrency impacts.

6. Development and Subdivision Standards

- a. Development Area "D" not labeled on Master PD Plan. Development within this area may be subject to additional review and approval by the Alachua County Board of County Commissioners, Florida Department of Environmental Protection, and Environmental Protection Agency. An environmental analysis showing no impact to the function of the wetlands will be required to meet the requirements of 6.9.5 of the City's LDRs.
- b. Page 17 of application states that there is no development within setback of creek and associated wetland, however, plan shows a roadway through area. Application also indicates a pedestrian path through area may be permitted as well.
- c. Section 7.3.9 requires fire protection improvements to be provided when a subdivision is connected to a publicly owned water system. The development must demonstrate compliance with the provisions of Section 7.3.9 prior to the approval of the Final PD Plan (preliminary plat). Applicant must coordinate with Alachua County Fire Rescue and City Public Services Department concerning compliance with applicable fire protection improvements or design requirements.

7. Miscellaneous / General Comments

- a. Narrative for proposed change references 107 single family lots and 28 attached units, but master plan indicates 120 single family lots and 40 attached units. Please verify.
- b. Language regarding connection to SR235 should be removed as this area is outside of City limits and cannot be subject to the language of this PD Master Plan and/or PD Agreement.
- c. Proposed PD Master Plan shows pedestrian path being constructed on right-of-way near area C-7. This right-of-way appears to be within unincorporated Alachua County. Please verify. If within County maintained right-of-way, please adjust plan accordingly as this area cannot be subject to the language of this PD Master Plan and/or PD agreement.
- d. Clarify in Table 1 on Master PD Plan that the maximum development is 40 residential units and 20,000 square feet of non-residential, if that is intent.

8. Completeness Review Comments

- a. **Comprehensive Plan Amendment Attachment #7: Mailing Labels.**

Action Needed to Address Deficiency: Submit three (3) sets of mailing labels of all properties within 400 feet of the subject property **AND** of those persons and organizations registered with the City to receive notice of development applications (available at <http://www.cityofalachua.com/index.php/planning-and-zoning/53-city-departments/planning-a-community-development/503-applications-attachments-a-agreements>).



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

June 7, 2018

Also sent by electronic mail to jay.brown@jbprogroup.com

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

RE: Completeness Review and Conditional Application Acceptance:
Tolosa – Site Specific Amendment to the Official Zoning Atlas (Rezoning) Application

Dear Mr. Brown:

On May 31, 2018, the City of Alachua received your application for the Tolosa Site Specific Amendment to the Official Zoning Atlas (Rezoning), which proposes to amend the Zoning Designation from Agriculture (an Alachua County designation) and Planned Unit Development (PUD) (expired) to Planned Development Residential (PD-R) on a ±50.45 acre subject property, comprised of Tax Parcel Numbers 031350-000-000, 03130-004-000, 03130-009-000, 03130-007-001, and 03130-008-000.

According to Section 2.2.6 of the Land Development Regulations (LDRs), upon receipt of an application, a completeness review shall be conducted to determine that the application contains all the necessary information and materials, is in proper form and of sufficient detail, and is accompanied by the appropriate fee. The Planning Department has reviewed the aforementioned application for completeness, and finds the application to be complete, conditional upon submission of certain materials as further described below. Please address the following deficiencies no later than **5:00 PM on Thursday, June 14, 2018**.

In accordance with Section 2.2.6(B) of the LDRs, 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, which will be scheduled under separate cover.

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

- 1. Rezoning Amendment Application Attachment #3: Concurrency Impact Analysis.**
Action Needed to Address Deficiency: Submit revised Concurrency Impact Analysis. Per Section 2.4.14 (H)(2)(b), affected roadway segments for proposed developments generating greater than 1,000 daily trips include those segments on which the development's impacts are 5% of MSV or more. Additionally, segments within ½ mile of the proposed development or to the nearest major intersection, whichever is greater are considered affected roadway segments. Segments 3/4, 5 and 8 (US Highway 441 from NW 126th to SR 235 ,US Highway

441 from SR 235 to North City Limits line and SR 235 from 235/241 intersection to US Highway 441) and additional segments may need to be analyzed for concurrency impacts.

2. **Rezoning Amendment Application Attachment #6: Mailing Labels.**

Action Needed to Address Deficiency: Submit three (3) sets of mailing labels of all properties within 400 feet of the subject property **AND** of those persons and organizations registered with the City to receive notice of development applications (*available at <http://www.cityofalachua.com/index.php/planning-and-zoning/53-city-departments/planning-a-community-development/503-applications-attachments-a-agreements>*).

3. **Rezoning Amendment Application Attachment #7: Neighborhood Meeting Materials**

Action Needed to Address Deficiency: Submit list of those who received mailed notice for neighborhood meeting or copy of mailing labels.

Please note, as part of the DRT review process, a more detailed environmental assessment may be needed given the proposed potential impacts to wetland areas and the property's ranking in the FNAI potential natural areas database.

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. We look forward to receiving your revised application.

Sincerely,



Adam Hall, AICP
Planner

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



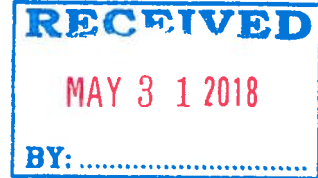
JBrown Professional Group

CIVIL ENGINEERING • PLANNING • LAND SURVEYING

3530 NW 43rd Street • Gainesville, FL 32606-6104 • Office: 352.375.8999

May 31, 2018

Mr. Justin Tabor, AICP
Principal Planner, City of Alachua
15100 NW 142nd Terrace / PO Box 9
Alachua, FL 32616



RE: Tolosa PD-R - Comprehensive Plan Amendment

Dear Justin:

Please find attached our application package for a Comprehensive Plan Amendment in support of the proposed Tolosa PD-R. The amendment application is for a 0.95 acre piece of property fronting SR 235 and consisting of Tax Parcel No.'s 03130-7-1, 03130-8-0, 03130-9-0, and a portion of 03130-4-0. The property was recently annexed into the City of Alachua and currently maintains an Alachua County land use designation of Rural / Agriculture. The requested change is for a new City of Alachua land use designation of Moderate Density Residential (MOD). An accompanying application package is being submitted to rezone these same parcels from the current Alachua County zoning designation of Agriculture (A) to City of Alachua zoning category PD-R. The Comprehensive Plan Amendment submittal package includes 8 copies of the following items.

- Comprehensive Plan Amendment Application (Original provided separately)
- Authorized Agent Affidavit (original provided separately)
- Statement of Proposed Change & Maps illustrating the proposed change
- Urban Sprawl Analysis
- Concurrency Impact Analysis
- Needs Analysis
- Analysis of Consistency with the City of Alachua Comprehensive Plan
- Aerial Map
- Three (3) sets of labels for all property owners within 400 ft. of the property.
- Public School Student Generation Form
- Legal Description of the subject property
- Proof of Ownership (Deeds of the subject properties)
- Proof of payment of property taxes
- City of Alachua Fee for the application (check in the amount of \$4,925.00)

In addition, a CD with electronic files of all the submittal items is provided. If you have any questions or require any additional information, please contact me. Thank you for your help with this project.

Sincerely,

A. J. 'Jay' Brown Jr., P.E.
President, JBrown Professional Group Inc.

Cc: Luis Diaz
Ken O'Rorke
David A. Fisher