



# City of Alachua

## Planning & Community Development Department Staff Report

### Planning & Zoning Board Hearing Date: Legislative Hearing

May 14, 2019

- SUBJECT:** A request to amend the Future Land Use Map (FLUM) Designation from Rural / Agriculture (Alachua County) to Moderate Density Residential (City of Alachua)
- APPLICANT/AGENT:** A.J. "Jay" Brown, P.E.  
JBrown Professional Group, Inc.
- PROPERTY OWNER:** Bentley Timber, LLC
- LOCATION:** South of the intersection of State Road 235 and NW 134<sup>th</sup> Drive
- PARCEL ID NUMBER(S):** 03130-007-001, 03130-008-000, 03130-009-000, and a portion of 03130-004-000
- ACREAGE:** ±0.95 acres
- PROJECT PLANNER:** Justin Tabor, AICP
- RECOMMENDATION:** Staff recommends that the Planning & Zoning Board transmit the proposed Small Scale Comprehensive Plan Amendment for the Bentley Timber, LLC property to the City Commission with a recommendation to approve.
- RECOMMENDED MOTION:** *Based upon the presentation before this Board and Staff's recommendation, this Board finds the application for a Small Scale Comprehensive Plan Amendment for the Bentley Timber, LLC property to be consistent with the City of Alachua Comprehensive Plan and transmits the application to the City Commission, with a recommendation to approve.*

## SUMMARY

The proposed Small Scale Comprehensive Plan Amendment (SSCPA) is a request by A.J. “Jay” Brown, P.E., of JBrown Professional Group, Inc., applicant and agent, for Bentley Timber, LLC, property owner, for consideration of a Small Scale Comprehensive Plan Amendment (SSCPA) to the City of Alachua Future Land Use Map (FLUM). The proposed amendment would change FLUM Designation from Rural / Agriculture (Alachua County) to Moderate Density Residential (City of Alachua) on a ±0.95 acre subject property. Table 1 below provides an analysis of the change in density/intensity proposed by the application.

The subject property is located south of the intersection of State Road 235 and NW 134<sup>th</sup> Drive. The subject property was annexed into the City of Alachua in February 2018. It is in common ownership with a larger tract of land (±49.85 acres) located to the south and east of the subject property (Tax Parcel Number 03135-000-000). This tract of land presently has a Moderate Density Residential FLUM Designation and was previously zoned Planned Unit Development (PUD). This PUD was known as the Creekside Estates PUD.

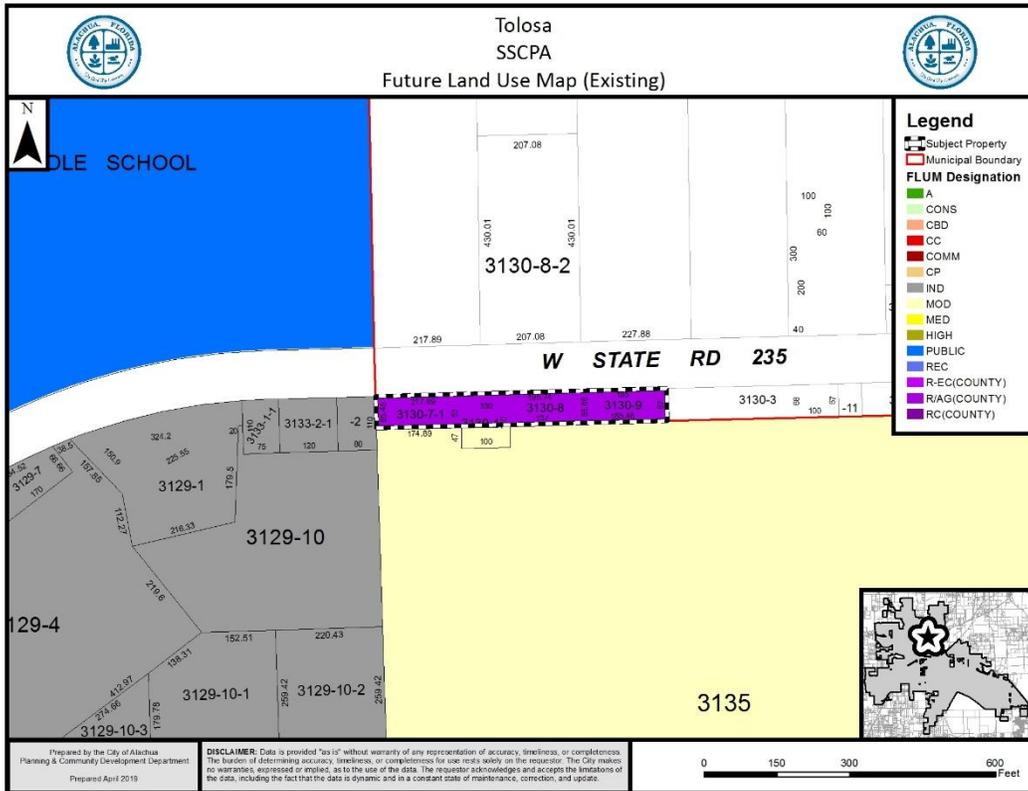
The Creekside Estates PUD was approved in 2006, and expired in 2016. The applicant seeks to reinstate the zoning of this tract, and to include the property subject to the SSCPA application into a proposed Planned Development – Residential (PD-R), known as the Tolosa PD-R.

Policy 1.2.a of the Future Land Use Element establishes the Moderate Density Residential land use category, and states that this category allows residential development at a maximum density of 4 dwelling units per acre. The following uses are examples of uses permitted within the Moderate Density Residential land use category: single family, conventional dwelling units; accessory dwelling units; residential planned developments; and supporting community services, such as schools, houses of worship, parks, and community centers.

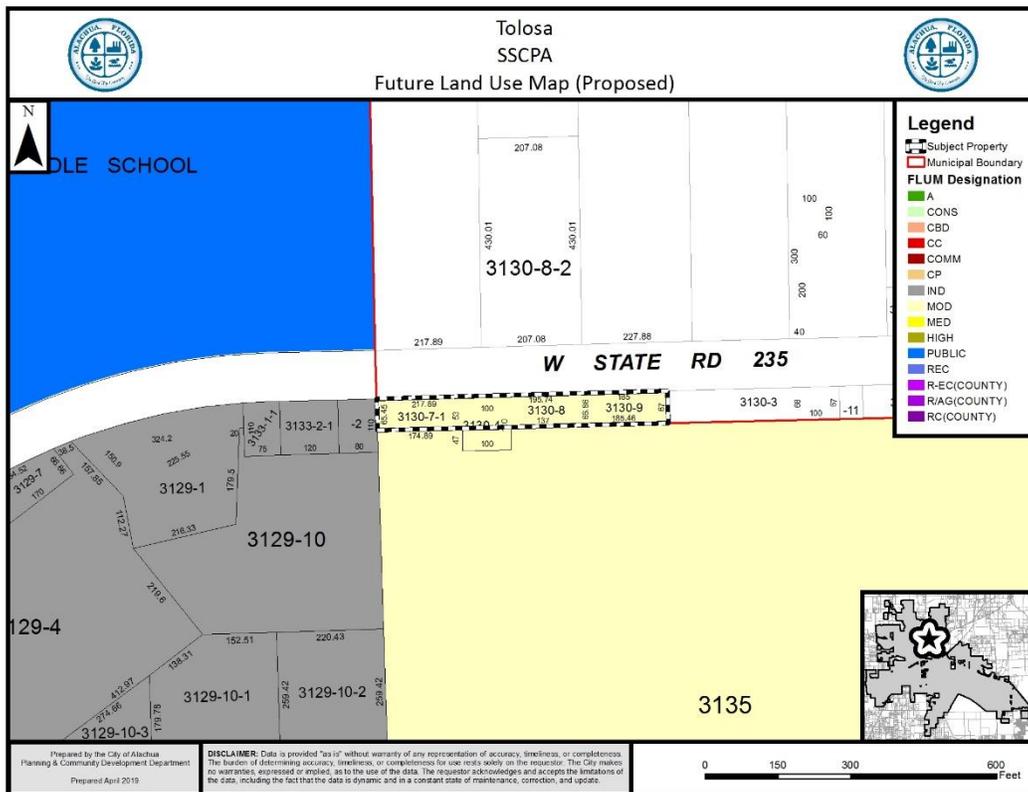
**Table 1. Comparison of Existing / Proposed FLUM Designations**

	Existing FLUM Designation	Proposed FLUM Designation
<b>FLUM Designation:</b>	Rural / Agriculture (Alachua County)	Moderate Density Residential
<b>Max. Gross Density*:</b>	1 dwelling unit*	3 dwelling units*
<b>Floor Area Ratio*:</b>	N/A*	N/A*
<b>Typical Uses:</b>	Agricultural Activities; Limited Commercial Uses on a Limited Scale Serving or Ancillary to Agricultural Uses; Rural Residential Uses	Residential Uses; Supporting Community Services (Schools and Religious Institutions); Agri-Business Uses
<b>Net Increase/ Decrease:</b>	<b><i>Increase of 2 Dwelling Units*</i></b>	
<p><i>* The increase in development potential represented by the SSCPA application is 2 dwelling units. However, the subject property is part of a larger proposed PD-R, which would permit up to 120 single-family detached dwellings, 40 single-family attached dwellings, and 20,000 square feet of non-residential uses.</i></p>		

# Map 1. Existing Future Land Use Map with Subject Property



# Map 2. Proposed Future Land Use Map with Subject Property



# EXISTING USES

The subject property is currently undeveloped.

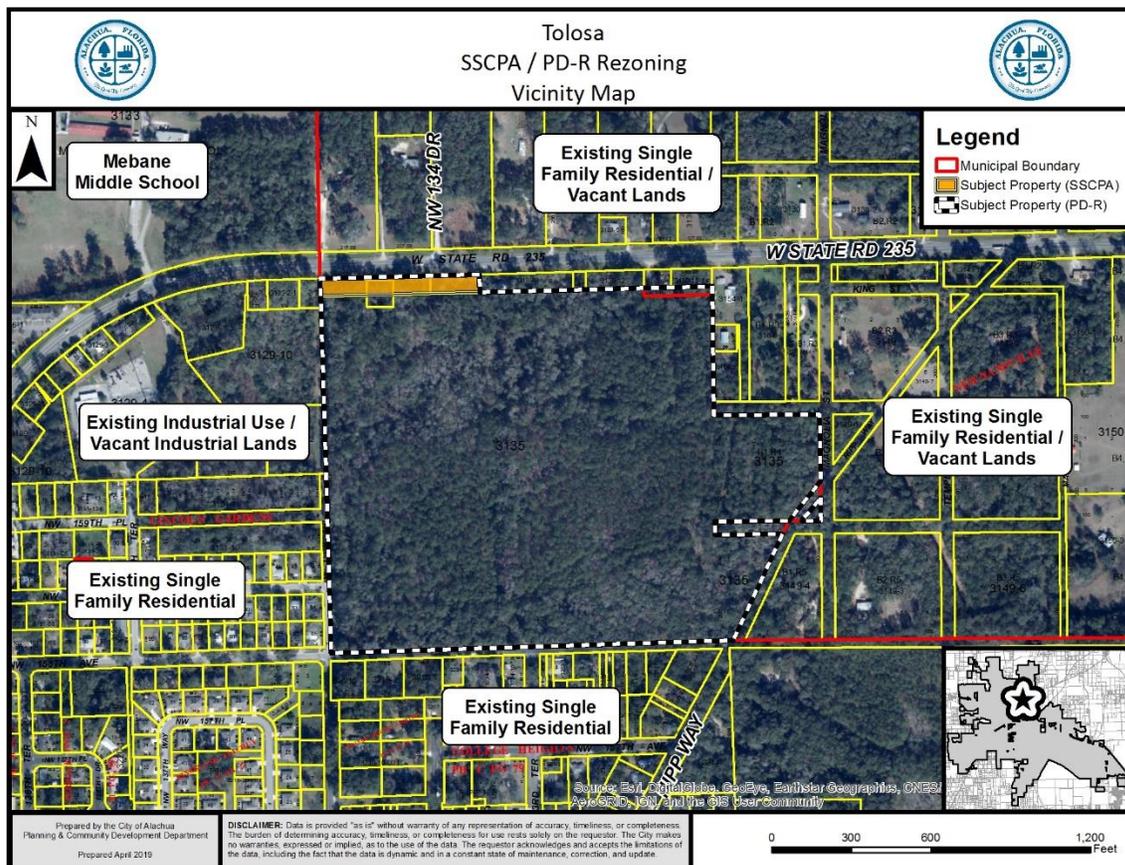
# SURROUNDING USES

The subject property is located south of the intersection of State Road 235 and NW 134<sup>th</sup> Drive. Lands to the north and east are primarily rural residential uses. Lands to the west are primarily comprised of residential and industrial uses and vacant industrial lands. The lands to the south of the subject property are in common ownership, are presently vacant, and are designated for residential uses.

The existing uses, Future Land Use Map (“FLUM”) Designations, and zone districts of the surrounding area are identified in Table 2. Map 2 provides an overview of the vicinity of the subject property.

*NOTE: The information below is intended to provide a general overview of the area surrounding the subject property and to generally orient the reader. It is not intended to be all-inclusive, and may not identify all existing uses, FLUM Designations, and/or zoning districts surrounding the subject property.*

## Map 3. Vicinity Map



**Table 2. Surrounding Land Uses**

<b>Direction</b>	<b>Existing Use(s)</b>	<b>FLUM Designation(s)</b>	<b>Zoning District(s)</b>
North	Residential Uses	Rural / Agriculture (Alachua County)	Agricultural (Alachua County)
South	Vacant Residential Lands	Commercial	Planned Unit Development (PUD)
East	Residential Uses	Rural / Agriculture (Alachua County)	Agricultural (Alachua County)
West	Residential and Industrial Uses	Industrial	Light & Warehouse Industrial (ILW)

## **NEIGHBORHOOD MEETING**

The purpose of a Neighborhood Meeting is to educate the owners of nearby land and any other interested members of the public about the project and to receive comments regarding the project. As required by Section 2.2.4 of the LDRs, all property owners within 400 feet of the subject property and those persons / organizations registered with the City were notified of the meeting. Notice of the meeting was also published in a newspaper of general circulation.

A Neighborhood Meeting was held on May 29, 2018 at the Alachua Branch of the Alachua County Library, located at 14813 NW 140<sup>th</sup> Street. The applicant was present and available to answer questions. According to the materials submitted by the applicant, nine (9) individuals attended the meeting.

Neighborhood meetings are not required for Comprehensive Plan Amendment applications, but are required for Rezoning applications. Since the applicant has submitted a companion Rezoning application, which includes the SSCPA subject property, a Neighborhood Meeting was held. A summary of questions and discussion of issues which occurred at the meeting has been provided by the applicant in the companion Rezoning application materials.

## **NEEDS ANALYSIS**

Section 163.3177(6)(a)4., Florida Statutes, requires the Future Land Use Element of a Comprehensive Plan to ensure that the amount of land designated for future planned uses provides a balance of uses that foster vibrant, viable communities and economic development opportunities. The Future Land Use Element must also address outdated development patterns, and allow the operation of real estate markets to provide adequate choices for permanent and seasonal residents and business. The amount of land designated for future land uses may not be limited solely by the projected population. Additionally, the Future Land Use Element must provide for at least the minimum amount of land required to accommodate the medium projections as published by the Office of Economic and Demographic Research for at least a 10-year planning period unless otherwise limited under Section 380.05, including related rules of the Administration Commission.

The subject property is a part of a proposed Planned Development – Residential (PD-R) project – the Tolosa PD-R. The proposed Moderate Density Residential FLUM Designation would permit up to 3 single-family residential dwellings on the subject property. The

remaining property which comprises the Tolosa PD-R presently has a Moderate Density Residential FLUM Designation. The Tolosa PD-R would permit a maximum of 120 single-family detached dwellings, 40 single-family attached dwellings, and 20,000 square feet of non-residential uses.

The applicant references the City of Alachua Growth Trends Report (2016), which determined that by 2025, the City's population could increase to 12,950 persons, representing an increase of approximately 2,290 person from the 2018 estimated population. Based upon this increase in population, the applicant contends an additional 888 dwelling units would be needed to accommodate the estimated population increase.

## URBAN SPRAWL ANALYSIS

Section 163.3177, Florida Statutes, requires that any amendment to the Future Land Use Element to discourage the proliferation of urban sprawl. Section 163.3177(6)(a)9.a., Florida Statutes, identifies 13 primary urban sprawl indicators and states that, "[t]he evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality..."

An evaluation of each primary indicator is provided below.

- (I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

**Evaluation & Findings:** The subject property is located adjacent to lands presently designated for residential uses, and is in common ownership with these lands. The proposed amendment would permit development consistent with the surrounding area, both as permitted by existing FLUM Designations and as represented by existing residential development to the southeast of the subject property.

- (II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

**Evaluation & Findings:** The subject property is located proximate to existing urban land uses, including single-family detached dwellings and non-residential uses, and is proximate to the City's central core.

- (III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

**Evaluation & Findings:** The subject property is located north and east of existing urban development. It is expected that the subject property will be developed as a part of the development of the lands immediately to the south of the subject property. These lands are adjacent to existing residential development of a comparable density permitted by the Moderate Density Residential FLUM Designation.

- (IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

**Evaluation & Findings:** An Environmental Conditions & Site Suitability Analysis is provided separately within this report. A wetland area has been delineated by the applicant and is located south of the subject property. Any future development will be subject to the applicable protection standards, including wetland buffering, established in the City's Comprehensive Plan and Land Development Regulations.

- (V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

**Evaluation & Findings:** The subject property is approximately 0.95 acres and is not presently utilized for an agricultural purpose. The amendment would have no impact upon agricultural areas or activities.

- (VI) Fails to maximize use of existing public facilities and services.

**Evaluation & Findings:** The subject property is located near existing public facilities and services, including water, wastewater, and electric services.

- (VII) Fails to maximize use of future public facilities and services.

**Evaluation & Findings:** The subject property is located near existing public facilities and services, including water, wastewater, and electric services.

- (VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

**Evaluation & Findings:** The subject property is located proximate to existing residential and nonresidential development near the City's urban core. The development of the subject property would represent a logical extension of urban areas, as the subject property and its incorporation into the proposed development of adjacent property to the south of the subject property would be located adjacent to existing urban development.

- (IX) Fails to provide a clear separation between rural and urban uses.

**Evaluation & Findings:** The subject property is located in an area with existing urban uses, including residential and industrial uses. While the lands to the north and east are primarily comprised of rural residential uses, the subject property is located adjacent to lands which presently have a Moderate Density Residential FLUM Designation. The amendment of the ±0.95 acre subject property to Moderate Density Residential will not affect the separation between rural and urban uses.

- (X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

**Evaluation & Findings:** The subject property is located proximate to existing urban areas in the City’s urban core. While not necessarily infill development, the proposed amendment is supportive of such concepts. The proposed FLUM Designation would result in a logical extension of urban uses.

- (XI) Fails to encourage a functional mix of uses.

**Evaluation & Findings:** The subject property is located proximate to existing residential uses and lands designated for urban uses.

- (XII) Results in poor accessibility among linked or related land uses.

**Evaluation & Findings:** The subject property would be served by a connection to State Road 235. Existing environmental conditions, including the wetland area located to the south of the subject property, may restrict access to the subject property from surrounding areas. Access to the property by way of State Road 235 is consistent with existing development located proximate to the subject property.

- (XIII) Results in the loss of significant amounts of functional open space.

**Evaluation & Findings:** The subject property does not connect to any significant areas of functional open space.

In addition to the preceding urban sprawl indicators, Section 163.3177 also establishes eight (8) “Urban Form” criteria. An amendment to the Future Land Use Map is presumed to not be considered urban sprawl if it meets four (4) of the (8) urban form criteria. These urban form criteria, and an evaluation of each as each may relate to this application, are provided below. The applicant has provided an analysis of the application’s consistency with Section 163.3177 within the application materials, and contends that the proposed amendment will not encourage urban sprawl by showing it meets four of the eight urban form criteria.

- (I) Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

**Evaluation & Findings:** The subject property is located in an area proximate to the City’s urban core, and proximate to existing residential and non-residential development. Nearby residential areas are developed at a density comparable to those permitted by the Moderate Density Residential FLUM Designation. A wetland area has been delineated by the applicant and is located south of the subject property. Any future development will be subject to the applicable protection standards, including wetland buffering, established in the City’s Comprehensive Plan and Land Development Regulations. There are no known natural resources on the subject property.

- (II) Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

**Evaluation & Findings:** The subject property is located proximate to existing residential and nonresidential development near the City's urban core. Additionally, the subject property is located within an area presently served by existing water, wastewater, and electric services. Any development that may occur on the subject property will be required to connect to City Potable Water and Sanitary Sewer at the time of development.

- (III) Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

**Evaluation & Findings:** The subject property is a part of a proposed Tolosa PD-R. While the subject property itself may not promote walkable and connected communities, its inclusion in the Tolosa PD-R project furthers these goals.

- (IV) Promotes conservation of water and energy.

**Evaluation & Findings:** The amendment would have no perceivable impact upon the conservation of water and energy resources.

- (V) Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

**Evaluation & Findings:** Agricultural activities do not presently take place on the property. The proposed amendment would not affect agricultural areas or activities.

- (VI) Preserves open space and natural lands and provides for public open space and recreation needs.

**Evaluation & Findings:** The amendment would not result in the loss of functional open space nor would it result in the functional loss of recreational space. The applicable protection standards set forth in the Conservation and Open Space Element of the Comprehensive Plan for natural lands and open space requirements will further preserve open space and natural lands and provide for public open space and recreational areas.

- (VII) Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

**Evaluation & Findings:** As the City of Alachua continues to grow and population continues to increase, the City will require adequate housing opportunities to accommodate the increased population. The proposed amendment would provide for additional residential lands near existing urban development near the City's urban core.

- (VIII) Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

**Evaluation & Findings:** The amendment would have no affect or remediation of a development pattern in the vicinity that consitutes sprawl or is supportive of transit-oriented developments or new towns.

## CONSISTENCY WITH THE COMPREHENSIVE PLAN

The Goals, Objectives, and Policies (GOPs) identified below are provided to establish a basis of the application's consistency with the Comprehensive Plan. There may be additional GOPs which the application is consistent with that are not identified within this report. An evaluation and findings of consistency with the identified GOPs is also provided below.

### Future Land Use Element

#### Objective 1.2: Residential

The City of Alachua shall establish three Residential land use categories to ensure an orderly urban growth pattern that makes the best use of available lands for residential development.

Policy 1.2.a: Moderate density residential (0 to 4 dwelling units per acre): The moderate density residential land use category allows residential development at a maximum density of 4 dwelling units per acre. The following uses are allowed in the moderate density residential land use category:

1. Single family, conventional dwelling units;
2. Accessory dwelling units;
3. Manufactured or modular homes meeting certain design criteria
4. Mobile homes only within mobile home parks;
5. Duplexes and quadplexes;
6. Townhomes;
7. Residential Planned Developments;
8. Supporting community services, such as schools, houses of worship, parks, and community centers

***Analysis of Consistency with Objective 1.2 and Policy 1.2.a:*** The proposed amendment would apply a City of Alachua Future Land Use Map (FLUM) Designation to the subject property and provide for its inclusion into the proposed Tolosa PD-R. Residential Planned Developments are identified by Policy 1.2.a as a use permitted in the Moderate Density Residential FLUM Designation.

Objective 5.1: Natural features: The City shall coordinate Future Land Use designations with appropriate topography, soils, areas of seasonal flooding, wetlands and habitat during review of proposed amendments to the Future Land

Use Map and the development review process. Natural features may be included as amenities within a development project.

- Policy 5.1.a: Topography: The City shall protect the natural topography of the City, including steep and seepage slopes, by requiring new development to include techniques to minimize negative impacts on the natural terrain. An emphasis will be placed on retaining the natural function of seepage slopes during development. Additionally, retention of existing native vegetation will be encouraged as one method of protecting slopes.
- Policy 5.1.b: Soils: The City shall ensure soil protection and intervention measures are included in the development review process.
- Policy 5.1.c: Flood prone areas: The City shall require as part of the development review process the identification of FEMA flood zone areas. Where necessary, base flood elevations and minimum finished floor elevations shall be established. The City shall also require finished floor elevations on subdivision plats, site plans and building permit plans when necessary to determine compliance with flood prone area regulations. The City shall establish standards for a limitation on filling in flood prone areas.
- Policy 5.1.d: Wetlands: The City shall utilize statewide wetland delineation methodology in accordance with Florida Administrative Code (FAC) and regulations adopted by the FDEP and the Suwannee River Water Management District.
- Policy 5.1.e: Habitat: The City shall require as part of the development review process, an inventory of listed species for all new developments in areas identified as known habitat for listed species if listed species are known to exist in close proximity to the development. The survey shall include detailed information regarding type, quantity, location, and habitat requirements for any listed species identified. A de minimus threshold for properties required to complete the inventory shall be established in the City's Land Development Regulations.

***Analysis of Consistency with Objective 5.1 and Policies 5.1.a - e:*** An Environmental Conditions and Site Suitability Analysis is provided within this report. Future development of the subject property will be required to comply with all applicable environmental protections as set forth in the City of Alachua Comprehensive Plan and Land Development Regulations.

- GOAL 9: Water and Wastewater Service: The City will ensure that new development within the corporate limits, where potable water and wastewater service are available, as defined in Policy 1.2.a and Policy 4.2.a of the Community Facilities and Natural Groundwater Aquifer Recharge Element of the Comprehensive Plan, shall connect to the City of Alachua's potable water and wastewater system.
- Policy 9.2: Any new residential subdivision within the corporate limits, where potable water service is available, as defined in Policy 4.2.a of the Community Facilities and Natural Groundwater Aquifer Recharge Element of the City of

Alachua Comprehensive Plan, regardless of size, that is within either a Residential or Agriculture Future Land Use Map Designation shall connect to the City of Alachua's potable water system. Any new residential subdivision within the corporate limits, where wastewater service is available, as defined in Policy 1.2.a of the Community Facilities and Natural Groundwater Aquifer Recharge Element of the City of Alachua Comprehensive Plan, regardless of size, that is within a Residential Future Land Use Map Designation shall connect to the City of Alachua's wastewater system.

***Analysis of Consistency with Goal 9 and Policy 9.2:*** The subject property is within the potable water and wastewater service area, and as such must connect to these systems at the time of development.

### **Housing Element**

Policy 1.1.a: The City shall encourage development of a variety of housing types including conventional single family homes, accessory dwelling units, multi-family units, group homes, assisted living facilities, foster care facilities, mobile homes and manufactured housing, and shall ensure that appropriate land use designations and zoning districts exist to accommodate each type.

***Analysis of Consistency with Policy 1.1.a:*** This project would support future development and additional housing within the City, thereby furthering Policy 1.1.a.

### **Recreation Element**

Policy 1.2.b: The City shall adhere to a minimum level of service of five (5.0) acres of community, neighborhood or pocket park, per 1,000 persons, with a minimum of 20 percent of this in improved, passive parks.

***Analysis of Consistency with Policy 1.2.b:*** An analysis of the impacts to recreation facilities is provided within this report, and indicates that, based upon current demand, the development will not adversely affect the Level of Service (LOS) standards for recreational facilities.

### **Transportation Element**

Objective 1.1: Level of Service: The City shall establish a safe, convenient and efficient level of service standard for all motorized and non-motorized transportation systems.

***Analysis of Consistency with Objective 1.1:*** An analysis of the development's impacts to transportation facilities is provided within this report. The development will not adversely affect the level of service for transportation facilities.

## **Community Facilities & Natural Groundwater Aquifer Recharge Element**

Policy 1.1.d: The City hereby establishes the following level of service standards for sanitary sewer facilities:

### Levels of Service

- a. **Quality:** Compliance with all applicable standards of the U.S. Environmental Protection Agency (EPA) and the Florida Department of Environmental Protection (FDEP).
- b. **Quantity:** System-wide wastewater collection and treatment will be sufficient to provide a minimum of 250 gallons per day per equivalent residential unit (ERU) on an average annual basis. Plant expansion shall be planned in accordance with F.A.C. 62-600.405, or subsequent provision. This level of service standard shall be re-evaluated one year from the adoption date for the amended Plan.
- c. **System capacity:** If the volume of existing use in addition to the volume of the committed use of the City's wastewater facility reaches 85% of the permitted capacity design, no further development orders for projects without reserved capacity will be issued until additional capacity becomes available or funds to increase facility capacity are committed in accordance with a development agreement.

***Evaluation and Findings of Consistency with Policy 1.1.d:*** An analysis of the development's impacts to sanitary sewer facilities is provided within this report. The development will not adversely affect the level of service for sanitary sewer facilities.

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

1. A gravity wastewater system, wastewater pumping station, or force main exists within  $\frac{1}{4}$  mile of the property line of any residential subdivision with more than 5 units, or any multi-family residential development, or any commercial development, or any industrial development and the gravity wastewater system, wastewater pumping station, or force main can be accessed through public utility easements or right of ways. The distance shall be measured as required for construction of the infrastructure along public utility easements and right of ways.

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

Policy 2.1.a: The City hereby establishes the following level of service standards for solid waste disposal facilities:

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

***Analysis of Consistency with Objective 2.1.a:*** An analysis of the impacts to solid waste facilities is provided within this report, and indicates that, based upon current demand, the development will not adversely affect the Level of Service (LOS) standards for solid waste facilities.

- Policy 4.1.b: The City shall establish a Community Potable Water Service Area, which includes all areas where potable water service is available. Water service shall be deemed available if:
1. A water main exists within  $\frac{1}{4}$  mile of any residential subdivision with more than 5 units, or any multi-family residential development, or any commercial development, or any industrial development and water service can be accessed through public utility easements or right of ways. The distance shall be measured as required for construction of the infrastructure along public utility easements and right of ways.

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

- Policy 4.1.c: The City establishes the following level of service standards for potable water:
1. Quality: Compliance with all applicable standards of the U.S. Environmental Protection Agency (EPA) and the Florida Department of Environmental Protection.
  2. Quantity: System-wide potable water distribution and treatment will be sufficient to provide a minimum of 275 gallons per day per equivalent residential unit (ERU) on an average annual basis. Plant expansion shall be planned in accordance with Florida Administrative Code.
  3. System Capacity: If the volume of existing use in addition to the volume of the committed use of the City's potable water facility reaches 85% of the permitted design capacity, no further development orders or permits for projects without reserved capacity will be issued until additional capacity becomes available or funds to increase facility capacity are committed in accordance with a development agreement.

***Evaluation and Findings of Consistency with Objective 4.1.c:*** An analysis of the development's impacts to potable water facilities is provided within this report. The development will not adversely affect the level of service for potable water facilities.

## **Conservation and Open Space Element**

- Policy 1.2.a: The City shall ensure that land use designations, development practices and regulations protect native communities and ecosystems, and environmentally sensitive lands.

***Evaluation and Findings of Consistency with Policy 1.2.a:*** An Environmental Conditions and Site Suitability Analysis have been provided in this report.

**OBJECTIVE 1.3: Listed Species**

The City shall protect species listed by State and Federal agencies as endangered, threatened or of special concern, and their habitats.

Policy 1.3.a: The City shall ensure that its ordinances, regulations and policies protect listed species and their habitats.

Policy 1.3.b: The City shall utilize the development review process, land acquisition programs, environmental regulatory partnerships, stewardship programs and public education to protect listed species and their habitat, and prevent extinction of or reduction in populations of listed species.

Policy 1.3.c: The City shall obtain data from the Florida Fish and Wildlife Conservation Commission, Alachua County Environmental Protection Department, Florida Department of Environmental Protection, to maintain a periodically updated inventory of listed species and habitats located within City limits or immediately adjacent to City limits. The City will use the Florida Natural Areas Inventory as a base inventory.

Policy 1.3.d: The City shall require prior to development approval, an inventory of listed species for all new developments in areas identified as known habitat for listed species. The inventory shall include detailed information regarding type, quantity, location and habitat requirements for any listed species identified. De minimus threshold for properties required to complete the inventory shall be established in the City's Land Development Regulations.

Policy 1.3.e: The City's land use designations shall provide for the protection of threatened and endangered species.

***Analysis of Consistency with Objective 1.3 and Policies 1.3.a - 1.3.e:*** An Environmental Conditions and Site Suitability Analysis have been provided in this report. No species identified as endangered, threatened, or of special concern are known to exist on the subject property. If a regulated plant or animal species is identified during the development process, the applicant must adhere to the applicable standards in the City of Alachua Comprehensive Plan and the Land Development Regulations.

**OBJECTIVE 1.10: Wetlands**

The City shall protect and preserve wetland values and functions from adverse, human caused, physical and hydrologic disturbances.

Policy 1.10.a: The City shall utilize statewide wetland delineation methodology in accordance with Florida Administrative Code and regulations adopted by the DEP and the Suwannee River Water Management District.

Policy 1.10.g: The City shall require natural vegetative buffers around wetlands to protect the fragile ecosystems they sustain. Buffers, measured from the outer edge of the wetland, shall be created as established in the following table.

Resource Addressed	Required Buffer (feet)
Wetlands less than or equal to 0.5 acre that do not support federally and/or state regulated vertebrate wetland/aquatic dependent animal species.	50' average 35' minimum
Wetlands greater than 0.5 acre that do not support the animal species described above.	75' average 50' minimum
Areas where the animal species described above have been documented within 300 feet of a wetland.	100' average 75' minimum

***Analysis of Consistency with Objective 1.10 and Policies 1.10.a and 1.10.g:*** An Environmental Conditions and Site Suitability Analysis have been provided in this report. Wetlands have been delineated in accordance with the methodology established in Florida Administrative Code, as required by Policy 1.10.a. The PD Master Plan establishes minimum wetland setbacks which comply with Policy 1.10.g.

## ENVIRONMENTAL CONDITIONS & SITE SUITABILITY ANALYSIS

### Wetlands

Geographic Information Systems (GIS) data (National Wetlands Inventory) indicates that wetlands may exist on a portion of the PD-R subject property. No wetland areas are shown on the SSCPA subject property.

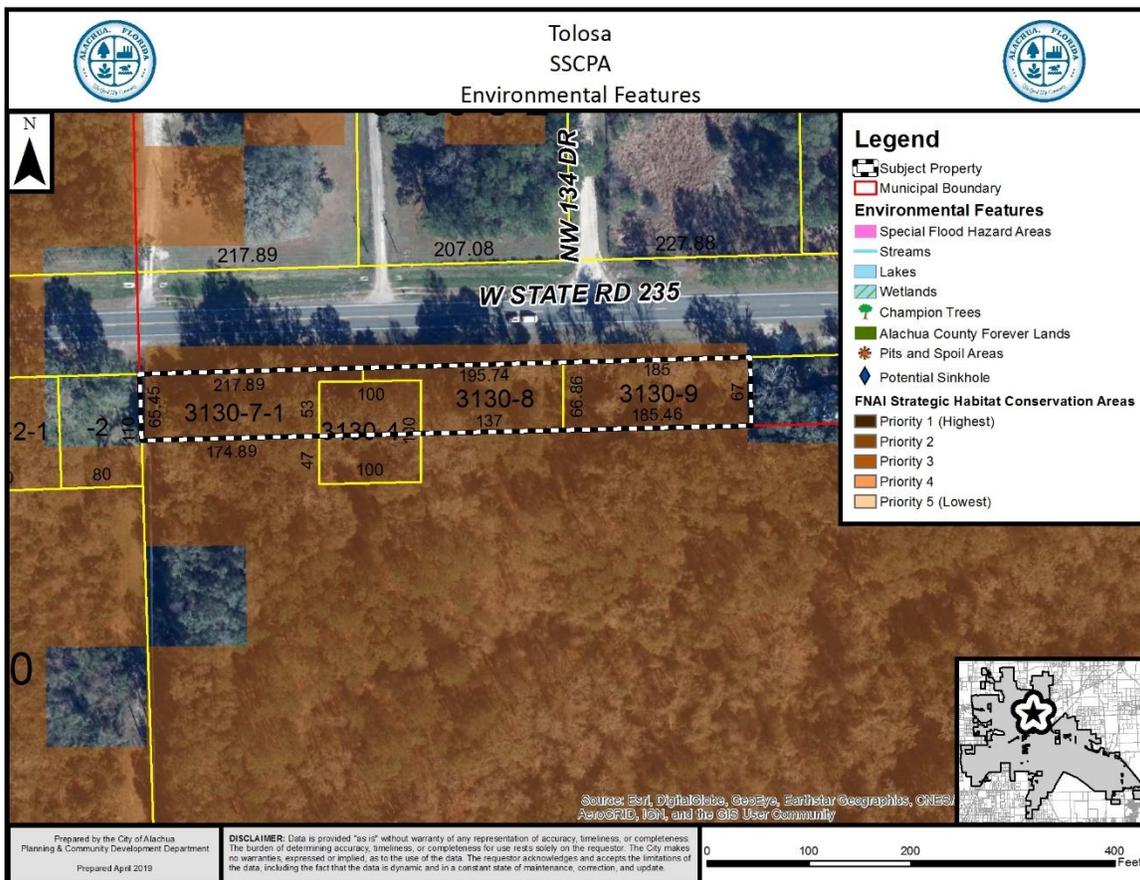
**Evaluation:** The applicant has submitted a letter and map which delineates the location of wetland areas in accordance with Chapter 62-340, Florida Administrative Code. There are no wetland areas located on the property subject to the SSCPA application. Any future development will be subject to the applicable protection standards, including wetland buffering, established in the City's Comprehensive Plan and Land Development Regulations.

### Strategic Ecosystems

Strategic Ecosystems were identified by an ecological inventory project in a report prepared for Alachua County Department of Growth Management in 1987 and updated in 1996. The purpose of the inventory was to identify, inventory, map, describe, and evaluate the most significant natural biological communities in private ownership in Alachua County.

**Evaluation:** The subject property is not located within or adjacent to a Strategic Ecosystem, therefore, the development will have no impact upon any Strategic Ecosystem(s) identified within the ecological inventory report.

### Map 3. Environmental Features



### Regulated Plant & Animal Species

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

**Evaluation:** The property contains lands identified as “Priority 3” in the PNA data layer, however, no species identified as endangered, threatened, or of special concern are known to exist on the subject property. The FNAI PNA data is not intended for use in a regulatory decision making process. The data must be referenced only as a resource to indicate the potential of land to support wildlife. If a regulated plant or animal species is identified during

any redevelopment of the subject property, the applicant must adhere to the applicable standards in the City of Alachua Comprehensive Plan and the Land Development Regulations.

## **Soil Survey**

Each soil type found on the subject property is identified below. The hydrologic soil group is an indicator of potential soil limitations. The hydrologic soil group, as defined for each specific soil, refers to a group of soils which have been categorized according to their runoff-producing characteristics. These hydrologic groups are defined by the Soil Survey of Alachua County, Florida, dated August 1985. The chief consideration with respect to runoff potential is the capacity of each soil to permit infiltration (the slope and kind of plant cover are not considered, but are separate factors in predicting runoff). There are four hydrologic groups: A, B, C, and D. "Group A" soils have a higher infiltration rate when thoroughly wet and therefore have a lower runoff potential. "Group D" soils have very lower infiltration rates and therefore a higher runoff potential.

There is one (1) soil type found on the subject property:

*Fort Meade Fine Sand (0% – 5% slopes)*

Hydrologic Soil Group: A

This soil type is well drained and permeability is surface runoff is slow. This soil type poses only slight limitations as sites for homes and local roads.

**Evaluation:** The soil type present on the subject property poses only slight or moderate limitations for local roads and streets and commercial buildings. A more detailed geotechnical analysis may be required prior to any development of the site to further evaluate any potential limitations of the lands which may be presented by soils.

## **Flood Potential**

Panel 0140D of the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Series, dated June 16, 2006, indicates that the subject property is in Flood Zone X (areas determined to be outside of the 500-year floodplain).

**Evaluation:** The subject property is located in Flood Zone "X" (areas determined to be outside of the 500-year floodplain). Therefore, there are no issues related to flood potential.

## **Karst-Sensitive Features**

Karst sensitive areas include geologic features, such as fissures, sinkholes, underground streams, and caverns, and are generally the result of irregular limestone formations. The subject property is located within an area where sinkholes may potentially allow hydrologic access to the Floridan Aquifer System.

**Evaluation:** There are no known geologic features located on the subject property which may indicate an increased potential for karst sensitivity.

## Wellfield Protection Zones

Policy 7.2.1 of the Future Land Use Element of the City’s Comprehensive Plan establishes a 500 foot radius area around each city-owned potable water well.

**Evaluation:** The subject property is not located within a City of Alachua wellhead protection zone as identified on the City of Alachua Wellfield Primary Protection Zones Map of the City’s Comprehensive Plan, therefore, there are no issues related to wellfield protection.

## Historic Structures/Markers and Historic Features

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

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

## **PUBLIC FACILITIES IMPACT**

The analysis of impacts to public facilities provided within this report considers the overall impacts of the proposed Tolosa PD-R. The property subject to the proposed Small Scale Comprehensive Plan Amendment (SSCPA) (±0.95 acres) is a part of the larger PD-R Rezoning application, and thus the potential impacts which could be generated by the proposed PD-R are greater than those represented by the proposed SSCPA. The analysis presented below indicates that the proposed impacts for the PD-R application are acceptable and would not degrade the Level of Service (LOS) of any public facilities to an unacceptable level. Therefore, the impacts which could be generated by the proposed SSCPA are also acceptable.

The existing maximum development potential and proposed maximum development potential is provided within the following matrix:

	<b>Existing Zoning District</b>	<b>Proposed Zoning District (<i>Companion PD-R Rezoning Application</i>)</b>
<b>Zoning District:</b>	Planned Development Residential (PUD)- Expired [±49.50 acres]/ Agricultural (A) (Alachua County) [±0.95 acres]	Planned Development – Residential (PD-R) [±50.45 acres]
<b>Max. Gross Density:</b>	0.20 du/acre	4 du/acre
<b>Floor Area Ratio:</b>	N/A	20,000 square feet nonresidential
<b>Maximum Development:</b>	1 dwelling unit	160 dwelling units 20,000 square feet nonresidential

The analysis of each public facility provided below represents an analysis of the gross impacts (160 dwelling units and 20,000 square feet nonresidential) generated by the proposed Zoning Designation. Existing and proposed impacts are based upon the maximum development potential as proposed by the PD-R zoning amendment.

***At present, the total impacts generated by the amendment are acceptable and are not anticipated to degrade the Level of Service (LOS) of any public facility.*** If development is proposed in the future, the applicant will be required to provide a comprehensive analysis of the impacts generated by such development upon public facilities. Facility capacity must be available to support the proposed development prior to the issuance of a final development order.

**Table 3. Affected Comprehensive Plan Roadway Segments<sup>1</sup>**

Segment Number <sup>2, 3</sup>	Segment Description	Lanes	Functional Classification	Area Type	LOS
3/4 (106)	US 441 (from NW 126 <sup>th</sup> Ave to SR 235)	4D	Principle Arterial	Urban Trans	D
5 (107/1407)	US 441 ( from SR 235 to North City Limits)	4D	Principle Arterial	Urban Trans	D
8 (108)	SR 235 (from 235/241 intersection to US 441)	2U	Major Collector	Comm	D
9 (109/4109)	SR 235 (from US 441 to North City Limits)	2U	Major Collector	Comm	D

1 Source: City of Alachua Comprehensive Plan, Transportation Element.  
2 For developments generating 1,000 trips or greater, affected roadway segments are identified as all those wholly or partially located within ½ mile of the development's ingress/egress, or to the nearest intersecting major street, whichever is greater, and all roadway segments for which the proposed development's impacts are 5% or greater on the Maximum Service Volume (MSV) of the roadway [Section 2.4.14(H)(2)(b) of the LDRs].  
3 FDOT roadway segment number shown in parenthesis. For the purposes of concurrency management, COA Comprehensive Plan segments that make up a portion of a larger FDOT roadway segment will be evaluated together when determining post development roadway capacity.

**Table 4. Potential Trip Generation<sup>1</sup>**

	Land Use	AADT (Enter/Exit)	AM Peak Hour (Enter/Exit)	PM Peak Hour (Enter/Exit)
Proposed PD-R Zoning	Single- Family, Detached <sup>2</sup> (ITE Code 210)	1,133 (567/567)	89 (22/67)	119 (75/44)
	Multiple - Family <sup>3</sup> (ITE Code 220)	262 (131/131)	20 (5/15)	26 (16/10)
	Office <sup>4</sup> (ITE Code 710)	168 (84/84)	41 (35/6)	19 (3/16)
	Daycare <sup>5</sup> (ITE Code 565)	238 (19/119)	55 (26/26)	56 (26/30)
	<b>Total</b>	<b>1,801</b> (901/901)	<b>205</b> (91/114)	<b>220</b> (121/99)

1 Source: ITE Trip Generation, 10th Edition.  
2 Formulas: AADT – 9.44 trips per dwelling unit x 120 dwelling units (50% entering/50% exiting); AM Peak Hour – 0.74 trips per dwelling unit x 120 dwelling units (17% entering/83% exiting); PM Peak Hour – 0.99 trips per dwelling unit x 120 dwelling units (67% entering/33% exiting).  
3 Formulas: AADT – 6.55 trips per dwelling unit x 40 dwelling units (50% entering/50% exiting); AM Peak Hour – 0.50 trips per dwelling unit x 40 dwelling units (23% entering/77% exiting); PM Peak Hour – 0.65 trips per dwelling unit x 40 dwelling units (63% entering/37% exiting).  
4 Formulas: AADT – 11.20 trips per 1ksf gfa x 15 ksf (50% entering/50% exiting); AM Peak Hour – 2.73 trips per 1ksf gfa x 15 ksf (86% entering/14% exiting); PM Peak Hour – 1.27 trips per 1ksf gfa x 15 ksf (16% entering/84% exiting).  
5 Formulas: AADT – 47.62 trips per 1 ksf x5 ksf (50% entering/50% exiting); AM Peak Hour – 11 trips per 1 ksf x5 ksf (53% entering/47% exiting); PM Peak Hour – 11.12 trips per 1 ksf x5 ksf (47% entering/53% exiting).

**Table 5. Potential Impact on Affected Comprehensive Plan Roadway Segments**

Traffic System Category	US 441 (from NW 126 <sup>th</sup> Ave to SR 235)(3/4) <sup>1</sup>	US 441 ( from SR 235 to North City Limits) (5) <sup>1</sup>	SR 235 (from 235/241 intersection to US 441) (8) <sup>1</sup>	SR 235 (from US 441 to North City Limits) (9) <sup>1</sup>
Maximum Service Volume <sup>2</sup>	45,700	39,000	14,400	14,400
Existing Traffic <sup>3</sup>	18,579	25,926	10,305	7,537
Reserved Trips <sup>4</sup>	3,252	3,265	3	32
Available Capacity <sup>4</sup>	23,869	9,809	4,092	6,831
Potential Impact Generated by Proposed FLUM Designation	360	180	1,261	1,801
<b>Residual Capacity after Proposed Amendment<sup>5</sup></b>	<b>23,509</b>	<b>9,629</b>	<b>2,831</b>	<b>5,030</b>
PM Peak Hour Traffic Analysis	US 441 (from NW 126 <sup>th</sup> Ave to SR 235)(3/4) <sup>1</sup>	US 441 ( from SR 235 to North City Limits) (5) <sup>1</sup>	SR 235 (from 235/241 intersection to US 441) (8) <sup>1</sup>	SR 235 (from US 441 to North City Limits) (9) <sup>1</sup>
Maximum Service Volume <sup>2</sup>	4,110	3,510	1,290	1,290
Existing Traffic <sup>3</sup>	1,765	2,463	979	716
Reserved Trips <sup>4</sup>	442	317	18	2
Available Capacity <sup>4</sup>	1,903	730	293	572
Potential Impact Generated by Proposed FLUM Designation	41	26	153	220
<b>Residual Capacity after Proposed Amendment<sup>5</sup></b>	<b>1,862</b>	<b>704</b>	<b>140</b>	<b>352</b>

<sup>1</sup> FDOT roadway segment number shown in parenthesis. For the purposes of concurrency management, COA Comprehensive Plan segments that make up a portion of a larger FDOT roadway segment will be evaluated together when determining post development roadway capacity. Trip Distribution: Segment 9: 100%; Segment 3/4: 20%; Segment 5: 10%; Segment 8: 70%.

<sup>2</sup> Source: FDOT 2018 Quality/Level of Service Handbook, Generalized Annual Average Daily Volumes and Generalized Peak Hour Two-Way Volumes for Areas Transitioning to Urbanized Areas or Areas of 5,000 Not in Urbanized Areas.

<sup>3</sup> Florida State Highway System Level of Service Report 2016, Florida Department of Transportation, District Two (published August 2017).

<sup>4</sup> Source: City of Alachua May 2019 Development Monitoring Report.

<sup>5</sup> The application is for a Preliminary Development Order. Facility capacity and concurrency will **not** be reserved.

**Evaluation:** It is anticipated that the proposed amendment will not adversely affect the Level of Service (“LOS”) for the affected roadway segments, and the potential impact of 120 single-family residential dwellings, 40 multiple family residential dwellings, and 20,000 square feet office/nonresidential is therefore acceptable. Concurrency and impacts to the City’s transportation network will be reevaluated at the Final PD Plan review stage.

## Potable Water Impacts

**Table 6. Potable Water Impacts**

System Category	Gallons Per Day
Current Permitted Capacity*	2,300,000
Less Actual Potable Water Flows*	1,295,603
Reserved Capacity*	79,775
Potential Potable Water Demand from Proposed Amendment **	47,900
<b>Residual Capacity</b>	<b>876,722</b>
<b>Percentage of Permitted Design Capacity Utilized</b>	<b>61.88%</b>
<i>Sources:</i> *City of Alachua May 2019 Development Monitoring Report **City of Alachua Comprehensive Plan Potable Water Level of Service of 275 gallons/du/ day (160 dus x 275) + 3,900 gpd (nonresidential)	

**Evaluation:** The proposed amendment would increase the maximum potential demand from the development of the subject property to 47,900 gallons per day. This analysis is based on the maximum development potential of 120 single-family residential dwellings, 40 multiple family residential dwellings, and 20,000 square feet office/ nonresidential that would be permitted by the proposed zoning Designation. Concurrency and impacts to the City’s utility systems will be reevaluated at the Final PD Plan review stage. It is anticipated that the proposed amendment will not adversely affect the Level of Service (“LOS”) for potable water facilities, and the impacts are therefore acceptable.

## Sanitary Sewer Impacts

**Table 7. Sanitary Sewer Impacts**

System Category	Gallons Per Day
Treatment Plant Current Permitted Capacity*	1,500,000
Less Actual Treatment Plant Flows*	729,000
Reserved Capacity*	76,737
Projected Potential Wastewater Demand from Proposed Amendment **	43,900
<b>Residual Capacity</b>	<b>650,363</b>
<b>Percentage of Permitted Design Capacity Utilized</b>	<b>56.64%</b>
<i>Sources:</i> *City of Alachua May 2019 Development Monitoring Report **City of Alachua Comprehensive Plan Sanitary Sewer Level of Service of 250 gallons/du/ day (160 dus x 250) + 3,900 gpd (nonresidential)	

**Evaluation:** The proposed amendment would increase the maximum potential demand from the development of the subject property to 43,900 gallons per day. This analysis is based on the maximum development potential of 120 single-family residential dwellings, 40 multiple family residential dwellings, and 20,000 square feet office/ nonresidential that would be permitted by the proposed zoning Designation. Concurrency and impacts to the City’s utility systems will be reevaluated at the Final PD Plan review stage. It is anticipated that the proposed amendment will not adversely affect the Level of Service (“LOS”) for sanitary sewer facilities, and the impacts are therefore acceptable.

## Recreational Impacts

**Table 8a. Recreational Impacts**

System Category	Acreage
Existing City of Alachua Recreation Acreage <sup>1</sup>	117.65
Acreage Required to Serve Existing Population <sup>2</sup>	50.78
Reserved Capacity <sup>1</sup>	0.62
Potential Demand Generated by Development <sup>3</sup>	2.06
<b>Residual Recreational Capacity After Impacts</b>	<b>64.19</b>

Sources:  
 1 City of Alachua May 2019 Development Monitoring Report.  
 2 University of Florida, Bureau of Economic & Business Research, Estimates of Population by County and City in Florida (2018); Policy 1.2.b, Recreation Element (Formula: 10,155 persons / [5 acres/1,000 persons])  
 3 US Census Bureau; Policy 1.2.b, Recreation Element (Formula: 2.58 persons per dwelling x 160 dwellings / [5 acres/1,000 persons])

**Table 8b. Improved Passive Park Space Analysis**

Minimum Improved Passive Park Space Required to Serve Existing Population & Reserved Capacity <sup>1</sup>	10.28 acres
Acreage Required to Serve Demand Generated by Development <sup>2</sup>	0.41 acres
Total Area Required to Serve Existing Population, Reserved Capacity, & Demand Generated by Development	10.69 acres
Existing Improved Passive Park Space <sup>1</sup>	34.82 acres
<b>Improved, Passive Park Space Utilized by Existing Population, Reserved Capacity, &amp; Demand Generated by Development<sup>3</sup></b>	<b>30.70%</b>

1 Source: City of Alachua May 2019 Development Monitoring Report.  
 2 Formula: Recreation Demand Generated by Development (2.06 acres) x 20%.  
 3 Formula: Total Improved Passive Park Space / (Acreage Required to Serve Existing Population + Reserved Capacity + Acreage Required to Serve Demand Generated by Development.)

**Evaluation:** The proposed amendment would increase the maximum potential demand from the development of the subject property acres by 2.06 acres, and for passive park space by 0.41 acres. Concurrency and impacts to the City’s recreation system will be reevaluated at the Final PD Plan stage. It is anticipated that the proposed amendment will not adversely affect the Level of Service (“LOS”) of recreational facilities; therefore, the impacts are acceptable.

## Solid Waste Impacts

**Table 9. Solid Waste Impacts**

System Category	Lbs Per Day	Tons Per Year
Existing Demand <sup>1</sup>	40,620.00	7,413.15
Reserved Capacity <sup>2</sup>	6,882.99	1,256.15
Projected Solid Waste Demand from Application <sup>3</sup>	1,750.00	333.80
<b>New River Solid Waste Facility Capacity<sup>4</sup></b>	<b>50 years</b>	

Sources:  
 1 University of Florida, Bureau of Economic & Business Research, Estimates of Population by County and City in Florida (2018); Policy 2.1.a, CFNGAR Element (Formula: 10,155 persons x 0.73 tons per year)  
 2 City of Alachua May 2019 Development Monitoring Report  
 3 Policy 2.1.a, CFNGAR Element (Formula: Residential: 2.58 persons per dwelling x 160 dwellings x 0.73 tons per person per year; Office: 6 lbs per day per 1k sf gfa x 20k sf gfa; Day care: 12lbs per day per 1k sf gfa x 5k sf gfa [sf: square feet; gfa: gross floor area; k: 1,000])  
 4 New River Solid Waste Facility, April 2019

**Evaluation:** The proposed amendment would increase the maximum potential demand from the development of the subject property by 333.80 tons per year. Concurrency and impacts to the solid waste system will be reevaluated at the Final PD Plan review stage. It is anticipated that the proposed amendment will not adversely affect the Level of Service (“LOS”) of recreational facilities; therefore, the impacts are acceptable.

### **Public School Impact**

A School Capacity Review has been submitted to The School Board of Alachua County (SBAC) in accordance with the City’s Comprehensive Plan, specifically Policies 1.1.b, 1.1.c, 1.1.e, and 1.1.f of the Public School Facilities Element. On August 31, 2018, a School Capacity Review was received from SBAC and concluded that the students generated by the proposed amendment can be reasonably accommodated for the five, ten, and twenty year planning periods at the elementary, middle, and high school levels. Upon submittal of a final subdivision plat, the development will be subject to a concurrency review and determination of the availability of school capacity at the time of such review.

**EXHIBIT "A"**  
**TO**  
**BENTLEY TIMBER, LLC**  
**(TOLOSA)**

**SMALL SCALE COMPREHENSIVE PLAN AMENDMENT APPLICATION**  
**STAFF REPORT**



## 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 43<sup>rd</sup> Street  
Gainesville, FL 32606

*Also sent by electronic mail to [jay.brown@jbprogroup.com](mailto: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](mailto: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**

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**Re: Savannah Station Phase 2 Review and Tolosa**

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**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**



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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

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**



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**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**



[www.JBProGroup.com](http://www.JBProGroup.com)

3530 NW 43<sup>rd</sup> Street • Gainesville, FL 32606-6104

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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](mailto:jay.brown@jbprogroup.com)*

Mr. A.J. "Jay" Brown, Jr., P.E.  
President  
JBrown Professional Group, Inc.  
3530 NW 43<sup>rd</sup> 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:

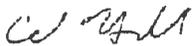
- A. PD Agreement Comments 1 & 2 –The City's Land Development Regulations state that the PD Master Plan and PD Agreement are binding upon the landowners, and their successors or assigns (Section 2.4.3(D)(6)). When Aldevco, LLC assumes ownership they will also assume the PD Agreement. The City cannot 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 142<sup>nd</sup> 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 2<sup>nd</sup> 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 1<sup>st</sup> line to include ....all ***“costs”*** associated....., and the 2<sup>nd</sup> line to include .....water ***“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. J. 'Jay' Brown Jr., P.E.  
President, JBrown Professional Group Inc.

Cc: Luis Diaz, Ken O'Rorke, 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



# JBrown Professional Group

CIVIL ENGINEERING • PLANNING • LAND SURVEYING

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

December 26, 2018

Mr. Justin Tabor, AICP  
Planner, Office of Planning & Community Development  
City of Alachua  
15100 NW 142<sup>nd</sup> 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 28<sup>th</sup>, 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](mailto:jay.brown@jbprogroup.com)*

Mr. A.J. "Jay" Brown, Jr., P.E.  
President  
JBrown Professional Group, Inc.  
3530 NW 43<sup>rd</sup> 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.

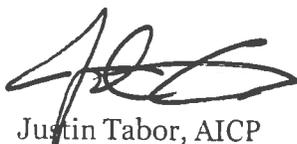
2. The Environmental Assessment and Listed Species Survey, prepared by Verde Environmental and dated July 2018, references a road crossing over the wetland. If a road crossing is no longer proposed, clarification to the report is warranted to eliminate conflicting statements within application materials.
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 133<sup>rd</sup> 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 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 ( $\pm 49.5$  acres); Rural / Agriculture (County Designation) ( $\pm 0.95$  acres)

**PROPOSED FLUM DESIGNATION:** Moderate Density Residential ( $\pm 50.45$  acres)

**EXISTING ZONING:** Planned Unit Development (PUD) (expired) ( $\pm 49.5$  acres); Agriculture (County) ( $\pm 0.95$  acres)

**PROPOSED ZONING:** Planned Development - Residential (PD-R) ( $\pm 50.45$  acres)

**OVERLAY:** N/A

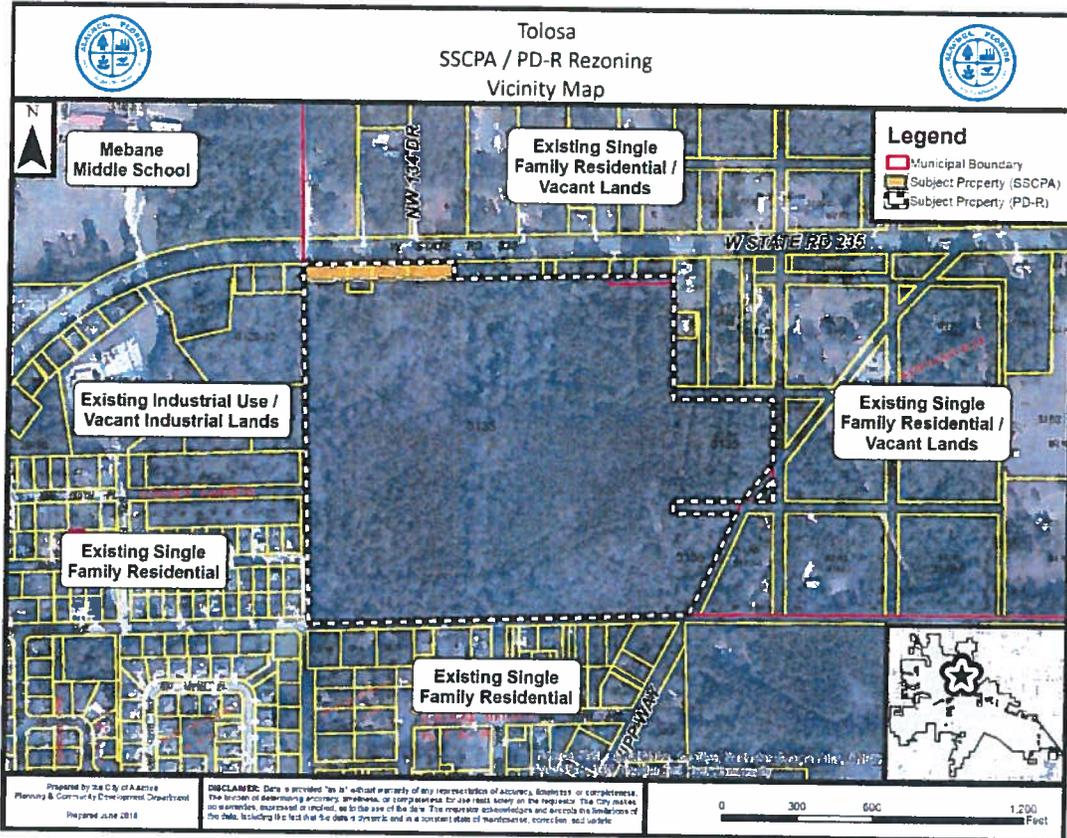
**ACREAGE:**  $\pm 0.95$  acres (SSCPA);  $\pm 50.45$  acres (PD-R)

**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  $\pm 0.95$  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  $\pm 49.5$  acres and Agriculture (County) on  $\pm 0.95$  acres to Planned Development - Residential (PD-R) on  $\pm 50.45$  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 133<sup>rd</sup> 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 142<sup>nd</sup> 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  
Robert P. Hyatt  
Leannetta McNealy, Ph.D.  
Gunnar F. Paulson, Ed.D.  
Eileen F. Roy



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**SUPERINTENDENT**

Karen D. Clarke

*We are committed to the success of every student!*

---

Facilities Department \*\* 3700 N. E. 53<sup>rd</sup> 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**

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

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](mailto:jay.brown@jbprogroup.com)*

Mr. A.J. "Jay" Brown, Jr., P.E.  
President  
JBrown Professional Group, Inc.  
3530 NW 43<sup>rd</sup> 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](mailto: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

CIVIL ENGINEERING • PLANNING • LAND SURVEYING

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

July 3, 2018

Mr. Justin Tabor, AICP  
Principal Planner, City of Alachua  
15100 NW 142<sup>nd</sup> 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'Rorke, and David Fisher of Aldevco, LLC



# 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

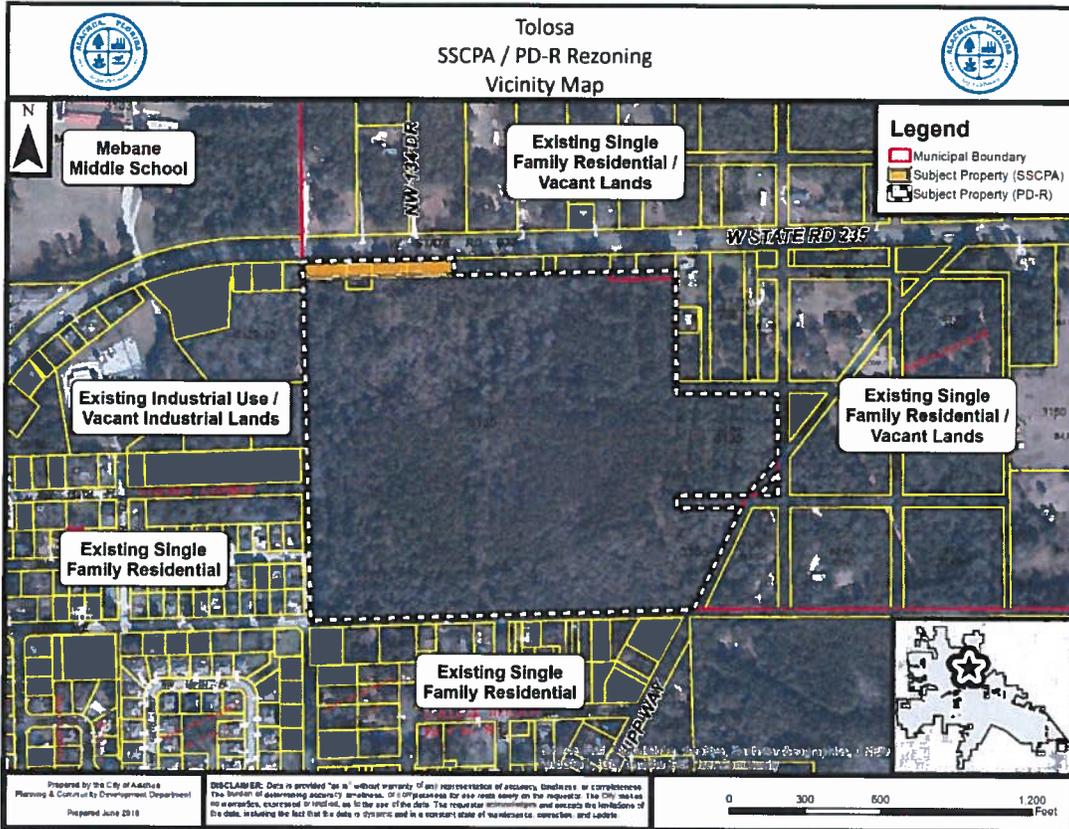
**ACREAGE:** ±0.95 acres (SSCPA); ±50.45 acres (PD-R)

**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 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 126<sup>th</sup> 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.

City of Alachua  
Development Review Team (DRT) Meeting

Project Name: Tolosa SSCPA & PD-R Rezoning

Meeting Date: June 19, 2018 (Staff DRT)

**PLEASE PRINT CLEARLY**

Name	Email	Mailing Address	Phone
Justin Tebor			
Adam Hall		CoA	
Kathy Winburn		CoA	

# 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 ( $\pm 49.5$  acres); Rural / Agriculture (County Designation) ( $\pm 0.95$  acres)

**PROPOSED FLUM DESIGNATION:** Moderate Density Residential ( $\pm 50.45$  acres)

**EXISTING ZONING:** Planned Unit Development (PUD) (expired) ( $\pm 49.5$  acres); Agriculture (County) ( $\pm 0.95$  acres)

**PROPOSED ZONING:** Planned Development – Residential (PD-R) ( $\pm 50.45$  acres)

**OVERLAY:** N/A

**ACREAGE:**  $\pm 0.95$  acres (SSCPA);  $\pm 50.45$  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)

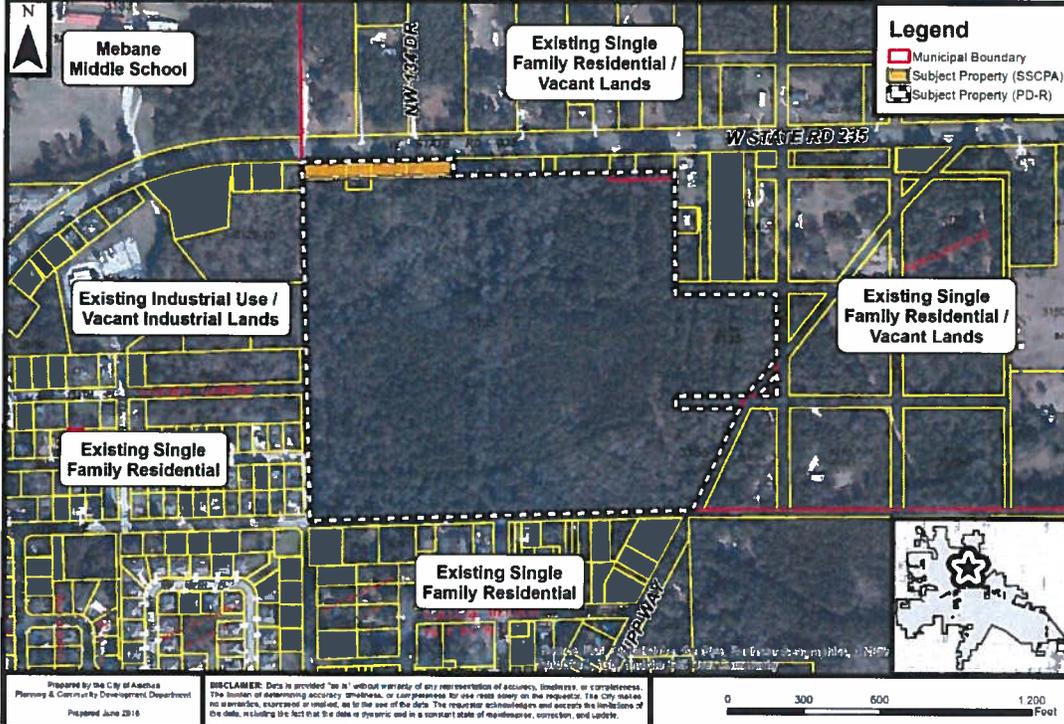
**PROJECT SUMMARY:** (1) A request to amend the FLUM Designation of a  $\pm 0.95$  acre subject property from Rural / Agriculture (County Designation) to Moderate Density Residential (Tax Parcel Nos. 03130-007-001; 03130-008-000; 03130-009-000; and a portion of 03130-004-000).

(2) A request amend the Official Zoning Atlas from Planned Unit Development (PUD) (expired) on  $\pm 49.5$  acres and Agriculture (County) on  $\pm 0.95$  acres to Planned Development – Residential (PD-R) on  $\pm 50.45$  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.**



Tolosa  
SSCPA / PD-R Rezoning  
Vicinity Map



## ***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 SSCP application is 0.95 acres. Please clarify the location of the wetland, which is located on lands not subject to the SSCP 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 SSCP 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.
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- 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 126<sup>th</sup> 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](mailto:jay.brown@jbprogroup.com)*

Mr. A.J. "Jay" Brown, Jr., P.E.  
President  
JBrown Professional Group, Inc.  
3530 NW 43<sup>rd</sup> 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 126<sup>th</sup> 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](mailto: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 142<sup>nd</sup> 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