



**Development Review Committee
Minutes
December 14, 2022
Conference Room No. 233**



9:00 AM

I. CALL TO ORDER

Chairman Dan Matthys called the meeting to order at 9:00 AM.

Present: 3- Dan Matthys, Community Development Director; Will Watts, Fire Chief; Alyssa Eide-Cadle, City Engineer

Absent: 0-

Staff present were Sara Blanchard, Chief Planner, Barrett Chaix, Senior Planner, and Jacqueline Holt, Planner III

II. PUBLIC PERIOD

Chairman Matthys opened the Public Period for non-agenda items. There being no one who wished to speak, the Public Period was closed.

III. MINUTES APPROVAL

1. DRC MINUTES - AUGUST 3, 2022

A motion was made to approve the minutes as drafted.

RESULT: Approved

MOVER: Will Watts, Fire Chief

SECONDER: Alyssa Eide-Cadle, City Engineer

AYES: Watts, Eide-Cadle, Matthys

NAYS: None

IV. DECISIONS

1. PETITION NO. 2022-02 (SPR) MAITLAND WEST, LOT 3

Chairman Matthys asked if the applicant had received a copy of the Staff Recommendation report and if they had any questions. The applicant confirmed receipt of the report. The applicant had no questions.

Chairman Matthys asked if DRC had any questions for the applicant. There were none.

A motion was made to approve Petition No 2022-02 (SPR) Maitland West, Lot 3 with the modifications of Conditions of Approval items numbered 4 through 7 with the addition of number 8 to read as follows:

4. Lighting locations must be taken into consideration and appropriately reflected on the Site Construction Permit.
5. Proposed sidewalk for Forest City Road must be properly lit.
6. City of Maitland Site Construction Permit must match any other authorities having jurisdiction permits.
7. Access Road and Parking lot are both to use the light fixture shown on the electrical plans submitted with this Site Plan.
8. No certificate of occupancies shall be issued prior to the certificate of completion for Summit Center Way Roadway.

RESULT: Approved

MOVER: Alyssa Eide-Cadle, City Engineer

SECONDER: Will Watts, Fire Chief

AYES: Eide-Cadle, Watts, Matthys

NAYS: None

V. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 9:04 AM.

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Chairman Date

1/25/23