

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** January 16, 2024

**DEPARTMENT:** Community Sustainability

**TITLE:**

Consideration of a proposed plat "Cloisters III" for the properties at 508, 510, and 530 South Federal Highway, commonly known as the Cloisters project

**SUMMARY:**

The proposed plat will accommodate townhomes in 15 fee-simple lots. The plat also proposes a common area tract and establishes a limited access easement. Additional utility easements will be recorded separately and required prior to the issuance of building permits.

**BACKGROUND AND JUSTIFICATION:**

The subject project received Planning and Zoning Board (PZB) approval for a Major Site Plan Amendment and Sustainable Bonus Program Incentive Program to construct 15 townhome units as Phase IV of the Cloisters project (PZ #18-001400014) on July 17, 2019. Subsequently, time extensions have been issued that extend the approval to July 28, 2024.

At its meeting of December 6, 2023, the Planning and Zoning Board (PZB) reviewed the proposed plat and provided a recommendation of approval including all conditions as included in the PZB Staff Report. Prior to submission to the PZB, the proposed plat was reviewed by the Site Plan Review Committee, including both the Electric Utility and Water/Sewer Utility as well as Public Works. The City Attorney's Office also reviewed the proposed plat. Additional utility easements will be recorded separately and required prior to the issuance of building permits.

**MOTION:**

Move to approve/disapprove the proposed plat "Cloisters III".

**ATTACHMENT(S):**

Proposed Plat  
PZB Staff Report  
Survey  
Letter of Conformity