



City of Alachua

Planning & Community Development Department Staff Report

Planning & Zoning Board Hearing Date: January 14, 2020
Quasi-Judicial Hearing

SUBJECT: A request for a Site Plan for the construction of a six (6) space parking lot with associated storm water management facility, paving, grading, and landscaping improvements

APPLICANT/AGENT: Craig Hedgecock, P.E., P.S.M.

PROPERTY OWNER: Subhas and Elaine Sheth

LOCATION: 15303 NW 140th Street

PARCEL ID NUMBER: 03342-000-000

FLUM DESIGNATION: Community Commercial

ZONING: CC ("Community Commercial")

OVERLAY: NA

ACREAGE: ± 0.46 acres

PROJECT PLANNER: Adam Hall, AICP

RECOMMENDATION: Staff recommends that the Planning & Zoning Board approve the Site Plan, subject to the four (4) conditions provided in Exhibit "A" of this Staff Report.

RECOMMENDED MOTION: *Based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and approves the Site Plan, subject to the four (4) conditions provided in Exhibit "A" and on page 21 of the January 14, 2020 Staff Report to the Planning & Zoning Board.*

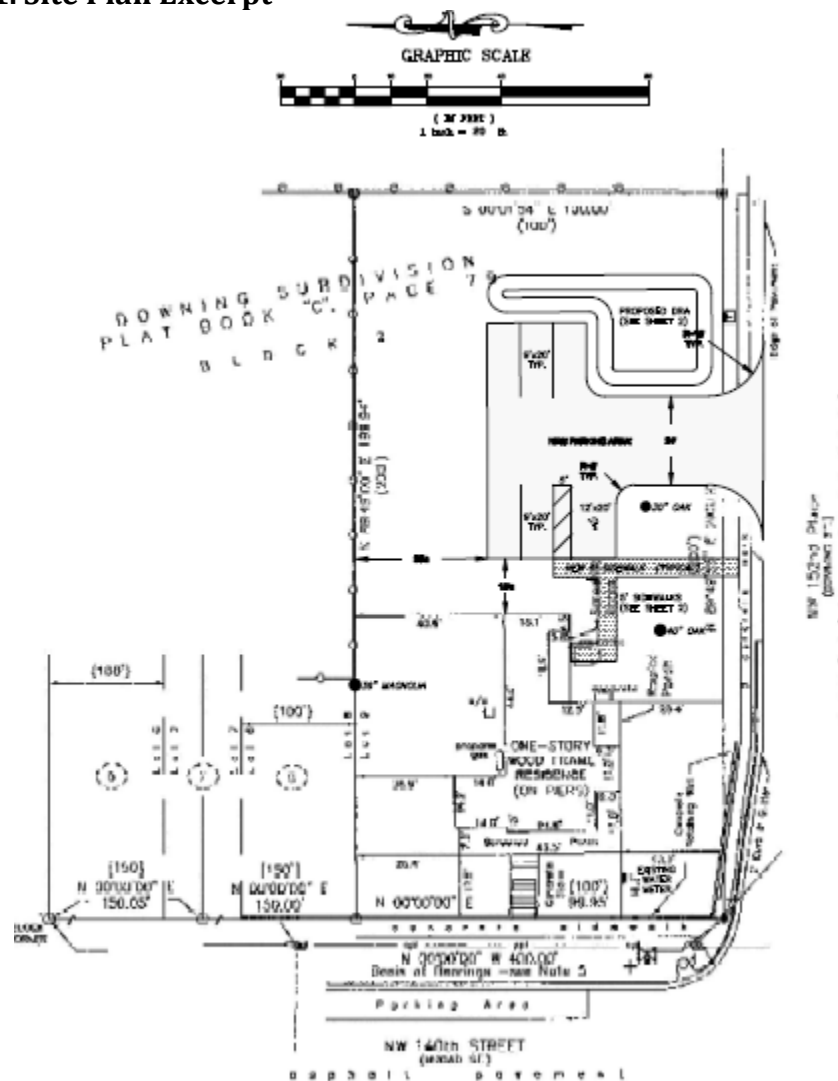
SUMMARY

The proposed site plan is a request by Craig Hedgecock, P.E., P.S.M., applicant and agent for Subhas and Elain Sheth, property owners, for the construction of a six (6) space parking lot with associated storm water management facility, paving, grading, and landscaping improvements. The existing structure is a residential use that the property owner would like to convert into professional services offices.

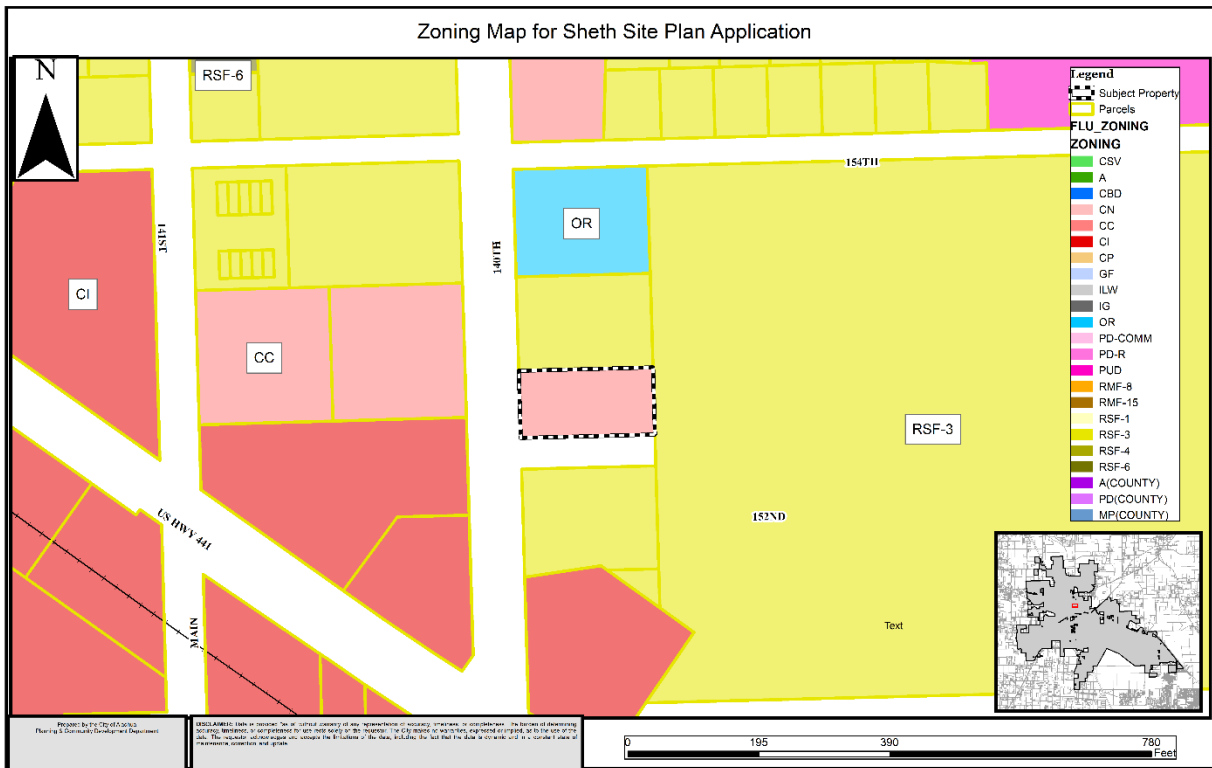
The subject property is ± 0.46 acres in area and is located at 15303 NW 140th Street. Access to the subject property would be provided by one (1) ingress/egress drives directly onto NW 152nd Place.

The proposed development will convey the development's stormwater runoff to a proposed stormwater system located to the east of the proposed parking lot.

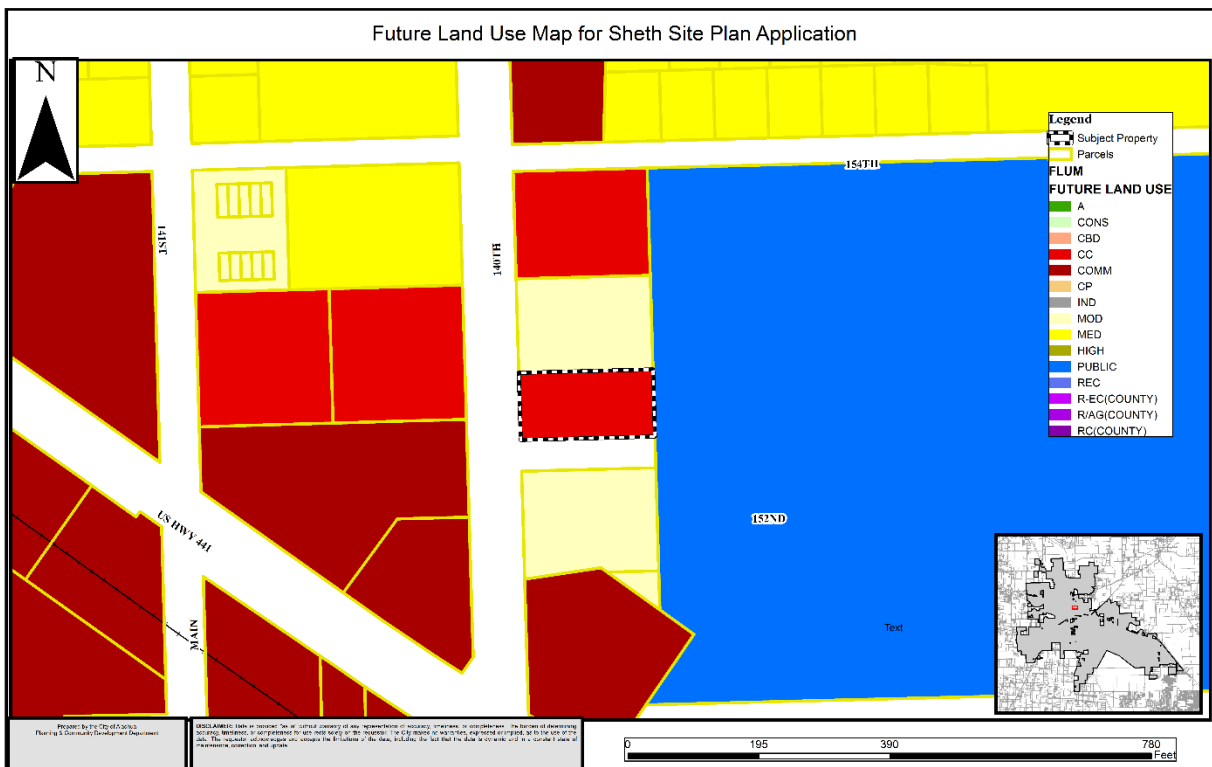
Illustration 1. Site Plan Excerpt



Map 1. Subject Property with Zoning



Map 2. Subject Property with Future Land Use



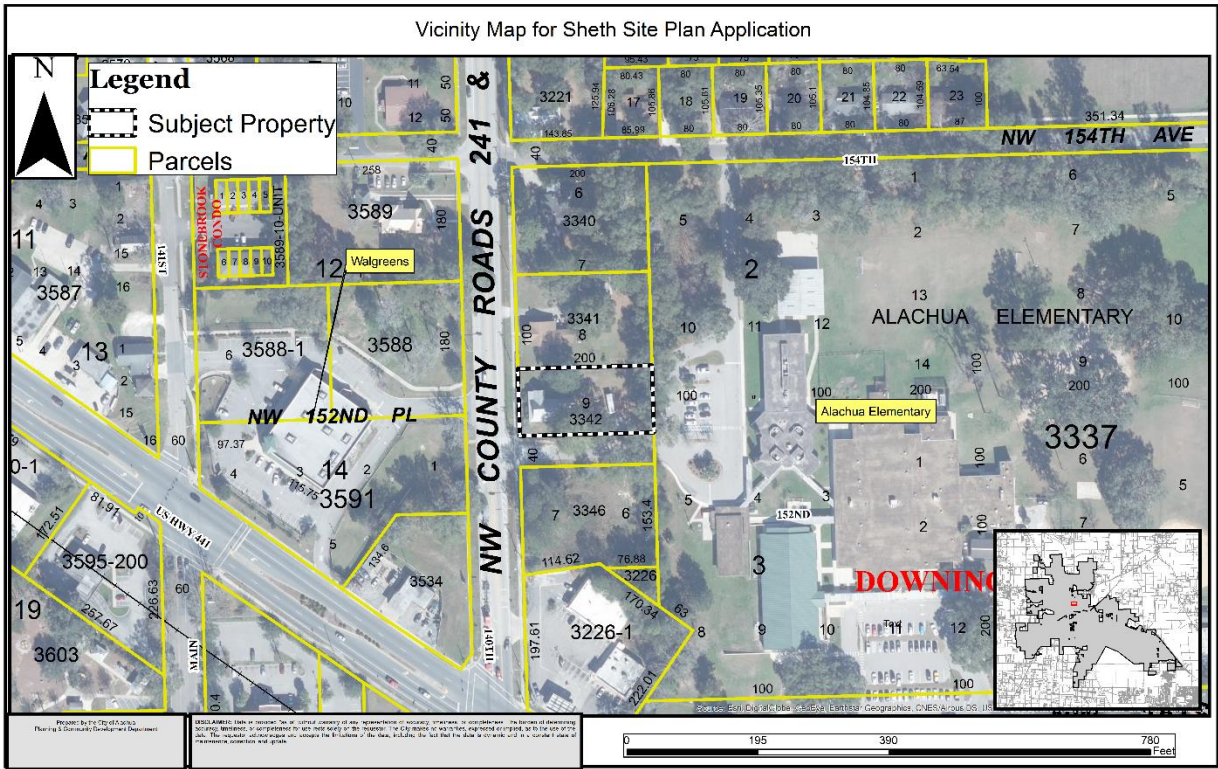
SURROUNDING USES

The existing uses, Future Land Use Map (FLUM) Designations, and zoning districts of the surrounding area are identified in Table 1. Map 3 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.)

Table 1. Surrounding Land Uses

Direction	Existing Use(s)	FLUM Designation(s)	Zoning District(s)
North	Residential	Moderate Density Residential	RSF-3
South	Vacant Residential/Commercial	Moderate Density Residential	RSF-3
East	Institutional (Alachua Elementary)	Public	RSF-3
West	Commercial	Community Commercial/ Commercial	CC/CI

Map 3. Vicinity Map



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 were notified of the meeting and notice of the meeting was published in a newspaper of general circulation.

A Neighborhood Meeting was held on October 28, 2019 at the Alachua Branch Library. The applicant's agent was present and available to answer questions. As evidenced by materials submitted by the applicant, the meeting was attended by two (2) individuals from the public. A copy of the notice materials for Neighborhood Meeting has been provided by the applicant and is included within the application materials.

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

GOAL 1: Future Land Use Map 2025: The City of Alachua shall maintain a Future Land Use Map in order to effectively guide development in a sustainable manner and to ensure economic prosperity and stability while maintaining a high quality of life for all of its present and future citizens.

Objective 1.3: Commercial

The City of Alachua shall establish three commercial districts: Community Commercial, Commercial and Central Business District. These districts shall provide a broad range of retail sales and services, as well as office uses, in order to provide for the availability of goods and services, both to the citizens of Alachua and to the citizens of the North Central Florida region.

Policy 1.3.a: Community Commercial: The Community Commercial land use category is established to provide neighborhood and community scale goods and services to adjacent neighborhood and residential areas. The following uses are allowed within the Community Commercial land use category:

1. Neighborhood commercial establishments;
2. Residential/office;
3. Business and professional offices;

4. Personal services;
5. Financial Institutions;
6. Retail sales and services that serve the community;
7. Eating establishments;
8. Indoor recreation/entertainment;
9. Single-family and multi-family residential above first floor commercial uses;
10. Bed and Breakfasts;
11. Supporting community services, such as schools, houses of worship, parks, and community centers;
12. Traditional Mixed-use Neighborhood Planned Developments;

Evaluation and Findings of Consistency with Goal 1, Objective 1.3, and Policy

1.3.a: The subject property has a Community Commercial FLUM Designation. The zoning of the subject property is Community Commercial (CC), which permits professional services offices.

Policy 1.3.d: Design and performance standards: The following criteria shall apply when evaluating commercial development proposals:

1. Integration of vehicular and non-vehicular access into the site and access management features of site in terms of driveway cuts and cross access between adjacent sites, including use of frontage roads and/or shared access;
2. Buffering from adjacent existing/potential uses;
3. Open space provisions and balance of proportion between gross floor area and site size;
4. Adequacy of pervious surface area in terms of drainage requirements;
5. Placement of signage;
6. Adequacy of site lighting and potential impacts of lighting upon the surrounding area. Lighting should be designed to minimize impacts and preserve the ambiance and quality of the nighttime sky by reducing light trespass and light pollution on adjacent properties by utilizing lighting at an appropriate intensity, direction and times to ensure light is not overused or impacting areas where it is not intended;
7. Safety of on-site circulation patterns (patron, employee and delivery vehicles), including parking layout and drive aisles, and points of conflict;
8. Landscaping, as it relates to the requirements of the Comprehensive Plan and Land Development Regulations;
9. Unique features and resources which may constrain site development, such as soils, existing vegetation and historic significance; and
10. Performance based zoning requirements, which may

serve as a substitute for or accompany land development regulations in attaining acceptable site design.

11. Commercial uses shall be limited to an intensity of less than or equal to .50 floor area ratio for parcels 10 acres or greater, .50 floor area ratio for parcels less than 10 acres but 5 acres or greater, a .75 floor area ratio for parcels less than 5 acres but greater than 1 acre, and 1.0 floor area ratio to parcels 1 acre or less.

Evaluation and Findings of Consistency with Policy 1.3.d: The applicant has demonstrated through the site plan, application, and supporting documentation that each of these sub-policies have been sufficiently addressed.

Objective 2.4: Landscaping and Tree Protection Standards: The City shall adopt landscaping and tree protection standards in order to achieve the aesthetic design values of the community and preserve tree canopies, as well as specimen protected, heritage and champion trees.

Policy 2.4.a: Landscaping: General – The City shall require landscaping plans to be submitted with each nonresidential and multiple family residential site plan. The minimum landscaped area shall be 30% of the development site. Landscaping designs shall incorporate principles of xeriscaping, where feasible. The City shall develop a list of preferred planting materials to assist in the landscape design. Landscape plans shall include perimeter and internal site landscaping.

Policy 2.4.b: Landscaping: Buffering – A buffer consists of horizontal space (land) and vertical elements (plants, berms, fences, walls) that physically separate and visually screen adjacent land uses. The City shall establish buffer yard requirements that are based on the compatibility of the adjacent uses and the desired result of the buffer.

Evaluation and Findings of Consistency with Objective 2.4 and Policies 2.4.a and 2.4.b: The site plan includes a landscaping plan which demonstrates that the proposed development will comply with all applicable landscaping and buffering standards required by the City's Comprehensive Plan and Land Development Regulations.

Objective 2.5: Open Space Standards: The City shall utilize open space requirements to preserve the rural character of Alachua, protect natural resources, and provide spaces for people to recreate and gather.

Policy 2.5.a: There shall be a minimum of 10% percent open space required. The City shall establish incentives for the provision of open space beyond minimum requirements.

Evaluation and Findings of Consistency with Objective 2.5 and Policy 2.5.a: The site plan indicates that the subject property will include 1.35 acres of open space (50.03% of the site), exceeding the minimum 10% open space requirement.

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.

Evaluation and Findings of Consistency with Objective 5.1: A review of the best available data indicates that the development will not adversely affect natural features. The site is currently developed.

Objective 5.2: Availability of facilities and services: The City shall utilize a concurrency management system to ensure that the adopted level of service standards are maintained.

Policy 5.2.a: All new development shall meet level of service requirements for roadways, potable water and sanitary sewer, stormwater, solid waste, public schools, and improved recreation in accordance with LOS standards adopted in the elements addressing these facilities.

Evaluation and Findings of Consistency with Objective 5.2 and Policy 5.2.a: An analysis of the development's impact to public facilities has been provided within this report. This analysis demonstrates that the development will not adversely affect the level of service (LOS) standard of any monitored public facilities.

Policy 9.1: Any new development within a Commercial or Industrial Future Land Use Map Designation 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 City of Alachua Comprehensive Plan, shall connect to the City of Alachua's potable water and wastewater system.

Evaluation and Findings of Consistency with Policy 9.1: The proposed development is currently connected to potable water and wastewater 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.

Evaluation and Findings 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.

Policy 1.3.a: The City shall establish minimum and maximum parking standards in order to avoid excessive amounts of underutilized parking areas.

Policy 1.3.d: The City shall require landscaping within parking areas, with an emphasis on canopy trees. The City shall consider establishing incentives for landscaping in excess of minimum standards.

Policy 1.3.g: The City shall require spaces to accommodate persons with physical disabilities as required by the Americans with Disabilities Act.

Evaluation and Findings of Consistency with Objective 1.1 and Policies 1.3.a, 1.3.d,, and 1.3.g: The site plan complies with the applicable standards of Section 6.1, Off-street parking and loading standards, of the City's Land Development Regulations. Required landscaping materials will be provided within parking areas. The site plan also provides the minimum number of required accessible parking spaces.

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:

3. A gravity wastewater system, wastewater pumping station, or force main exists within ¼ 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.

Evaluation and Findings of Consistency with Policy 1.2.a: The proposed development is located within the City's utility service area and is currently connected to the City's 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

Evaluation and Findings of Consistency with Objective 2.1.a: An analysis of the development's impacts to solid waste facilities is provided within this report. The development will not adversely affect the level of service for solid waste facilities.

Objective 3.1: Ensure provision of drainage and stormwater retention through level of service standards and design requirements to minimize flooding and to protect and improve water quality.

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:

3. A water main exists within ¼ 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.

Evaluation and Findings of Consistency with Policy 4.1.b: The proposed development is located within the City's utility service area and is currently connected to the City's 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 & 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.

Policy 1.3.e:

The City's land use designations shall offer the best possible protection to threatened and endangered species.

Evaluation and Findings of Consistency with Policy 1.2.a and 1.3.e: The subject property does not contain any environmentally sensitive lands, and is not located adjacent to large tracts of land or land designated for conservation. The development therefore will encourage development practices which provide for the protection of native communities and ecosystems.

Evaluation: The subject property is not located within or adjacent to a Strategic Ecosystem, therefore, the development will not adversely impact any Strategic Ecosystem(s) identified within the ecological inventory report.

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: No species identified as endangered, threatened, or of special concern are known to exist on the subject property. While the FNAI PNA data layer does indicate that there are areas classified as potentially having habitat which could support species identified as endangered, threatened, or of special concern, this data is not intended for use in a regulatory decision making process. If a regulated plant or animal species is identified during development, 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.

Based on previous reports of the site being used as an informal waste disposal area, the Florida Department of Environmental Protection conducted an inspection in March of 2010. The inspection failed to confirm that the site was a previous informal waste disposal site (historic promiscuous dumping) and the property owner was required to remove all current exposed solid waste. Some construction materials were encountered near surface during geotechnical investigation, but was not significant enough to warrant special concern by the

geotechnical engineer. As a condition of site plan approval, if solid waste materials are encountered during site development, the applicant must notify the City and FDEP in order to ensure materials are addressed in accordance with all applicable state and local rules and regulations.

Table 2. Soils

Soil Type	Hydrologic Group	Drainage Class	Small Commercial Buildings	% of Subject Property (may not total to 100% due to rounding)
Arredondo-urban land complex, 0 to 5 percent slopes	A	Well drained	Not Limited	100

Evaluation: The soil type found on the site has no limitations for small commercial buildings so, therefore, no concerns related to soil suitability.

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, however, best available data indicates that no sinkholes or known indicators of sinkhole activity are located on the subject property.

Evaluation: There are no geologic features located on the subject property which 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.

COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS

SITE PLAN STANDARDS

Section 2.4.9(E) of the City's Land Development Regulations (LDRs) establishes the standards with which all site plans must be found to be compliant. The application has been reviewed for compliance with the standards of Section 2.4.9(E.) An evaluation and findings of the application's compliance with the standards of Section 2.4.9(E) is provided below.

(E) Site Plan Standards

A Site Plan shall be approved only upon a finding the applicant demonstrates all of the following standards are met:

(1) *Consistency with Comprehensive Plan*

The development and uses in the Site Plan comply with the Goals, Objectives and Policies of the Comprehensive Plan.

Evaluation & Findings: An analysis of the application's consistency with the Comprehensive Plan has been provided in this report.

(2) *Use Allowed in Zone District*

The use is allowed in the zone district in accordance with Article 4: *Use Regulations*.

Evaluation & Findings: The subject property is zoned CC (Community Commercial), which permits the professional services office use. The site plan proposes a new six (6) space parking lot with associated storm water management facility, paving, grading, and landscaping improvements. Applicant has indicated that the use will be a professional services office use, which is permitted within the CC zoning district.

(3) *Zone District Use-Specific Standards*

The development and uses in the Site Plan comply with Section 4.3, *Use-Specific Standards*.

Evaluation & Findings: There are no use-specific standards for professional services office uses.

(4) *Development and Design Standards*

The development proposed in the Site Plan and its general layout and design comply with all appropriate standards in Article 6: *Development Standards*.

Evaluation & Findings: The application has been reviewed for and is found to be in compliance with all relevant provisions of Article 6, *Development Standards*, including but not limited to *Section 6.1*, Off Street Parking & Loading Standards, *Section 6.2*, Tree Protection/Landscape/Xeriscape Standards, *Section 6.3*, Fencing Standards, *Section 6.4*, Exterior Lighting Standards, *Section 6.7*, Open Space Standards, *Section 6.8*, Design Standards for Business Uses, and *Section 6.9*, Environmental Protection Standards. Compliance with the relevant provisions of the aforementioned LDR sections is demonstrated within the Site Plan.

(5) *Subdivision Standards*

In cases where a subdivision has been approved or is pending, the development proposed in the Site Plan and its general layout and design comply with all appropriate standards in Article 7: *Subdivision Standards*.

Evaluation & Findings: No subdivision is proposed as a part of this site plan application, therefore, no issues related to subdivision standards.

(6) *Complies with All Other Relevant Laws and Ordinances*

The proposed site plan development and use complies with all other relevant City laws and ordinances, state and federal laws, and regulations.

Evaluation & Findings: The application is consistent with all other relevant City ordinances and regulations.

COMPLIANCE WITH SECTION 6.6.3, RESIDENTIAL PROTECTION STANDARDS

Section 6.6.3 of the City's Land Development Regulations (LDRs) establishes additional conditions that may be imposed for development located within 500 feet of any residential district or adjacent to any existing single-family or two-family development. The only existing single family residential use adjacent to the subject property is to the north. To mitigate any future potential impacts, hours of operation are included as a condition of site plan approval. These hours are similar to existing commercial operations in the immediate vicinity.

COMPLIANCE WITH SECTION 6.8, DESIGN STANDARDS FOR BUSINESS USES

Section 6.8 of the City's Land Development Regulations (LDRs) establishes design standards for business uses. The standards established within Section 6.8.2 apply to business use types, except for single tenant retail sales and services uses greater than or equal to 20,000 square feet or unless otherwise exempted within Subsection 6.8.1(B.). Uses exempt from the design

standards pursuant to Subsection 6.8.1(B) include use types within the industrial services, manufacturing and production, warehouse and freight movement, waste-related services, and wholesale sales use categories, except when all or a portion of a building utilized for one of these uses is located within 500 feet of US Highway 441 right-of-way. The standards established within Section 6.8.3 apply to single tenant retail sales and services uses greater than 20,000 square feet.

The proposed development is classified as an “offices use type”, but the proposed site plan does not include alterations to the exterior of the structure, and therefore not subject to the requirements of Section 6.8. Proposed future alterations to the site may require full compliance with this section.

PUBLIC FACILITIES IMPACT

Traffic Impact

Table 4. Affected Comprehensive Plan Roadway Segments¹

Segment Number ^{2, 3}	Segment Description	Lanes	Functional Classification	Area Type	LOS
9 (109/4109)	SR 235 (From US 441 to NCL)	2/U	Major Collector	COMM	D

¹ Source: City of Alachua Comprehensive Plan, Transportation Element.
² For developments generating fewer than 1,000 trips, affected roadway segments are identified as those located partially or wholly within ½ mile of the development's ingress/egress [Section 2.4.14(H)(2) of the LDRs.]
³ FDOT roadway segment number shown in parenthesis (when applicable.) 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 5. Trip Generation¹

Land Use	AADT (Enter/Exit) ²	AM Peak Hour (Enter/Exit) ²	PM Peak Hour (Enter/Exit) ²
General Office (ITE Code 710)	15 (8/7)	2 (2/0)	2 (0/2)
Total Trips	15 (8/7)	2 (2/0)	5 (0/2)

¹ Source: ITE Trip Generation, 10th Edition.
² Formulas: ITE Code 710– AADT –9.74 trips per 1,000 sf gfa x 1.54 ksf (50% entering/50% exiting); AM Peak Hour – 1.16 trips per 1,000 sf gfa x 1.54 ksf (86% entering/14 % exiting); PM Peak Hour – 1.15 trips per 1,000 sf gfa x 1.45 ksf (16 % entering/ 84% exiting)

Table 6a. Projected Impact on Affected Comprehensive Plan Roadway Segments (AADT)

Traffic System Category	SR 235 (From US 441 to NCL) ¹
Average Annual Daily Trips	
Maximum Service Volume ²	14,400
Existing Traffic ³	7,537
Reserved Trips ⁴	135
Available Capacity ⁴	6,728
Increase/Decrease in Daily Trips Generated by Development ⁵	15
Residual Capacity After Development's Impacts⁶	6,713
¹ FDOT roadway segment number shown in parenthesis (when applicable.) 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. ² 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. ³ Florida State Highway System Level of Service Report 2016, Florida Department of Transportation, District Two (published August 2017). ⁴ Source: City of Alachua December 2019 Development Monitoring Report. ⁵ Trip Distribution: SR235 - 100% ⁶ The application is for a Final Development Order. Facility capacity and concurrency will be reserved.	

Table 6b. Projected Impact on Affected Comprehensive Plan Roadway Segments (PM Peak Hour)

Traffic System Category	SR 235 (From US 441 to NCL) ¹
Maximum Service Volume ²	1,290
Existing Traffic ³	716
Reserved Trips ⁴	18
Available Capacity ⁴	556
Increase/Decrease in PM Peak Hour Trips Generated by Development ⁵	2
Residual Capacity After Development's Impacts⁶	554
¹ FDOT roadway segment number shown in parenthesis (when applicable.) 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. ² 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. ³ Florida State Highway System Level of Service Report 2016, Florida Department of Transportation, District Two (published August 2017). ⁴ Source: City of Alachua December 2019 Development Monitoring Report. ⁵ Trip Distribution- SR 235 -100% ⁶ The application is for a Final Development Order. Facility capacity and concurrency will be reserved.	

Evaluation: The impacts generated by the development will not adversely affect the Level of Service (LOS) of the roadway segment identified above; therefore, the demand generated by the development is acceptable.

Potable Water Impacts

Table 7. Potable Water Impacts

System Category	Gallons Per Day
Current Permitted Capacity ¹	2,300,000
Less Actual Potable Water Flows ¹	1,295,603
Reserved Capacity ¹	135,738
Available Capacity	868,659
Projected Potable Water Demand from Application ³	29
Residual Capacity	868,630
Percentage of Permitted Design Capacity Utilized	62.23%
<i>Sources:</i> ¹ City of Alachua December 2019 Development Monitoring Report. ² Source: Chapter 64E-6, Florida Administrative Code; Formula: 125% of wastewater demand = 15 gpd per 1 ksf = 15 x 1.54 x 1.25 = 29	

Evaluation: The impacts generated by the development will not adversely affect the Level of Service (LOS) for potable water facilities; therefore, the demand generated by the development is acceptable.

Sanitary Sewer Impacts

Table 8. Sanitary Sewer Impacts

System Category	Gallons Per Day
Treatment Plant Current Permitted Capacity ¹	1,500,000
Less Actual Treatment Plant Flows ¹	729,000
Reserved Capacity ¹	127,855
Available Capacity	643,145
Projected Sanitary Sewer Demand from Application ²	23
Residual Capacity	643,122
Percentage of Permitted Design Capacity Utilized	57.13%
<i>Sources:</i> ¹ City of Alachua December 2019 Development Monitoring Report. ² Source: Chapter 64E-6, Florida Administrative Code; Formula: 15 gp 1 ksf = 15 x 1.54 = 23 gpd	

Evaluation: The impacts generated by the development will not adversely affect the Level of Service (LOS) for sanitary sewer facilities; therefore, the demand generated by the development is acceptable.

Solid Waste Impacts

Table 9. Solid Waste Impacts

System Category	Pounds Per Day	Tons Per Year
Demand from Existing Development ¹	40,620.00	7,413.15
Reserved Capacity ²	7,408.14	1,351.99
Demand Generated by Application ²	71	13
New River Solid Waste Facility Capacity ⁴	50 years	
Sources: 1 City of Alachua July 2019 Development Monitoring Report. 2 Sincero and Sincero; Environmental Engineering: A Design Approach. Prentice Hall, New Jersey, 1996		

Evaluation: The impacts generated by the development will not adversely affect the Level of Service (LOS) of solid waste facilities; therefore, the demand generated by the development is acceptable.

Recreation Facilities

The proposed development is a nonresidential development. Therefore, there are no impacts to recreation facilities. The development will have no impact to the Level of Service (LOS) of recreation facilities.

Public School Facilities

The proposed development is a nonresidential development. Therefore, there are no impacts to public school facilities. The development will have no impact to the Level of Service (LOS) of public school facilities.

EXHIBIT “A”
TO
SHETH; SUBHAS AND ELAINE SHETH

SITE PLAN
STAFF REPORT

CONDITIONS:

1. The applicant agrees it shall obtain all other applicable local, state, and federal permits before the commencement of the development.
2. The applicant agrees it shall provide Public Utilities Easements as depicted on the Site Plan. Public Utilities Easements as depicted on the Site Plan shall be approved by the City and recorded in the Public Records of Alachua County prior to applying for a building permit. The applicant shall incur all costs associated with the preparation and recordation of such Public Utilities Easements.
3. The hours of any commercial operation are limited to between 7:00 a.m. and 10:00 p.m.
4. The applicant agrees that Conditions 1-3 as stated above do not inordinately burden the land and shall be binding upon the property owner, including any subsequent property owners, successors, or assigns, and that the development shall comply with Conditions 1 -3 as stated herein.

**EXHIBIT “B”
TO
SUBHAS AND ELAINE SHETH
SITE PLAN
STAFF REPORT**

**SUPPORTING APPLICATION MATERIALS
SUBMITTED BY CITY STAFF TO THE
PLANNING AND ZONING BOARD**



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

December 18, 2019

Also submitted electronically to chedgecock@cox.net

Craig Hedgecock, P.E.
27 NW 48th Boulevard
Gainesville, FL 32607

RE: Notice of Hearing to be Scheduled for Sheth Site Plan

Dear Mr Hedgecock:

On December 4, 2019 the City of Alachua received your updated application for the above referenced project.

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 two (2) *double-sided, three-hole punched, color sets* of each **complete** application package, seven (7) full size sets of site plans, and a digital copy of all materials in PDF format on a CD or by emailing a Cloud/FTP link to download the materials to planning@cityofalachua.com *no later than 10 business days prior to the PZB Meeting at which your application is scheduled to be heard*. The application has been scheduled for the **January 14, 2020** Planning and Zoning Board meeting; therefore, the above referenced materials must be submitted to the City no later than ***Thursday, December 26, 2019***. Materials may be submitted earlier than this date (please note that City Hall will be closed December 24th and December 25th for Christmas Eve and Christmas Day).

In addition, Section 2.2.9(D) of the Land Development Regulations requires the applicant to place posted notice signs on the subject property at least 14 days prior to the public hearing. Therefore, posted notice signs must be placed on the property no later than ***Monday, December 30th, 2019***. The signs are prepared and ready for pick at the Building Department counter at City Hall.

If you plan to utilize a PowerPoint presentation or would like other materials to be available for reference during the public hearing, please submit the presentation or materials no later than 12:00 PM on the last business day prior the PZB meeting (no later than Monday, January 13, 2020). Any presentation or materials may be submitted by emailing them to planning@cityofalachua.com.

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

Sincerely,

Adam Hall, AICP
Planner

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



JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

December 19, 2019

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

Re: Sheth Parking Lot Site Plan

Dear Mr. Hall:

As you requested, we have reviewed the Sheth Parking Lot site plan submittal drawings and other materials provided to us for the above referenced project. The drawings reviewed were created by Craig R. Hedecock and dated December 16, 2019. The latest plans have addressed all of our comments, and we find the project approvable from an engineering review standpoint.

Sincerely

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

Cc: Craig Hedecock



JBrown Professional Group

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

December 12, 2019

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

Re: Sheth Parking Lot Site Plan

Dear Mr. Hall:

As you requested, we have reviewed the Sheth Parking Lot site plan submittal drawings and other materials provided to us for the above referenced project. The drawings reviewed were created by Craig R. Hedgecock and dated December 4, 2019. Our review generated the following comments and recommendations that are outlined below.

Sheet 2 of 5

1. Please show existing spots and several more proposed spots at sidewalk connection to assure that the sidewalk is ADA compliant. Based on our analysis, it appears that you will have a sidewalk slope of greater than 1:20, which is the max for ADA compliance. Being close is not good enough for ADA compliant sidewalks.
2. The survey contour line going through the center of the parking lot should read 98, not 96 based on spots.
3. In your comment, you specified that the parking lot is at an even slope; however please indicate this on your plans with additional spot elevations or a note.
4. The ramp that is 1:12 leading up to the building will need to have handrails provided.

Sincerely,

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

Cc: Craig R. Hedgecock



City of Alachua

ADAM BOUKARI
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: Dec 10, 2019

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR 12/10/2019

RE: Sheth Site Plan

Public Services has reviewed the Sheth Site Plan (Dec 4th Submittal) and offers the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>Please show the location of the wastewater gravity line, including the cleanout. The attached figure shows the location the gravity lateral and cleanout. Evaluate the location of the cleanout in relation to the new parking lot. If necessary, (1) increase cleanout height so it matches grade; or (2) if in the parking lot, provide a heavy-duty cover, or (3) relocate the cleanout as necessary.</p> <p>Revise and Resubmit</p> <p>Dec 4th Comment(s)</p> <p>To improve clarity, at the manhole, please call out the invert elevation of 91.0 plus or minus.</p> <p>Approved as Noted.</p>
2.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>Please show the location of the water meter. This will require field evaluation as the COA does not have a record drawing that shows the location of this meter. Verify that the meter and its supply and distribution lines do not interfere with new construction.</p> <p>Revise and Resubmit</p> <p>Dec 4th Comment(s)</p>

NO.	COMMENTS
	Approved
3.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>The attached figure shows that there is a wastewater lateral with cleanout on the property. It may be in the same location as the stormwater basin. Please verify that there is at least one foot of cover between the stormwater basin bottom and the crown of the wastewater lateral.</p> <p>Revise and Resubmit</p> <p>Dec 4th Comment(s)</p> <p>Approved</p>
END OF COMMENTS	

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

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Planner

Harry Dillard – Lead Engineering Technician



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 21, 2019

Craig Hedgecock, P.E.
27 NW 48th Boulevard
Gainesville, FL 32607

Also submitted electronically to chedgecock@cox.net .

RE: Sheth (Site Plan)-Development Review Team (DRT) Comments

Dear Mr Hedgecock:

On October 31, 2019 the City of Alachua received your application for the approval of a Site Plan for the Sheth Site Plan project, which proposes the construction of a 6 space parking lot and associated grading, paving, and landscaping improvements on a .46 acre subject property located at 15303 NW 140th Street (Parcel No. 03342-000-000). A Development Review Team meeting was held on November 21, 2019 to discuss the application deficiencies.

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 4, 2019**. A total of four (4) copies of the complete application package (i.e., all application materials and attachments) and a CD containing a PDF (or cloudlink/ FTP link provided by the applicant) 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 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. Where applicable, new comments are noted.

A. Comprehensive Plan Consistency

1. Please provide analysis of application's consistency with Policies 1.3.a, 2.4.a, and 2.5.a of the Future Land Use Element.

B. Concurrency Impact Analysis

1. Provide ITE Code used to calculate trip generation and square footage of existing structure.
2. Provide calculation used to determine 23 gallons per day of wastewater generated by use.
3. Provide calculation used to determine potable water demand.
4. Provide calculation or source of data for solid waste generation. Typically, commercial uses generate approximately 12 pounds of solid waste per 1,000 square feet.

C. Development Standards

5. Section 6.2- Tree protection/landscape/xeriscape standards
 - a. Provide size (diameter at average breast height) of ligustrum tree identified to be removed.
 - b. Per Table 6.2-2, the appropriate buffer for the north property line is Type "D". Existing magnolia used for buffer credit appears to be primarily on adjacent property.
 - c. Per Section 6.2.2 (D)(2)(a)(iii)a, provide calculation of interior parking lot landscaping requirement.
6. Section 6.6.3 – Residential Protection Standards
 - a. Please address standards for Residential Protection found in Section 6.6.3 (A). Please provide analysis of proposed uses impacts to surrounding properties. As a condition of site plan approval, hours of operation shall be limited to between 7: 00 AM and 10:00 PM.

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

1. The applicant must address the comments provided by JBrown Professional Group in a letter dated November 19, 2019 (attached to this memo).
2. The applicant must comply with all comments provided by the Public Services Department in a memo dated November 13, 2019 (attached to this memo).

E. Miscellaneous/General Issues

1. Provide updated mailing labels that includes parcel number 03226-001-000, as this parcel appears to be located within 400' of the subject property. Please contact Staff planner to discuss neighborhood meeting requirements.
2. Provide profile of proposed parking lot area.
3. Provide method of space delineation in parking lot area (thermoplast, paint, etc).

If you have any questions regarding the information above, please contact me at 386-418-6100 x 108 or via e-mail at ahall@cityofalachua.com. We look forward to receiving your revised application.

Sincerely,



Adam Hall, AICP
Planner

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



City of Alachua

ADAM BOUKARI
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: Nov 13, 2019

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR 11/13/2019

RE: Sheth Site Plan

Public Services has reviewed the Sheth Site Plan (Nov 7th Submittal) and offers the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>Please show the location of the wastewater gravity line, including the cleanout. The attached figure shows the location the gravity lateral and cleanout. Evaluate the location of the cleanout in relation to the new parking lot. If necessary, (1) increase cleanout height so it matches grade; or (2) if in the parking lot, provide a heavy-duty cover, or (3) relocate the cleanout as necessary.</p> <p>Revise and Resubmit</p>
2.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>Please show the location of the water meter. This will require field evaluation as the COA does not have a record drawing that shows the location of this meter. Verify that the meter and its supply and distribution lines do not interfere with new construction.</p> <p>Revise and Resubmit</p>
3.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>The attached figure shows that there is a wastewater lateral with cleanout on the property. It may be in the same location as the stormwater basin. Please verify that there is at least one foot of cover</p>

NO.	COMMENTS
	between the stormwater basin bottom and the crown of the wastewater lateral. Revise and Resubmit
END OF COMMENTS	

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

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Planner

Harry Dillard – Lead Engineering Technician



1 inch

8 inch

NW 152 PL

8 inch

2 inch

10916

NW 140 ST

2 inch

10854

10913

10920

NW 152 PL

2 inch

6 inch

2 inch

37.515
10919

2650
10858
25

6 inch

7703

MH-DS-222 98.8 94

6 inch

MH-DS-1 101.25 99.28

7702

7701



2 inch



JBrown Professional Group

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November 19, 2019

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

Re: Sheth Parking Lot Site Plan

Dear Mr. Hall:

As you requested, we have reviewed the Sheth Parking Lot site plan submittal drawings and other materials provided to us for the above referenced project. The drawings reviewed were created by Craig R. Hedgecock and dated October 28, 2019. Our review generated a few comments and recommendations that are outlined below.

Sheet 1 of 5

1. Existing building is not legible. Please redraw relevant parts of the existing survey to clarify all tie-in points.
2. Suggest placing a 5' turnout on the north side of parking lot to allow for cars to back out of spaces easier.
3. Show the location of the handicap sign.
4. Please provide dimensions on the proposed sidewalk.
5. Show the basin outline on this sheet and add a few dimensions showing the distance off of the proposed parking lot.

Sheet 2 of 5

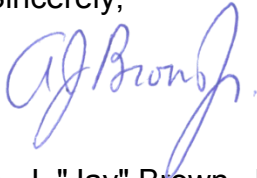
1. The existing sidewalk is not shown on this sheet. Portions of this sidewalk will need to be cut out and regraded where it ties into the proposed driveway.
2. Show spots at existing sidewalk connection to assure that the sidewalk is ADA compliant. Based on other spots in the area, it appears that this stretch could potentially be steeper than 1:20.
3. Show more spots at the center of the drive and edge of parking spaces to clarify grading and show that everything is ADA compliant.
4. Please denote the drainage area for this property on this sheet to show what will be flowing into the proposed basin.
5. Please provide a flush concrete sidewalk detail.
6. Please provide an asphalt driveway detail showing the thickness of the layers.
7. Please indicate silt fence if it is needed on this property.

Sheet 3 of 5

1. Large portions of the landscape plan are not legible.

2. Provide tree protection around all trees to be saved on the property. Consider providing a callout to make this more clear.

Sincerely,

A handwritten signature in blue ink, appearing to read "AJ Brown Jr.", with a stylized, cursive script.

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

Cc: Craig R. Hedgecock

DEVELOPMENT REVIEW TEAM SUMMARY

PROJECT NAME: Sheth Parking Lot

APPLICATION TYPE: Site Plan

APPLICANT/AGENT: Craig Hedgecock, P.E.

PROPERTY OWNER: Subhas and Elain Sheth

DRT MEETING DATE: November 21, 2019

DRT MEETING TYPE: Applicant

FLUM DESIGNATION: Community Commercial

ZONING: CC ("Community Commercial")

OVERLAY: N/A

DEVELOPMENT AREA ACREAGE: ± 0.46 acres

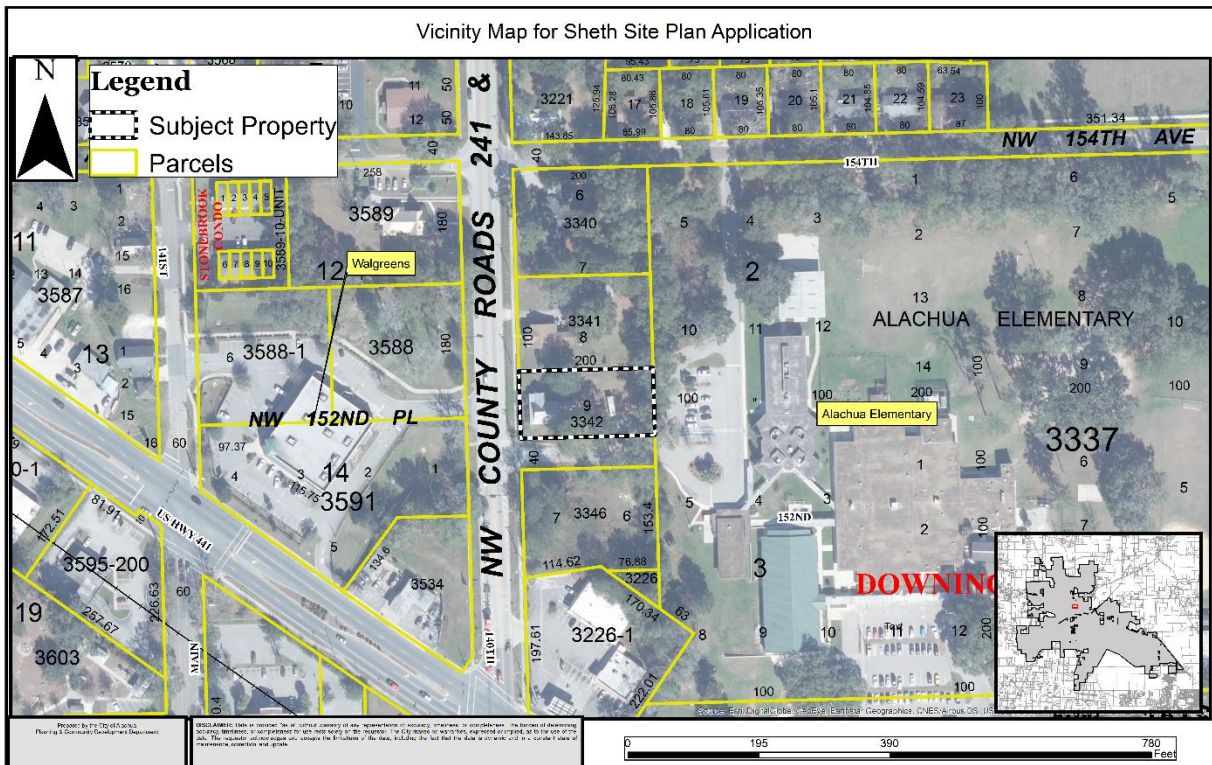
PARCEL: 03342-000-000

PROJECT LOCATION: 15303 NW 140th Street

PROJECT SUMMARY: A request for a Site plan for a new 6 space parking lot with associated paving, grading, and landscaping improvements.

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 4, 2019.**

TENTATIVE PZB DATE: If all comments are addressed by the resubmission date above, the application may be scheduled for the **January 14, 2020 PZB Meeting.**



Deficiencies to be Addressed

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

A. Comprehensive Plan Consistency

1. Please provide analysis of application's consistency with Policies 1.3.a, 2.4.a, and 2.5.a of the Future Land Use Element.

B. Concurrency Impact Analysis

1. Provide ITE Code used to calculate trip generation and square footage of existing structure.
2. Provide calculation used to determine 23 gallons per day of wastewater generated by use.
3. Provide calculation used to determine potable water demand.
4. Provide calculation or source of data for solid waste generation. Typically, commercial uses generate approximately 12 pounds of solid waste per 1,000 square feet.

C. Development Standards

1. Section 6.2- Tree protection/landscape/xeriscape standards
 - a. Provide size (diameter at average breast height) of ligustrum tree identified to be removed.
 - b. Per Table 6.2-2, the appropriate buffer for the north property line is Type "D". Existing magnolia used for buffer credit appears to be primarily on adjacent property.
 - c. Per Section 6.2.2 (D)(2)(a)(iii)a, provide calculation of interior parking lot landscaping requirement.
2. Section 6.6.3 – Residential Protection Standards
 - a. Please address standards for Residential Protection found in Section 6.6.3 (A). Please provide analysis of proposed uses impacts to surrounding properties. As a condition of site plan approval, hours of operation shall be limited to between 7:00 AM and 10:00 PM.

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

1. The applicant must address the comments provided by JBrown Professional Group in a letter dated November 19, 2019 (attached to this memo).
2. The applicant must comply with all comments provided by the Public Services Department in a memo dated November 13, 2019 (attached to this memo).

E. Miscellaneous/General Issues

1. Provide updated mailing labels that includes parcel number 03226-001-000, as this parcel appears to be located within 400' of the subject property. Please contact Staff planner to discuss neighborhood meeting requirements.
2. Provide profile of proposed parking lot area.
3. Provide method of space delineation in parking lot area (thermoplast, paint, etc).

ALL COMMENTS AND REQUIREMENTS LISTED ABOVE MUST BE COMPLIED WITH AND PROVIDED TO CITY STAFF ON OR BEFORE 5:00 PM ON THE RESUBMISSION DATE OF WEDNESDAY, DECEMBER 4, 2019.



City of Alachua

ADAM BOUKARI
CITY MANAGER

RODOLFO VALLADARES, P.E.
PUBLIC SERVICES DIRECTOR

INTER-OFFICE COMMUNICATION

DATE: Nov 13, 2019

TO: Kathy Winburn, AICP
Planning & Community Development Director

FROM: Rodolfo Valladares, P.E.
Public Services Director
Tom Ridgik, P.E.
Engineering Supervisor

TR 11/13/2019

RE: Sheth Site Plan

Public Services has reviewed the Sheth Site Plan (Nov 7th Submittal) and offers the following comments. Review was specific to the Public Services Utilities.

NO.	COMMENTS
1.	<p>Nov 12th Comment(s)</p> <p>Sheet 2</p> <p>Please show the location of the wastewater gravity line, including the cleanout. The attached figure shows the location the gravity lateral and cleanout. Evaluate the location of the cleanout in relation to the new parking lot. If necessary, (1) increase cleanout height so it matches grade; or (2) if in the parking lot, provide a heavy-duty cover, or (3) relocate the cleanout as necessary.</p> <p>Revise and Resubmit</p>
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NO.	COMMENTS
	between the stormwater basin bottom and the crown of the wastewater lateral. Revise and Resubmit
END OF COMMENTS	

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

cc: Justin Tabor – AICP Principal Planner

Adam Hall – AICP Planner

Harry Dillard – Lead Engineering Technician





JBrown Professional Group

CIVIL ENGINEERING • LAND SURVEYING • PLANNING

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

November 19, 2019

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

Re: Sheth Parking Lot Site Plan

Dear Mr. Hall:

As you requested, we have reviewed the Sheth Parking Lot site plan submittal drawings and other materials provided to us for the above referenced project. The drawings reviewed were created by Craig R. Hedgecock and dated October 28, 2019. Our review generated a few comments and recommendations that are outlined below.

Sheet 1 of 5

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3. Show the location of the handicap sign.
4. Please provide dimensions on the proposed sidewalk.
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Sheet 2 of 5

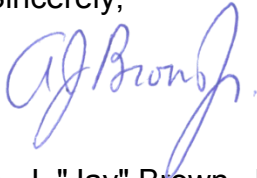
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6. Please provide an asphalt driveway detail showing the thickness of the layers.
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Sheet 3 of 5

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Sincerely,

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

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

Cc: Craig R. Hedgecock



City of Alachua

ADAM BOUKARI
CITY MANAGER

PLANNING & COMMUNITY DEVELOPMENT
DIRECTOR KATHY WINBURN, AICP

November 7, 2019

Craig Hedgecock, P.E.
27 NW 48th Boulevard
Gainesville, FL 32607

Also submitted electronically to chedgecock@cox.net

RE: Application Acceptance: Sheth Site Plan

Dear Mr Hedgecock:

On October 31, 2019, the City of Alachua received your application for a Site Plan for the Sheth project, which proposes the construction of a new parking lot. The Site Plan includes associated landscaping and storm water improvements, and is located at 15303 NW 140th Street (Tax Parcel Number 03342-000-000).

The Planning Department has reviewed the application and materials for completeness, and finds the application to be complete.

Please note that the contents of the applications **have not** been thoroughly reviewed. An in-depth review of the content of the application will be performed, and the findings of the in-depth review will be discussed at a Development Review Team (DRT) Meeting, which will be scheduled separately from this letter.

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

Sincerely,

Adam Hall, AICP
Planner

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