



# Memo

**To:** Mayor Dowless, Council President Horn,  
Council Members Chotas, Lomas, Pierce, and Rader

**From:** Brett Sollazzo, Administrative & Permitting Manager

**Date:** March 14, 2023

**Re:** Boards & Committees Report

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***The following business items were reviewed by the Planning and Zoning Board at the March 13, 2023 meeting:***

## **1. Haven Oaks Final Plat**

- CPH Approval Letter date stamped 3/6/2023
- Plat Checklist date stamped 3/6/2023
- OCPA approval date stamped 3/6/2023
- Final Plat date stamped 3/9/2023
- Boundary Survey date stamped 3/3/2023
- Plat Title Letter date stamped 3/1/2023
- Tax Lien Statement date stamped 2/21/2023

The Haven Oaks Team has submitted their Final Plat for approval. CPH has reviewed the submittal, and provided their approval, along with the Orange County Property Appraiser (OCPA). As of this memo, there is a pending review for approval from Orange County Utilities (OCU). All of the additional documents are part of the Final Plat submittal, and have been reviewed by Staff. Approval of the Final Plat is part of City Code Sec. 126-94.

Staff is recommending approval of the Final Plat as presented with the following condition:

- 1) If there are any comments made by OCU, they will be revised on the Final Plat before recording with Orange County.

The following motion was made by the Planning and Zoning Board:

***Chair Santurri made a motion to recommend approval of the Haven Oaks Final Plat with the condition that any comments made by OCU be revised on the Final Plat before recording; seconded by Vice-Chair Nelson. Approved (4/0).***

The motion was approved with a roll call vote.

Chair Santurri	Favor
Vice Chair Nelson	Favor
Board Member Gibson	Favor
Board Member Nolan	Favor
Board Member Gragg	Absent

**2. Haven Oaks Final Subdivision Plans**

- CPH Approval Letter dated 9/19/2022
- Final Construction Plans date stamped 8/30/2022
- Final Hardscape Plans date stamped 9/9/2022
- Final Landscape & Irrigation Plans date stamped 9/9/2022
- Final Arbor Plans date stamped 9/9/2022

The Haven Oaks Team has submitted their Final Subdivision Plans for approval. This includes construction, hardscape, landscape, and arbor plans. CPH has reviewed the submittal, confirmed everything matches the Preliminary Site Plan, and provided their approval on 9/19/2022. Approval of the Final Subdivision Plans is part of City Code Sec. 126-94.

Staff is recommending approval of the Final Subdivision Plans as presented and approved by CPH.

The following motion was made by the Planning and Zoning Board:

***Chair Santurri made a motion to recommend approval of the Haven Oaks Final Subdivision Plans as presented and approved by CPH.; seconded by Board Member Gibson. Approved (4/0).***

The motion was approved with a roll call vote.

Chair Santurri	Favor
Vice Chair Nelson	Favor
Board Member Gibson	Favor
Board Member Nolan	Favor
Board Member Gragg	Absent

***City Engineer Allen Lane and the Applicants are in attendance to answer any questions regarding these agenda items.***