



**Development Review Committee
September 20, 2023
Council Chambers
2:00 PM**



- I. Call to Order
- II. Public Period
- III. Minutes Approval
 - 1. DRC Minutes - August 2, 2023
- IV. Decisions
 - 1. Petition No. SPR (2022)-001 - 601 Trelago Way
- V. Adjournment

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.



**Development Review Committee
Minutes
August 2, 2023
Council Chambers
2:00 PM**



I. CALL TO ORDER

Present: 3 - Dan Matthys, Community Development Director; Alyssa Eide-Cadle, City Engineer; Frank Gonzalez, Battalion Chief

Absent: 0 -

Staff also in attendance: Sara Blanchard, Chief Planner; Jacqueline Holt, Planner III, Lauren Amoruso, Planner II

II. PUBLIC PERIOD

Chairperson 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 - MAY 17, 2023

A motion was made to approve the minutes as drafted.

RESULT: Approved

MOVER: Alyssa Eide-Cadle, City Engineer

SECONDER: Frank Gonzalez, Battalion Chief

AYES: Eide-Cadle, Gonzalez, Matthys

NAYS: None

IV. RECOMMENDATIONS

1. PETITION NO. AZS (2023)-0002 - 801 S. LAKE DESTINY RD.

Chairperson Matthys asked if the applicant had received a copy of the Staff Report and if they had any questions. There were none. The applicant confirmed receipt of the Staff Report.

Chairperson Matthys opened for Public Comment. There were none.

Chairperson Matthys asked if DRC had any questions for the applicant; there were none.

A motion was made to recommend Approval of Petition No. AZS (2023)-

0002 - 801 S. Lake Destiny Rd as the request meets the criteria outlined in the Land Development Code.

RESULT:	Approved
MOVER:	Alyssa Eide-Cadle, City Engineer
SECONDER:	Frank Gonzalez, Battalion Chief
AYES:	Eide-Cadle, Gonzalez, Matthys
NAYS:	None

V. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:17 PM.

Chairman

Date

MEETING DATE		AGENDA
September 20, 2023		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 1.
Subject: Petition No. SPR (2022)-0014, 601 Trelago Way		
Requested Action or Motion: See Agenda Report		
Summary Explanation & Background: See Agenda Report		
Fiscal Impact: N/A		
Exhibits: 1. MCN Lot 1 SPR -DRC		
Commission/Board: Other		
Contact Person: Sara Blanchard 407-539-6214		
Reviewed by City Attorney N/A		



MAITLAND FLORIDA

DEVELOPMENT REVIEW COMMITTEE

September 20, 2023

**SPR (2022)-0014, 601 Trelago Way
Maitland Concourse North Lot 1 (SPR)
DRC DECISION**

APPLICANT:	Alan Charron/ Maitland Synergy LLC and Corkscrew LLC; 2345 W. Sand Lake Road, Suite 100 , Orlando, Florida 32809
AGENT:	Jonathan A. Martin, P.E./Kimley-Horn and Associates, Inc.; 189 S. Orange Ave., Suite 1000, Orlando, Florida 32801
OWNER(S):	Maitland Synergy LLC and Corkscrew LLC
PETITION:	2022-014 (SPR) 601 Trelago Way - Maitland Concourse North Lot 1
PROPOSED USE:	Commercial and Retail
CURRENT USE	Undeveloped
LOCATION:	Lot 1, Maitland Concourse North
PID(S):	25-21-92-5475-01-000
ACREAGE:	7.50
ACCESS:	Trelago Way, Lake Faith Drive

AREA MAP



I. FINDINGS & RECOMMENDATIONS

A site plan shall be approved only on a finding there is competent substantial evidence in the record that all of the following standards are met:

Based upon the foregoing analysis the following standards are **met/not met**.

(A) The proposed development **is/ is not** consistent with the goals, policies, and objectives of the comprehensive development plan;

The project is proposed consistent with the 2035 CDP as amended via Ordinance No. #1375, established parameters for amendment of the PD for MCN to allow a drive -through use on Lot 1 with parameters.

(B) The proposed development and uses in the site plan **comply/do not comply** with Article 3: Zone Districts and Article 4: Use Regulations.

The proposed development and uses were listed within Ordinances No. #1303 or No. #1404, and the development complies with Chapter 7.5 of the Maitland City Code under which the Ordinances were adopted.

(C) The proposed development and its general layout and design **comply/do not comply** with all applicable standards in Article 5: Development Standards.

The site plan was reviewed in conjunction with the Ordinance #1303 MCN and #1404 PD Amendment for Lot 1 of MCN and is consistent subject to the conditions within this report.

(D) The proposed development **complies/does not comply** with all other applicable standards in this LDC, the City Code, and all other City regulations.

PETITION ANALYSIS

THE FOLLOWING ARE INCLUDED IN THE RECOMMENDATION FOR **APPROVAL/DENIAL**:

BACKGROUND

The subject property is designated as Lot 1 of the Maitland Concourse North Planned Development, which was initially approved in February 2016 via Maitland City Council Ordinance No. #1303. The current zoning is Planned Development and the Future Land Use Designation is Corridor District; Maitland Concourse North Area of Special Consideration. Lot 1 was designated for retail uses, and building elevations and a site plan were approved. Criteria for "Residential Scale and Character" were included as part of the Conditions of Approval of the final development plan; along with a prohibition on drive-thru uses among numerous other conditions, adopted into the *Maitland Comprehensive Development Plan 2035* (CDP).

On February 28, 2022, the CDP was amended by City Council via Ordinance No. # 1395, to allow one drive-thru establishment with a maximum interior square footage not to exceed 5,000 square feet on the west 300 feet of the subject property. The exception for a drive- through would sunset and revert back to a prohibited use, if a PD amendment reasonably consistent with the plan presented to City Council at the public hearing was not approved by March 1, 2024, unless an extension is approved.

Ordinance No. #1404 adopted on February 28, 2022, amended the Planned Development noted above and provided a layout on Lot 1 that differed from the original PD; but was reasonably consistent with the Plan submitted with the CDP Amendment. The allocated square footage was divided among five buildings on the site. The buildings varied between one and two stories in height with a maximum height of 45 feet and included retail, office, and restaurant uses. The development was proposed at

75,000 square feet of commercial uses and associated infrastructure consistent with the original Planned Development; and included a single drive-thru use, not to exceed 5,000 square feet, consistent with Ordinance 1404. The drive through was to be located on the western portion of the site closest to Trelago Way.

Current Proposal -Site Plan

The current site plan follows the parameters established within Ordinance No. #1404, with the drive-through located on the west 300 feet of Lot 1 and contains only 3,400 gross square feet of the allowed 5,000 square feet of interior space. The overall development square footage is 69,745 square feet retail/restaurant with 381 parking spaces; nine being for electric vehicles. The plan has been reviewed consistent with residential scale and character guidelines outlined in Ordinance #1303, the original PD for the MCN site. Pedestrian connectivity has been provided throughout the plan with three connections to Maitland Boulevard, inter-connected walkways within the site, as well connections to adjoining lots/areas of Maitland Concourse North. Four 4 loading spaces are provided, as well as space for the parking of 38 bicycles. The proposed FAR is 0.21 which is less than the 0.25 maximum FAR allowed by Planned Development. Total pervious area proposed at 21% and open space at 31% consistent with the adopted PD.

Outdoor seating and activity areas have been blended within, which will enhance pedestrian use and create a people- friendly and aesthetically beneficial environment.

#	FACTORS AND CONSIDERATIONS	ANALYSIS
1	Ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.	Three pedestrian connections to Maitland Blvd are provided, as well as Trelago Way and surrounding lots within MCN. A bike/pedestrian circulation plan was provided that displayed connectivity throughout the project. The primary access to the site is from Maitland Boulevard onto Trelago Way. A secondary access is via west Lake Faith Drive on the east. There are internal connections to Lot 7 and Trelago Apartments to the north. ADA route plans as well as Fire Truck Routing and Garbage Truck Plans were provided for City review as well and found to be acceptable.
2	Off-street parking and loading areas, where required, with particular attention to the items in 1) above, and the economic, noise, glare or odor effects on adjoining properties and properties generally in the zoning district.	Reduced parking massing and residential scale and character criteria were required in the PD development plan. This included larger islands as initiated within the PD. Satisfactory parking (including EV), bicycle parking and loading areas are provided as required.

3	Refuse and service areas, with particular reference to the items in 1 and 2 above.	Refuse areas have been combined on-site to eliminate overuse of the site for refuse containers, when combined locations would serve the buildings efficiently. Screening is required and provided as noted in this report. Receptacles are provided for recycling as well.
4	Utilities, with reference to locations, availability and compatibility	Water and sewer location, availability and compatibility is subject to the approved PD development plan, and satisfactory response to comments listed within this report.
5	Screening and buffering with reference to type, dimensions, and character.	Standards for screening and buffering were analyzed and established during evaluation and approval of the Maitland Concourse North planned development. The proposed screening and buffering is consistent with the PD development plan.
6	Signs, if any, and proposed exterior lighting with reference to glare, traffic, safety, economic effects, and compatibility and harmony with properties in the district.	Standards for signs and exterior lighting were considered during the evaluation and approval of the Maitland Concourse North planned development. The proposed signage will be compliant with the approved PD Master Sign Plan. The sign location will be reviewed for accuracy i.e.; setbacks, etc. at the time of permitting. A revised photometric plan is required and will be evaluated to show no spillover.
7	Required yards and other open space.	Standards for required yards and other open space were evaluated in the context of the Maitland Concourse North PD and was found consistent with the PD development plan.
8	General compatibility with adjacent properties and other property in the surrounding area;	The retail /restaurant uses were considered for compatibility with the surrounding areas during the evaluation of the PD original development plan and PD amendment adopted via Ordinance #1404, in particular with the drive-through use.
9	Whether there is compliance with the applicable ordinances and regulations for the proposed development;	The submitted site plan is consistent with applicable portions of the Land Development Code and the approved development plan of the Maitland Concourse North PD, as amended via Ordinance #1404.
10	Whether the proposed development will lower the applicable levels of service below the levels adopted in the city's comprehensive development plan and whether the proposed development is phased to be constructed at a time when the adopted service levels are met;	The proposed impacts on levels of service were evaluated during the original PD approval for Maitland Concourse North. Compliance will be met upon satisfactory response to comments listed within this report.

11	Incentives and development bonuses requested if applicable;	Incentives and development bonuses are not applicable to this project.
12	Off-site credits requested if applicable.	There are no off-site credits applicable to this development.
13	Mobility strategies, if applicable.	Mobility strategies are not applicable to this Site Plan Review.

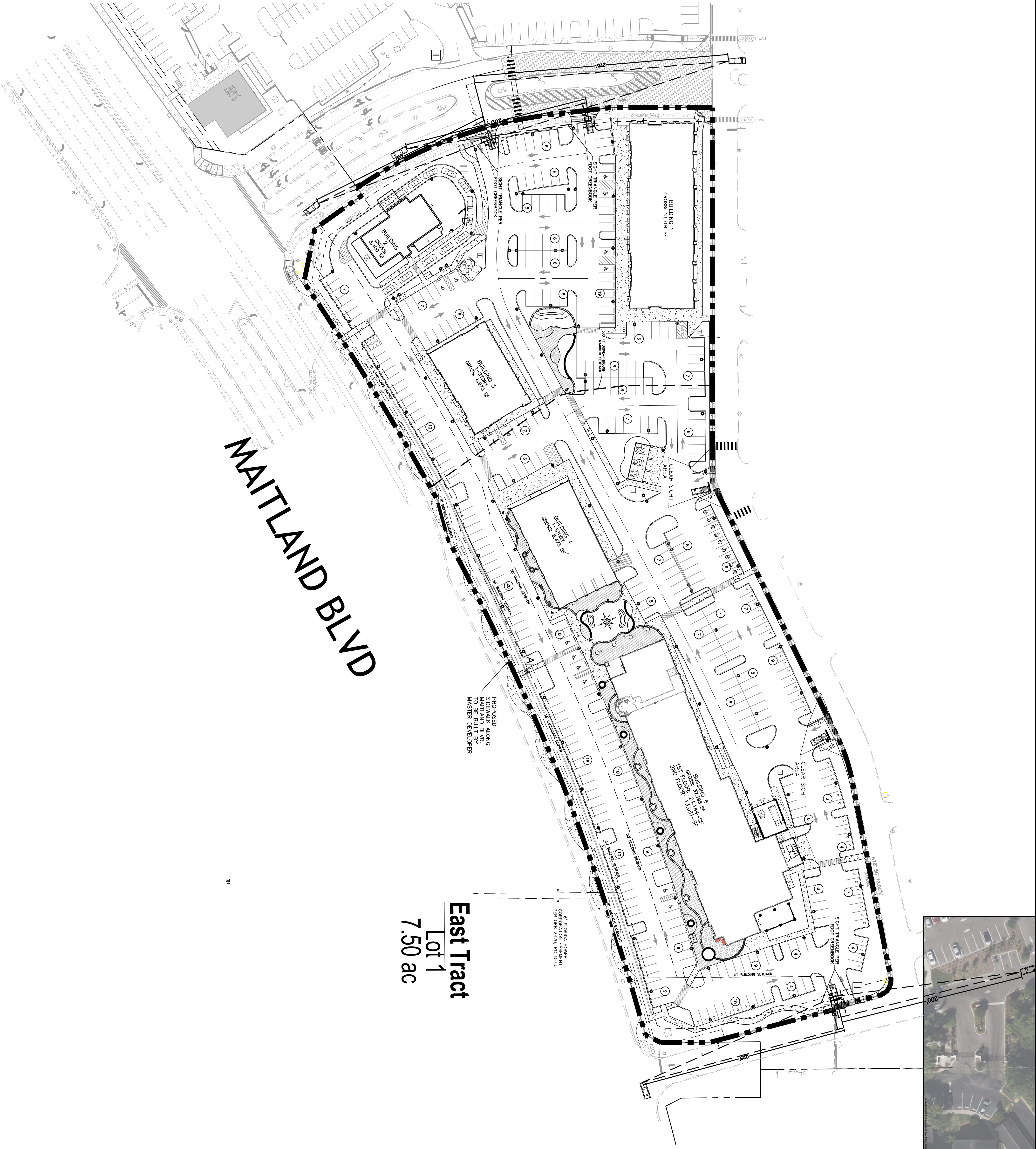
Revisions Necessary for DRC Recommendation:

45. Revisions: C6.2, Utility Plan, the irrigation meter as proposed would be private. Please acknowledge. **New submittal removed the location of the irrigation meter, while note does address private/public—the location still needs to be shown. Provide irrigation meter. Comment Not Addressed. 7/5/23.** Provide a callout for the valve after the tee for the proposed 1 ½” irrigation connection. In addition, new callouts were added to the planset that was not rev clouded or mentioned in the comment response. There is reference to a reuse connection. The City does not have reuse. Who owns this reuse line? Does the 3” line exist today or is that incorrectly labeled? **Comment Not Addressed. 8/24/23**
49. L1.00, overall Landscape plan, show all the sight triangles. Sight triangles do not meet sight distance requirements for stoppage. **Comment Not Addressed. 7/5/23** While sight triangles are added, landscaping and trees are still located within this area. Please confirm landscaping will be the right type for the right place. **Comment Not Addressed. 8/24/23**
51. L4.00, Lighting plan, show the proposed lights on the site plan to ensure there are no conflicts with other improvements. **Light poles were added to the landscape plan, but also need to be on the site plans as poles could also conflict with site features, storm, and utilities. Sheet L1.01 – Light pole in parking island on the far east side along the matchline north of the compass rose appears to be surrounded by trees. Revise accordingly. Sheet L1.01 – Light pole in parking island north of Building 3 has a Date Palm that appears to be in conflict. Revise accordingly. Comment Not Addressed. 7/5/23** At the SW corner of building 2 a light pole is shown directly over the storm line. There is no detail for the light pole base, so conflict may arise. The solid waste container north of building 4 has a light pole that could conflict with the loading operation of the trucks. The loading area for building 4 shows a light pole in the middle of the loading zone that should be shifted outside of the loading zone. Please ensure all conflicts are checked and resolved. **Comment Not Addressed. 8/24/23**
74. Streetlights/parking lights should be shown on the landscape plan. Please provide. **See comment 51 for conflicts. Comment Not Addressed. 7/5/23** Light poles symbols throughout the planset and landscaping set have items that show them within the road or parking stalls. Please ensure accuracy. **Comment Not Addressed. 8/24/23**
76. Streetlights/parking lights should be shown on the landscape plan. Please provide. **See comment 51 for conflicts. Comment Not Addressed. 7/5/23** Light poles symbols throughout the planset and landscaping set have items that show them within the road or parking stalls. Please ensure accuracy. **Comment Not Addressed. 8/24/23**

92. There is a 90-degree bend called out in front of Building 1 that shows a 3rd line leaving the bend that serves the western 3 water service connections. How does this 3rd line connect at the tee and what size line is proposed? Utility connections to Building 1 have been redesigned. On the east end near the hydrant there is a 2" water service that does not seem to serve anything. What is this for? The revision to the potable connections for building 1 have resulted in a dead end of the watermain. This would require a 2-inch blow-off at the end of the watermain. Comment Not Addressed 7/5/23 Sanitary manhole S-8 was added with the revision of the utilities for bldg. 1. There is no fall between the NW invert in and the SE invert out of manhole S-8. Revise the connections accordingly. Comment Not Addressed. 8/24/23
107. Provide sight triangles on site plan and landscape plan for all access points. The Sight triangles do not meet the FDOT design criteria. Comment Not Addressed. 7/5/23 Sight triangles have been added but there are several trees located within the area. Please confirm right tree/landscaping right place. Comment not addressed 8/24/23

Conditions of Approval

1. Drive through menu board signage shall be limited to two per facility and shall not be greater than 28 square feet copy area and 6 feet in height.
2. Signs shall be consistent with the approved master sign plan. The sign location will be reviewed for accuracy i.e.; setbacks, visibility triangles etc. at the time of permitting,
3. A revised photometric plan does not clearly illustrate illumination levels at the property lines and spillover cannot be determined. This must be addressed at the permitting stage, as this will require an updated photometric plan which will show no spillover.
4. The smaller islands shall accommodate and sustain the tree type(s) indicated on the approved landscape plan.
5. Sidewalk and street trees along Maitland Boulevard shall be constructed in conjunction with the development of Lot 1 by the owner of Lot 1.



SITE DATA:
PROJECT AREA: 7.50 AC (326,700 SF)

EXISTING LAND USE: VACANT
EXISTING ZONING: PLANNED DEVELOPMENT (PD)
PROPOSED ZONING: PLANNED DEVELOPMENT (PD)
PROPOSED BUILDING AREA: 69,745 SF
PROPOSED BUILDING HEIGHT: 0.5 (PER APPROVED PD)
PROPOSED FAR: 0.21 (69,745 SF / 326,700 SF)

IMPERVIOUS COVERAGE
TOTAL MAX. IMPERVIOUS COVERAGE (7.50 x 85%) = 6.37 AC.

PROPOSED IMPERVIOUS AREA:
PAVEMENT AREA = 3.72 AC.
CONCRETE SIDEWALK = 0.89 AC.
TOTAL PROPOSED IMPERVIOUS AREA = 5.91 AC (79%)
TOTAL PROPOSED PERVIOUS AREA = 1.59 AC (21%)

OPEN SPACE SUMMARY
MINIMUM REQUIRED OPEN SPACE = 7.50 AC x 0.20 = 1.50 AC.
OPEN SPACE PROVIDED = 2.39 AC.
(OPEN SPACE AREA INCLUDES PERVIOUS AREAS AND SIDEWALK)

TOTAL OPEN SPACE PROVIDED = 2.39 AC. (31%)

BUILDING SETBACKS:

MAITLAND BLVD.
OUTPARCELS ADJUTING MAITLAND BLVD.
ALL INTERIOR SETBACKS

* INCLUDES 8' SIDEWALK
ALL COMMON AREAS, INCLUDING SEPARATE LANDSCAPE TRACTS, SHALL BE DEDICATED AND MAINTAINED BY A PROPERTY OWNER'S ASSOCIATION

PAVING SETBACKS:

REQUIRED
FRONT (SOUTH): 15 FT
SIDE (WEST): 0 FT
SIDE (EAST-FROM LAKE FAITH VILLAS): 100 FT
REAR (NORTH): 0 FT

REQUIRED PARKING:

TOTAL BUILDING AREA: 69,745 SF
SHOPPING CENTER (5 SPACES PER 1,000 SF): 349 SPACES
(69,745 / 1,000 x 5) = 349.73
TOTAL SPACES REQUIRED: 349 SPACES

PROVIDED PARKING:

REGULAR SPACES (9'x18'): 308 SPACES(60.8%)
COMPACT SPACES (9'x16'): 56 SPACES(4.7%)
LOADING SPACES (SIGNED): 3 SPACES(0.7%)
TOTAL ACCESSIBLE SPACES: 14 SPACES(3.2%)
TOTAL SPACES PROVIDED: 381 SPACES
SIGNED LOADING SPACES ALLOCATED FOR SITE SHALL BE COUNTED TOWARDS PARKING COUNT. SEE NOTE IN LANDING FOR DESIGNATED LOADING TIMES.

BICYCLE PARKING:

REQUIRED PARKING
MINIMUM REQUIREMENT FOR VEHICULAR PARKING SPACES:
(375 SPACES x 10) = 3,750 SPACES
TOTAL PARKING SPACES REQUIRED: 3,750 SPACES

TOTAL PARKING SPACES PROVIDED: 38 SPACES

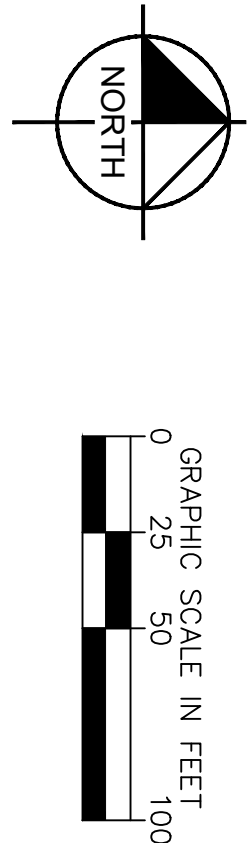
LOADING:

REQUIRED:
1 SPACE PER FIRST 10,000 SF +
1 SPACE PER EACH ADDITIONAL 50,000 SF
OR MAJOR FRACTION THEREOF
(1 + 59,745 / 50,000 = 3)
PROVIDED: 4 SPACES
*DESIGNATED LOADING TIMES FOR LOADING SPACES WILL BE 6:00AM TO 7:00PM

LEGEND:

- PROPOSED CONCRETE SIDEWALK
- EXISTING CONCRETE SIDEWALK
- PROPOSED BRICK PAVING OR APPROVED ALTERNATE
- BUILDING SETBACK LINE
- LANDSCAPE BUFFER LINE
- SIDEWALK EASEMENT
- PARKING SPACE COUNT
- PROPERTY BOUNDARY
- DRIVE THRU EASEMENT
- PROPOSED STAMPED CONCRETE
- ELECTRIC VEHICLE PARKING SPACE
- LIGHT POLE

- ☒ SIGN TYPE A SIGN TYPE "A" - FUTURE PHASE. SEE LAA.10
☐ SIGN TYPE I SIGN TYPE "I" - FUTURE RETAIL PHASE. SEE LAA.11



SHEET NUMBER C4.0	CITY OF MAITLAND	FLORIDA	MCN LOT 1	OVERALL SITE PLAN	KHA PROJECT 249047000 DATE 05/26/2023 SCALE AS SHOWN DESIGNED BY MIG DRAWN BY KAS CHECKED BY JAM	LICENSED PROFESSIONAL MARCUS GEIGER, P.E. FLORIDA LICENCE NUMBER 89199 DATE:	Kimley»Horn © 2022 KIMLEY-HORN AND ASSOCIATES, INC. 189 S. ORANGE AVENUE, SUITE 1000, ORLANDO, FL 32801 PHONE: 407-898-1511 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106	No.	REVISIONS	DATE	BY