

Regular Planning and Zoning Board Meeting Minutes
May 13, 2025 at 6:00 PM

Chair Sandy Burgess
Vice Chair Virginia Johns
Member Danielle J. Judd
Member William "Bill" Menadier
Member Susan Sloan
School Board Member Tina Certain

City Manager Mike DaRoza
City Attorney Marian Rush

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Planning and Zoning Board Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

Sandy Burgess – Chair 6:00 p.m.

INVOCATION

Led by Alan Norton

PLEDGE TO THE FLAG

Led by Chair Burgess

Chair Burgess reminded the audience to silence all cell phones and read a Rules of Civility statement.

APPROVAL OF THE AGENDA

Member William Menadier moved to approve the agenda; seconded by Vice Chair Virginia Johns.

Tamara Robbins questioned whether or not the audio system was functioning properly because the last meeting published had many issues on the recording.

Brenda Flieger, Planning Assistant, assured the board that the audio system was tested just prior to the meeting and to her knowledge was functioning properly at this time.

Motion passed by 5-0 vote.

I. OLD BUSINESS

II. NEW BUSINESS

A) APPROVE MEETING MINUTES APRIL 15TH, 2025

Vice Chair Johns moved to approve the minutes from the April 15, 2025 meeting; seconded by Member Menadier.

Motion passed by 4-0 vote. Member Judd abstained from voting.

B) REVIEW OF THE 2025 ANNUAL CONCURRENCY STATUS REPORT

Carson Crockett, Planner, presented the Annual Concurrency Status Report.

Member Judd asked when the level of service GPDs were last updated?

Mr. Crockett stated that he would have to research for an accurate answer.

Member Judd also asked when the new well field would be completed.

Mr. Crockett deferred to the Interim Planning Director Rodolfo Valladares.

Mr. Valladares stated that the project is due to be operational tentatively in November 2025.

Chair Burgess requested verification of the increase in capacity when the new field is functional.

Mr. Valladares confirmed the capacity will increase, but it does not take more water from the aquifers.

School Board Member Tina Certain asked if the increased capacity is in reference to treating the water.

Mr. Valladares confirmed her understanding.

Member Menadier questioned if the city coordinates with FDOT if there is a problem with roads.

Mr. Crockett explained that coordination with FDOT would happen only if the problem occurred on a DOT facility.

Chair Burgess needed clarification on a few areas on the transportation map and that these numbers reference peak hours.

Mr. Crockett clarified which sections are almost at capacity and which ones are not.

Member Judd asked for verification that there are no projects listed for the waste water system in the 2025-2029 date range.

Mr. Crockett deferred to the Interim Planning Director. He believes there are discussions but no projects slated.

- C) PLSC24-0002 - TOMOKA HILLS LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT - A REQUEST BY CHW, LLC, APPLICANT AND AGENT FOR TOMOKA HILLS FARMS, INC. AND TOWER HILL INSURANCE GROUP, LLC, THE PROPERTY OWNERS, FOR A LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT TO AMEND THE FUTURE LAND USE CATEGORY FROM AGRICULTURE (± 258.56-ACRES), MODERATE DENSITY RESIDENTIAL (± 13.78-ACRES), MEDIUM DENSITY RESIDENTIAL (± 9.7-ACRES), COMMUNITY COMMERCIAL (± 45.29-ACRES), AND COMMERCIAL (± 18.25-ACRES) TO LOW DENSITY RESIDENTIAL (± 196.68-ACRES), MODERATE DENSITY RESIDENTIAL (± 46.74-ACRES), HIGH DENSITY RESIDENTIAL (± 23.48-ACRES), AND COMMUNITY COMMERCIAL (± 78.68-ACRES) ON A ± 345.58-ACRE SUBJECT PROPERTY LOCATED AT 15601 NW 167TH BOULEVARD. TAX PARCELS: 03054-001-002, 03055-001-001, 03055-001-003, 03055-010-001, 03055-010-003, 03871-000-000, 03873-000-000, 03873-001-000, 03873-001-001. EXISTING FLU: AGRICULTURE, MODERATE DENSITY RESIDENTIAL, MEDIUM DENSITY RESIDENTIAL, COMMUNITY COMMERCIAL, COMMERCIAL; PROPOSED FLU: LOW DENSITY RESIDENTIAL, MODERATE DENSITY RESIDENTIAL, HIGH DENSITY RESIDENTIAL, COMMUNITY COMMERCIAL; ZONE DISTRICT: AGRICULTURAL (A), RESIDENTIAL SINGLE-FAMILY – 4 (RSF-4), RESIDENTIAL MULTIPLE FAMILY – 8 (RMF-8), COMMUNITY COMMERCIAL (CC), COMMERCIAL

INTENSIVE (CI); OVERLAY DISTRICT: U.S. HIGHWAY 441/INTERSTATE 75
GATEWAY OVERLAY DISTRICT (PORTION THEREOF) (LEGISLATIVE
HEARING).

Carson Crockett, Planner, presented the staff report.

Member Judd wanted clarification on the overall number of dwelling units. She also asked what the Comprehensive Plan stated regarding population projections.

Mr. Crockett stated that there is not a specific number adopted in the Comprehensive Plan for population projections. However, there are a number of projections until the year 2035.

Member Judd asked if the city is under high, medium or low population projections.

Mr. Crockett confirmed that the city is required by state statute to use the medium at a minimum.

Chair Burgess questioned the requirement to meet 4 of the 8 urban form criteria. She believes the applicant did not meet a few of the criteria. She asked Mr. Crockett to expand on the discrepancies between what staff reported and what the applicant has reported.

Mr. Crockett stated that staff contend the applicant does not meet criteria 1 or 3 but do potentially meet 6 and 8. However, the applicant did not include any back up documentation for criteria 6 or 8.

Ryan Thompson, CHW/NV5, AICP, started to present his report. He stated that he has one combined presentation for this item and item D and asked to present the entire thing once.

Marian Rush, City Attorney, stated that he could not present both at the same time. One application is Quasi-Judicial and one is Legislative.

Member Judd also expressed concern about combining the presentation information.

Chair Burgess instructed the applicant to only speak of the information for this application, which is legislative.

Mr. Thompson continued with his presentation.

Chair Burgess asked the applicant about the discrepancies concerning the urban form criteria.

Mr. Thompson addressed each item individually.

Member Judd asked the applicant about the way the project was designed for submission.

Chair Burgess commented on the site plan for a previous project that was approved and questioned how they believe the Large Scale Comprehensive Plan Amendment would incorporate this already approved project.

Mr. Thompson believes that the use of the approved project would still fall under the new land use and zoning.

Chair Burgess stated that it is allowed but, in the spirit of things, it really doesn't fall into the newer land use definition.

Chair Burgess asked Mr. Crockett for his opinion concerning meeting the criteria on page 14 of his staff report.

Mr. Crockett stated: in his professional opinion, it appears they have met items 6 and 8 but staff did not have any backup to review to address these conclusions.

Member Judd questioned Mr. Crockett about the timeline of the submitted application(s).

Vice Chair Johns moved that this Board finds the application for a large-scale Comprehensive Plan amendment for Tomoka Hills Farms, Inc. and Tower Hill Insurance Group, LLC to be consistent with the City of Alachua Comprehensive Plan and transmit such finding to the City Commission with a recommendation to approve; seconded by Member Menadier.

Citizen Comments:

Tamara Robbins reiterated that the board approved a golf course at the last meeting because it was allowed by right. She is questioning where the golf course went. What will happen if the new zoning is passed? She stated the meaning of a legislative item. She asked for clarification of the events to happen from this decision. She recommends the board not approve this application. She contends that the application is incomplete by definition. She also questioned the process of simultaneous submission of applications because there are two on this agenda for the same property.

Attorney Rush asked Mr. Crockett to address the questions on the floor.

Mr. Crockett stated the application for the golf course is still a valid site plan and will retain its validity. This is not a rezoning and any action taken after an approval could render a legal non-conformity, but it wouldn't automatically rescind an approval. It would be future approval that would need compliance. He does agree that this is an unusual sequence of events; however, permitted nonetheless.

Chair Burgess wanted clarification that what was approved and allowed by right with the agricultural land use would also be approvable under the request in this application.

Mr. Crockett confirmed the golf course would be a permitted land use.

Attorney Rush asked what would occur if the golf course wanted to make changes that would be permissible under the approved zoning but are not permissible if the zoning changes.

Mr. Crockett stated that the answer to her question would fall under the next item on the agenda, which is quasi-judicial.

Attorney Rush rescinded her question until later.

Merrilee Jipson expressed her concerns about this development and others that affect the Santa Fe River. Her understanding of the increase in numbers, concerning population growth, shows there will not be an adequate supply of water.

Menzie Campbell states that she understands that growth will happen, but she believes it needs to be done responsibly. She is not opposed to the development but is opposed to how it has been done. She stated that if there are errors in the application, what can be believed to be accurate information?

Nancy Black requests a map that shows the approved golf course in reference to the application.

Busy Shires requests the concurrency report be submitted with this item as a reference item because it does show the traffic information. She reminds the board that there are three things they need to ask about this application: is this item consistent with the Comprehensive Plan, is it compatible with the surrounding land use, and is it in the public interest? She believes the applicant has not submitted the supportive information needed to answer all the questions and meet the criteria for approval. She questions how changing the zoning out of agricultural for over 200 acres is compatible with the Comprehensive Plan. She believes it is not compatible.

Soorya Lindberg quoted numbers based on various reports that show the increase in population would not be sustainable. She questions the traffic, open space criteria and quality of water.

Brian Bisher, handed the dias information he pulled from the city website. It will be included with these minutes. He questioned how the future land use peak hour map concerning this application area can change overnight. He agrees with other citizens concerning being confused with the order of these applications being presented-past and current.

****Member Susan Sloan departs the meeting. 7:30 pm.**

Mr. Bisher questions the transparency of the applicant.

Chair Burgess questions the applicant about including the golf course, changing that from agriculture to low density, in this application. She stated it appears to complicate things.

Mr. Thompson states that there are components of the golf course that would intermingle with this development, so it seemed appropriate to include the information in this application.

Chair Burgess questioned the footprint of the golf course presented last month. She asked why couldn't the area for the golf course approved last month be carved out and left as approved.

Mr. Thompson reiterated that because some components will intermingle, they felt it was necessary to include the area in this application. But he also expressed the golf course application-as approved-has not changed.

Member Judd questioned the applicant about the intention of using reclaimed water for the golf course.

Mr. Thompson stated that there is no availability from the city to use reclaimed water. However, there is a system on the golf course site plan to use reclaimed water gathered on site.

Vice Chair Johns questioned staff about the proposed change in the Comprehensive Plan.

Mr. Crockett stated that the land use of the approved golf course would qualify under either of the listed uses. He clarified that LDR changes do not affect the Comprehensive Plan.

Roll call vote resulted in a 2-2 vote. Chair Burgess questioned procedure in the event of a tie vote.

Mr. Crockett clarified that a tie vote results in a motion failure. He asked the board what their pleasure is at this point and time. He reminds them that the item still needs to be transmitted to the City Commission.

Attorney Rush asserted that the board would now transmit this to the City Commission with a recommendation to deny. There is no need for a new motion. She explained that the City Commission would then vote as they deemed appropriate.

D) PR24-0003 - TOMOKA HILLS SITE-SPECIFIC AMENDMENT TO THE OFFICIAL ZONING ATLAS - A REQUEST BY CHW, LLC, APPLICANT AND AGENT FOR TOMOKA HILLS FARMS, INC. AND TOWER HILL INSURANCE GROUP, LLC, THE PROPERTY OWNERS, FOR A SITE-SPECIFIC AMENDMENT TO THE OFFICIAL ZONING ATLAS TO AMEND THE ZONE DISTRICT FROM AGRICULTURAL (A) (± 258.56-ACRES), RESIDENTIAL SINGLE-FAMILY – 4 (RSF-4) (± 13.78-ACRES), RESIDENTIAL MULTIPLE FAMILY – 8 (RMF-8) (± 9.7-ACRES), COMMUNITY COMMERCIAL (CC) (± 45.29-ACRES), AND COMMERCIAL INTENSIVE (CI) (± 18.25-ACRES) TO PLANNED DEVELOPMENT – RESIDENTIAL (PD-R) (± 266.90-ACRES) AND PLANNED DEVELOPMENT – COMMERCIAL (PD-COMM) (± 76.68-ACRES) ON A ± 345.58-ACRE SUBJECT PROPERTY LOCATED AT 15601 NW 167TH BOULEVARD. TAX PARCELS: 03054-001-002, 03055-001-001, 03055-001-003, 03055-010-001, 03055-010-003, 03871-000-000, 03873-000-000, 03873-001-000, 03873-001-001. EXISTING FLU: AGRICULTURE, MODERATE DENSITY RESIDENTIAL, MEDIUM DENSITY RESIDENTIAL, COMMUNITY COMMERCIAL, COMMERCIAL; PROPOSED FLU: LOW DENSITY RESIDENTIAL, MODERATE DENSITY RESIDENTIAL, HIGH DENSITY RESIDENTIAL, COMMUNITY COMMERCIAL; EXISTING ZONE DISTRICT: AGRICULTURAL (A), RESIDENTIAL SINGLE-FAMILY – 4 (RSF-4), RESIDENTIAL MULTIPLE FAMILY – 8 (RMF-8), COMMUNITY COMMERCIAL (CC), COMMERCIAL INTENSIVE (CI); PROPOSED ZONE DISTRICT: PLANNED DEVELOPMENT – RESIDENTIAL (PD-R), PLANNED DEVELOPMENT – COMMERCIAL (PD-COMM); OVERLAY DISTRICT: U.S. HIGHWAY 441/INTERSTATE 75 GATEWAY OVERLAY DISTRICT (PORTION THEREOF) (QUASI-JUDICIAL HEARING).

City Attorney Rush voir dired the board.

City Attorney Rush questioned Mr. Crockett about procedure due to Item C being denied.

Chair Burgess clarified procedure for this item.

Carson Crockett, Planner, stated the order of presentations for this item.

Mr. Thompson, CHW/NV5, AICP presented the applicant's information.

Board comments:

Member Judd questioned the use of the approved golf course because it is stated "public" in the applicants' information.

Chair Burgess confirmed that is was passed as a private golf course.

Member Judd then cautioned the board about passing this as written because the document states public or private.

Chair Burgess asserted her concerns with this item. She states that the golf course was approved based on the information provided at the last meeting. Now additional buildings, various uses and more impact are involved. Submission of this item, to include the golf course, now appears to be a backward maneuver. She contends that this is a pretty intense density to be on the periphery of the city.

Chair Burgess read the definition of Affected Party.

Citizen Comments-Affected Party:

Stacie Greco, Alachua County Environmental Protection Department. She presented a slide show. She stated that the county's concerns include: water quality impacts on the Mill Creek Sink watershed, the increase in sinkholes, and increased water use in this area.

Menzie Campbell reaffirmed her concerns. She questioned the density levels, traffic patterns, and zoning listed as they are shown on the maps. She asks why it keeps changing? It appears that tiny bits are approved, and then it changes to obtain the next approval.

Mr. Crockett explained the difference between the future land use map and the zoning map to address some of her confusion.

Busy Shires affirms her previously stated concerns. She requests the Annual Concurrency Report be added to this item for proof purposes. She is asking for denial of this item also.

Carson Crockett, Planner, presents his staff report.

Vice Chair Johns questioned if there was a way in the LDRs to maintain the golf course as agricultural and continue with the request for change to the rest of the property.

Mr. Crockett stated that it could be possible but would require some changes in the applicants' submission.

Member Judd asked if the criteria listed in the LDRs allow some changes to be administratively approved.

Mr. Crockett confirmed that there is language in the LDRs for that, but it applies to approved PDs, not ones in the process.

Vice Chair Johns asked the applicant what their intentions were at this point. Are they going to withdraw and resubmit, or is the board going to vote?

Craig Brasser, NV5, AICP, questions the City Attorney about the process from here on. He wants to know if, regardless of the vote tonight, will they have to wait a year before they can resubmit and when does that year start?

Mr. Crockett confirmed that any timelines would begin after a decision made by the Commission.

Vice Chair Johns moved that since the recommended motion and recommended action by the Planner has changed to denial, I move that this Board follow the Planner's recommendation to deny; seconded by Member Judd.

Citizens Comments:

Tamara Robbins questioned the verbiage of the motion. She believes it doesn't state the appropriate information. She requests the board to amend it. She also questioned the requirements of a public vs private golf course. What is a special exception for a public course? She questioned whether the listed information provided to the citizens at the September 12, 2024 neighborhood meeting is accurate. It appears to have changed. She reminds the board that staff have processes that have to be followed. This backward submission is disingenuous.

Vice Chair Johns rescinded her motion and Member Judd rescinded her second.

Vice Chair Johns moved that based upon the competent substantial evidence, the presentation before this Board, and Staff's recommendation and the previous item recommending denial (Item C on this agenda), this board finds the application for a site specific amendment to the official zoning atlas for Tomoka Hills Farms, Inc. and Tower Hill Insurance, LLC to be inconsistent with the City of Alachua Comprehensive Plan and not in compliance with the city's Land Development Regulations and transmit such findings to the City Commission with the recommendation to deny; seconded by Member Judd.

Soorya Lindberg commented on the information listed in the application. She also states that she confirmed with the county that 235A will stay two lanes. It is not going to change regardless of the increase in the number of houses. She questioned the golf course approval staying with this board or is it going to the Commission. She argued the process if additional buildings will be built for this golf course.

Merrilee Jipson wanted to emphasize the need to make sure the application that is brought in front of the Commission be exactly the same as the one presented here.

Brian Bisher requested the future land use map and page 10 of the concurrency report be included with this item. He emphasized the lack of information presented at the neighborhood meeting.

Mr. Thompson commented that the term disingenuous is not accurate. The company has presented information for projects for approval based on timelines they believe would flow together better for the community.

Mr. Crockett addressed questions from the audience. He asserted the square footage for site plans going to the city commission is 80,000 not 8,000. He also asserted that the information going to the City Commission will be identical, including typos. Staff Report does not change, including the date. He also attested that anyone can submit their own minutes from the neighborhood meetings. Staff does look at whether the submitted minutes from the applicant and anyone else match. He encouraged citizens to utilize this right because it can change the process in the beginning and avoid questions or confusion later on.

Chair Burgess reminded citizens that the Board nor staff participate in these neighborhood meetings.

Menzie Campbell asked if additional neighborhood meetings could be held.

Chair Burgess stated that it would be up to the applicant but probably not.

Holly DeLoach states she attended two neighborhood meetings and she does not agree with the comments made about lack of information presented at these meetings.

Motion passed by 4-0 roll call vote.

- E) PSP25-0004 - CHICK-FIL-A SITE PLAN APPLICATION - A REQUEST BY BOWMAN CONSULTING GROUP, LTD., INC. (APPLICANT/AGENT) ON BEHALF OF ALACHUA 441/235, LLC (PROPERTY OWNER) FOR A SITE PLAN WHICH PROPOSES THE CONSTRUCTION OF A ± 4,927 SQUARE FOOT RESTAURANT WITH DRIVE-THROUGH SERVICE WITH ASSOCIATED SITE IMPROVEMENTS ON A ± 1.37-ACRE SUBJECT PROPERTY GENERALLY LOCATED AT THE SOUTHEAST CORNER OF US HIGHWAY 441 AND NW 174TH DRIVE; TAX PARCEL: 03044-003-000; 03042-050-008; FLU: COMMERCIAL; ZONING: COMMERCIAL INTENSIVE (CI) (QUASI-JUDICIAL HEARING).

City Attorney Rush voir dired the board.

Mr. Crockett presented the order of presentation for this item.

Christhian Morales, Civil Engineer/Project Manager, Bowman Consulting, presented the applicant information.

Carson Crockett, Planner, presented the staff report.

Vice Chair Johns moved that, based upon the competent substantial evidence, the presentation before this Board, and Staff's recommendation, this Board finds the site plan application for Alachua 441/235, LLC to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City of Alachua Land Development Regulations and approves the site plan, subject to the seven conditions found in exhibit "A" and located on page 26 of the May 13, 2025, staff report; seconded by Member Menadier.

Motion passed by 4-0 roll call vote.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN

Vice Chair Johns moved to adjourn; seconded by Member Menadier.

Motion passed by unanimous consent.


Chair Burgess adjourned the meeting at 10:12 pm.

ATTEST:

CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDA:



Presiding Officer



Staff Liaison