



Alachua County Development Review Committee Staff Report

Project Number: DR23-000065

Preliminary and Final Development Plan for Paynes Prairie Preserve Modular Office Site Modification

SUBJECT: Paynes Prairie Preserve Modular Office Site Modification

DESCRIPTION: Construction of a pre-engineered modular office building, for Americorps volunteers, and associated infrastructure

AGENT/APPLICANT: GPI, Inc.

PROPERTY OWNER: Florida Department of Environmental Protection, Division of State Lands

PROPERTY DESCRIPTION:

Location	3623 SE 35 th Street, Gainesville
Parcel Numbers	16219-000-000 and 16219-002-000
Land Use	Estate (0.5 du/acre)
Zoning	Agriculture (A)
Acreage	Approximately 0.9

CHRONOLOGY:

Application Submittal	01/02/2024
Sufficiency Determination	01/31/2024
Preliminary and Final Development Plan	02/15/2024
Hearing	

STAFF RECOMMENDATION: Recommend **approval with conditions** of the Preliminary and Final Development Plan for Paynes Prairie Preserve Modular Office Site Modifications.

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DESCRIPTION OF PROPOSED PLAN:

This application proposes a combined Preliminary and Final Development Plan for the construction of a pre-engineered modular office building and pre-engineered pole barn on approximately nine tenths of an acre with associated infrastructure improvements. These parcels are located within the Urban Cluster and are a part of the Paynes Prairie Preserve. The Florida Department of Environmental Protection establishes a Management Plan for each park and has identified this site for construction of Americorps Volunteer support structures, which include the office building and pole barn.

CONSISTENCY ANALYSIS:

Following is an analysis of the consistency of the proposed plan with the applicable policies of the Comprehensive Plan and Land Development Regulations.

COMPREHENSIVE PLAN:

FUTURE LAND USE ELEMENT

According to Policy 5.1.1:

Potential locations for major future institutional uses are identified on the Future Land Use Maps. Institutional uses may be allowed in other land use categories designated on the Future Land Use Map, and implemented in accordance with the guidance and policies within this Section 5.0., and within the Comprehensive Plan as a whole.

According to Policy 5.1.2:

The following uses are considered institutional and governmental uses in Alachua County:

- (b) Community Services (e.g. civic and government facilities, fire and emergency services, law enforcement, health facilities, community service organizations, correctional facilities).*

The proposed use is a government facility.

According to Policy 5.2.1:

The following criteria shall determine the appropriateness of potential institutional locations and uses requiring special use permits shall be demonstrated prior to establishing the institutional use:

- (a) Optimum service area.*

The modular office building is located on Florida Department of Environmental Protection, Division of State Lands property. The office building and pole barn will be used by Americorps Volunteers to facilitate the park management needs of Paynes Prairie Preserve.

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(b) Optimum operating size.

The office building is intended to provide support for a small group of volunteers.

(c) Access to clientele.

The site is not open to the public.

(d) Compatibility of the scale and intensity of the use in relationship to surrounding uses, taking into account impacts such as, noise, lighting, visual effect, traffic generation, odors.

The office building is approximately 1,700 square feet and sited in a manner that does not create any impacts listed above.

(e) Nature of service provision.

The office building and pole barn are intended to serve internal operations for FLDEP volunteers.

(f) Needs of the clientele.

The site is not open to the public.

(g) Availability and adequacy of public infrastructure to serve the particular use.

The site is expected to have de minimis impacts and existing infrastructure is adequate.

(h) Preservation and strengthening of community and neighborhood character through design.

The purpose of the facility is to provide office facilities for Americorps volunteers that conduct work on behalf of the State to ensure the preservation and value Paynes Prairie provides the community is maintained.

(i) Consistency with the goals, objectives, and policies of the Conservation and Open Space Element.

Improvements are being made to support the operations of FLDEP volunteers who execute the Paynes Prairie Preserve Park Management Plan. This is consistent with the Goal of the Conservation and Open Space Element which is *“to conserve, manage, and restore or enhance the natural and human-related resources of Alachua County to ensure long-term environmental quality for the future.”*

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UNIFIED LAND DEVELOPMENT CODE:

ZONING DISTRICT AND USE REGULATIONS

Chapter 404, Article II – Use Table requires government facilities to obtain a Special Use Permit in the Agriculture Zoning District. However, Section 404.04 *Uses within conservation and preservation management areas* states “*The uses allowed within conservation and preservation management areas shall be set out within the management plan approved for the area, in accordance with the requirements of Chapter 406 of this ULDC.*”

Paynes Prairie Preserve has an approved Parks Management Plan, and the Plan includes an existing use for the Americorps Volunteer Office. Therefore, the applicant was not required to obtain a Special Use Permit to add facilities to serve the allowed use outlined in the Park Management Plan.

NATURAL AND HISTORIC RESOURCES PROTECTION

CONSERVATION AREAS

There is a wetland on the parcel northeast of the subject parcel and the plans show the required 75-foot wetland buffer. All improvements and modifications are located outside the wetland buffer.

OPEN SPACE

Non-residential development is not required to provide Open Space, unless there are conservation resources present on site (ULDC 407.52 *Minimum open space requirement*). There are no conservation resources for the subject property, and therefore no Open Space is provided. In addition, the Americorps site is located within a preserve that would be regulated by the Parks Management Plan and any further permanent protection of regulated resources would not be required per Sec. 406.06(b).

TREE PRESERVATION

Section 406.06(b) *Exemptions* states that “Alteration of vegetation pursuant to an adopted management plan for government maintained parks, recreation areas, wildlife management areas, conservation areas, and preserves.

The site is a part of the Paynes Prairie Preservation State Park, which has an adopted management plan. It is exempt from the tree preservation code.

GENERAL DEVELOPMENT STANDARDS

SETBACKS AND HEIGHT RESTRICTIONS

Table 403.04.1 lists the setback and height restrictions for the Rural/Agricultural Zoning Districts. Building heights are unlimited, however, the modular office building is only one story.

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Required setbacks are: 40 feet in the front, 40 feet in the rear, 20 feet on an interior side, and 40 feet on a street side. The proposed office building meets the required setbacks.

SPECIALTY DISTRICTS AND ACTIVITY CENTERS

URBAN CLUSTER

The property is located within the Urban Cluster but Section 405.45(b) *Exceptions to design standards for certain development types* states that institutional development when developed outside a TND or TOD, shall not be required to meet the design standards for a TND or TOD.

PARKING STANDARDS

Table 407.14.1 *Parking Schedule* requires one space per 250 square feet of office space, including governmental offices. The office is 1,750 square feet and seven spaces are required. The proposed plan shows seven parking spaces, one being an ADA space.

OUTDOOR LIGHTING

No outdoor lighting is proposed.

LANDSCAPING AND BUFFERING

No buffers are required, and the impervious area does not trip the threshold requiring landscaping on site. However, a landscape plan was submitted to show appropriate landscaping of the stormwater basin.

No final certificate of occupancy shall be issued until the County has granted final approval and acceptance of the installed landscape as well as the protection of existing native vegetation. Final approval shall include as-built landscape plan certification from a registered landscape architect certifying that the landscaping is installed and functioning as intended, that prohibited and discouraged non-native vegetation listed in Table 406.16.2 has been removed, and that all of the provisions of this Chapter have been met. The land owner shall submit a Certificate of Compliance, in a form acceptable by the Director, to the County as a condition of issuance of a Certificate of Occupancy.

Landscape Irrigation Design and Maintenance Standards, Article II of Part II, Title 7, Chapter 79 of the Alachua County Code has been in effect since 4/1/16 with the latest revision effective 6/12/23. All new irrigation systems installed in Alachua County require County approval prior to installation, with applicable review and inspection fees. Irrigation professionals must submit required documents and pay fees through the [Alachua County Citizenserve Portal](#). For more information about the irrigation design standards and for a list of helpful resources, we encourage you to click [HERE](#), contact Water Resources staff at 352-264-6800, or email Irrigation@AlachuaCounty.us.

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ACCESS MANAGEMENT

The proposed project provides one main access point to SE 35th Street, through an adjacent Florida Department of Environmental Protection owned property.

WATER AND WASTEWATER SERVICES

The development is within the Urban Cluster and would typically be required to connect to central water and sewer services by Policy 2.1 of the Potable Water and Sanitary Sewer Element of the Comprehensive Plan.

According to Section 407.108 *Centralized potable water and sanitary sewer system requirements* the types of development within the Urban Cluster that are required to connect to centralized potable water and sanitary sewer system are listed. Uses allowed within conservation and preservation management areas in accordance with an approved management plan, such as the Americorps Volunteer office building, are not included under the list of uses. Therefore, the use of an office to serve the Americorps volunteers in maintaining the Payne's Prairie Preserve is not required to connect to centralized water and sanitary sewer.

STORMWATER MANAGEMENT

The stormwater management facility complies with the requirements of Article 407, Article 9.

TRANSPORTATION

The subject application proposes to remove an existing 660 sq. ft. residence and add a modular office structure. The new structure will be subject to the County's impact fees and mobility fee. Fire Impact fee credit for the existing home is \$56.43. The modular office building is shown as 1,750 sq. ft. Fire Impact Fees for the new building would be \$149.63. After applying the credit, the net Fire Impact Fee will be \$93.20. Mobility Fee credit for the existing home is at the rate of \$1,761 per ksf, or \$1,162.26. The office building Mobility Fee rate is \$2,936 per ksf, or \$5,138. After applying the credit, the net Mobility Fee will be \$3,975.74. These fees are due prior to CO, and will be assessed on the building permit for the modular structure.

CONCURRENCY

This request does not alter the density, intensity, location, land uses, capacity, size, or other aspects that would result in additional impacts on public facilities. Per ULDC Section 407.123 (a) only an application for a final development order that affects one of these aspects would require a determination of capacity. No additional trips will be generated by this proposed use and there is no proposed increase in the number of students or any additional impact on public facilities. Therefore, a Final CLSC is not required.

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STATE AND FEDERAL PERMIT

The issuance of a state or federal permit shall not obligate the County to grant approval of any local permit and shall not be deemed to satisfy the requirements of the ULDC. As well, the issuance of this permit does not indicate that Alachua County believes that the applicant has all federal and state permits necessary prior to commencing construction.

Because §125.022(4), F.S. makes it hard for local governments to coordinate their permitting activities with state and federal permitting agencies, the applicant is advised that conflict with a subsequently issued state or federal permit may cause a need to apply for an amendment to this development plan approval.

Upon approval of a development plan, the applicant shall obtain all required state and federal permits prior to commencement of the development. Upon issuance of a required state or federal permit, the applicant shall furnish a copy of such permit to the applicable County department.

DEVELOPMENT PLAN EXPIRATION:

According to Section 402.47(b) *Time limitation for expiration of development plans*, an approved Final Development Plan shall expire unless a complete application for a construction, building or other required permit has been accepted by the appropriate reviewing department within 12 months of the date of final approval and that such development is continuing in good faith. Applications for extension of time limit may be processed pursuant to Article 6 or Article 10 of Chapter 402 of the ULDC.

STAFF RECOMMENDATION

Staff has found the proposed Preliminary and Final Development Plan to be consistent with the Comprehensive Plan and requirements of the Unified Land Development Code.

Staff recommends **approval with conditions** of the Preliminary Final Development Plan for Paynes Prairie Preserve Modular Office Site Modification.

CONDITIONS

1. The applicant shall obtain all required state and federal permits prior to commencement of the development. Upon issuance of a required state or federal permit, the applicant shall furnish a copy of such permit to the applicable County department.
2. Any utility changes that affect the approved development plan will require additional approvals by Alachua County subject to the Unified Land Development Code.
3. Prior to the installation of a new permanent irrigation system or addition to an existing system, an irrigation plan must be submitted to and approved by the

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Alachua County Environmental Protection Department through the [Alachua County Citizenserve Portal](#). The irrigation system shall comply with the Landscape Irrigation Design and Maintenance Standards found in Article VI of Part II, Title 7, Chapter 77 of the Alachua County Code. Temporary systems are exempt from the design standard requirements but must register through the Portal.