



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



**I CALL TO ORDER**

**Present:** 5- Glen Jaffee (Chair); Kathleen Mclver (Vice-Chair); Greg Hardwick; Jody Barry; Eddie Baird.

**Absent:** 0-

Chair Glen Jaffee called the November 6, 2025 meeting to order at 6 pm. Staff also in attendance: Director of Community Development, Mike Daniels, Attorney Drew Smith, Chief Planner Sara Blanchard, and Senior Planner Barrett Chaix, .

**II PLEDGE OF ALLEGIANCE**

**III MINUTES OF PREVIOUS MEETING**

**1 MINUTES OF THE JULY 17, 2025 PLANNING AND ZONING COMMISSION**

**RESULT:** Adopt the Planning and Zoning Commission Meeting Minutes of July 17, 2025

**MOVER:** Mclver

**SECONDER:** Hardwick

**AYES:** Baird, Mclver, Hardwick, Berry, Jaffee

**NAYS:** None

**IV PUBLIC PERIOD**

Chair Jaffee opened the public hearing and asked if there was anyone in the audience present who wished to speak on a non-agenda item. Seeing none, the public period was closed.

**V PUBLIC HEARING**

**1 PLANNED DEVELOPMENT AZPD(2025)-0002; MAITLAND CONCOURSE NORTH LOT 3**

Senior Planner Barrett Chaix provided a presentation on the item:

Background

The subject property is designated as Lot 3 of the Maitland Concourse

North Planned Development final development plan, which was initially approved in February 2016 by Maitland City Council Ordinance number 1303. The current zoning is Planned Development and the Future Land Use Designation is Corridor District; Maitland Concourse North Area of Special Consideration. Lot 3 was designated for office, residential or retail uses, but no building layout or site plan was approved, necessitating a PD amendment prior to development.

### Proposal

The applicant proposes to develop the site with two commercial buildings consisting of 12,500 SF and 5,300 SF (+/-) and off-street vehicular parking to serve the development. The proposed development is intended to be consistent with the parameters established in the 2016 Maitland Concourse North development plan, such as criteria for "residential scale and character."

### Analysis and Recommendation

The Development Review Committee (DRC) met on October 22, 2025 to consider the application for Planned Development. Based on the review standards in Section 2.5.1(f)(3) of the Maitland Land Development Code, the Development Review Committee voted to recommend approval of the application with conditions as stated in the DRC staff report.

### Next Steps

If the planned development amendment is approved, the applicant would next apply for Site Plan review and subsequently site construction and building permits.

Requested Action: After holding a public hearing, recommend that the City Council approve the application for planned development amendment based on the review standards in Section 2.5.1(f)(3) of the Maitland Land Development Code and the findings described in the DRC staff report dated October 22, 2025.

At the conclusion of the staff's presentation, the applicant, Matt Bloomfield with Harbour Real Estate Partners, provided a presentation regarding the project that included a conceptual site layout, landscaping, and illustration of site constraints. He explained that the architectural design package from Lot 2 was carried forwards for Lot 3.

Greg Hardwick asked what tenants were in the existing shopping center and Matt Bloomfield explained the mix of existing tenants.

Jody Barry asked about the parking spaces, since they are in excess of what is required by code. Matt Bloomfield explained that the proposed tenant needs the extra spaces to alleviate pressure on an existing store that has parking issues. Combined with existing spaces, is 5.2 spaces per 1000 SF, which is on the low end for a shopping center of this kind.

Greg Hardwick asked about the projected completion date, which Matt Bloomfield answered: the first quarter of 2027.

Glen Jaffee asked for an explanation of other ideas for site layout than what is proposed. Matt Bloomfield explained that he would like to have sited another outparcel; But due to the constraints, it was not possible, especially with the loading requirements of a grocery store and existing site geometry. Glen Jaffee stated that we should not be designing buildings for specific tenants. He said that when Publix was built, we were critical of the massive parking lots. He said, we didn't want big parking lots that were "fake pedestrian friendly". Mr. Jaffee stated that he doesn't believe the majority of the spaces would use the pedestrian pathway. Mr. Jaffee asked staff to clarify the parking lot standards for large parking lots.

Sara Blanchard, Chief Planner, explained how breaking up the parking lots was an important part of this Planned Development. This site was challenging to break up the massing, and explained the various options that were considered.

Mr. Jaffee asked if there was an opportunity for additional walkability in the FDOT drainage easement. The pond was intended to be an amenity and was wondering why the restaurant wouldn't be oriented towards the lake. He explained that he thought the intent was to never have large, uninterrupted parking lots in the city ever again.

Matt Bloomfield and Marcus Geiger, Civil Engineer, reiterated how the site constraints limited their options for alternative layouts.

Chair Jaffee asked why it would not be possible to have a beautiful sidewalk around the pond like in Gem Lake. He said that he didn't think that staff was aware of the large parking lot standards.

Senior Planner Chaix explained that staff was aware of the standards, but there were already parking lot standards in the Planned Development that applied to parking lot character in the PD concept plan, and there was considerable, if not total, overlap between them. Also, exact measurements were to be done at site plan review, not on the PD plan that is more about character and concept.

Chair Jaffee reiterated that he thought the proposed concept plan was of a suburban strip-center, with a sea of parking.

Matt Bloomfield stated that the pedestrian pathway could be relocated to the west of the site.

Kathleen Mclver asked how wide the drainage easement was, and it was answered to be 70 feet. She asked about the presence of the stem wall that would complicate any development.

Chair Jaffee stated his regret that the hedges and cars were fronting on and blocking the view of the nicest feature of the site.

Jody Barry stated that he wanted to be fair to the applicant and not change the rules of the PD, and make sure that the rules are followed and implement the spirit and intent of the large parking lot standards. Eddie Baird made a motion to recommend that the City Council approve the application for planned development amendment based on the review standards in Section 2.5.1(f)(3) of the Maitland Land Development Code and the findings described in the DRC staff report dated October 22, 2025 and also direct staff to continue working with applicant to address any additional ways to break up the parking area consistent with large parking lot guidelines the city has adopted. Kathleen Mclver seconded the motion. Chair Jaffee opened the public hearing, and there being no one present who wished to speak, closed the public hearing.

<b>RESULT:</b>	<b>APPROVED</b>
<b>MOVER:</b>	<b>Baird</b>
<b>SECONDER:</b>	<b>Mclver</b>
<b>AYES:</b>	<b>Baird, Mclver, Hardwick, Barry, Jaffee</b>
<b>NAYS:</b>	<b>None</b>

## **VI OLD BUSINESS**

Senior Planner Chaix provided updates on several development projects underway in the City. Mike Daniels, Community Development Director provided updates on the CDP EAR-based amendment process and provided an update that the Gem Lake Water District has requested and received a determination of their density eligibility for the Live Local Act. Also, guidelines and standard operating procedures for the processing of Live Local Act projects was adopted by City Council.

Chair Jaffee stated that he desires to hold a workshop because he continues to hear from the development community that Maitland has a difficult development process. . He said that he hopes we can continue to look at these issues because the Commission takes these matters seriously.

**VII NEW BUSINESS**

**VIII OTHER BUSINESS THE COMMISSION DEEMS ADVISABLE**

Chair Jaffee recognized that Kathleen McIver was terming out from the Planning and Zoning Commission next month, praised her attention to detail as an incredible asset to the Planning and Zoning Commission, and thanked her for service to the City.

**IX ADJOURNMENT**

Chair Jaffee adjourned the meeting at 7:15 p.m.