DEVELOPMENT REVIEW COMMITTEE
MEETING MINUTES
October 5, 2005

DRC Members present: David McDevitt, Development Services Director
Tony Park, Public Works Director
Roxanne Manning, TLCPD Land Use Manager

Meeting was called to order by David McDevitt at 10:05am.

OLD BUSINESS: Jordan's Pass Subdivision, Type "C" Site and Development Plan (Continued from September 21, 2005 DRC meeting):
Mr. McDevitt stated that this project was continued to allow the applicant to meet with the Planning Department to discuss and consider the incorporation of several different proposed design alternatives into the site plan, including alternative parking arrangements.

Scott Brockmeier, Planner II, gave an overview of the applicant's meeting with the Planning Department that he attended on September 26, 2005. The rear loading parking alternative was discussed at this meeting, as per the DRC recommendation. Design examples were shown to the applicant. The applicant stated why these design alternatives would not be feasible to their proposed development. Mr. McDevitt added that he and Scott met with the property owner on October 4, 2005, and the owner indicated a desire to possibly address some of these parking issues on several of the lots and he requested that Growth Management provide him further direction on which lots would be appropriate. This meeting was positive and the applicant expressed a willingness to apply the alternative parking arrangement on some lots. This project is scheduled to go before the Board of County Commissioners on October 25, 2005.

Ms. Manning asked if this issue would prevent the project from going forward in the process. Mr. McDevitt stated he didn't feel it would hinder the progress of the project because there were already several lots identified to use the alternative design alternative for rear loading parking without changing the lot configuration. Ms. Manning stated she would like for the City and County to work together to develop a prototype for rear loading parking that can be used in future by developers as a preferred design alternative.

Mr. Brockmeier stated that Tony Biblo, Development Services Administrator, looked at the incorporation of street trees in a similar development in Tallahassee, and asked if that would be considered with this proposed development. It was noted that this was noted as a preferred design alternative in the previous staff report.

Mr. Park stated stated he had no further comments aside from the ones submitted for the prior meeting.

Jesse Maines, Environmental Review Specialist, stated that all previously submitted comments still apply from the original DRC meeting, but recently a letter was received from Nikki M. Eskow, Regional Sales Manager, CSX Railroad, opposing the development due to safety and drainage discharge issues. The letter states that CSX is not in favor of residential units within 200 feet of its right-of-way. Environmental Compliance does have concerns with drainage issues, since there is a proposed stormwater outfall in the CSX right-of-way. The applicant will need to secure authorization from CSX for discharge into that right-of-way, or complete a design alternative to meet full retention. Due to this letter being received on October 4, 2005, it has not

yet been made available to the applicant, but a copy will be sent. Mr. McDevitt asked how close the nearest units were to the railroad line, and Mr. Brockmeier stated that the proper width of the buffer is 30 feet that is required between the back of the lot and the railroad. The rear setback is 25 feet, and in addition to these setbacks, the railroad right-of-way of 50 feet equals a total setback of approximately 100 feet. The current site plan proposes discharge into an existing ditch along the railroad right-of-way. The applicant needs to provide documentation that they have authorization to discharge into this right-of-way, or the applicant needs to revise their site plan to exhibit full retention. Mr. Maines stated the site plan shows another discharge point that discharges into the wetlands, and the applicant may be able to utilize this in a design alternative.

The deviation from development standards regarding setbacks and minimum lot size was discussed. There were a total of nine deviations requested. After reviewing Mr. Brockmeier's report on the deviation requests, Mr. Park made a motion to approve the nine requests for deviation from development standards for setbacks and minimum lot size. Ms. Manning seconded the motion. All voted in favor and motion passed.

Mr. Park then made a motion to recommend to the Board of County Commissioners approval of the Jordan's Pass Type "C" site and development plan with the following conditions:

1. The common area off of Kiki Court should be revised to read "pedestrian and drainage easement".
2. The pump station is indicated as having a fence. Since a Type "D" buffer is not proposed, the fence must be solid and opaque with sufficient height to obstruct the view between adjoining properties. The materials used shall be consistent with the materials that will be common to the surrounding neighborhood. Include a note on the site plan that the fence will be opaque and be sufficient in height to obstruct the view from adjacent properties.
3. The covenants and restrictions must be revised as follows:
   a. The Declaration needs to be amended to include the provisions of Section 10-1560.1(d), (e), (f), (h), (i), (j), (k), (m), and (n), Leon County Code of Laws.
   b. When available, provide a copy of the articles of incorporation and bylaws, as well as the engineer's estimate of expected maintenance costs for the common areas.
4. The concept utility plan must be fully approved by the City of Tallahassee Utilities Division.
5. Since the DRC approved the request for deviation from development standards, the site plan must list all proposed development standards (setbacks, maximum building height and minimum lot size requirements) and a note that a deviation from development standards has been granted.

6. Provide a note that identifies the underlying ownership of land in easement or common space outside of lots or dedicated right of way.
7. Provide a note that the developer will be responsible for all costs associated with County installation of signs and pavement markings.
8. This is shown to be a Public Subdivision; however the narrative states that it will be privately maintained. Please clarify, however it should be approved has a Public subdivision.
9. Clearly delineate, preferably with leader arrows the limits of the SWMF.
10. Provide dimensions on the hammerhead turn around on the north end of Lacey Lane.
11. Label all easements on Sheet 5, "Site and Development Plan".
12. Sheet 6 is not consistent with sheets 5 & 7, regarding the labeling of the access to the SWMF. The note on Sheet 7 showing that this are will be dedicated to the County should be mirrored on sheet 6.
13. Identify the two irregularly shaped areas show in the southeast corner of the SWMF.
14. Note: All sidewalks must be built to ADA standards.
15. The applicant shall revise the intersection of the utility and sidewalk easement and the drainage easement for the structure at the entrance (Jordan's Pass Drive) on Sheet 5 of 11 so the limits are clearly defined.
16. The applicant shall provide documentation from CSX Railroad authorizing the applicant to discharge into the railroad right-of-way, or if authorization is not granted, revise the stormwater management facility to provide full retention.
17. The applicant shall work with staff to implement the preferred design alternative regarding rear loading parking on the corner lots.

Mr. Manning seconded the motion. All voted in favor and motion passed. Mr. McDevitt noted that this project will be scheduled for Public Hearing at the Board meeting on October 25, 2005 at 6:00pm.

NEW BUSINESS: River's Landing Type "C" Site and Development Plan:

Scott Brockmeier gave an overview of the proposed project. The request is to develop a 343 unit single family attached and detached (99 attached units and 244 detached units) subdivision with public street infrastructure. The site is located off of Tower Road, approximately one half mile west of US 27 North. The parcel is inside the Urban Service Area (USA) and the Mixed Use-B Future Land Use Category. The parcel is zoned Single-and Two-Family Residential (R-3). The development proposes a density of 4.33 units per acre consistent with the density permissible in the R-3 district and the low density residential pattern in the Mixed Use-B Future Land Use Category. The site is approximately 79.15 acres with two wet detention stormwater management facilities that will be dedicated to and maintained by Leon County. There are three common open areas, two of which are intended for passive recreation. Potable water and central sanitary

sewer will be provided by Talquin. Public street access is proposed from Tower Road. In regards to traffic concurrency, it was noted that there is insufficient capacity on Tower Road eastbound, and significant impacts to segments of Capital Circle, NW, North Monroe Street, and Old Bainbridge Road are anticipated; therefore, mitigation of traffic impacts is required. The applicant has filed a Notice of Intent to Negotiate a Concurrency Agreement for their "pro rata share" contribution amount offered by the Concurrency Management Section.

The density proposed is consistent with R-3 zoning permissible density, which is eight units per acre. The applicant is requesting 4.3 units per acre.

The Type "D" buffer on the eastern and western portions of the site is encumbered within residential lots. The site and development plan must be revised so that buffers are situated in adequate space (30 feet) outside of residential lots.

The Homeowner's Association (HOA) covenants and restrictions have yet to be received by the Development Services Division. These documents must be approved as to form by the County Attorney prior to final approval.

In regards to the HOA open space in the front of the subdivision, and there is a proposed entry sign there. Staff requests that the subdivision entry sign be placed in an easement in favor of the HOA for maintenance responsibility.

Staff recommends approval with the following conditions:

1. Final site plan drawings must be signed and sealed by a registered State of Florida professional engineer.
2. Provide a draft copy of proposed covenants and restrictions to be imposed on the land, buildings, easements, open space or any structures/facilities relating to the use and maintenance of these areas.
3. Mitigation of transportation impacts is required in order to obtain a Final Certificate of Concurrency.
4. List the proposed utility providers on the site and development plan cover sheet.
5. Provide documentation that the utility provider has fully approved a utility concept plan for the proposed subdivision layout.
6. Revise the site plan sheets to relocate the Type "D" landscape buffers in a separate tract of land outside of lots in favor of the HOA.

There were 49 notices mailed, one response received, and two returned as undeliverable. The response letter, received from Iris Bartlett, 5556 Split Oak Court, Lakewood Estates, was distributed to all DRC members.

It was discussed whether the Type "D" buffer requirements could be accommodated without redesigning the lots. The applicant will need to review the site plan to determine if this can be done. It was noted that the applicant will be requesting a deviation from development standards for the buffer requirements, but to date no formal request has been made. Ms. Manning asked if the applicant were to overlay the buffer on the lot if the lot would be counted at a reduced size. It was noted that this has only been done through deviation requests.

Mr. Grady Underwood, Environmental Review Specialist, stated that the applicant has completed the Natural Features Inventory (NFI) and Environmental Impact Analysis (EIA) processes. He also reviewed the following conditions for approval:

1. Provide a legend on the plan for the different types of lines used on drawings.
2. Place note on plan concerning status of the ten foot wide strip of land located between the perimeter of parcel and the rear lot lines of perimeter lots.
3. On Sheet 3.0, delete "conservation areas" from item 3 under "NOTES".
4. On Sheet 3.0, indicate limits of required landscape buffers on the "TYPICAL LOT LAYOUTS".
5. On Sheet 3.0, place a note on plan concerning requirement for permit from the State for relocation of gopher tortoise population.

Ms. Manning had no further comments from the Planning Department. Mr. Park noted the following conditions of approval from the Public Works Department:

1. The site is currently located in Talquin's Water Franchise Area - Not Sewer. Talquin will need to request the Franchise Area and it should be granted prior to final approval.
2. Sidewalk along Tower Road must be a minimum of five feet wide.
3. The park located around the SWMF near the entrance must be dedicated to Leon County; however the associated landscape easements should not.
4. Fence around the rear SWMF appears to encroach into lots 69 & 70 of Block A, this should be included in the limits of the SWMF, please adjust accordingly.

Mr. Park also addressed the concerns Ms. Bartlett shared in her letter received by Development Services. In her letter, Ms. Bartlett named five areas of concern. Mr. Park addressed each item as follows:

1. Tower Road needs resurfacing, the railroad tracks need to be elevated, and the need for assessment to determine whether Tower Road can sustain the increased traffic.

   Public Works has funds within the budget to address the problem with the

railroad tracks. Cooperation is ongoing with CSX to address this issue. The resurfacing issue will also be addressed from the Public Works standpoint.

2. Need to add more Sheriff's Deputies to sustain the added residents and decrease response time.

   Staff will forward this issue to the Sheriff's Department to address this issue.

3. Need additional equipment for the fire station serving this area.

   Staff will forward this information to the Fire Department.

4. There are no youth/family recreational facilities except for the rudimentary facility which now occupies the location proposed for River's Landing.

   The Parks and Recreation Department is reviewing the park on Tower Road for expansion to create additional fields and to add lights to existing facilities.

5. Need additional animal control staff to decrease response times.

   Since Animal Control is within the Public Works Department, Mr. Park will discuss this information with the Animal Control Director.

Mr. Park would also like to review the possibility of funding a traffic light at the intersection of Tower Road and Capital Circle, and improvement to that intersection. Mr. McDevitt stated this is being addressed with the applicant through the proportionate fair share option, which would address the Old Bainbridge Road and North Monroe Street intersections along Capital Circle NW.

Mr. Park made a motion to recommend approval to the Board of County Commissioners of the River's Landing Type "C" site and development plan, contingent upon being granted the Talquin sewer franchise, with the following conditions:

1. Final site plan drawings must be signed and sealed by a registered State of Florida professional engineer.
2. Provide a draft copy of proposed covenants and restrictions to be imposed on the land, buildings, easements, open space or any structures/facilities relating to the use and maintenance of these areas.
3. Mitigation of transportation impacts is required in order to obtain a Final Certificate of Concurrency.
4. List the proposed utility providers on the site and development plan cover sheet.

5. Provide documentation that the utility provider has fully approved a utility concept plan for the proposed subdivision layout.
6. Revise the site plan sheets to relocate the Type "D" landscape buffers in a separate tract of land outside of lots in favor of the HOA.
7. Provide a legend on the plan for the different types of lines used on drawings.
8. Place note on plan concerning status of the ten foot wide strip of land located between the perimeter of parcel and the rear lot lines of perimeter lots.
9. On Sheet 3.0, delete "conservation areas" from item 3 under "NOTES".
10. On Sheet 3.0, indicate limits of required landscape buffers on the "TYPICAL LOT LAYOUTS".
11. On Sheet 3.0, place a note on plan concerning requirement for permit from the State for relocation of gopher tortoise population.
12. Talquin will need to request the Franchise Area and it should be granted prior to final approval.
13. Sidewalk along Tower Road must be a minimum of five feet wide.
14. The park located around the SWMF near the entrance must be dedicated to Leon County; however the associated landscape easements should not.
15. Fence around the rear SWMF appears to encroach into lots 69 & 70 of Block A, this should be included in the limits of the SWMF, please adjust accordingly.

Ms. Manning seconded the motion. All voted in favor and motion passed. Mr. McDevitt noted that this project will be scheduled for Public Hearing at the Board meeting on October 25, 2005 at 6:00pm.

Hidden Pond Type "B" Site and Development Plan:

This is a PUD final development plan that previously went before the DRC and was approved with a PUD Concept Plan by the Board of County Commissioners on August 30, 2005. Mr. Scott Brockmeier gave an overview of the proposed project. The applicant proposes to develop a thirty unit single family detached residential subdivision with private street infrastructure on multiple parcels (8) that total 28.91 acres. The site is located on the west side of Meridian Road (canopy road) just within the USA, and is located within the Hidden Pond PUD. The properties were redesignated from Rural to Lake Protection in 2003, and most recently rezoned to the Hidden Pond PUD. The proposed gross density of 1.04 units per acre is consistent with the adopted PUD concept plan. The property is bound on the north by Gardner Road, on the east by Meridian Road, on the west by vacant parcels zoned Rural, and on the south by parcels with existing residential dwellings that are zoned Lake Protection and Rural. Electricity, water and sewer will be provided by the City of Tallahassee.

Significant slopes prevail over much of the property. Portions of the property contain severe slopes. Two inactive karst features have been identified on the north and northeast portions of the site per the adopted PUD concept plan. Portions of the site are to be protected as open space,

including the inactive karst features, slope areas, and the canopy road setback. Proposed access is via Gardner Drive. The applicant proposes a 30-feet wide easement adjacent to Meridian and Gardner Road to accommodate future greenway improvements.

In regards to traffic concurrency, the proposed project will "significantly affect" the northbound segment of Meridian Road from Timberlane Road to Maclay Road. Therefore, the applicant submitted a Notice of Intent to Negotiate a Concurrency Agreement on February 14, 2005. A Final Certificate of Concurrency cannot be issued until the impacts to the non-Primary Transportation Impact Network (non-PTIN) are mitigated through payment of a "pro-rata share contribution" for the segment affected.

There were 68 notices mailed, no responses received, and none returned undeliverable.

Staff recommends approval of the Hidden Pond Type "B" site and development plan with the following conditions:

1. Documentation of payment of the "pro-rata share" required to mitigate anticipated impacts to the northbound segment of Meridian Road from Timberlane Road to Maclay Road.
2. Revision of the site and development plan to list the utility providers on the cover sheet.
3. Revision of the site and development plan sheet 3.0 to reflect the current zoning, Planned Unit Development (PUD).
4. Revise the site and development plan sheets to indicate the location of the Urban Service Area (USA) boundary.
5. File a formal request with sufficient documentation addressed to the Development Review Committee for a payment of the fee-in-lieu of sidewalk construction along Meridian and Gardner Roads, or, revise the site and development plan sheets to include the required sidewalks along the Meridian and Gardner Road frontages.
6. Submittal of proposed covenants and restrictions including binding language requiring the prospective HOA to grant a 30-foot wide easement to accommodate future greenway improvements.
7. Revision of the site and development plan to include notation that a sufficient easement (30 foot width) will be provided for future greenway improvements along Meridian and Gardner Roads.
8. Provide documentation of approval from the City of Tallahassee Fire Department. According to correspondence from Captain Tom Cone, the site and development plan must show the location of proposed fire hydrants.
9. Revision of the site and development plan to include the following notation: "Leon County does not have responsibility for maintenance of the streets (or any

improvements in right-of-way), drainage easements, or common open space/buffers serving this property."

Mr. Park asked if this was proposed as a gated community, and Mr. Brockmeier affirmed, and stated that due to that the Fire Department would need to approve the design.

Mr. McDevitt addressed condition #1 regarding the "pro-rata share", stating that the Board has already approved the agreement for this project.

Mr. Brockmeier stated that at the Technical Review meeting the applicant was asked to apply for the payment-in-lieu of sidewalk construction process, but to date no information has been received from the applicant. According to Environmental Compliance staff, there are issues along both Gardner and Meridian Roads that will prohibit sidewalk construction. It was also noted that the buffer along Gardner Road shouldn't conflict with the stormwater management facility.

Mr. Park asked that the following conditions for approval be added:

1. There must be an agreement entered into between the County and the developer regarding the disposition of Gardner Road, including allocated capacity within the subdivision's SWMF for future improvements to Gardner Road.
2. Utilities must be placed within corridor shown in the Utility Placement Guide. Also, provide information for any proposed patching of OGCM along Gardner for proposed utilities and how this will affect County Stormwater Treatment of Gardner Road.
3. Provide a Typical Section of Gravel Maintenance Berm around SWMF. Note: Gravel must be dust-free, i.e., granitic.
4. Type A Buffer along Gardner appears to be in conflict with SWMF and roadside conveyance grading and should be removed in this area.

Mr. Underwood, Environmental Review Specialist, stated that the EIA and NFI had both been approved, and added the following conditions of approval:

1. Provide a legend on the plan.
2. Propose grading for Hidden Forest Circle will encroach into adjacent Conservation Easement. Revise grading plan or delete impacted area from proposed Conservation Easement.
3. Delete note concerning "HOA OPEN SPACE" for the area labeled as a stormwater management facility.

Ms. Manning praised the applicant for a job well done on the project with such a difficult site. Her only comment was for the applicant to show the 30 foot easement on the site plan. Ms. Manning then made a motion to approve the Hidden Pond Type "B" site and development plan with the following conditions:

1. Documentation of payment of the "pro-rata share" required to mitigate anticipated impacts to the northbound segment of Meridian Road from Timberlane Road to Maclay Road.
2. Revision of the site and development plan to list the utility providers on the cover sheet.
3. Revision of the site and development plan sheet 3.0 to reflect the current zoning, Planned Unit Development (PUD).
4. Revise the site and development plan sheets to indicate the location of the Urban Service Area (USA) boundary.
5. File a formal request with sufficient documentation addressed to the Development Review Committee for a payment of the fee-in-lieu of sidewalk construction along Meridian and Gardner Roads, or, revise the site and development plan sheets to include the required sidewalks along the Meridian and Gardner Road frontages.
6. Submittal of proposed covenants and restrictions including binding language requiring the prospective HOA to grant a 30-foot wide easement to accommodate future greenway improvements.
7. Revision of the site and development plan to include notation that a sufficient easement (30 foot width) will be provided for future greenway improvements along Meridian and Gardner Roads.
8. Provide documentation of approval from the City of Tallahassee Fire Department. According to correspondence from Captain Tom Cone, the site and development plan must show the location of proposed fire hydrants.
9. Revision of the site and development plan to include the following notation: "Leon County does not have responsibility for maintenance of the streets (or any improvements in right-of-way), drainage easements, or common open space/buffers serving this property."
10. There must be an agreement entered into between the County and the developer regarding the disposition of Gardner Road, including allocated capacity within the subdivision's SWMF for future improvements to Gardner Road.
11. Utilities must be placed within corridor shown in the Utility Placement Guide. Also, provide information for any proposed patching of OGCM along Gardner for proposed utilities and how this will affect County Stormwater Treatment of Gardner Road.
12. Provide a Typical Section of Gravel Maintenance Berm around SWMF. Note: Gravel must be dust-free, i.e., granitic.

13. Type "A" Buffer along Gardner appears to be in conflict with SWMF and roadside conveyance grading and should be removed in this area.
14. Provide a legend on the plan.
15. Propose grading for Hidden Forest Circle will encroach into adjacent Conservation Easement. Revise grading plan or delete impacted area from proposed Conservation Easement.
16. Delete note concerning "HOA OPEN SPACE" for the area labeled as a stormwater management facility.

Mr. Park seconded the motion, all voted in favor and motion passed.

Montejo Subdivision Type "C" Site and Development Plan:
Scott Brockmeier gave an overview of the project. The proposal is to develop two parcels consisting of approximately 17.13 acres with a 68 lot residential subdivision. The parcels are zoned R-3 and the density proposed (3.96 units/acre) is consistent with the intent of the district. The site is located on the south side of Belair Road, approximately 500 feet east of Woodville Highway. Access to the subdivision entrance is from Belair Road. An interconnection to Maxwell Drive on the south was provided at Technical Review. Minimum lot sizes proposed are approximately 5,000 square feet or greater. The subdivision will be public and will utilize city water, sewer and electric.

Staff recommends approval with the following conditions:

1. Documentation of receipt of an approved utility water and sewer concept plan.
2. Revision of the site and development plan to illustrate the provision of vegetation, in conjunction with fencing around the sewer lift station consistent with the requirements of Sectioin 10-923 of the LDC.
3. Mitigation of anticipated impacts to Woodville Highway north of Capital Circle.
4. Approval by the DRC of the requested deviation from buffer standards for lots 18-23.
5. Documentation of receipt of approval from the City of Tallahassee Fire Department of the proposed subdivision design.
6. Documentation of approval for all proposed street names from the Leon County Addressing Division. Jax Court is a duplicate name.
7. Revision of the site and development plan to list the utility providers on the cover sheet.
8. Deviation recommendation: Staff recommends approval of the requested deviation to reduce the required Type "A" landscape buffer along lots 18-23 from 10 feet to 5 feet. The planting detail provided as an attachment to this report is subject to approval by Growth and Environmental Management prior to permitting.

9. Revision of the site and development plan to include the required landscape buffers in tracts of land outside of residential lots.
10. Revision of the site and development plan to illustrate that parking requirements can be met.

There were 52 notices mailed, no responses were received, and none were returned as undeliverable.

Discussion was held regarding the request for deviation from development standards for the required Type "A" landscape buffer along lots 18-23 from 10 feet to 5 feet. Mr. Brockmeier asked to delete condition #7 from staff recommendation. Mr. McDevitt clarified that the deviation from development standards request is no longer applicable because the buffers need to be outside of the lots. It was determined that if the buffers are removed from the lot, the developer needs to revise the site plan to ensure the lots remain consistent with minimum lot size standards for R-3 zoning. Due to this uncertainty, the project cannot proceed through the process.

Mr. McDevitt noted that in regards to condition #5, the Fire Department issues are still outstanding due to Captain Tom Cone being out on medical leave and Chief Ben McLin being hired as a consultant. This situation is atypical of the site plan review process.

Mr. Underwood stated that the EIA and NFI were approved for this project. He added the following conditions of approval:

1. On Sheet C-2, recommend removal of "Limits of Open Space" note and arrow that points to the area labeled as an "Existing 40' Roadway Easement".
2 Recommend note on plan concerning requirement of State approval for taking of gopher tortoise burrow located within the proposed project.

Ms. Manning had no further comment. Mr. Park asked for clarification of whether this project will be proposed for future annexation into the City. If so, the project will have to be closed out through the County platting process, and would therefore not recommend it be proposed under a performance bond. Mr. Park then made a motion to continue the Montejo Type "C" Subdivision until the October 19, 2005 DRC meeting to allow the applicant time to address the buffer issue and any associated redesign issues. Ms. Manning seconded the motion, all voted in favor and motion passed. The goal is to have this project before the Board at the November 8, 2005 meeting.

Velda Oaks PUD Concept Plan:
This project represents a Type "D" review process, which involves the DRC making a recommendation to the Planning Commission to conduct a Public Hearing on the proposal

considering the DRC recommendation and taking public comment. The Planning Commission will then make a recommendation to the Board of County Commissioners who would consider the rezoning concept plan at a Public Hearing for final disposition.

Ryan Culpepper, Planner II, gave an overview of the proposed project. The applicant proposes to develop a Planned Unit Development (PUD) on the referenced parcel totaling 12.13 acres located on the west side of Velda Dairy Road, approximately 600 feet south of Bradfordville Road. The property is inside the USA and currently has split zoning of Bradfordville Commercial Services (BCS) and Residential Preservation (RP). The portion that is zoned BCS also has a Commercial Mixed Use Overlay Zone 2 (CMUO-2) designation. The property is bounded on the northwest by a parcel zoned Bradfordville Commercial Zone 1 (BC-1), on the north by a parcel zoned BCS, on the east by Velda Dairy Road, and on the south by a parcel zoned RP. If approved, the PUD will amend the Official Zoning Map to change the zoning from BCS and RP to PUD. There are two main components of the overall concept plan, which are an attached single-family residential development and common open space. The proposal is to rezone the property to PUD and develop a private, single-use development consisting of 64 single-family attached residential units. The project is designed to concentrate the development in the upland portion that is currently zoned BCS. Water and sewer will be provided by the City of Tallahassee, and Talquin Electric Cooperative will provide electrical services.

A Preliminary Certificate of Concurrency was issues on August 10, 2005, and the NFI was approved on July 21, 2005. However, there are outstanding issues that still need to be addressed. The PUD document does not provide a population projection for the project. In addition, the PUD concept map should provide a scaled location map. Furthermore, information regarding soil types and vegetative cover shall be provided in the concept plan. Also, the development is bound by everything in the PUD concept plan booklet (including the typical lot layout). Staff recommends that the typical lot layout should not be included. Lot layout information should be included in the final development plan. Furthermore, in Section 4 of the narrative, page one notes review criteria for Section 10-915(e) of the LDC. Please revise this to Section 10-915(a). Also, page 2 of Section 4 of the narrative states a pre-application meeting was held on August 10, 2005. This should be revised to state a Technical Review meeting was held on August 10, 2005.

Staff recommends continuation until a date certain of the Velda Oaks PUD due to the above outstanding issues and to allow the EIA to be completed. The conditions of approval are:

1. The EIA must be conceptually approved by Environmental Compliance prior to a recommendation from the DRC to the Board of County Commissioners.
2. The concept plan shall provide for population projections. The PUD concept map should provide a scaled location map. Information regarding soil types and vegetative cover shall be also provided in the concept plan.

3. The PUD narrative should include a notation that any landscaping required by environmental permitting shall comply with the standards noted in Sections 10-242, 10-257, 10-258, and 10-260.
4. The concept plan shall provide information as to the provider of sewer, water and electrical services.
5. The concept plan and narrative shall clearly indicate how many residential units are in the area designated RP and how many units are located in the area designated MU-A.
6. The narrative and concept plan map should be revised, as necessary, in accordance with the findings in the October 5, 2005 staff report.

Mr. Maines recommended continuance of the conceptual PUD until the EIA has been approved, then discussed the information required before the EIA could be approved. The applicant needs to provide a narrative that states what the environmentally sensitive areas are onsite and provide the required setbacks and state that they will be preserved in a conservation easement. A first request for additional information was sent to the applicant on August 17, 2005, but no response has been received. A main issue is the stormwater management facility (SWMF). As proposed, the SWMF will impact some wetlands and the associated buffer. The submitted narrative with the EIA indicates a dwelling unit imprint of 599 square feet per lot, but the calculations indicate a building and driveway area of 1,119 square feet. Based on the discrepancy on the typical lot layout and the calculations that were given, clarification needs to be given that the SWMF will operate as proposed. There were also some discrepancies with the recovery rate. Based on data provided by the geotechnical engineer, the SWMF will recover within 24 days versus the required 3 day recovery time, and also that the recovery of the pre-post volume within approximately 47 days versus the required full recovery within 30 days. Due to some known downstream flooding problems, the SWMF must be designed to restrict discharge of all post-develop storms up to and including the 25 year, 24 hour pre-development two year critical storm. Therefore, more information needs to be acquired to ensure the SWMF will work as designed. Mr. Park stressed the importance of the SWMF issues within the Lake Lafayette Basin.

Mr. Park also asked about the status of concurrency for this project. Mr. Culpepper stated that a Preliminary Certificate of Concurrency was issued earlier this year and that a Final Certificate still can be issued for this development. CMUO-2 allows for a density of 12 units/acre, and this proposal is for approximately 7 units/acre, which is less than allowed. Also clarified that the subdivision is being proposed as private, but unsure of whether it will be gated. This project is required to meet the Bradfordville standards for stormwater control. Mr. Park also stated that all utilities should be located per the Utility Placement Guide, and that conservation areas associated with Wetland Buffers should be excluded from lots. Mr. Parked asked about a scheduled meeting with adjacent property owners and asked for results from that meeting. Mr. Culpepper stated that he had no information from that meeting, but can have it to present at the next DRC meeting.

Mr. McDevitt reviewed the two response letters received addressing density, compatibility, and traffic concerns. Mr. Park stated a study had been done on the intersection of Bradfordville Road and Velda Dairy Road, and he will provide a status at the next DRC meeting.

Ms. Manning distributed a letter from Thomas H. Bateman, III, and asked that staff review the letter and provide comments to his concerns at the next DRC meeting. Mr. McDevitt stated that he is unsure how to address citizens' concerns over the density and compatibility issues, because the proposed project is consistent with the approved zoning and land development regulations for the property. Ms. Manning stated she would recommend that staff work with the property owner and designer for better onsite parking solutions, including Public Works and Fire Department staff.

Mr. Park made a motion to continue the Velda Oaks PUD until the October 19, 2005 DRC meeting, to allow the applicant and staff time to address the outstanding EIA and SWMF issues, and the alternative design alternative for parking. The applicant will need to submit required information by October 12, 2005, in order to be put on the October 19, 2005 DRC agenda. Ms. Manning seconded the motion, all voted in favor, and motion passed.

Ms. Manning stated that the Planning Department will schedule the meeting with the applicant and Environmental Review staff regarding the preferred design alternative for parking.

Meeting adjourned at 11:35am.