



**Planning and Zoning
Commission
Minutes
June 5, 2025
Council Chambers
6:00 PM**



I. CALL TO ORDER

Chair Glen Jaffee called the meeting to order at 6:00 P.M.

Present: 4- Chair Glen Jaffee, Vice-Chair Kathleen McIver, Commissioner Greg Hardwick, Commissioner Jody Barry
Absent: 1- Commissioner Eddie Baird

Staff also in attendance: Sara Blanchard, Chief Planner; Barrett Chaix, Senior Planner, Jamie Bennett, Planner III, and City Attorney Drew Smith.

II. PLEDGE OF ALLEGIANCE

III. MINUTES OF PREVIOUS MEETING

1. MINUTES OF APRIL 3, 2025 PLANNING AND ZONING COMMISSION

Vice-chair McIver made a motion to approve the minutes as drafted.

RESULT: Approved
MOVER: McIver
SECONDER: Hardwick
AYES: Barry, Jaffee, McIver, Hardwick.
NAYS: None

IV. PUBLIC PERIOD

Chair Jaffee opened the public comment period.

There being no one who wished to speak, Chair Jaffee closed the public comment period.

V. PUBLIC HEARING

1. CONDITIONAL USE PERMIT CUP(2025)-0001 [ORANGEWOOD PRESBYTERIAN CHURCH, INC., 1300 W MAITLAND BOULEVARD]

Chair Jaffee asked if there was any ex parte communication outside the meeting among any members of the board. None were disclosed.

Drew Smith, City Attorney swore in the applicants and staff.

Jamie Bennett, Planner III provided a presentation on the Conditional Use Permit application.

Summary Explanation & Background: The applicants, Klima Weeks Civil Engineering and Orangewood Presbyterian Church Inc. are seeking conditional use approval to make additions to and expansions of the existing school and church facilities at 1300 W. Maitland Boulevard. The number of students served is proposed to expand from 600 to 800 students. The applicant is proposing to increase the size of the existing church and school facilities from 103,753 SF to 167,671 SF in order to accommodate the increase in student population. There are no proposed changes to site access or the existing landscape buffers, walls and fences. The property is located in the Residential Single Family 1 (RSF-1) zone district. A conditional use is a use that may be appropriate in a particular zone district, but that requires special consideration of its location, design, and methods of operation before it can be deemed appropriate in the district and compatible with its surroundings because of its nature, extent, and external effects. The applicants held a neighborhood meeting to present information on the proposed development on March 6, 2025. Staff reviewed the application based on the Conditional Use Permit Review Standards established in the Maitland Land Development Code, Section 2.5.1(g)(3) and on May 7, 2025 the Development Review Committee voted to recommend approval of the application with conditions, based on the findings outlined in the attached Staff Report. Per Maitland Land Development Code, a conditional use permit shall be approved only on a finding

Page 6 of 155

there is competent substantial evidence in the record that the proposed use:

- (A) Will be consistent with the goals, objectives, and policies of the comprehensive development plan;
- (B) Will be appropriate for its location and compatible with the general character of surrounding lands and the uses permitted in the zone district;
- (C) Will not result in significant adverse odor, noise, glare, and vibration impacts on surrounding lands due to refuse collection, service delivery, parking and loading, signs, lighting, and other site elements; and
- (D) Will maintain safe ingress and egress and traffic flow onto and through the site by vehicles and pedestrians, and safe road conditions around the site.

After review at a public hearing, the P & Z will make a decision based on these review standards of one of the following:

1. Approval of the application as submitted;
2. Approval of the application subject to modification and/or conditions of approval; or
3. Denial of the application.

Based on the findings outlined in the May 7, 2025 staff report, staff recommends that, after holding a public hearing, the Planning and Zoning Commission vote to approve application CUP(2025)-0001 [Orangewood Presbyterian Church, Inc., 1300 W Maitland Boulevard] subject to the recommended Conditions of Approval. A CUP does not proceed to the City Council; but concludes with a decision of the Planning and Zoning Commission.

There were no questions for staff following the presentation.

Representing the applicant was David Moore, Generations Initiative Director, who provided a presentation of the project. Commissioners asked the applicant how many students attend the school, Mr. Moore answered that 530 currently do, and they are expanding to 800, and mentioned that they had completed a traffic study. Commissioners asked about and discussed existing parking conditions and the paved intersection. Chair Jaffee opened the hearing for public comment. Seeing no one who wished to speak, he closed the public comment. Then, the Board began deliberation and discussion. They discussed synthetic turf athletic fields, and Chair Jaffee asked if the gate to Maitland Woods could be opened earlier to reflect the new operating hours. He asked if opening the gate would help with parking in Maitland Woods. Drew Smith clarified that that would not be part of the decision tonight. Chair Jaffee pointed out that stacking could adversely affect the office complex to the East.

Commissioner Barry made a motion to approve the Conditional Use Permit CUP(2025)-0001 [Orangewood Presbyterian Church, Inc., 1300 W Maitland Boulevard] with conditions outlined in the Staff Report based on the standards in Sec. 2.5.1 g 3 of the Maitland Land Development Code. The conditions are:

1. Stacking shall be designed to accommodate 40% of student population or applicant shall provide a study to evaluate the safety of the proposed stacking arrangement.
2. All proposed structures and other improvements are subject to site plan review; and shall be limited to those displayed on this application for Conditional Use, "Orangewood Church Master Plan, Sheet C-100" [See Appendix B].
3. Uses, hours of operation, and size of structures shall comply with those shown on this application for Conditional Use, "Orangewood Church Master Plan, Sheet C-100" [See Appendix B].
4. All other conditions established in prior Conditional Use approvals, agreements, and covenants for the subject property relating to lighting, noise, signage, landscaping, screening, buffering, movable gate, ingress, egress, access, number of services, student registration, use of athletic

facilities and concessions shall remain in effect.

RESULT:	Approved
MOVER:	Barry
SECONDER:	Mclver
AYES:	Mclver, Jaffee, Hardwick, Barry
NAYS:	None

2. LAND DEVELOPMENT CODE AMENDMENT, ARTICLE 5. DEVELOPMENT STANDARDS, SECTION 5.2.4 GENERAL PARKING AND LOADING AREA STANDARDS (A) USE OF PARKING AND LOADING AREAS (4) SPECIAL PARKING RESTRICTIONS

Barrett Chaix, Senior Planner provided an overview of the project.

Staff has identified the need to clarify the intent and implementation of the standards for the parking of major recreational vehicles such as boats and utility trailers in residential areas of the city. Major recreational equipment consists of boats, houseboats, trailers, pickup campers or coaches (designed to be mounted on automotive vehicles), motor homes, tent trailers, cases, or boxes used for transporting recreational equipment, whether occupied by such equipment or not. During the drafting and adoption of the updated Land Development Code in 2022, aspects of the recreational equipment parking code were reworded and sections omitted that effectively changed the meaning of the code. Under the current code, any recreational vehicle can be parked in any area of a front yard without regard to setback or surface requirements. Major recreational equipment or utility trailers have historically been permitted to be parked in residential zone districts if they meet one of several standards. For boats weighing in excess of two-hundred pounds, they may be parked in residential areas if they are parked on a trailer on a paved or hard-packed driveway at least fifteen feet in distance from the edge of the street pavement. Due to some concerns raised through the code enforcement process as to what constitutes a "paved or hard-packed driveway", additional language is proposed to codify an interpretation of this term. The proposed amendment would incorporate the interpretation that asphalt, concrete, brick paver, or packed gravel driveway, are included in the "paved or hard-packed" category, and that loose gravel, mulch, recycled rubber or grass are explicitly excluded from the definition. This amendment will reinstate the standards that have been used in the city for over the last 20 years with the clarification regarding appropriate surfaces on which recreational equipment can be parked. The advisability of amending the text of the LDC is a matter

committed to the legislative discretion of the City Council and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the City Council shall weigh the relevance of and consider whether and to the extent to which the proposed text amendment:

- (A) Is consistent with the comprehensive development plan and furthers its goals, objectives, and policies;
- (B) Is in conflict with any provision of this LDC and the City Code;
- (C) Is required by changed conditions;
- (D) Addresses a demonstrated community need; Page 20 of 155
- (E) Is consistent with the purpose and intent of the zone districts, or would improve compatibility among uses;
- (F) Would result in a logical and orderly development pattern;
- (G) Would result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment; and
- (H) Would adversely impact the availability of public facilities to accommodate new growth and development.

Staff, in consultation with the City Attorney, has proposed the text amendment to address a demonstrated community need and requests that the Planning and Zoning Commission vote to recommend approval of the amendment.

Chair Jaffee opened and closed the public period as there was no member of the public present.

Commissioner Hardwick asked about the possibility of geo-grids under grass. In response, the ordinance was amended to strike the word "brick" and insert "stabilizing" in subsection 5.2.4 (4) (A) 4.d.i.

Commissioner Jaffee commented that it should allow "8 and a half feet and under" rather than "under 8 and a half feet" so that it was clear that exactly 8.5 feet wide RVs were allowed. The text was amended to say "equal to or less than one hundred two (102) inches in width".

Commissioner Hardwick made a motion to recommend approval of the LDC text amendment, including the three amendments made during discussion.

RESULT:	Approved
MOVER:	Hardwick
SECONDER:	Mclver

AYES:	Hardwick, McIver, Jaffee, Barry
NAYS:	None

3. 2050 CITY OF MAITLAND COMPREHENSIVE DEVELOPMENT PLAN EVALUATION AND APPRAISAL REPORT-BASED AMENDMENTS

Sara Blanchard, Chief Planner, presented information on the item, noting the City was following Florida Statutes in processing this amendment and City Staff participated in this update of the CDP presented for Planning and Zoning Commission consideration.

Background: Every local government in Florida is required at least once every 7 years to evaluate their Comprehensive Development Plan (CDP) to reflect changes in state requirements and changes in local conditions. Seven years have passed since Maitland conducted a major rewrite of its CDP [Maitland Comprehensive Development Plan 2035], and therefore the City must conduct an evaluation and appraisal of its CDP per Section 163.3191 Florida Statutes. City Staff teamed with consultants Kimley-Horn and Associates, Inc. to prepare amendments to the CDP, which must be transmitted to FloridaCommerce, Bureau of Community Planning by September 1, of this year. Kimley-Horn and Associates identified 74 changes to Florida Statute Chapter 163 that were evaluated for relevancy to the City of Maitland. If deemed relevant, the team drafted amendments to the CDP language to bring the CDP into conformance with state requirements. Many of these are technical in nature. They include:

- Add a policy to commit to follow the Community Redevelopment Master Plan standards (Future Land Use, Page 22)

- Make updates to Metropolitan Planning Area classifications (Mobility, Page 9)

- Change from "Levels of Service" to "levels of traffic stress threshold" to reflect new terminology used by the Department of Transportation (Mobility, Page 11-14).

- Add a Policy to not prohibit the demolition of qualifying structures for any reason other than public safety, in accordance with the Resiliency and Safe Structures Act (Housing, Page 4)

- Revise a standard to report impact fee charges in an annual financial report (Governance and Implementation, Page 5)

Revise a policy regarding Proportionate Share Mitigation in school capacity to state that funds must be reserved until specific capacity improvement is identified in the school board educational facilities plan (Public Schools, Page 7)

After consideration in policy discussions at their meeting of April 22, 2024, City Council instructed staff to include in the EAR-based CDP amendments a change to the way that residential density and commercial intensity is allocated in the Main Street Future Land Use designation. For approximately 25 years, since the implementation of the original Downtown Master Plan, the CDP

Page 25 of 155

has granted higher residential densities and commercial intensities to larger parcel sizes in Downtown Maitland. This was done to encourage the assemblage of multiple smaller lots and parcels for the purposes of catalyst redevelopment projects. Currently, the only way to obtain a maximum residential density of 40 units per acre or 2.0 FAR by right, and 67 units per acre or 2.40 FAR (with the utilization of the Density Incentive for Community Enhancement (DICE) program), is to obtain or assemble over three acres of contiguous land. In comparison, lots half-acre in size are currently only allowed up to 19.8 units per acre or 0.3 FAR by right, and 30 units per acre or 0.45 FAR (with DICE), respectively – less than half of the residential density of a 3 acre site. As the Downtown corridor has successfully redeveloped over the past 20 years, and more recently over the last 6 years, potential sites where 3 contiguous acres can be assembled have declined dramatically. In addition, as Maitland nears build-out, developers are finding it more difficult to assemble large parcels of land within the Main Street designation, therefore making more dense and intense projects difficult or impossible to proceed.

Compounding the problem, since the DICE program was introduced in 2019 with the CDP 2035, no applicant has elected to use the program to achieve higher density/intensity in the downtown. Under DICE, a developer may propose to raise density on properties if they can provide a community enhancement that is approximately equal to the value of the benefit they would receive for that increased density. This begins with a workshop with City Council, where the density and potential project that the developer would propose for the public are presented. The problem is that the City Council cannot commit to either the density or the public project. The developer must then go through the development process and complete an economic analysis showing the public benefit is roughly proportional to the additional benefit being provided in the form of the density. This is a lengthy and expensive process which lacks any certainty for the developer. Staff had discussed this process with several prospective applicants and none chose to take advantage of it. Based upon the above analysis, City Council recommended the elimination of both the DICE program and the determination of maximum density/intensity based on parcel size. This would make it more viable for

moderate or small-scale redevelopment projects in the Main Street Future Land Use designation, without disincentivizing larger projects. This would also allow for the continual successful redevelopment of Downtown Maitland to continue with new infill projects that, subject to our strict design guidelines, will contribute to the esthetics and quality of life in our Downtown while providing for a mixture of housing types needed to meet market demands. After holding a public hearing, staff recommends that the Planning and Zoning Commission forward a recommendation of approval to City Council, of the 2050 City of Maitland Comprehensive Development Plan Evaluation and Appraisal Report-based Amendments.

Commissioners asked about bonuses and if anyone used the DICE program. Commissioners discussed how many sites are now finished with redevelopment and will not be adding on acreage to their project area. Commissioners discussed whether the levels of stress analysis were done, and whether they were done in the Data, Inventory, and Analysis that will be provided to the state, and whether e-bikes are used on bike-ped trails.

Chair Jaffee opened the public hearing and there being nobody that wished to speak, brought the item back to the Commission for a motion.

Vice-Chair McIver made a motion to recommend approval to City Council, of the 2050 City of Maitland Comprehensive Development Plan Evaluation and Appraisal Report-based Amendments.

RESULT:	Approved
MOVER:	McIver
SECONDER:	Hardwick
AYES:	McIver, Hardwick, Barry, Jaffee
NAYS:	None

VI. OLD BUSINESS

VII. NEW BUSINESS

Staff provided a status update on current development projects.

VIII. OTHER BUSINESS THE COMMISSION DEEMS ADVISABLE

IX. ADJOURNMENT

Chair Jaffee adjourned the meeting at 7:19 P.M.

