



**Planning and Zoning
Commission Minutes
May 7, 2026
Council Chambers
6:00 PM**



I. CALL TO ORDER

Chair Glen Jaffee called the meeting to order at 6:00 PM. Staff in attendance included: Director of Community Development Mike Daniels, Attorney Drew Smith, Planner III Michelle Simerdla, and Senior Planner Barrett Chaix.

Present: 4- Glen Jaffee (Chair), Jody Barry (Vice-Chair), Ken Linehan, Greg Hardwick
Absent: 1- Eddie Baird

II. PLEDGE OF ALLEGIANCE

After reciting the pledge, Director Daniels introduced Michelle Simerdla, Planner III, who recently joined the staff.

III. MINUTES OF PREVIOUS MEETING

1. MINUTES OF THE APRIL 2, 2026 MEETING OF THE PLANNING AND ZONING COMMISSION

RESULT: Approve the minutes of the April 2, 2026 Planning and Zoning Commission
MOVER: Barry
SECONDER: Hardwick
AYES: Hardwick, Linehan, Barry, Jaffee
NAYS: None

IV. PUBLIC PERIOD

Chair Jaffee opened the public period and asked if anyone from the public wished to speak on a non-agenda item. There being none, he closed the public period.

V. OLD BUSINESS

1. SMALL LOT RESIDENTIAL DEVELOPMENT IN THE DM ZONING DISTRICT

Director Daniels presented information on the topic, as a continuation of previous discussion. He explained if they have a proposal after this meeting, he can bring it to Council to gauge their interest before

potentially drafting a ordinance to change the city code.

Pursuant to discussion at the April Planning and Zoning Commission meeting, staff has created draft changes to the City's Residential permitted uses in the Downtown Maitland (DM) Zoning District. Staff is proposing that the Land Development Code be changed to address the following issues:

Existing single-family homes and duplexes can be demolished and redeveloped subject to the requirements of the RSF-D Zoning District with the requirement that new units comply with the public frontage standards that are required in the DM District.

Multifamily developments of 3 units or more in the DM Zoning District are exempted from the requirement prohibiting residential uses on the ground floor, and incorporates nonresidential and non-parking uses along at least sixty (60) percent of the ground-floor building frontage along a public right-of way if:

- a. Located on a Type II or Type III street as defined in section 3.3.5(e)(4)(A) with the exception of Independence Lane, and
- b. Located on a parcel or parcels less than 20,000 square feet prior to the effective date of this ordinance, and
- c. Shall comply with all other requirements of the Downtown Maitland Zoning District

To support this discussion, staff has provided the following materials:
Proposed Revisions to LDC Section 4.2.4 Standards Specific to Principal Uses

Existing Zoning Requirements for the RSF-D Zoning District
LDC Section 3.3.5 – Downtown Maitland Zoning Regulations
LDC Table 4.2.2 – Permitted Residential Uses
LDC Section 10.3.2 – Definitions
DM Street Type Definitions
Map Identifying parcels in the DM Zoning District that would qualify for the proposed exemption

Upon approval of conceptual language for proposed ordinance changes to the DM District by the Planning and Zoning Commission, staff will include as a discussion agenda item on the next available City Council agenda.

There was discussion about neighborhoods that would be impacted by change, such as Ridgewood and potentially Circle Drive. The commission discussed how existing single-family homes would be allowed to redevelop in a larger footprint with the potential changes. Also, they discussed the distinction between triplex,

quadplexes, and multifamily and the significance of the decision. They discussed the concept of "missing-middle housing" and concluded this would be an excellent step in that direction. They discussed how there is a sharp distinction currently on different sides of Ridgewood Avenue between what uses are allowed, that this would help to alleviate.

VI. NEW BUSINESS

Director Daniels updated the commission on a few items: MCN Lot 6 first reading at City Council will be Monday May 11; A multifamily project was approved at 473 Keller Road by Development Review Committee; Maitland Concourse North and there will be a Bike Safety Trail Ride at Maitland Community Park on May 9.

VII. ADJOURNMENT

The meeting was adjourned at 6:36 PM.