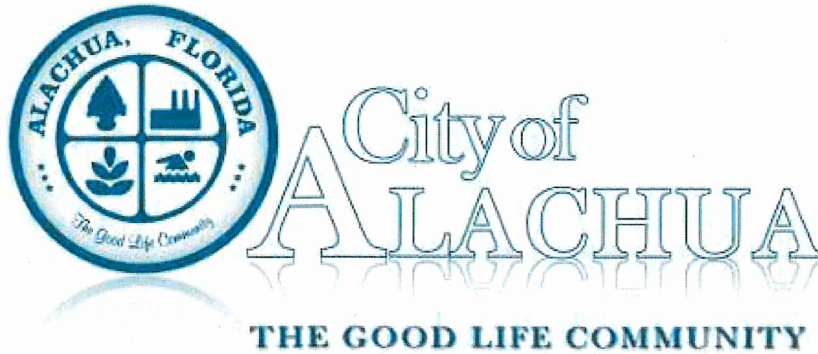




**Planning and Zoning Board
Minutes
June 13, 2023**

Chair Sandy Burgess
Vice-Chair Joe Hancock
Member Virginia Johns
Member William "Bill" Menadier
Member Dave Ferro
School Board Member Tina Certain

City Manager Mike DaRoza

**Planning and Zoning Board
At 6:00 PM**
to address the item(s) below.

Meeting Date: June 13, 2023

Meeting Location: James A. Lewis Commission Chambers

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.
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PLANNING AND ZONING BOARD MEETING MINUTES

CALL TO ORDER

Chair Sandy Burgess called the meeting to order. Member Tina Certain was absent.

INVOCATION

Member Virginia Johns led invocation.

PLEDGE TO THE FLAG

Led by the Board.

APPROVAL OF THE AGENDA

Member Dave Ferro moved to approve the agenda; seconded by Member Bill Menadier.

Passed by unanimous consent.

I. OLD BUSINESS

II. NEW BUSINESS

- A. Approval of the Minutes of the May 9, 2023 PZB Meeting

Member Johns moved to approve the minutes; seconded by Member Ferro.

Passed by unanimous consent.

- B. Approval of the Minutes of the May 16, 2023 PZB Meeting

Member Johns moved to approve the minutes; seconded by Vice Chair Joe Hancock.

Passed by unanimous consent.

- C. Site Plan – Main Street Urgent Care Clinic: A request by Christopher Potts, P.E., of JBrown Professional Group, Inc., applicant and agent for Alachua 441/235 LLC., property owner, for consideration of a Site Plan proposing the construction of a ±2,867 square foot medical clinic with associated site improvements; Consisting of a portion of Tax Parcel Number 03044-003-000 (Quasi-Judicial Hearing).

Assistant Deputy City Clerk Diane Amendola swore in all parties entering testimony during the hearing.

Principal Planner Adam Hall, AICP, presented the Staff Report.

Member Johns inquired about the internal circulation network, stormwater management, and infrastructure improvements for the Santa Fe Crossing development.

Principal Planner Hall responded.

Chris Potts, P.E., of JBPro, accepted Staff's recommended conditions and availed himself for questions.

Chair Burgess inquired about median modifications on US 441.

Mr. Potts responded.

Member Ferro moved that based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and approves the Site Plan for Alachua 441/235, LLC., subject to the four (4) conditions provided in Exhibit "A" and located on page 16 of the June 13, 2023 Staff Report to the Planning & Zoning Board; seconded by Member Johns.

Motion Passed 5-0 on a roll call vote.

- D. Site Plan – Convergence Research Park Cottages East: A request by Travis Hastay, P.E., of Causseaux, Hewett, & Walpole, Inc., applicant and agent for San Felasco Research Ventures, LLC, property owner, for consideration of a cottage neighborhood comprised of 80 units and associated site improvements; A portion of Tax Parcel Number 03929-000-000 and 03969-000-000 (Quasi-Judicial).

Assistant Deputy City Clerk Amendola swore in all parties entering testimony during the hearing.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Chair Burgess inquired about Staff's recommended conditions, the nature of a cottage neighborhood, and buffering requirements between cottage neighborhoods and single-family detached dwellings.

Principal Planner Tabor responded.

Travis Hastay, P.E., of CHW, accepted Staff's recommended conditions and availed himself for questions.

Member Johns inquired about the amount of non-residential square footage under construction in the Convergence Research Park development.

Mr. Hastay responded.

Member Burgess inquired about the code requirements to complete a specified amount of non-residential development prior to the construction of additional residential units.

Principal Planner Tabor responded.

Douglas Mills, a resident of Shaw Farms, inquired about the buffering between the cottage neighborhood and Shaw Farms and requested a fence be constructed along the property line adjacent to Shaw Farms.

Katherine Swift, a resident of Shaw Farms, discussed how patrons of the San Felasco Hammock Preserve State Park attempt to access the Park through Alachua Highlands, safety in Alachua Highlands, effects on wildlife, and tree removal.

Daryn Page inquired about the timeline for construction, the attendance of the neighborhood meeting, and location of the cottage neighborhood.

Mr. Hastay replied to public comments received during the public comment period.

Chair Burgess requested Mr. Hastay share his contact information with the speakers.

Mr. Hastay responded affirmatively.

Chair Burgess inquired if a fence would be required by the code between the cottage neighborhood and Shaw Farms.

Principal Planner Tabor responded.

Douglas Mills inquired about whether the cottages would be rentals or owned by the residents.

Chair Burgess and City Attorney Marian Rush responded.

Member Menadier inquired if the streets within the development will be publicly or privately maintained.

Mr. Hastay responded.

Member Johns inquired about the location of the Convergence Research Park Bike Depot project relative to the proposed cottage neighborhood developments.

Mr. Hastay responded.

Member Ferro inquired if there is a representative photo of the buffer that would be provided between the cottage neighborhood and Shaw Farms and the location of the proposed trails.

Mr. Hastay responded.

Donna McCord inquired about the proposed uses that are part of the Convergence Research Park Bike Depot development and how the number of stories of the cottages.

Mr. Hastay responded.

Donna McCord generally inquired about the Convergence Research Park projects that are being proposed.

Chair Burgess responded.

Member Johns moved that based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and approves the Site Plan for Convergence Cottages East subject to the four (4) conditions provided in Exhibit "A" and located on page 22 of the June 13, 2023 Staff Report to the Planning & Zoning Board; seconded by Vice Chair Hancock.

Motion Passed 3-2 in a roll call vote with Members Ferro and Menadier voting 'Nay'.

- E. Site Plan – Convergence Research Park Cottages West: A request by Travis Hastay, P.E., of Causseaux, Hewett, & Walpole, Inc., applicant and agent for San Felasco Research Ventures, LLC, property owner, for consideration of a cottage neighborhood comprised of 46 units and associated site improvements; A portion of Tax Parcel Number 03929-000-000 (Quasi-Judicial).

Assistant Deputy City Clerk Amendola swore in all parties entering testimony during the hearing.

Principal Planner Tabor presented the Staff Report.

Chair Burgess requested Staff confirm the Site Plan complies with all applicable provisions of the LDRs, requested clarification about the required buffer between the cottage neighborhood and Shaw Farms, and if the trails within the Convergence Research Park would directly connect to the trails within San Felasco Hammock Preserve State Park.

Principal Planner Tabor responded.

Travis Hastay, P.E., of CHW, accepted Staff's recommended conditions and availed himself for questions.

Member Johns moved that based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and approves the Site Plan for Convergence Cottages West subject to the four (4) conditions provided in Exhibit "A" and located on page 22 of the June 13, 2023 Staff Report to the Planning & Zoning Board; seconded by Vice Chair Hancock.

Motion Passed 3-2 in a roll call vote with Members Ferro and Menadier voting 'Nay'.

III. BOARD COMMENTS/DISCUSSION

Member Menadier inquired if the Convergence Research Park Cottage East and West developments required a hearing before the City Commission.

Chair Burgess responded.

Planning & Community Development Director Kathy Winburn stated the next meeting would be held on July 11, 2023 at 6:00 p.m.

IV. CITIZENS COMMENTS

Cathy Mills, a resident of Shaw Farms, commented on the use of the trail system within the Convergence Research Park development and requested a fence between the cottage neighborhood and Shaw Farms.

ADJOURN

Member Johns moved to adjourn; seconded by Member Ferro.

Passed by unanimous consent.

ATTEST:

PLANNING AND ZONING BOARD OF THE
CITY OF ALACHUA, FLORIDA



Presiding Officer



Staff Liaison