



**Planning and Zoning Commission
January 6, 2022
Council Chambers
6:00 PM**



- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Minutes of Previous Meeting
 1. Minutes of September 2, 2021
- IV. Public Period
- V. Public Hearing
 1. Community Meetings
 - A. Petition No. 2021 -01 (ALU) CDP Amendment - Maitland Concourse North (MCN)
 - B. Petition No. 2021-03 (AZ-PD) MCN Lot 1
 2. Recommendations
 - A. Petition No. 2021-01 (AZ-PD) Maitland West Lot 2
 3. Decisions
- VI. Old Business
 1. Review of comment implementation and staff edits to draft LDC
- VII. New Business
- VIII. Any Other Business the Board Deems Advisable
- IX. Adjournment

More than one member of the City Council may be present and speak at this meeting.

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.

Appeals: Pursuant to Florida Statutes 286.0105, if an individual decides to appeal any decision made by the Planning and Zoning Commission with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such a person must provide a method for recording the proceedings

MEETING DATE		AGENDA
January 6, 2022		Section: Approval of Minutes of Previous Meeting
Department/Office : Community Development	AGENDA REPORT	Item #: 1.
Subject: Minutes of September 2, 2021		
Requested Action or Motion: Approve the minutes of the September 2, 2021 Planning and Zoning Commission meeting.		
Summary Explanation & Background:		
Fiscal Impact: NA		
Exhibits: 1. September2_21_P&ZMINUTES		
Commission/Board: Planning and Zoning Commission		
Contact Person: Barrett Chaix 407-539-6213		
Reviewed by City Attorney No		



**Planning and Zoning
Commission Minutes
September 2, 2021
Council Chambers
6:00 PM**



I. CALL TO ORDER

Chairman Holloway called the meeting to order at 6:00 p.m.

Present: 5 Chairman Keith Holloway, Vice-Chair Matt Lamb, Commissioner Kathleen McIver, Commissioner Glen Jaffee, Commissioner Jamie Bennett

Remote: 0

Absent: 0

Also present were Community Development Director Dan Matthys, Senior Planner Barrett Chaix, and City Attorney Drew Smith.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

1. APPROVAL OF MINUTES OF PREVIOUS MEETING

A motion was made to approve the July 29, 2021 minutes as drafted.

RESULT:	Approved
MOVER:	Kathleen McIver
SECONDER:	Glenn Jaffee
AYES:	Bennett, McIver, Jaffee, Holloway, Lamb
NAYS:	None

IV. PUBLIC PERIOD

Chairman Holloway opened the Public Period. There being no one who wished to be heard, Chairman Holloway closed the Public Period.

V. PUBLIC HEARING

A. PUBLIC HEARING

Final Subdivision Plat 2021-02 1700 Fennell Street

Senior Planner Barrett Chaix gave a brief overview of the case. The applicant, Alec String (211 East Colonial Drive, Orlando, FL 32801) gave a brief overview of the intent of the request.

Chairman Holloway requested public comment. There being no one who wished to be heard, Charman Holoway closed the public comment period and brought the case back to the Commission for comments and a motion.

A motion was made to recommend approval of the final subdivision plat.

RESULT:	Approved
MOVER:	Glenn Jaffee
SECONDER:	Kathleen McIver
AYES:	Bennett, McIver, Jaffee, Holloway , Lamb
NAYS:	None

3. PUBLIC HEARING

None

VI. OLD BUSINESS

None

VII. NEW BUSINESS

Barrett Chaix discussed cybersecurity emails Commissioners may have received.

VIII. ANY OTHER BUSINESS THE BOARD DEEMS ADVISABLE

None

IX. ADJOURNMENT

There being no further business to come before the Commission, Chairman Holloway adjourned the meeting at 6:15 p.m.

Chairperson

Date

Attest

Date

MEETING DATE		AGENDA
January 6, 2022		Section: Public Hearing
Department/Office : Community Development	AGENDA REPORT	Item #: A.

Subject: Petition No. 2021 -01 (ALU) CDP Amendment - Maitland Concourse North (MCN)
Requested Action or Motion: After receiving public comments, forward the proposed CDP Amendment, Petition No. 2021-01 (ALU), to remove the prohibition of drive-thru uses on Lot 1, MCN to Council with a recommendation of approval.
Summary Explanation & Background: The Maitland Concourse North (MCN) CDP Amendment was adopted in 2013 via Ordinance 1236. This established a Policy and Standards to guide the MCN mixed use development program on the roughly 96 gross acre site on the north side of Maitland Boulevard. The CDP standards were designed to regulate items such as appearance (residential scale and character); buffering, size (no big box); floor area ratio, height, and uses (including use prohibitions). Among the uses prohibited within the (R-MORC) commercial portion of the site were, <i>drive-through establishments of any kind</i>. The R-MORC commercial portion of the site covered Lots 1,2,3,6 and a portion of Lots 4 (stormwater pond) and 7 (developed with 350 multi-family units) . The CDP amendment proposes to remove the drive-through use prohibition on Lot 1 only. The remaining lots would maintain the prohibition. Lot 1 is adjacent to the west of Lake Faith Villas and is currently vacant. The applicant has submitted a PD amendment concurrent with the CDP amendment to enable the development plan to be reviewed as the CDP amendment is processed. A Future Land Use Map accompanies the text change to correlate the applicability of allowing drive-through uses on Lot 1 only. Staff recommends approval of the proposed small scale CDP amendment to remove the prohibition of drive-thru uses on MCN Lot 1.
Fiscal Impact:
Exhibits: 1. mcn-lot1-cdp-app-signed 2. CDP-Narrative 3. Drive-Thru-Justification-kh 4. RTC-2021-12-10 5. MCN-Lot1-Survey 6. AMENDED-FLUM
Commission/Board: Planning and Zoning Commission
Contact Person: Sara Blanchard 407-539-6214

Reviewed by City Attorney
N/A



City of Maitland
1776 Independence Lane
Maitland, Florida 32751

Petition Number _____
(office use only)

PETITION FOR COMPREHENSIVE DEVELOPMENT PLAN AMENDMENT

PART I. APPLICANT INFORMATION (Part I to be submitted in triplicate)

Please check box for those who should receive all correspondence relating to this petition.

1. APPLICANT'S NAME Alan Charron / Maitland Synergy, LLC and Corkscrew, LLC ☒
Address 2345 W. Sand Lake Road, Suite 100, Orlando, Florida 32809
Telephone No. (407) 812-8000 Fax No. 407-624-5588
E-mail Address alan@realpropertyspecialists.com
(If more than one applicant, please attach list and signatures.)
2. CURRENT PROPERTY OWNER'S NAME(S) Same as Applicant ☐
Address _____
Telephone No. (_____) _____ Fax No. _____
E-mail Address _____
(Provide for each owner of real property that is subject to petition; please attach list and signatures.)
3. AGENT'S NAME Jonathan A. Martin, P.E. / Kimley-Horn and Associates, Inc. ☒
Address 189 S. Orange Avenue, Suite 1000, Orlando, Florida 32801
Telephone No. (407) 898-1511 Fax No. n/a
E-mail Address _____
(If more than one agent, please attach list.)
4. Gross Acreage 7.50 Net Acreage 7.50 Parcel I.D. 25-21-92-5475-01-000
Existing and Proposed Land Use Vacant / Commercial
5. STATEMENT OF REQUEST:
(I) (We) Alan Charron of Maitland Synergy, LLC and Corkscrew, LLC
hereby petition the City of Maitland, Florida to amend the Land Use Plan Element of its
Comprehensive Development Plan as follows:
 - A. Move a District Boundary Line _____
 - B. Change a Policy ☒
 - C. Change Land Use within a District Boundary _____
 - D. Other _____

NOTE: Any desire to amend or withdraw application must be submitted in writing to the Community Development Department. The Community Development Department shall be advised immediately in writing if ownership of any part of, or all of, the real property subject to the petition changes during the pendency of the petition.

PART II. CERTIFICATION OF APPLICATION (Part II to be submitted in triplicate.)

All owners of real property specific to the petition shall execute the petition under oath taken or administered before a notary public, and each such owner shall attest to the truth of the statements on the petition or that to the best of the owner's knowledge and belief the statements on the petition are true and correct.

Petitions executed under corporate property ownership shall be executed under corporate seal and by an authorized vice-president or superior corporate office. Petitions executed by a partnership shall be executed by an authorized general partner.

Should the application for amendment be submitted as a text amendment that does not amend the future land use map, signatures of at least one, but not all owners of property specific to the amendment shall be required.

☒ I certify that, to the best of my knowledge, the submitted information and statements are true and correct.

[Signature]
Witness

[Signature]
Owner

11-29-21
Date

Witness

Owner

Date

Witness

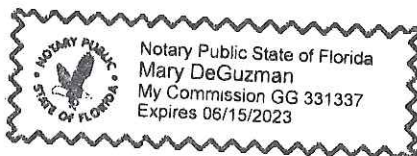
Owner

Date

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me, by means of ✓ physical presence or _____ online notarization this 29 day of November, 2021, by Alan Cherron who is (are) personally known to me or who has (have) produced as identification.

WITNESS my hand and official seal, this 29th day of NOVEMBER, 2021.



[Signature]
Notary Public
State of Florida at Large

PART III. REQUIRED CDP AMENDMENT INFORMATION**1. FEES.** (Payment required upon application submission)

- A \$5,000 review deposit, payable to the City of Maitland, as specified in Article XVI, Chapter 7.5 (Section 7.5-143) of the City Code. (*The review deposit shall be utilized by the City to reimburse the City for the actual expenses incurred by the City as a result of the review of the development application. A waiver of this requirement may be acceptable under certain conditions as specified in Article XVI, Chapter 7.5, Section 7.5-143 (c) of the City Code.*)
- The application fee is \$500.
- If waiver of the review deposit is approved, a minimum payment of the application fee plus \$300 for advertisement costs for Board reviews and postage cost per mailing item must be submitted with the application. If additional fees exceeding \$300 are incurred, you will be billed under separate cover.

2. To be considered sufficient and complete, in conjunction with properly identified exhibits and supporting materials, the CDP amendment supplemental information must be supplied as follows: Submit **2 sets** of all plans (if applicable) and supplemental materials until application has been deemed sufficient. When sufficient, **all plan sets (if applicable)** shall be submitted in sets of five (5) copies, with **five** sets. All other supplemental information shall be submitted in sets of five (5). (A CD of all application materials is requested in conjunction with the application submittal.)

- (a) *Completed application form for CDP amendment.* A completed application form for Comprehensive Development Plan amendment with the name, address and telephone number of applicant(s), property owner(s), and development plan, and appropriate signatures. All owners of real property specific to the petition shall be required to execute the petition under oath taken or administered before a notary public, and each such owner shall attest to the truth of the statements on the petition or that to the best of the owner's knowledge and belief the statements on the petition are true and correct.

Petitions executed under corporate property ownership shall be executed under corporate seal and by an authorized vice-president or superior corporate office. Petitions executed by a partnership shall be executed by an authorized general partner. If ownership of any part of or all of the real property specific to the petition shall change during the pendency of the petition, the petitioning owner who has conveyed such parcel of real property shall be required to immediately advise the community development department in writing. Any desire to amend or withdraw the application must be submitted in writing by the signatory(ies) of the application to the Community Development Department.

Should the application for amendment to the Comprehensive Development Plan be submitted as a text amendment that does not amend the future land use map, signatures of at least one, but not all owners of property specific to the amendment shall be required.

- (b) *List of property owners.* If a future land use map change is requested, a list of the names and mailing addresses of all property owners of real property within five hundred (500) feet of outer perimeter of property proposed for amendment, taken from most recent tax rolls in Orange or Seminole Counties. The five-hundred-foot distance shall be measured by a straight line from the point of the boundary of the subject property nearest to the point of the boundary of any property within five hundred (500) feet thereof.
- (c) *Authorizations.* The name, address and telephone number of any agent who is authorized to represent the owner(s) of parcels of real property proposed for amendment for a land use map amendment. If the agent is other than the property owner(s), the applicant shall provide a notarized letter of authorization for each from the property owner(s).

PART III. REQUIRED CDP AMENDMENT INFORMATION (Continued)

For a text amendment, the applicant may provide a notarized letter of authorization for an agent to represent the property owner whose signature appears on the application form pursuant to (a) *Completed application form for CDP amendment* above.

(d) *Supplemental information.*

1. *Survey/legal description.* A boundary survey and legal description for each parcel of property, or an exterior boundary survey if the amendment involves more than one property, for which a land use map amendment is proposed. Such survey shall be prepared by a surveyor registered by the state under a surveyor's seal with the date of certification not in excess of one year. If applicable, provide net and gross land area which may be provided on a separate sheet.
2. *Vicinity map.* A vicinity map (if the proposed amendment involves a specific property) drawn to a noted scale and showing:
 - a. The location of the subject property(ies);
 - b. Relationship to surrounding streets; and
 - c. Existing zoning and land use on the site and surrounding areas (within five hundred (500) feet).
3. *Analysis.*
 - a. An analysis of the degree of consistency of the proposed amendment with the City's Comprehensive Development Plan and whether an internal inconsistency between provisions might be created.
 - b. An analysis of the fiscal impact of the proposed amendment on the City's finances.
 - c. An analysis of the impact of the amendment on all levels of service, including data to illustrate that all adopted levels of service affecting the property are met or, if any service levels are not met, including maps of existing and proposed major sewer and water lines and stormwater outfalls, and the proposed extensions of these systems necessitated by the annexation. Data shall include, but not limited to, traffic, stormwater drainage, water, sewer and parks, and shall be in a format acceptable to the community development director.
 - d. An analysis of the impact of the amendment on the environmental, historical, or natural resource areas within the City.
 - e. An analysis of the City's ability to provide adequate public services with regard to the amendment (e.g., police, fire, garbage, etc.).
 - f. If the application involves a specific parcel of real property, an analysis of the compatibility and impacts of the proposed amendment on surrounding neighborhoods and land uses.
4. *Statement of appropriateness.* A general description of the proposed amendment to the Comprehensive Development Plan, explaining why the amendment is necessary or appropriate.
5. *Phasing plan.* Estimated timetable and method of financing for each public facility improvement necessitated by the Comprehensive Development Plan amendment.

MAITLAND SYNERGY, LLC/CORKSCREW, LLC

November 29, 2021

RE: Agent Authorization for Maitland Synergy, LLC/Corkscrew, LLC
Parcel IDs: 25-21-29-5475-01-000
601 Trelago Way, Maitland, FL 32751

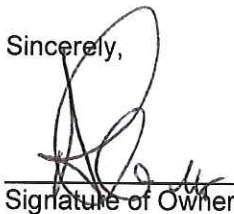
To Whom It May Concern:

This letter shall serve as Owner's Authorization for Jonathan Martin, P.E./Kimley-Horn and Associates, Inc. to act as Applicant/Agent to submit and process approvals relating to the following:

- City of Maitland - CDP Amendment

Please do not hesitate to contact me with any questions.

Sincerely,



Signature of Owner

Date

11-30-21

Alan Charron
Printed Name

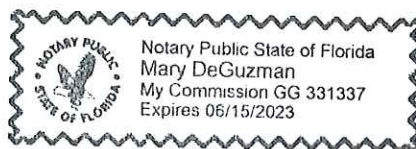
Manager
Corporate Title

NOTARY PUBLIC

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this 30 day of November, 2021, by Alan Charron, Manager of Corkscrew, LLC and Infinite Synergy, LLC (sole member of Maitland Synergy, LLC), on behalf of the companies. He is personally known to me or has produced _____ as identification.

Notary Public



December 10, 2021

Maitland Concourse North - Lot 1 Comprehensive Development Plan Amendment Narrative

Maitland Synergy, LLC and Corkscrew, LLC are proposing to develop up to 75,000 sf of commercial uses and associated infrastructure in Lot 1 of the Maitland Concourse North Planned Development. The five proposed buildings include retail, office and restaurant spaces, both quick service with drive-thrus and full service sit down. The proposed site meets the intent of the originally permitted PD and subsequent amendments. The ultimate design for Lot 1 will incorporate details to meet such requirements as building setbacks and square footage, residential scale and characters guidelines provided in the planned development conditions of approval, landscape areas and buffers, pedestrian connectivity and respite areas, safe and convenient vehicular ingress and egress, and development of a site that is a cohesive fit for the overall feel of the Maitland Concourse North master development.

The property owner requests a map revision to the Comprehensive Plan that will include a hatch over Maitland Concourse North "Lot 1 only" for specificity of exactly where drive thru's would be allowed. In concert with the map revision, we would like Standard 1.1.39 (c) text to include the words "(except that drive through establishments may be allowed on the cross hatched Lot 1)" between "drive-thru establishments of any kind" and "gasoline service stations". This will make the policy consistent with the map revision.

STANDARD 1.1.3.9 (c): Commercial uses within the R-MORC category shall not include "Big Box" retail, drive-through establishments of any kind, gasoline service stations with or without convenience stores, or industrial uses.

December 10, 2021

City of Maitland
Community Development Department
1776 Independence Lane
Maitland, FL 32751

RE: Maitland Concourse North, Lot 1 - Planned Development

The current comp plan restricts the use of drive-thrus, however, drive thrus are both essential and beneficial for a multitude of reasons. Some of which are:

- Life Safety
- Relieving Congestion
- Attractive Mix of Uses
- Pandemic Proof

Life safety concerns surrounding vehicles backing out of parking spaces conflicting with patrons walking across drive lanes cannot be overlooked. According to the National Safety Council, "1 out every 4 vehicle accidents can be blamed on poor backing skills". Furthermore, "approximately 500 people die and 15,000 are injured due to backing accidents each year." This is a serious issue that would only be exacerbated by encouraging a situation where a patron parks their vehicle until their order is ready and then backs out of the space and then proceeds to drive to the pick-up window.

Drive-thru window stacking lanes are clearly designated and help to keep traffic out of the drive aisles which allows for smooth vehicular flow throughout the project site. Drive-thrus reduce, up to 50%, the number of families and kids walking through parking lots versus staying in their cars to safely get their food/items. This not only relieves some life safety concerns mentioned above but also helps to reduce vehicular congestion. The proposed project layout strategically places the drive-thru lanes in locations that provide sufficient stacking for vehicles well away from the drive aisles and pedestrian thoroughfares.

Successful retail and mixed-use projects are built to provide goods and services based on the needs of the customer. The subject property is part of a mixed-use development which includes apartments, assisted living facilities, medical and office uses, grocery stores, etc. The proposed drive-thrus are synergistic to the other uses and are needed for a successful mixed-use project to attract the best businesses to the project and the community. Drive-thrus have become the norm for many businesses that historically did not have drive-thrus like Walgreens, CVS, Panera Bread, Chipotle and Starbucks to name a few. Modernizing urban planning is critical in the new economy and the lack thereof is the cause of declining projects that were once the darlings of their time (regional malls, large office parks without synergistic mixed uses, convenience and restaurant establishments without drive-thrus, etc).

The Wall Street Journal reported that "the pandemic has put limits on food service seating capacity and sparked a boom for the demand of drive-thrus." Shake Shack is building its first drive-thru this year in

Orlando and as NASC Daily reported, Wawa opened its first drive-thru convenience store in January of this year. Chipotle expects that more 60% of their new store openings will include drive-thru lanes when they initially had none, according to the Wall Street Journal. The article went on to say based on the data you can expect many more restaurants and coffee shops to add drive thru options over the next decade. According to recent press releases published by ICSC.com, "People want to limit their interactions. Even before the coronavirus, people were time starved. The increase in e-commerce shopping, coupled with consumers' desire to limit interactions and get in and out quickly has increased drive-thru demand."

The proposed plan meets the needs of the consumer and is done in a first class aesthetically pleasing manner through architectural features and landscaping, while maintaining safety of utmost importance. The drive-thru use is synergistic and does not negatively impact the surrounding neighborhoods. We believe it is needed, consistent and compatible with surrounding neighborhood and mixed-use land uses.

K:\ORL_Civil\249047000-MCN Lot 1\AGENCY PERMITS\MAITLAND\RECORD SUBMITTALS\2021-11-29-CompPlan\Files\Drive-Thru-Justification-kh.docx

December 10, 2021

City of Maitland
Community Development Department
1776 Independence Lane
Maitland, FL 32751

RE: Maitland Concourse North – Lot 1 CDP Amendment

To Whom It May Concern:

We are in receipt of your recently issued comments dated December 6, 2021 regarding the above referenced project and offer the following in response.

General Comments

1. Please submit the following materials to the Community Development in a timely manner as noted within this correspondence.
 - a. An analysis of the degree of consistency of the proposed amendment with the City's Comprehensive Development Plan and whether an internal inconsistency between provisions might be created.

Response: Allowing businesses to have drive-thru facilities in Lot 1 of Maitland Concourse North aligns with the strategic initiatives as outlined in the City of Maitland Comprehensive Development Plan. Drive-thru facilities allow for an efficient and effective distribution of goods to consumers. Given the Covid economy in which we live, drive-thru facilities are not only an example of responsible growth but also smart economic development. While not typically associated with quality of life, drive-thru facilities do allow individuals and families to quickly order and collect their items while on the go to various activities designed to encourage the residents and visitors to Maitland to "Come Together".

- b. If the application involves a specific parcel of real property, an analysis of the compatibility and impacts of the proposed amendment on surrounding neighborhoods and land uses.

Response: The proposed drive-thru facilities on Lot 1 of Maitland Concourse North will have positive impacts on surrounding neighborhoods and land uses. As the numerous nearby residents and travelers avail themselves of the safety and convenience of businesses with drive-thru facilities, they are exposed to other businesses or community establishments in the area that might not otherwise get noticed. This exposure will help to foster positive economic and community stability for all the neighboring properties to enjoy.

- c. Statement of appropriateness. A general description of the proposed amendment to the Comprehensive Development Plan, explaining why the amendment is necessary or appropriate.

Response: The proposed map amendment will allow for drive-thru facilities on Lot 1 of Maitland Concourse North. The amendment is necessary to provide the type of diverse shopping experience that is not only desired by the general public, but also a requirement in order for some businesses to flourish in our current, and possibly future, unstable economic times. As the businesses flourish, so will the local community and Maitland as a whole.

- d. Please indicate the area covered by the map amendment, with a crosshatched pattern, using the 2035 Future Land Use Map as the base.

1



Response: The requested exhibit is included with this submittal.

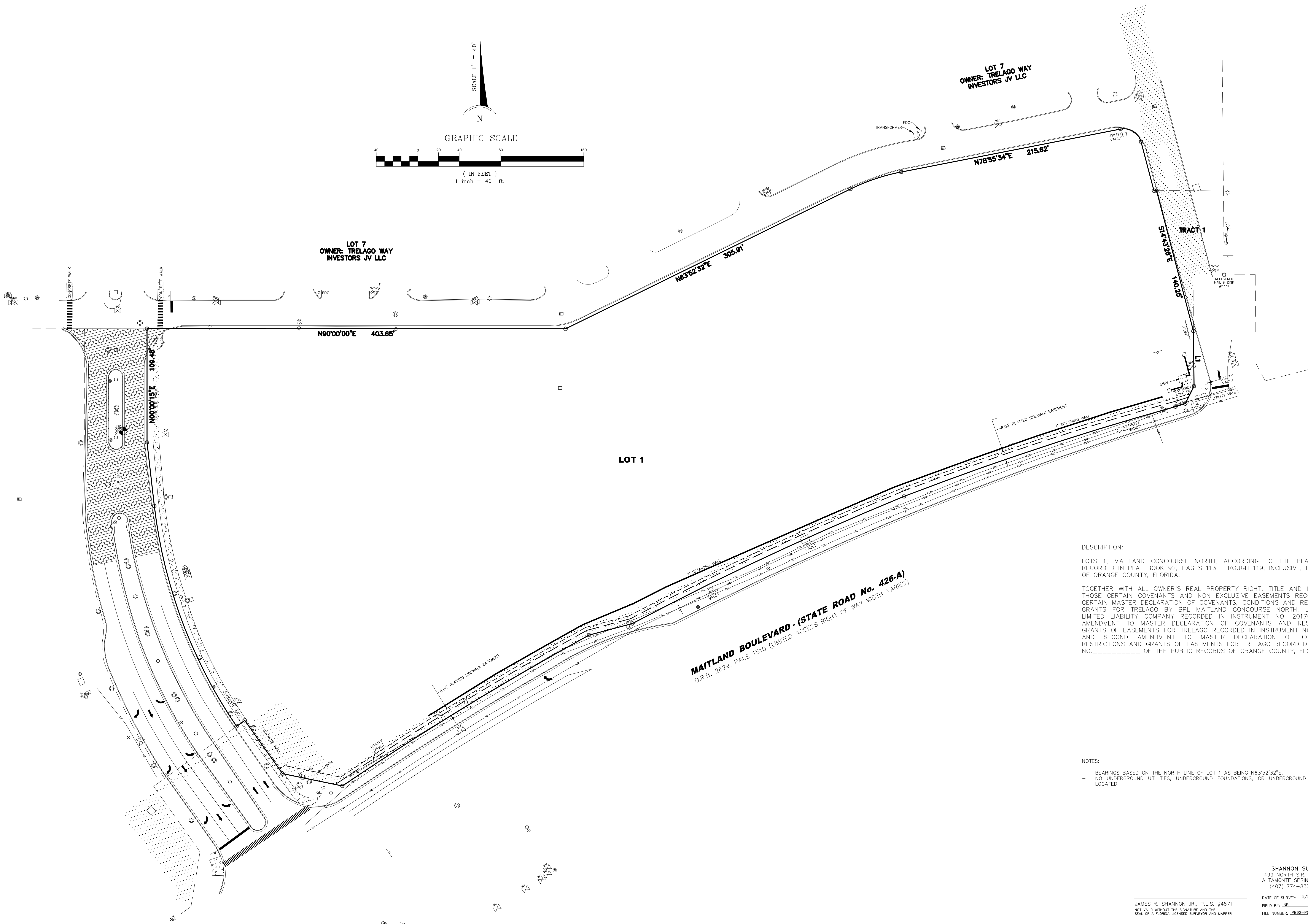
If you have any further questions, please do not hesitate to call me at 407-898-1511 or email me at jonathan.martin@kimley-horn.com.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Jonathan A. Martin".

Jonathan A. Martin, P.E.
Project Engineer

"K:\ORL_Civil\249047000-MCN Lot 1\AGENCY PERMITS\MAITLAND\COMMENTS\2021-12-06-CDP-Sufficiency\RTC-2021-12-08.docx"



DESCRIPTION:

LOTS 1, MAITLAND CONCOURSE NORTH, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 92, PAGES 113 THROUGH 119, INCLUSIVE, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

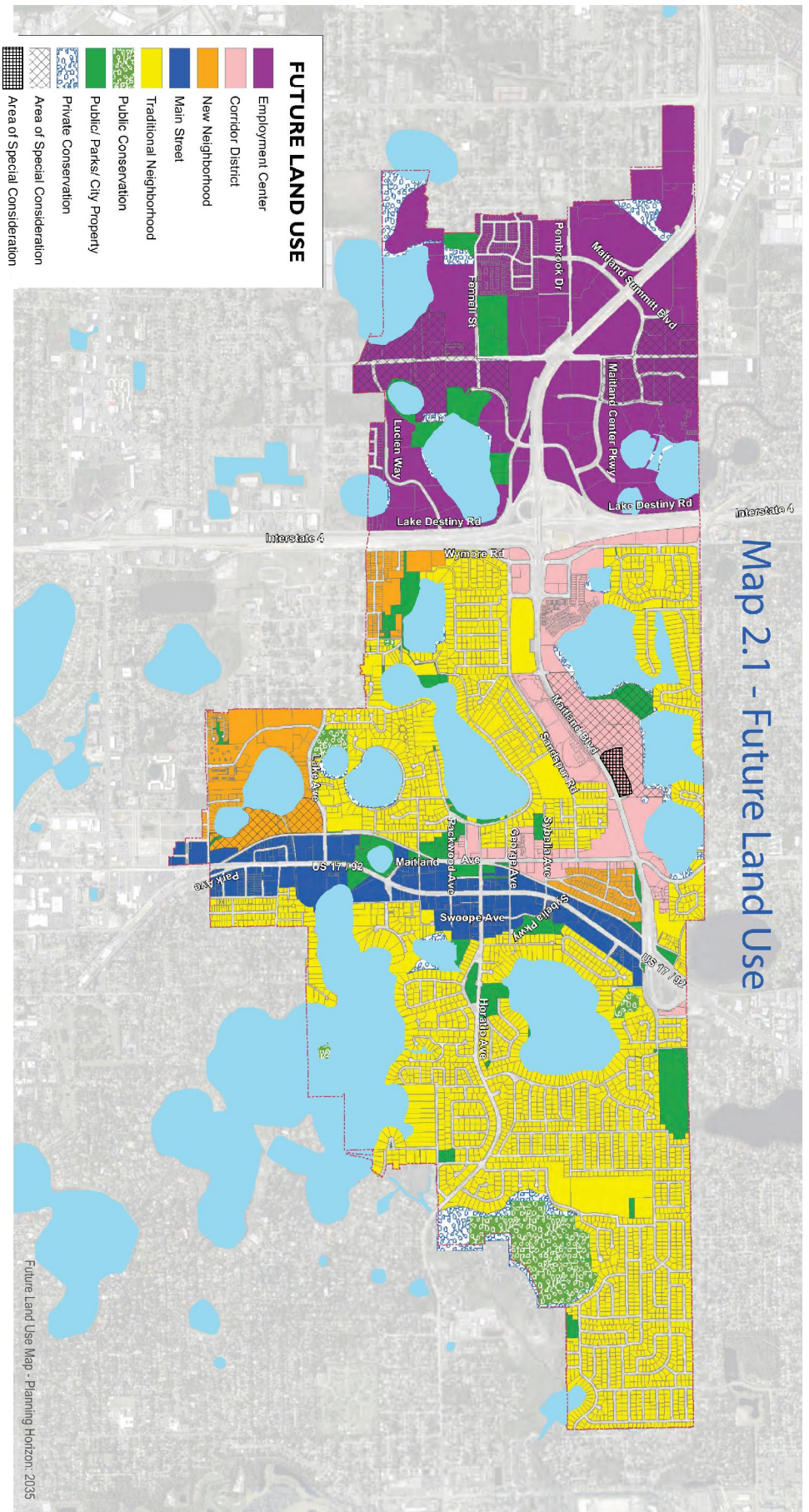
TOGETHER WITH ALL OWNER'S REAL PROPERTY RIGHT, TITLE AND INTEREST WITHIN THOSE CERTAIN COVENANTS AND NON-EXCLUSIVE EASEMENTS RECORDED IN THAT CERTAIN MASTER DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS AND GRANTS FOR TRELAGO BY BPL MAITLAND CONCOURSE NORTH, LLC, A FLORIDA LIMITED LIABILITY COMPANY RECORDED IN INSTRUMENT NO. 20170459532, FIRST AMENDMENT TO MASTER DECLARATION OF COVENANTS AND RESTRICTIONS AND GRANTS OF EASEMENTS FOR TRELAGO RECORDED IN INSTRUMENT NO. 20210042782 AND SECOND AMENDMENT TO MASTER DECLARATION OF COVENANTS AND RESTRICTIONS AND GRANTS OF EASEMENTS FOR TRELAGO RECORDED IN INSTRUMENT NO. _____ OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

- NOTES:
- BEARINGS BASED ON THE NORTH LINE OF LOT 1 AS BEING N63°52'32"E.
 - NO UNDERGROUND UTILITIES, UNDERGROUND FOUNDATIONS, OR UNDERGROUND SIGN BASES WERE LOCATED.

SHANNON SURVEYING, INC.
499 NORTH S.R. 434 - SUITE 2045
ALTAMONTE SPRINGS, FLORIDA, 32714
(407) 774-8372 LB # 6898

DATE OF SURVEY: 10/04/2021
FIELD BY: NB SCALE: 1" = 40'
NOT VALID WITHOUT THE SIGNATURE AND THE SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER
FILE NUMBER: PB92-PG113-LOT1

Map 2.1 - Future Land Use



Land Use Development Standards		
Land Use Designation	Residential Density Identified (per gross acre)	Nonresidential Intensity Identified
Traditional Neighborhood	0 - 4.5 DU/AC	0 - 0.3 FAR
New Neighborhood ²	0 - 10/25 DU/AC	0 - 0.3/0.5 FAR ³
Corridor District ³	Up to 19.8 DU/AC	0 - 0.5 FAR ³
Employment Center	Up to 65 DU/AC	0.3 - 3.0 FAR ³
Main Street ⁵	Up to 67 DU/AC ⁶	0.3 - 2.4 FAR ¹⁶ (site based, see table 1.1.15)
Conservation ⁴	0 DU/AC	0 FAR
Public/Parks/City Property	0 DU/AC	0.5 FAR

1. Maximum Density or Intensity is not entitled to any individual project. Environmental constraints, infrastructure capacity, buffer requirements, and compatibility with adjacent property uses and community/ neighborhood character may limit the development potential within these Future Land Use Designations.
2. The increased density and intensity (25 du/ac and 0.5 FAR) will be allowed only for those properties designated on the FLUM and meeting certain criteria (Policy 1.1.1).
3. Structured parking shall not be included when calculating FAR within the New Neighborhood, Corridor District, Employment Center, or Main Street Designations.
4. Designated Conservation Areas are not intended for official regulatory purposes and shall require site specific analysis and protection measures consistent with the Open Space Element of the CDP.
5. Includes portions of the Cultural Corridor district; the Cultural Corridor district permits up to 0.66 FAR.
6. Maximum density and intensity achievable through Density Incentive Community Enhancements (DICE) as outlined in the Land Development Code.

MEETING DATE		AGENDA
January 6, 2022		Section: Public Hearing
Department/Office : Community Development	AGENDA REPORT	Item #: B.

Subject:

Petition No. 2021-03 (AZ-PD) MCN Lot 1

Requested Action or Motion:

After receiving public comment, provide directions to staff to consider in preparation of the DRC recommendation report prior to bringing the item back to P&Z for a recommendation to Council.

Summary Explanation & Background:

Background

The Maitland Concourse North (MCN) Planned Development was approved on February 22, 2016, via Ordinance 1303. During the review of the original Planned Development (PD), the City worked with the applicant and the community to carefully review Maitland Concourse North's visual impact on the surrounding area. Research was conducted to assess the existing vegetation, topography, line-of-sight, and other factors to determine tree preservation, adequate buffers, screening type and frequency, landscaping requirements, streetscape requirements and more.

Since the approval of the PD, MCN has constructed internal roadways, stormwater facilities, landscaping and other infrastructure per the approved PD. In addition, a 350 unit apartment complex located on Lot 7 has been completed, as well as a 100 unit/111 bed ACLF and 20 unit/23 bed Memory Care facility on Lot 5. Permits have been issued for Lot 2 to begin construction of retail and restaurant uses in conjunction with the PD approved in 2016.

Application

An application has been filed by Alan Charron, Maitland Synergy, LLC and Corkscrew, LLC, 2345 W. Sand Lake Road, Suite 100, Orlando, Florida 32809. The applicant requests to develop up to 75,000 sq.ft. of commercial uses and associated infrastructure on Lot 1 of the Maitland Concourse North Planned Development. The five proposed buildings will vary between one (1) and two (2) stories and include retail, office and restaurant spaces, both quick-service and full-service sit-down.

The Maitland Concourse North Development Program was designed to place the highest intensity (FAR and height) towards the center of the project primarily (Lots 1, 2, 3, & 6) designated as Restricted Mixed Office Commercial Land Use category (MORC). Lot 1 was assigned 75,000 square feet of building floor area and the proposed amendment does not modify that allocation. The F.A.R. of Lot 1 will remain the same, as will all setbacks, perimeter buffer yards, and residential scale and character of the buildings will be maintained, as is evident from the elevations submitted based on the "Pelloni Plans" established in the 2016 initial PD.

Amendment

The applicant requests to revise the development plan building orientation (updated site plan); add up to three drive-throughs; provide a range for building area on the site from 50,000 sq.ft.-75,000 sq.ft.; and provide parking at a scale of 4.5-6.5 spaces per 1000 square feet.

Next Steps

After receiving public comment, provide directions to staff to consider in preparation of the DRC recommendation report prior to bringing the item back to P&Z for a recommendation to Council.

Fiscal Impact:

Exhibits:

1. PD OPTION 1 APPLICATION MCN Lot1 signed
2. MCN-Lot1-Site-Narrative
3. Residential Scale and Character Compliance Response
4. RTC-2021-12-06
5. PD-2016-Approved-Lot1-Commercial Renderings
6. PD3.0-OVERALL-SITE-SE
7. LOT-1-LA SITE-SE-REV-1

Commission/Board: Planning and Zoning Commission

Contact Person: Sara Blanchard 407-539-6214

Reviewed by City Attorney

City of Maitland
1776 Independence Lane
Maitland, Florida 32751



Petition Number _____

PETITION FOR ZONING AMENDMENT PLANNED DEVELOPMENT – OPTION 1

PART I. APPLICANT INFORMATION (Part I-Submit one original and two copies)

Please check box to indicate those who should receive all correspondence relating to this petition.

1. APPLICANT'S NAME Alan Charron / Maitland Synergy, LLC and Corkscrew, LLC ☒
Address 2345 W. Sand Lake Road, Suite 100, Orlando, Florida 32809

Telephone No. (407) 812-8000 Fax No. (407) 624-5588
E-mail Address alan@realpropertyspecialists.com
(If more than one applicant, please attach list and signatures.)

2. CURRENT PROPERTY OWNER'S NAME(S) Maitland Synergy, LLC and Corkscrew, LLC ☐
Address 2345 W. Sand Lake Road, Suite 100, Orlando, Florida 32809

Telephone No. (407) 812-8000 Fax No. (407) 624-5588
E-mail Address alan@realpropertyspecialists.com
(Provide for each owner of real property that is subject to petition; please attach list and signatures.)

3. AGENT'S NAME _____ ☐
Address _____

Telephone No. (_____) _____ Fax No. (_____) _____
E-mail Address _____
(If more than one agent, please attach list.)

4. ENGINEER'S NAME Jonathan A. Martin, P.E. / Kimley-Horn and Associates, Inc. ☒
Address 189 S. Orange Avenue, Suite 1000, Orlando, Florida 32801

Telephone No. (407) 898-1511 Fax No. (_____) n/a
E-mail Address jonathan.martin@kimley-horn.com
(If more than one Engineer, please attach list.)

5. Gross Acreage 7.50 Net Acreage 7.50 Parcel I.D. 25-21-92-5475-01-000
Existing Use Vacant Proposed Use Commercial

6. PETITION STATEMENT:
I (We) Alan Charron of Maitland Synergy LLC and Corkscrew LLC hereby petition the City of Maitland, Florida to amend the OFFICIAL ZONING MAP and change the property bounded and legally described as follows (attach as necessary):

Lot 1, Maitland Concourse North, according to the Plat Book 92, Pages 113-119, inclusive of the Public Records of Orange County, Florida

7. APPLICATION CERTIFICATION:

☒ I certify that, to the best of my knowledge, the submitted information and statements are true and correct.
☒ I have received and read the Public Summary Information.

(Attach signatures as required)



Applicant's Signature

11-21-21

Date

NOTE: Any desire to amend or withdraw application must be submitted in writing to the Community Development Department. If ownership of any part of or all of the real property subject to the petition shall change during the pendency of the petition, the petitioning owner who has conveyed said parcel of real property shall be required to immediately advise the Community Development Department in writing.

PART II. REQUIRED APPLICATION INFORMATION**1. FEES.** (Payment required upon application submission).

- A \$5,000 review deposit, payable to the City of Maitland, as specified in Article XVI, Chapter 7.5 (Section 7.5-143) of the City Code. *[The review deposit shall be utilized by the City to reimburse the City for the actual expenses incurred by the City as a result of the review of the development application. A waiver of this requirement may be acceptable under certain conditions as specified in Article XVI, Chapter 7.5, Section 7.5-143 (c) of the City Code.]*
- The application fees are as follows:
 - Residential: \$750 + \$10 per dwelling unit.
 - Nonresidential: \$750 + \$50 per acre.
- If waiver of the review deposit is approved, a minimum payment of the application fee plus \$300 for advertisement costs for Board reviews and postage cost per mailing item must be submitted with the application. If additional fees exceeding \$300 are incurred, you will be billed under separate cover.

2. To be considered sufficient and complete, the Planned Development district zoning amendment and development plan application, in conjunction with properly identified exhibits and supporting materials, must be supplied as follows: Submit **2 sets** of all plans and supplemental materials until application has been deemed sufficient. When sufficient, **all plan sets** shall be submitted in sets of twenty-two (22) copies, with **12 full-size** and **10 half-sheet** sets. For supplemental materials such as soils borings and stormwater calculations, four sets shall be submitted. All other supplemental information shall be submitted in sets of twenty-two (22). (A CD of all application materials is requested in conjunction with the application submittal.)

(a) *Completed application form.* A completed application form for Planned Development, with the name, address and telephone number of applicant(s), property owner(s), and agent(s), statement indicating the request, and appropriate signatures. If ownership of any part of or all of the real property subject to the petition shall change during the pendency of the petition, the petitioning owner who has conveyed such parcel of real property shall be required to immediately advise the Community Development Department in writing. Any intent to amend or withdraw application must be submitted in writing to the Community Development Department.

(b) *List of property owners.* The names and mailing addresses of all property owners of real property within five hundred (500) feet of outer perimeter of subject property, taken from the most recent tax rolls in Orange or Seminole Counties. The five-hundred foot distance shall be measured by a straight line from the point of the boundary of the subject property nearest to the point of the boundary of any surrounding property.

(c) *Authorization.* If the applicant or agent is other than the property owner, the applicant shall provide a notarized letter of authorization from the property owner.

(d) *Supplemental information.*

1. Vicinity map drawn to a noted scale and showing:

- a. The location of the proposed planned development;
- b. Relationships to surrounding streets; and
- c. Existing zoning and land use on the site and surrounding areas (within five hundred (500) feet).

2. Site plan drawn to a noted scale and to include:

- a. Boundary survey and legal description of the property prepared by a surveyor registered by the State of Florida under a surveyor's seal; the date of certification not in excess of one year and with gross and net land area provided, which may be on a separate sheet.
- b. Street address (if applicable);

PART II. REQUIRED APPLICATION INFORMATION (Continued)

- c. An arrow indicating north and noted scale;
 - d. Existing and proposed easements and rights-of-way;
 - e. Required yard and set back information;
 - f. Required off-street parking detail (number and location);
 - g. Indicate accessible parking;
 - h. Loading areas, service and refuse areas;
 - i. The layout of bikeways and pedestrian ways and connections to facilities in adjacent developments;
 - j. Any proposed streets, potential alleys and access easements and include any connections to adjacent property(ies);
 - k. Locations of ingress/egress to property (existing and proposed);
 - l. Potential or planned internal traffic circulation patterns;
The general layout of major roads in the project, along with potential traffic controls and any mass transit facilities to be provided; and/or mobility enhancements or strategies proposed if any;
 - m. Width and laneage of all adjacent rights-of-way (existing and proposed);
 - n. Open space (provide anticipated range of total acreage for open space and provide a description of what areas have been counted in the calculation);
 - o. Recreation areas (if applicable);
 - p. Permeable and impermeable surface areas (describe areas counted in each category and provide anticipated range of total acreage in text form);
 - q. Existing and proposed building(s) located on site and indicate structural height and square footage; (indicate floor area ratio(s) range in text form);
 - r. Clearly identify existing and proposed land uses on site;
 - s. Items to be demolished; and
 - t. Indicate whether development is a gated Community.
3. Grading Concept Plan/Drainage/Utility Plan to include:
- a. General location, size and description of stormwater drainage facilities including retaining walls and elevation or grade changes in excess of two feet, sewage collection and water distribution systems including location of any proposed or existing fire hydrants;
 - b. All other existing service location and lines if available on or adjacent to the site; and
 - c. The topographic information must delineate the mean high water elevations for each water body and the one-hundred-year flood elevations throughout the site, if applicable. Jurisdictional wetland lines shall be illustrated.
4. Fire Flow. In order for the Fire Department to establish gpm requirements for the proposed project, the following information shall be provided to the Fire Marshal prior to submitting application:
- a. Type(s) of construction and total gross square footage for the proposed facility per the Florida Building Code;
 - b. Whether the building is protected with fire sprinklers; and
 - c. General location and provision of Fire Service Facilities such as hydrant locations and water main sizes.
5. Tree survey drawn at the same scale as the site plan (for applications with property one (1) acre or larger). A map of existing trees, indicating type, caliper, and character, and including all threatened species, endangered or species of special concern and all preservable trees 6" or more in diameter.

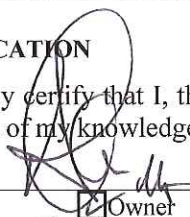
PART II. REQUIRED APPLICATION INFORMATION (Continued)

6. Schematic Landscape Plan showing:
 - a. Proposed landscape areas, including berms, screening and buffers (reference general plant list, buffer types and canopy points.
 - b. Location, height and material for walkways, fences, walls and other manmade landscape features; and
 - c. Existing vegetation to be preserved.
7. Conceptual building elevations for all sides including structural heights, general architectural style and character, and materials list options.
8. Existing building uses listed for all buildings (if any) and intended use of each building or portion thereof.
9. Level of service data and analysis. Data addressing adopted levels of service, and an analysis of parking requirements, including time of use, to support request. Data shall include, but not limited to, preliminary assessment of traffic impact and trip generation study, stormwater drainage, water, sewer and parks; and in a format acceptable to the community development director.
10. Soils Map. Soils classification map demonstrating soils on site. Soil analysis or geotechnical report by a professional soils expert shall be furnished upon request at or immediately after the pre-application meeting.
11. Conceptual signs and lighting. For signs include height, location, materials and overall square footage for each sign proposed; include type, height, location and illumination data, (cut sheet) for lighting proposed, if any. Indicate location and square footage of existing signage on site.
12. Phasing plan. A description of the priority and phasing of development including time frames and the manner in which each phase of development can exist as an independent unit capable of creating an environment of sustained desirability and stability.
13. Common area/facility management. A statement indicating the type of legal instruments that will be created and provisions for the management of common areas and facilities.
14. Reduced site plan. A reduced copy of the site plan with land use information, on 8-and-one-half-inch by eleven-inch paper suitable for copying and mailing.
15. Tables
 - a. A table showing acreage ranges for each category of land use, including roads, open space and recreation.
 - b. A table of proposed gross and net density ranges for residential land uses.
 - c. A table of proposed floor area ratio ranges for the project.
16. *Wildlife inventory plan*. An inventory of wildlife species on site, including species categorized as endangered, threatened or of special concern status. A description of techniques and practices proposed to protect endangered, threatened, or species of special concern status.
17. *Energy efficiencies*. Description of proposed energy-efficient site design techniques and land development practices proposed to reduce long-term energy commitments.
18. List or letter identifying requested code variations or flexibility and unique characteristics or design enhancements to benefit City.

CERTIFICATION

I do hereby certify that I, the undersigned, have read the above application information and have full understanding to the best of my knowledge and belief that all information supplied with this application is true and accurate.

Signature



Date

11-24-21

☒ Owner☐ Applicant

Print Name

Alon Channon, Manager

November 29, 2021

Maitland Concourse North - Lot 1 Project Narrative

Maitland Synergy, LLC and Corkscrew, LLC are proposing to develop up to 75,000 sf of commercial uses and associated infrastructure in Lot 1 of the Maitland Concourse North Planned Development. The five proposed buildings will vary between one (1) and two (2) stories and include retail, office and restaurant spaces, both quick service and full service sit down. The ultimate design for Lot 1 will incorporate details to ensure that it is a cohesive fit for the overall feel of the Maitland Concourse North master development. The residential scale and characters guidelines provided in the planned development conditions of approval will be met as will landscaping, pedestrian connectivity and respite areas, safe and convenient vehicular ingress and egress, and well screened loading and trash collection areas.

Existing Entitlement Summary:

Minimum lot size:	1 acre
Minimum lot width:	75 ft
Minimum open space:	Individual lots may exceed 70% impervious as long as overall project maintains 30% open space.
Open Space:	Includes permeable and impermeable surfaces potentially under roof or covered but with at least two (2) open sides. Examples of open space include, but are not limited to, landscape areas, pedestrian walkways or courtyards, green roofs, arcades and storm retention areas (up to fifty [50] percent when landscaped as an amenity).
Impermeable Surfaces:	The percentage of lot area which is covered with impervious materials, such as building, swimming pools, decks, patios, driveways, etc.
Permeable Surfaces:	Portions of site open to rainwater percolation; i.e., landscaped areas, dry storm retention areas.
Landscape Irrigation:	All site irrigation will be provided through stormwater harvesting.

Lot	Height	Stories	Open Space	Impermeable	Area	BLDG SF
1	45'	2	30%	Up to 85%	7.50 AC	75,000

Proposed Changes proposed with this PD Amendment:

Allowable Building Area Range:	Between 50,000 SF and 75,000 SF
Allowable Drive-thrus:	Up to three (3)
Allowable Parking:	Ratio between 4.5 spaces per 1,000 GSF to 6.5 spaces per 1,000 GSF
Development Program:	Updated Site Plan

December 8, 2015

Sara Blanchard
Chief Planner
City of Maitland
1776 Independence Lane
Maitland, FL 32751

Subject: City of Maitland – Maitland Concourse North: “Residential Scale and Character Compliance Response”

Maitland Code of Ordinances

Section 21-24.

Comparative Analysis of Compliance

- (I) General: In determining residential scale and character, the city shall consider as a general guideline whether the building (s) exhibit architectural elements and features characteristic of residential structures of similar scale and mass, with consideration given to size and shape of the building(s), pitch of roofs; type of building materials used; building fenestrations and detailing, whether there is an abundance of landscaping and site organization and giving the appearance of a smaller and reduced parking mass.

- (II) Criteria for review: The following criteria shall serve as a framework to review development applications, but shall not mandate that every element must be provided.

a. Building Shape and Form:

- i. Lengthy unbroken facades shall be avoided, general guide- maximum of 50 feet in length.

Response: Comply-All facades are generally broken into 50 foot lengths or less.

- ii. Façade offsets should be incorporated to create shadow lines.

Response: Comply-At each broken façade element there are approximately 1 foot to 8 foot offsets, depending on the element.

- iii. Essential character of residential scale- the traditional appearance of building walls and openings to give human scale.

Response: Comply- Each façade element has traditional appearance of building walls and openings and give human scale.

- iv. Residential components such as decks, balconies, roof configurations of pitched, hip or gable ends; also parapets in combination of flat or pitched roofs.

Response: Comply- We have provided terraces, patios, pitched, hip and gable end roofs.

b. Building Fenestration and Detailing:

- i. Punched windows as opposed to banded or continuous groupings of windows not found in large office or residential buildings, separated by mullions, may include muntins (multi-paned windows), cornice or other moldings, overhands, soffits, building ornamentation, architectural elements- doorways, archways, arches, columns, dormers and gables. Clearly



defined entries facing streets. Visually reduce height, mass and scale- with clearly defined- “base, middle and top”.

Response: Comply- We have provided punched openings and shop fronts with mullions, moldings, overhangs, soffits, brackets, awnings, trellises, doorway, archways, arches, columns and gables. Buildings also exhibit “base, middle and top”.

c. Site Organization:

- i. Clustering of Buildings in a manner where paying special attention to grouping of forms and space to reflect human scale. Creating pedestrian friendly scaled exterior spaces by grouping smaller structures.

Response: Comply- The buildings are organized to create outdoor activity areas of human scale along the promenade with periodic plazas and pocket parks framed by trellises, low walls and the orientation of buildings and smaller building elements. In addition, the building arrangement on site creates walkable blocks. Front doors in the residential and retail blocks face the street.

d. Building Materials:

- i. Brick, brick accents, stucco, stone, wood or natural materials are more reflective of residential character....using architectural detailing, including trim, framing, fenestration and articulation is encouraged instead of creating larger uniform surfaces.

Response: Comply- Have provided stucco, architectural detailing, including trim, fenestration and articulation of elements.

- ii. Onsite parking. Parking should be deemphasized as much as possible. If possible, parking should not be place in the front of the building, but if so located shall be screened by hedges and other landscape materials and may include the incorporation of a low screen wall approximately twenty-four 24 to 30 inches in height.

Response: Comply - Parking in the residential area is deemphasized by tucking it behind buildings and creating a single bay of parking associated with the fronts of buildings defined by the residential block structure. Sidewalks provide convenient pedestrian access to building entries associated with the parking. The Maitland Boulevard frontage integrates pedestrian entries framed by low walls and columns reflective of the refined retail architecture. Clusters of trees along the frontage frame views, and shrub massing screens views.

- iii. Parking lots should be screened or broken up by landscaping. Reduce parking mass in lieu of an expanse of parking should be provided.

Response: Comply - Pedestrian corridors and have been integrated within the retail parking area. A brick street and a pedestrian and café friendly wide sidewalk facilitate a dynamic pedestrian friendly and residential scale experience along the retail promenade. Larger parking lot islands break up the parking pattern.

- iv. Surface Stormwater facilities such as stormwater ponds and swales should be integrated into the parking lot design, incorporating landscaping and other aesthetic treatments and used as amenities.

Response: Comply – Structures and parking lots are subject to the Residential Scale and Character requirements, not stormwater ponds. The project’s stormwater ponds are incorporated into a single shared joint use pond located entirely on Lot 4 as permitted by Standard 3.27.10 - Parking in the commercial area has been deemphasized by clusters of canopy plantings and the introduction of Low Impact Development stormwater treatments.

e. Landscape Design and amenities:

- i. The following landscape design and amenities principals.....such as a gazebo, trellis, and yard/ site furniture to help create the perception of a residential development.



Response- Comply - The landscape design pattern and site plan established allows for the incorporation of existing trees into the landscape design, the use of layering and plant variety, seasonal color, and planted slopes. The hardscape design will incorporate site amenities that create residential scale and character. The residential area will have low walls, columns, patio areas, and recreational amenities that provide residential scale. The retail hardscape will integrate patios, paseos, plazas, trellises, pots, lighting and paving that reflects residential character.

Respectfully Submitted,



John A. Cunningham, A.I.A.
Design Partner, ACi Architects, Inc

C: file



December 6, 2021

City of Maitland
Community Development Department
1776 Independence Lane
Maitland, FL 32751

RE: Maitland Concourse North – Lot 1 Planned Development
Option 1 - Application

To Whom It May Concern:

We are in receipt of your recently issued comments dated December 3, 2021 regarding the above referenced project and offer the following in response.

PART II. REQUIRED APPLICATION INFORMATION

1. To be considered sufficient and complete, the Planned Development Option -1 application, in conjunction with properly identified exhibits and supporting materials, must be supplied as follows: All materials shall be submitted in sets of four. (A CD or flash drive of all application materials is required in conjunction with the application submittal.

Response: Per conversation with Sara Blanchard, we are submitting two (2) sets of documents in order to match the original submittal.

2. Supplemental information.
 2. Site plan drawn to a noted scale and to include:
 - f. Please provide number of off-street parking spaces and stall dimensions

Response: This is shown on sheet PD3.2

- h. Please provide location and number of loading areas, service and refuse areas;

Response: This is shown on sheet PD3.2.

- l. Please provide arrows to demonstrate internal traffic circulation patterns;

Response: Traffic circulation arrows have been added to sheet PD3.2.

3. Grading Concept Plan/Drainage/Utility Plan:
 - a. Please provide written verification that there are no changes from the previous PD regarding the Master Stormwater Pond.

Response: The Master Stormwater Pond is designed to hold a maximum impervious of eighty-five percent (85%) impervious from Lot 1. The proposed site plan falls within this threshold, there is no change to the Master Stormwater Pond.

6. Schematic Landscape Plan showing:
 - a. Proposed landscape areas, screening and buffers (reference general plant list, buffer types and canopy points.

Response: The landscape screening and buffers are as approved in the original PD. Sheet L1.01 is included in this submittal for reference as well as an enlarged area showing a hatch for the landscaped areas for the proposed layout.

- b. Location, height and material for walkways, fences, walls

Response: The approved sheet L1.01 sheet form the original PD is included in this submittal for reference.

- c. Existing vegetation to be preserved.

Response: The approved sheet L1.00 sheet form the original PD is included in this submittal for reference.

7. Please provide conceptual building elevations for all sides including structural heights, and materials list options prior to the Planning and Zoning Commission public hearing.

Response: The proposed site will follow the design intent of the approved elevations of the original PD which are included in the submittal for reference.

9. Level of service data and analysis. During the review, additional traffic information may be requested.

Response: Understood.

11. Please provide conceptual signs and lighting.

Response: The proposed conceptual signs and lighting will follow the design intent as shown in the original PD. Sheet L1.02 is included for reference.

13. Please provide statement regarding the type of legal instruments that will be created and provisions for the management of common areas and facilities.

Response: The project is under single ownership and to be managed by Real Property Specialists, one of Central FL's well-known retail project management teams. The common areas and facilities of the entire parcel will all be maintained by said company, in coordination with the POA.

14. Reduced site plan. A reduced copy of the site plan with land use information, on 8-and-one-half-inch by eleven-inch paper suitable for copying and mailing.

Response: A reduced site plan is included with this submittal.

15. Tables

- a. The table showing density should be corrected or removed as it appears that dwelling units are being added. Please address.

Response: This table has been removed from sheet PD3.2.

16. Energy efficiencies. Description of proposed energy-efficient site design techniques and land development practices proposed to reduce long-term energy commitments will be required as part of the review of the project.



Response: The project will incorporate energy-efficient LED lighting throughout site and building lighting, as well as electric vehicle charging station. Stormwater harvesting for irrigation has been previously approved and will be incorporated. Triangular sun-shade sails will be used for Project's architectural enhancement. Additional items may be added as the project moves forward.

If you have any further questions, please do not hesitate to call me at 407-898-1511 or email me at jonathan.martin@kimley-horn.com.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Jonathan A. Martin".

Jonathan A. Martin, P.E.
Project Engineer

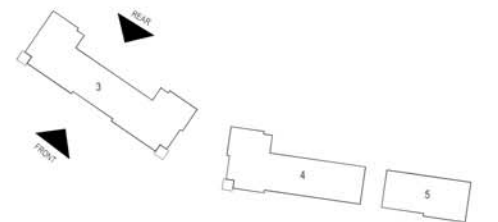
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MAITLAND CONCOURSE NORTH RETAIL
BUILDING 3 FRONT FACADE



MAITLAND CONCOURSE NORTH RETAIL
BUILDING 3 REAR FACADE





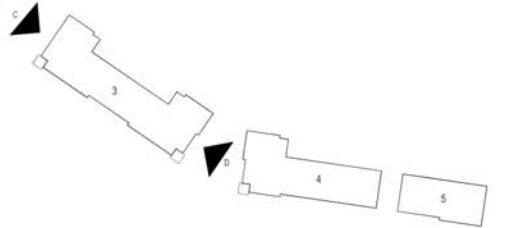
MAITLAND CONCOURSE NORTH RETAIL
BUILDING 3 LEFT FACADE

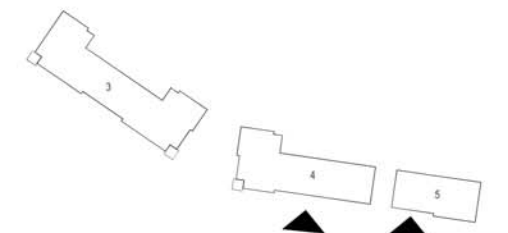


MAITLAND CONCOURSE NORTH RETAIL
BUILDING 3 RIGHT FACADE



MAITLAND CONCOURSE NORTH RETAIL
BUILDING 3 PARTIAL TWO STORY OPTION



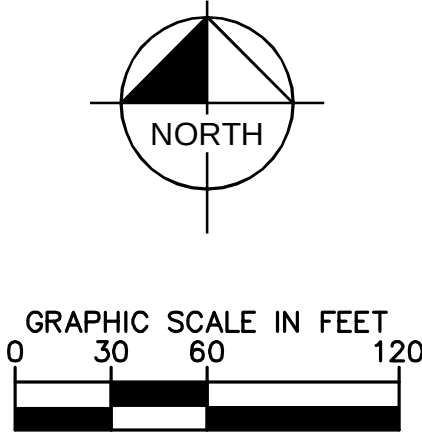
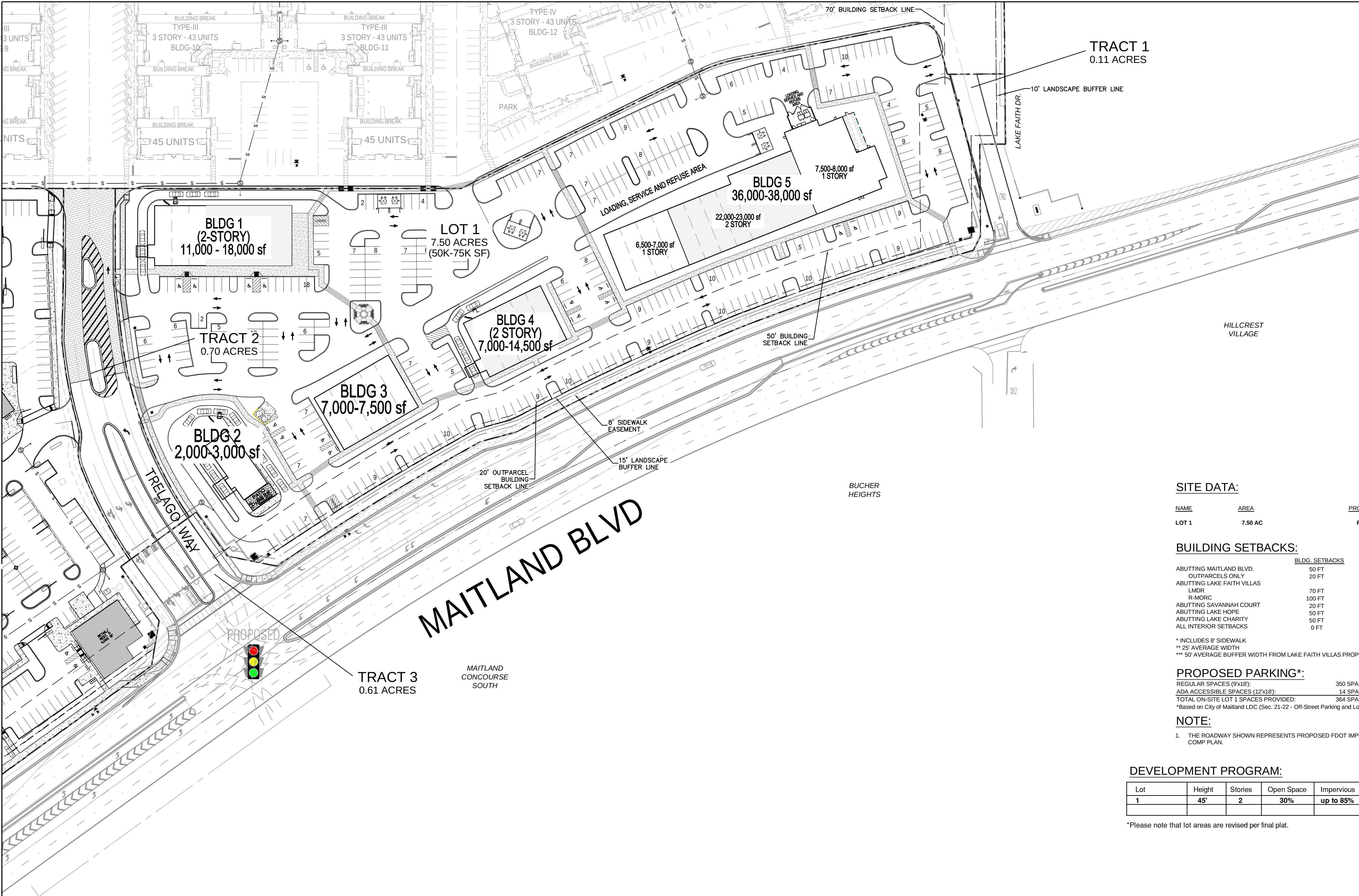


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This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

MATCHLINE, SEE SHEET PD3.4

MATCHLINE, SEE SHEET PD3.3

MATCHLINE, SEE SHEET PD3.1



SITE DATA:

NAME	AREA	PROPOSED USE
LOT 1	7.50 AC	R-MORC

BUILDING SETBACKS:

	BLDG. SETBACKS	LANDSCAPE BUFFERS	SJRWMD BUFFER
ABUTTING MAITLAND BLVD.	50 FT	15 FT*	
OUTPARCELS ONLY	20 FT	15 FT*	
ABUTTING LAKE FAITH VILLAS			
LMDR	70 FT	10 FT MIN.***	
R-MORC	100 FT	10 FT MIN.***	
ABUTTING SAVANNAH COURT	20 FT	10 FT	
ABUTTING LAKE HOPE	50 FT	40 FT	25 FT**
ABUTTING LAKE CHARITY	50 FT	20 FT	25 FT**
ALL INTERIOR SETBACKS	0 FT	0 FT	

* INCLUDES 8' SIDEWALK
** 25' AVERAGE WIDTH
*** 50' AVERAGE BUFFER WIDTH FROM LAKE FAITH VILLAS PROPERTY LINE

PROPOSED PARKING*:

REGULAR SPACES (9'x18')	350 SPACES
ADA ACCESSIBLE SPACES (12'x18')	14 SPACES
TOTAL ON-SITE LOT 1 SPACES PROVIDED:	364 SPACES

*Based on City of Maitland LDC (Sec. 21-22 - Off-Street Parking and Loading)

NOTE:

1. THE ROADWAY SHOWN REPRESENTS PROPOSED FDOT IMPROVEMENTS FOR MAITLAND BOULEVARD PER APPROVED COMP PLAN.

DEVELOPMENT PROGRAM:

Lot	Height	Stories	Open Space	Impervious	Area	BLDG SF
1	45'	2	30%	up to 85%	7.50 AC*	75,000

*Please note that lot areas are revised per final plat.

LEGEND:

- BUILDING SETBACK LINE
- LANDSCAPE BUFFER LINE
- SJRWMD BUFFER (25' AVERAGE FROM NHWE)
- LMDR LINE
- SIDEWALK EASEMENT

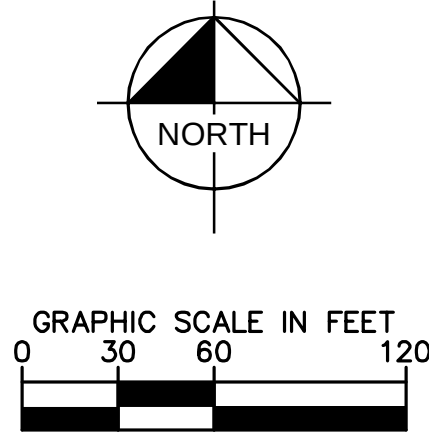
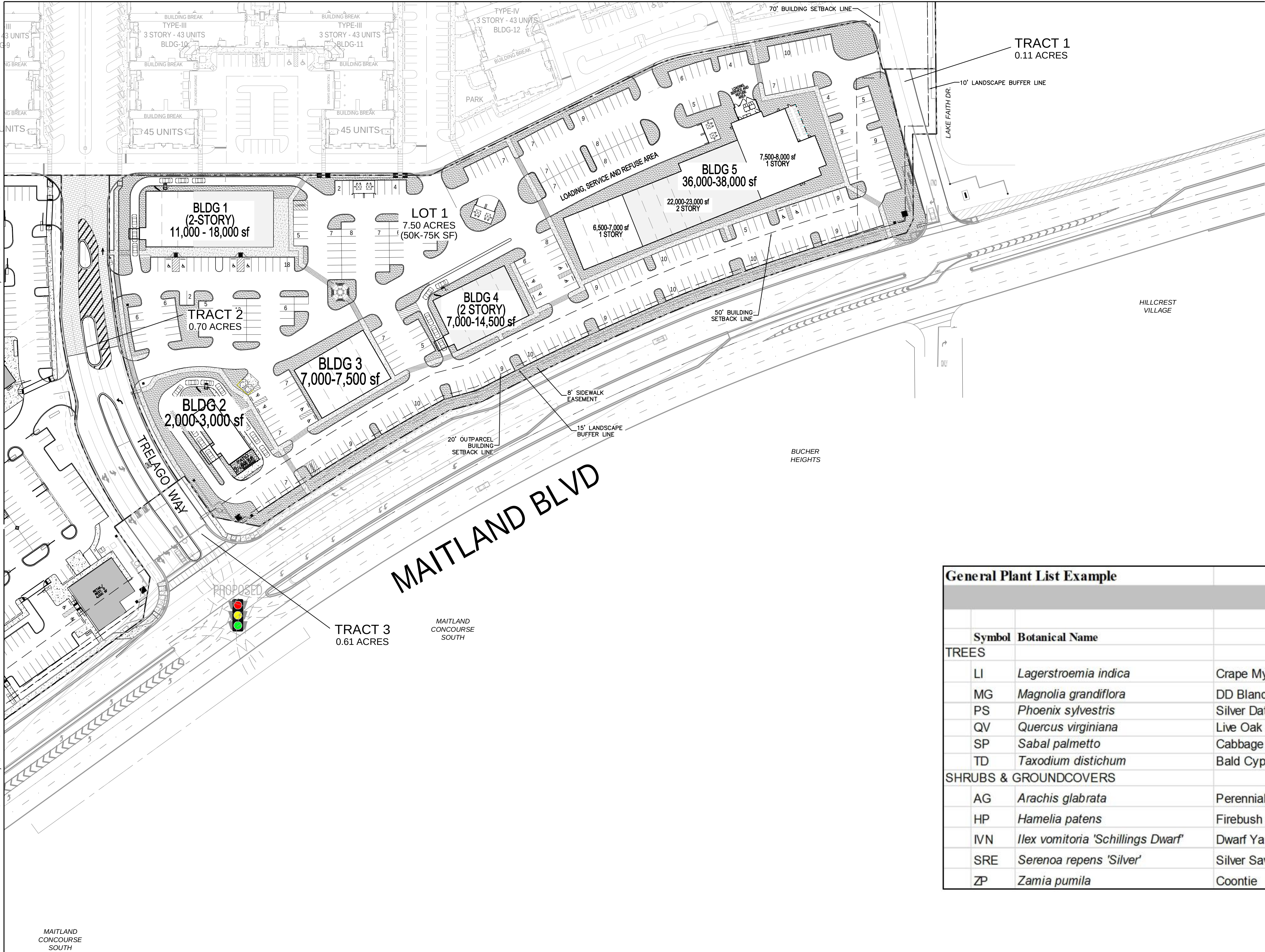
MAITLAND CONCOURSE NORTH	SHEET NUMBER PD3.2	CITY OF MAITLAND FLORIDA	SITE PLAN SE	LICENSED PROFESSIONAL JONATHAN A. MARTIN, P.E. FLORIDA LICENSE NUMBER 54055	REVISIONS No. DATE	BY

Kimley»Horn
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PHONE: 407-698-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 696

Plotted By: Starkey, Kelly Sheet Set: 049183005-MCN-IPD Layout: SITE-SE December 07, 2021 01:36:51pm K:\ORL_Civil\249047000-MCN Lot 1\CADD\PD\PlanSheets\LOT-1-LA.dwg
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

MATCHLINE, SEE SHEET PD3.3

MATCHLINE, SEE SHEET PD3.1



General Plant List Example			
	Symbol	Botanical Name	Common Name
TREES			
	LI	<i>Lagerstroemia indica</i>	Crape Myrtle
	MG	<i>Magnolia grandiflora</i>	DD Blanchard Magnolia / Little Gem Magnolia
	PS	<i>Phoenix sylvestris</i>	Silver Date Palm / Silver Medjool Date Palm
	QV	<i>Quercus virginiana</i>	Live Oak
	SP	<i>Sabal palmetto</i>	Cabbage Palm
	TD	<i>Taxodium distichum</i>	Bald Cypress
SHRUBS & GROUNDCOVERS			
	AG	<i>Arachis glabrata</i>	Perennial Peanut
	HP	<i>Hamelia patens</i>	Firebush
	IVN	<i>Ilex vomitoria</i> 'Schillings Dwarf'	Dwarf Yaupon Holly
	SRE	<i>Serenoa repens</i> 'Silver'	Silver Saw Palmetto
	ZP	<i>Zamia pumila</i>	Coontie

PARKING LOT LANDSCAPING REQUIREMENTS

RETAIL LOT 1

- ONE (1) INTERMEDIATE TREE OR TWO (2) UNDERSTORY TREES SHALL BE PLANTED IN EACH REQUIRED 162 S.F. PARKING ISLAND
- ONE (1) SHRUB PER 200 S.F. OF PARKING LOT AREA
- LOADING AREA LANDSCAPE REQUIREMENTS AS PER SEC. 8-16 MAITLAND CODE OF ORDINANCE

MAITLAND
CONCOURSE NORTH

FLORIDA
CITY OF MAITLAND

LANDSCAPE PLAN SE

MAITLAND
CONCOURSE SOUTH

MAITLAND
CONCOURSE NORTH

REVISIONS

No.	DATE	BY

Kimley»Horn

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PHONE: 407-896-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 696

LICENSED PROFESSIONAL

JONATHAN A. MARTIN, P.E.
FLORIDA LICENSE NUMBER 54055

KHA PROJECT 049183005

DATE JULY 2015

SCALE AS SHOWN

DESIGNED BY BAL

DRAWN BY KAS

CHECKED BY JAM

DATE: ---

SHEET NUMBER

L1.01A

MEETING DATE		AGENDA
January 6, 2022		Section: Public Hearing
Department/Office : Community Development	AGENDA REPORT	Item #: A.

Subject:

Petition No. 2021-01 (AZ-PD) Maitland West Lot 2

Requested Action or Motion:

After conducting a public hearing, forward Petition No. 2021 (AZ-PD) Maitland West Lot 2, to City Council with a recommendation of approval certifying consistency with the comprehensive development plan and that satisfactory provision and arrangement has been made concerning the factors itemized for review by the Development Review Committee.

Summary Explanation & Background:

Overview

The applicant, GAI Consultants, is requesting to rezone property from (PD) Planned Development zoning district to PD zoning, to include the development of a 385-unit, 5-story multi-family residential building ("The Aspen at Maitland West") and associated site development items on Lot 2 of the Maitland West Planned Development Site. The current property owner is Michael Niederst of MWAD PHASE II LLC, 423 S. Keller Road, Suite 300, Orlando, Florida 32751. A Community Meeting was held on this project on February 4, 2021 at the Planning and Zoning Commission meeting. At its December 8, 2021 meeting, the Development Review Committee (DRC) recommended approval of this PD amendment subject to conditions of approval. As part of the recommended Conditions of Approval, redesign and repair of Summit Centre Way to alleviate flooding of the roadway must be completed prior to occupancy of the proposed multifamily structure.

The Maitland West Planned Development is generally located south of Maitland Boulevard and east of Forest City Road. The Maitland West Planned Development is comprised of three (3) parcels, which amount to ~ 34.29 acres in size and is accessed by Summit Centre Way, Abelmarle Road and Forest City Road. Lot 2 is approximately 9.51 acres in size and comprises the south-eastern portion of the subject property. Lot 1 is developed as a multifamily structure with 315 dwelling units. Lot 3 is currently undeveloped and approved for a mixture of medical and commercial uses. All of Maitland West is located within the Employment Center (EC) Future Land Use Designation.



Proposal

The applicant proposes to construct a 385-unit, 5-story multi-family residential building ("The Aspen at Maitland West") and associated site development on Lot 2 of the Maitland West Planned Development. Below is a table of the existing (Lot 1) and proposed (Lot 2) development of the Maitland West Planned Development.



Maitland West Planned Development Program

	Lot 1	Lot 2	Lot 3
Dwelling Units	315	385	N/A
BLDG Stories	4	5	N/A
Parking Spaces			
Standard		420	N/A
Compact		103	N/A
ADA		13	N/A

Total	613*	536	N/A
*Lot 1 (as-built) has 624 spaces, which will be modified to 613 spaces.			
Please see the attached site plan, landscape plan and elevations for more information about the proposed development.			
The DRC, at their December 8, 2021 meeting, recommended approval of the proposed PD amendment subject to conditions of approval. (See attached DRC report).			
<u>Next Steps</u> After receiving public comment, P&Z may recommend to City Council approval, approval with conditions, or denial of Petition No. 2021 (AZ-PD) Maitland West Lot 2.			
<u>Staff Recommendation</u> Staff recommends that the Commission forward Petition No. 2021 (AZ-PD) Maitland West Lot 2, to City Council with a recommendation of approval certifying consistency with the comprehensive development plan and that satisfactory provision and arrangement has been made concerning the factors itemized for review by the Development Review Committee.			
Fiscal Impact: NA			
Exhibits: 1. 2021.11.01 - GAI - Maitland West Lot 2 - SP.01 Site plan 2. 2021.11.01 - GAI - Maitland West Lot 2 - SP.03 PD Overview 3. aspnL-300 4. aspnL-301 5. D7_3508-TheAspen-201124-Colored Elevations 6. 2021-12-23 - GAI - Maitland West Lot 2 - SP.02 Open Space 7. 2021-01(AZ)(PD)Maitland.West DRC Final_SIGNED			
Commission/Board: Planning and Zoning Commission			
Contact Person: Barrett Chaix 407-539-6213			
Reviewed by City Attorney No			

Filename: \\CONSULTING\LOCAL\BPR\A\181246.00 - MAITLAND CENTER LOT 2\A\DO SITE PLAN\181246.00 - SITE PLAN - REV_08_02_21.DWG
Last Modified by: YOUNG HU
Last Printed date: 11/17/2021 10:58 AM

Proposed Lot 1 & Lot 2 Shared Parking Strategy			
	Dwelling Units	Spaces Provided	Parking Ratio
Lot 1 (as-built)	315	632	2.01
Lot 1 (modified)	315	613	1.95
Lot 2 (proposed)	385	544	1.42
Standard		432	
ADA-accessible		15	
Compact		97	
Total	700	1157	1.65

Parking Requirement Ratios	
City of Maitland target ratio	2.00 (1400 spaces)
Shared parking study target ratio	1.64 (1148 spaces)
Proposed parking ratio	1.65 (1157 spaces)

Compact Parking Details	
Lot 1 (as-built & modified)	66
Lot 2 (proposed)	97
Total	163
Allowable: 15% of total required parking (1148 x 0.15 = 172)	
Per City of Maitland LDC Sec. 21-22 9 (e)	

Loading Space Details	
Loading Spaces Required	8
Loading Spaces Provided	8
Per City of Maitland LDC Sec. 21-22 9 (f)	

Note: Location of ADA, loading, and compact spaces may be subject to change based on final building and site permitting.

Parking Legend

- A Standard - 9' x 18'
- B Standard - 9' x 20'
- C Compact - 8' x 16'
- D Standard - 10' x 18'

Land Use	Acreage
Multi-family Residential	9.51 (gross); 8.25 (net)
Open Space	2.49' (30% of net)

*Open space measurement is inclusive of pervious surfaces and amenity open space.

Building	Gross Density	Net Density	Max. Allowable Density (Employment Center FLU)
Aspen Apartments (385 units)	40.4 DU/AC	46.6 DU/AC	65 DU/AC

MONUMENT SIGN
BEGIN (OR END) KNEE/RETAINING WALL;
HEIGHT TO BE 3-FT ABOVE
FINISH GRADE OF PARKING LOT
10' SIDEWALK, LANDSCAPE,
AND UTILITY EASEMENT

5' WIDE SIDEWALK (TYP. EAST
EDGE OF ALBEMARLE RD.)
BEGIN (OR END) KNEE/RETAINING WALL
MONUMENT SIGN

SANITARY SEWER UTILITY
EASEMENT INSTRUMENT
#20160160761

30.00' ROW
ORB 968 PG 621
30.00' ROW
ORB 968 PG 620

EXISTING LIFT STATION

SOUTH PROPERTY
BOUNDARY: 626'

PROPOSED 20' EASEMENT
FOR PROPRIETARY
PUBLIC USE

EXISTING WASTE COLLECTION TO
BE REMOVED; CONVERT TO BULK
WASTE ITEM COLLECTION

PARKING EASEMENT
ORB 10988 PG 3914

RELOCATED LOT 1 & 2
WASTE & RECYCLING
COLLECTION

NORTH PROPERTY
BOUNDARY: 626'

FLEX OPEN SPACE

ADA PARKING STALL,
12'X20' (TYP.)

THE ASPEN AT
MAITLAND WEST,
5-STY, (81'-3" H)
385 UNITS
514,518 GSF

ROOFTOP
AMENITY

COURTYARD
AMENITY AREA

BREEZEWAY
AMENITY

COURTYARD
AMENITY AREA

BREEZEWAY
AMENITY

COURTYARD
AMENITY AREA

CONTROLLED ACCESS GATE

ADA PARKING STALL,
12'X20' (TYP.)
24' (TYP.)

PRIMARY LOADING AREA
(12'X30')

10' LANDSCAPE BUFFER

7 SPACES (9'X20') TO BE
SIGNED FOR LOADING USE
(PROPOSED 2 HOURS PER
DAY; 5 DAYS PER WEEK -
EXACT SPECIFICATIONS TO
BE DETERMINED AT SITE
PLAN REVIEW)

6' WIDE SIDEWALK (TYP.)
RETAINING WALL;
HEIGHT TO BE DETERMINED
DURING SITE ENGINEERING

COMMUNITY SOLUTIONS GROUP

A GAI Consultants, Inc. Service Group

618 E. SOUTH STREET
SUITE 700
ORLANDO, FL 32801
407.423.8398

CERTIFICATE OF AUTHORIZATION: EB9951

PROJECT

MAITLAND CENTER
LOT 2

MAITLAND, FL

CLIENT

MWAD PHASE II, LLC
485 N KELLER ROAD
SUITE 520
ORLANDO, FL 32751

KEY MAP

CONSULTANTS

REGISTRATION

ISSUED FOR:

TRG COMMENTS 10/15/2021 11/01/2021

PROJECT NUMBER A181246.00

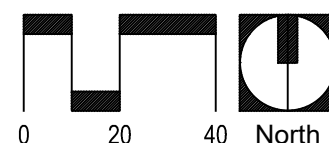
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DRAWING SCALE AND NORTH ARROW



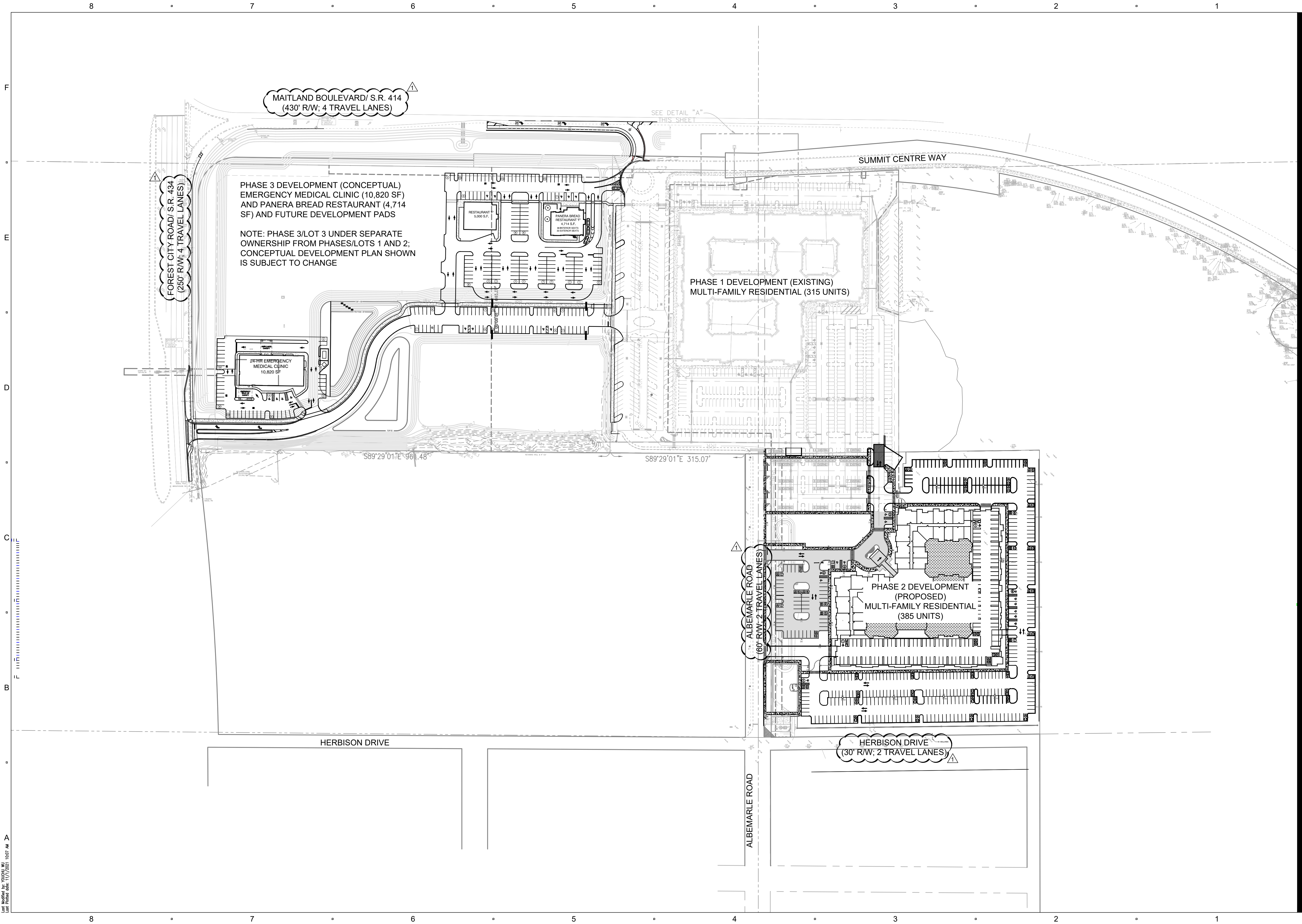
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CONCEPTUAL
SITE PLAN

SHEET NUMBER

SP.01

Filename: \\MONSIEUR\LOCAL\BPR\A\NFR\2018\181246.00 - Maitland Center Lot 2\A\00 SITE PLAN\181246.00 - PD OVERVIEW - 06 JUL 2020
Last Modified by: YOSHIMI WU
Last Printed Date: 11/7/2021 10:57 AM



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618 E. SOUTH STREET
SUITE 700
ORLANDO, FL 32801
407.423.8398
CERTIFICATE OF AUTHORIZATION: EB9951

PROJECT

MAITLAND CENTER LOT 2

MAITLAND, FL

CLIENT

MWAD PHASE II, LLC
485 N KELLER ROAD
SUITE 520
ORLANDO, FL 32751

KEY MAP

CONSULTANTS

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PROJECT NUMBER

A181246.00

DATE:

07 SEPTEMBER 2021

SCALE:

1"=40'

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DRAWING SCALE AND NORTH ARROW

0 50 100 North

SHEET TITLE

PD OVERVIEW & PHASING PLAN

SHEET NUMBER

SP.03

REFER TO SHEET L-302 FOR
PLANT LIST AND NOTES



100 West Lucerne Circle
Suite 401
Orlando, Florida 32801
Phone (407) 648-2225
www.fosterconant.com

Digitally
signed by
Richard R
Conant
Date:
2021.10.26
12:16:27
-04'00'

9/7/2021 RESUBMITTED
10/26/2021 RESUBMITTED

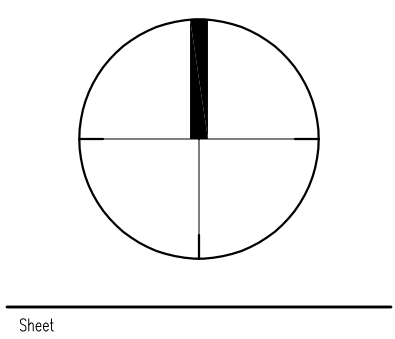
Project

MAITLAND WEST
PHASE II

THE ASPEN
MAITLAND, FL

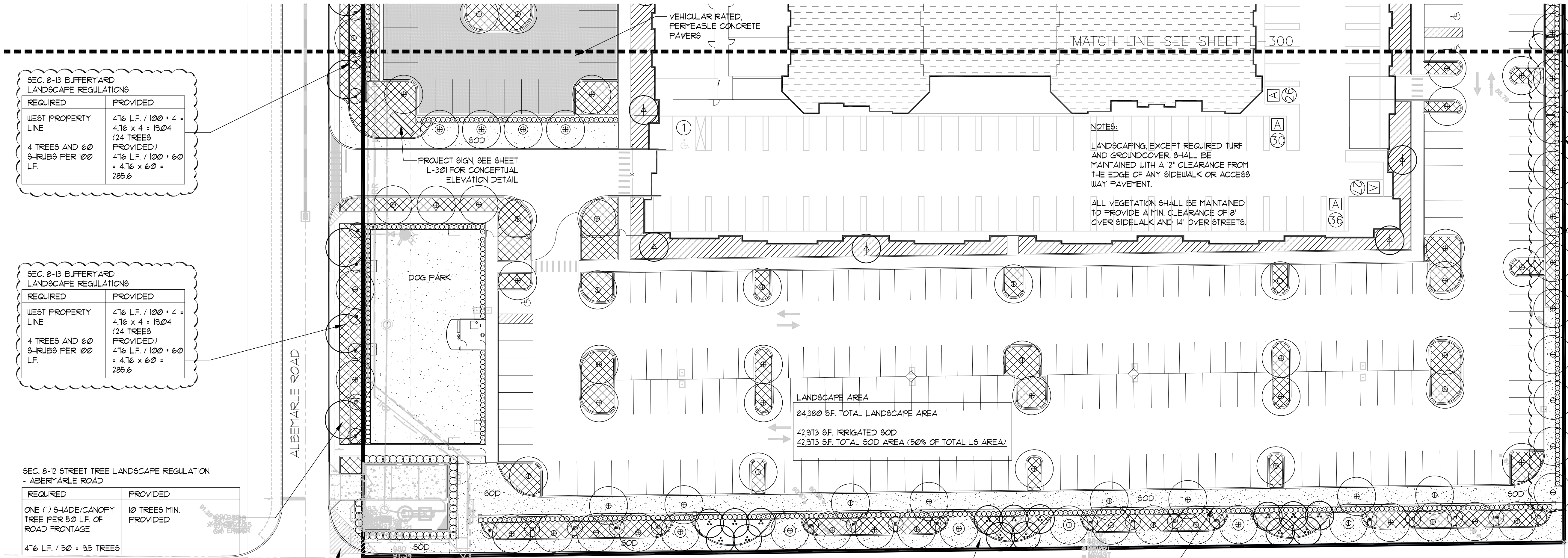
LANDSCAPE
PLAN

Date: 11/24/2020
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North



Sheet

L-301



SEC. 8-13 BUFFERYARD LANDSCAPE REGULATIONS	
REQUIRED	PROVIDED
WEST PROPERTY LINE	416 LF. / 100' x 4 = 4,16 x 4 = 16,64 (24 TREES PROVIDED)
4 TREES AND 60 SHRUBS PER 100 LF.	416 LF. / 100' x 60 = 4,16 x 60 = 249,6

SEC. 8-13 BUFFERYARD LANDSCAPE REGULATIONS	
REQUIRED	PROVIDED
WEST PROPERTY LINE	416 LF. / 100' x 4 = 4,16 x 4 = 16,64 (24 TREES PROVIDED)
4 TREES AND 60 SHRUBS PER 100 LF.	416 LF. / 100' x 60 = 4,16 x 60 = 249,6

SEC. 8-12 STREET TREE LANDSCAPE REGULATION - ALBEMARLE ROAD

REQUIRED	PROVIDED
ONE (1) SHADE/CANOPY TREE PER 50 LF. OF ROAD FRONTAGE	10 TREES MIN. PROVIDED
416 LF. / 50 = 8,32 TREES	

SIGHT TRIANGLE, TYP. NO PLANT MATERIAL, OTHER THAN TREE TRUNKS, SHALL BE LOCATED BETWEEN 2-1/2 FT. AND 10 FT. IN HT.

SEC. 8-15 PARKING LOT LANDSCAPE REGULATION

REQUIRED	PROVIDED
SEC. 8-15 (b) INTERIOR PLANTINGS	
EACH ISLAND MUST CONTAIN ONE (1) SHADE/CANOPY TREE OR TWO (2) INTERMEDIATE TREES FOR EVERY 162 SF. OR LESS OF AREA	ISLAND TREES PROVIDED AS REQUIRED
REMAINDER OF EACH ISLAND SHALL BE LANDSCAPED WITH SHRUBS, LAWN OR GROUNDCOVER NOT TO EXCEED 30' HT.	ISLANDS LANDSCAPED AS REQUIRED
SHRUBS SHALL BE REQUIRED AT A MINIMUM RATE OF FIVE (5) SHRUBS PER 144 SF. OF ISLAND AREA	19,142 SF. OF ISLAND / 144 x 5 = 665 SHRUBS REQUIRED AND PROVIDED

SEC. 8-8 (C) (3) REQUIREMENTS FOR DIVERSITY

REQUIRED	PROVIDED
WHEN MORE THAN FIVE (5) TREES PER CATEGORY ARE REQUIRED A MIX OF SPECIES SHALL BE PROVIDED: 5-10 REQ. TREES - 2 MIN. SPECIES 11-25 REQ. TREES - 3 MIN. SPECIES 26-50 REQ. TREES - 4 MIN. SPECIES EACH ADDITIONAL 50 TREES - 1 ADDITIONAL SPECIES	NUMBER OF TREES REQUIRED: 83 NUMBER OF SPECIES REQUIRED: 4 MIN. NUMBER OF SPECIES PROVIDED: 4+

SEC. 8-11 MINIMUM REQUIREMENTS FOR DEVELOPMENTS

REQUIRED	PROVIDED
MINIMUM OF ONE (1) TREE AND TEN (10) SHRUBS SHALL BE PLANTED OR PRESERVED FOR EVERY 5,000 SQ. FT. OF SITE AREA.	249 TREES PROVIDED 894 SHRUBS PROVIDED
SITE AREA = 414,424 SF. 414,424 SF. / 5,000 = 82,88 TREES 414,424 SF. / 5,000 x 10 = 829 SHRUBS	

SEC. 8-13 BUFFERYARD LANDSCAPE REGULATIONS

REQUIRED	PROVIDED
SOUTH PROPERTY LINE (HERBISON DRIVE, 30' ROW, EXISTING SINGLE FAMILY RESIDENTIAL ADJACENT)	582 LF. / 100' x 8 = 46,56 TREES 582 LF. / 100' x 100 = 582 SHRUBS
20' WIDE TYPE B BUFFER SCREENING WITH 2 TREES AND 100 SHRUBS PER 100 LF.	

HERBISON DRIVE

6' HT. MASONRY WALL, SEE SHEET L-301 FOR CONCEPTUAL ELEVATION DETAIL

LANDSCAPE AREA
84,380 SF. TOTAL LANDSCAPE AREA
42,913 SF. IRRIGATED SOD
42,913 SF. TOTAL SOD AREA (50% OF TOTAL LS AREA)

SEC. 5-105 SIGN COPY AREA CALCULATIONS

THE SUPPORTING STRUCTURE OR BRACING OF A SIGN BEARING NO SIGN COPY SHALL NOT BE COUNTED AS PART OF THE SIGN COPY AREA.

SEC. 5-106 NUMBER OF SIGNS

A SIGN WITH SIGN COPY AREA ON BOTH SIDES SHALL BE CONSIDERED AS A SINGLE SIGN PROVIDED BOTH COPY AREAS ARE NOT MORE THAN THREE (3) FEET APART AT THEIR CLOSEST POINT, AND THAT THEY DESCRIBE AN INTERNAL ANGLE BETWEEN THE COPY AREA PLANES EXTENDED TO NO MORE THAN THIRTY (30) DEGREES.

SEC. 5-108 SIGN LIGHTING

SIGN SHALL MEET REQUIREMENTS OF THIS SECTION.

SEC. 5-115 ZONE B MULTI-FAMILY RESIDENTIAL

(a) (2) MAXIMUM ALLOWABLE SIGN COPY AREA PERMITTED PER LOT

a. A LOT OR PARCEL HAVING ONLY ONE (1) PERMITTED PRINCIPAL USE OR STRUCTURE LOCATED THEREON SHALL NOT EXCEED FIFTY (50) SQUARE FEET OF COPY AREA FOR A FREESTANDING SIGN AND (50) SQUARE FEET OF COPY AREA FOR WALL SIGNAGE OR SIXTY (60) PERCENT OF THE WIDTH OF THE BUILDING FRONTAGE, WHICHEVER IS LESS.

b. TOTAL SIGN COPY AREA FOR ALL SIGNS PERMITTED IN THIS SECTION SHALL NOT EXCEED SEVENTY-FIVE (75) SQUARE FEET.

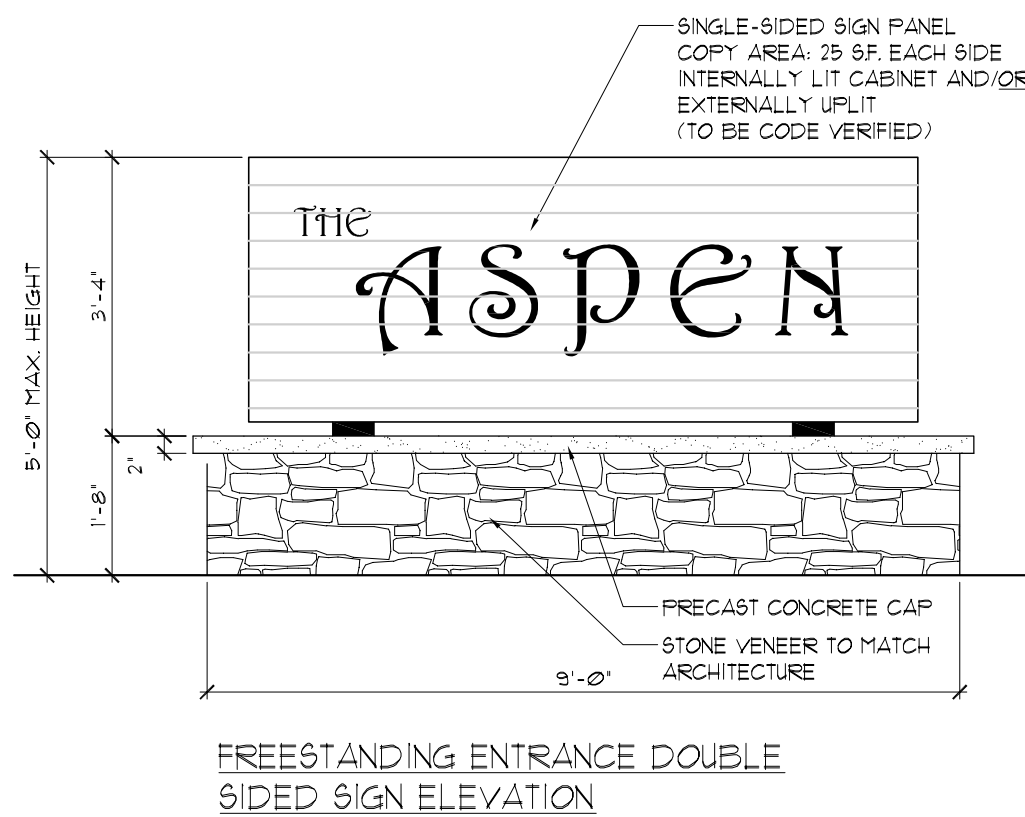
(b) (1) FREESTANDING SIGNS

a. ONE (1) ON-SITE FREESTANDING SIGN SHALL BE PERMITTED PER LOT OR PARCEL ALONG EACH PUBLIC STREET ON THE PREMISES.

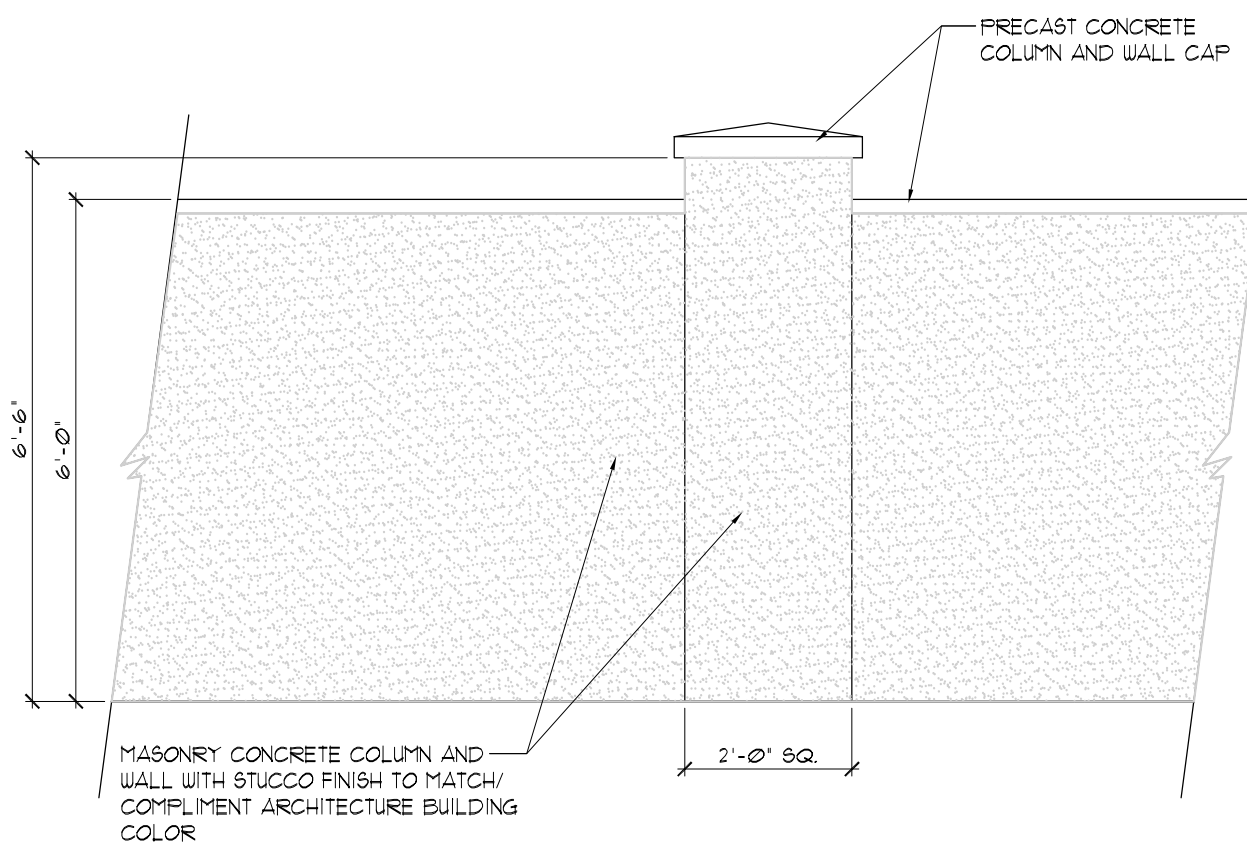
c. FREESTANDING SIGNS SHALL NOT EXCEED FIVE (5) FEET IN SIGN HEIGHT

SEC. 5-119 ZONE PD PLANNED DEVELOPMENT DISTRICT

(a) EXCEPT FOR THOSE SIGNS EXPRESSLY PERMITTED WITHIN CHAPTER 91 OR EXEMPTED FROM PERMITTING PURSUANT TO SECTION 9-101, ALL SIGNS SHALL COMPLY WITH THE DEVELOPMENT'S ASSOCIATED ENACTING ORDINANCE AND ADOPTED DEVELOPMENT ORDER.

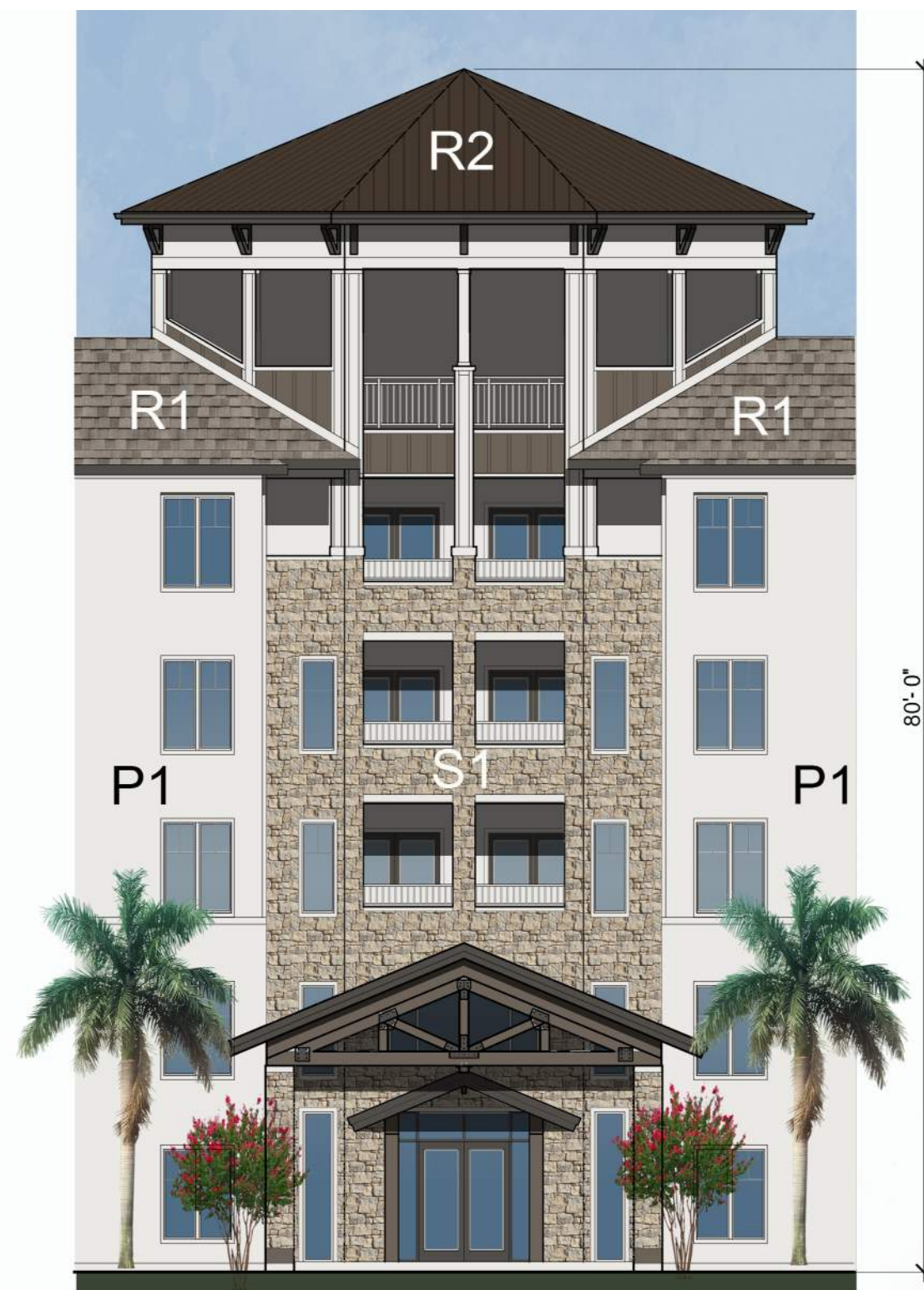
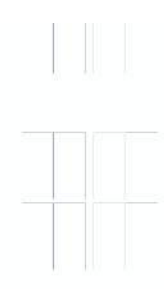


FREESTANDING ENTRANCE DOUBLE
SIDED SIGN ELEVATION

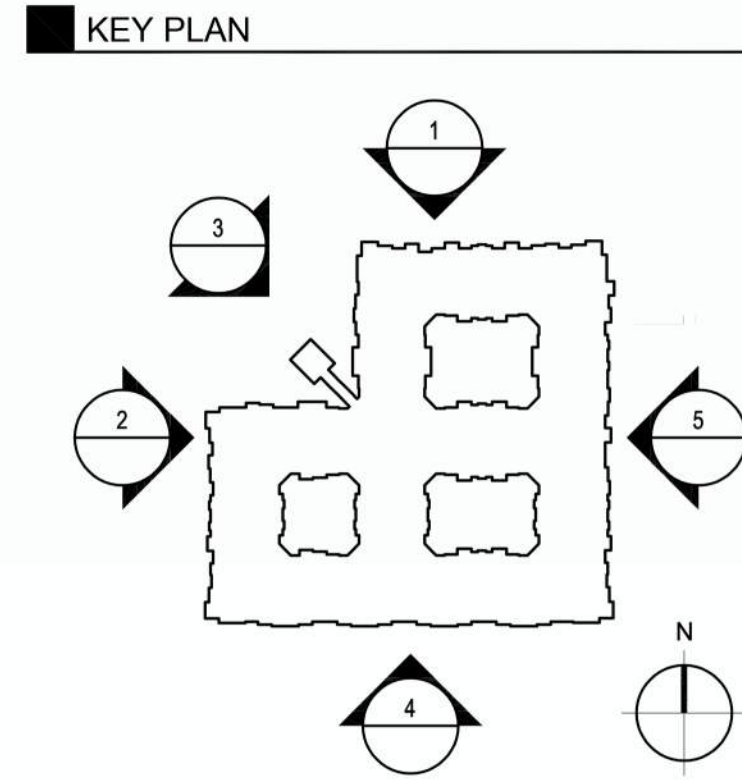


SCREEN WALL

MAIN ENTRANCE DOUBLE SIDED SIGN ELEVATION



3 Main Entry Elevation
3/32" = 1'-0"



P1	SNOWBOUND SW 7004 BODY COLOR 1, TRIMS COLUMNS
P2	GRIFFIN SW 7025 BODY COLOR 2
P3	URBANE BRONZE SW 7048 FASCIA, BRACKETS, METAL MATERIALS
R1	SHINGLE ROOFING CERTAINTED SUNRISE CEDA
R2	METAL ROOFING BERRIDGE COPPER BROWN
S1	ELDORADO STONE ROUGH CUT VINEYARD TRAIL

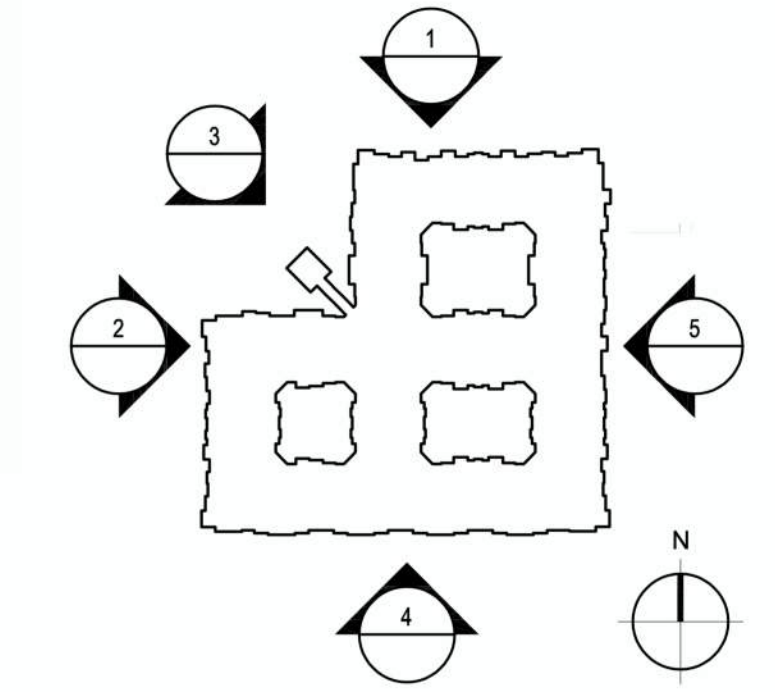


2 West Elevation
3/32" = 1'-0"



1 North Elevation
3/32" = 1'-0"

KEY PLAN



P1	SNOWBOUND SW 7004 BODY COLOR 1, TRIMS COLUMNS
P2	GRIFFIN SW 7025 BODY COLOR 2
P3	URBANE BRONZE SW 7048 FASCIA BRACKETS, METAL MATERIALS
R1	SHINGLE ROOFING CERTAINTED SUNRISE CEDA
R2	METAL ROOFING BERRIDGE COPPER BROWN
S1	ELDORADO STONE ROUGH CUT VINEYARD TRAIL



5 East Elevation

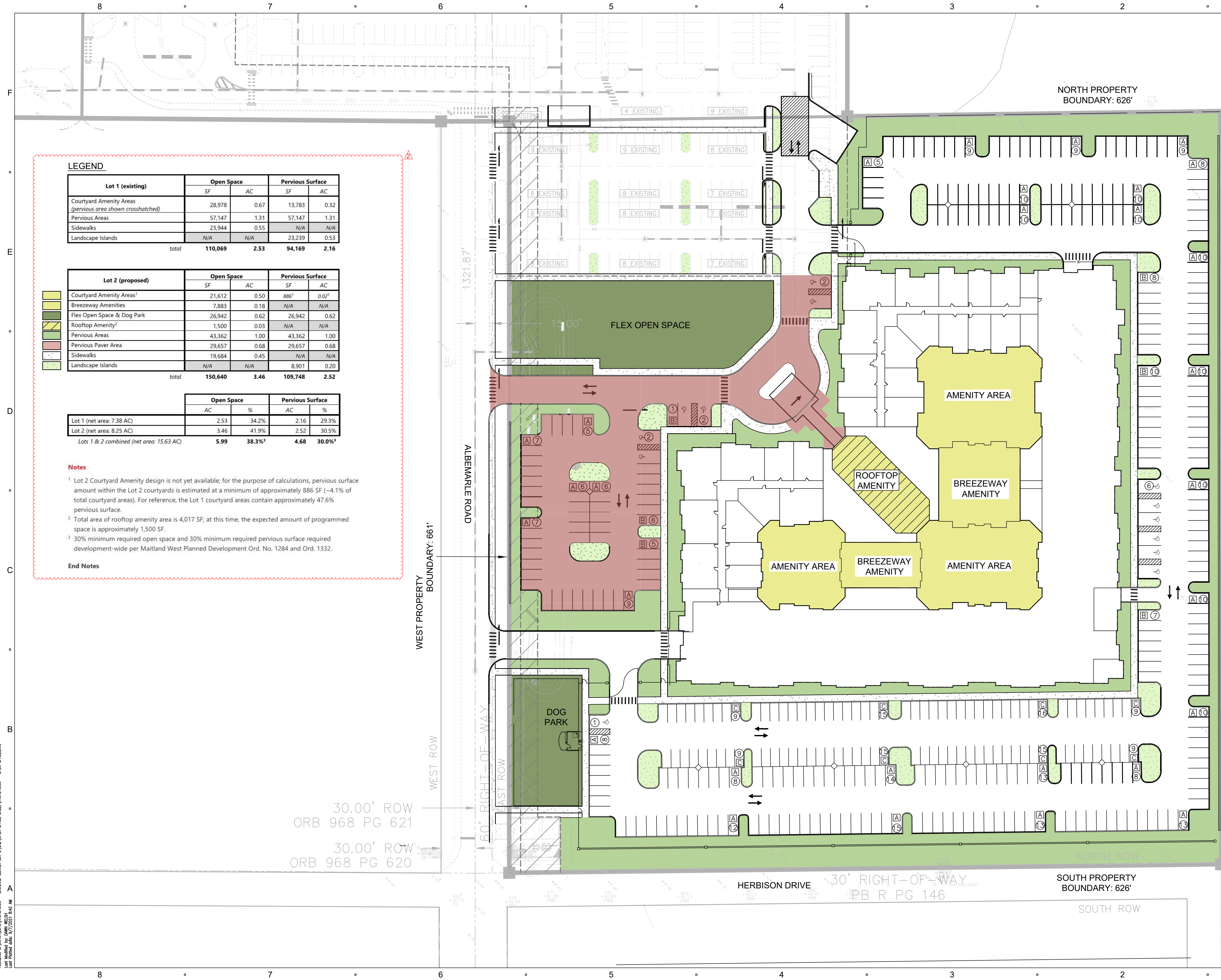
3/32" = 1'-0"



4 South Elevation

3/32" = 1'-0"

Filename: Z:\MFA\2018\181246.00 - Maitland Center Lot 2\00\OPEN SPACE SHEET\181246.00 - OPEN SPACE.DWG
Last Modified by: DWG\WLSJ
Last Printed Date: 9/7/2021 8:42 AM



LEGEND

Lot 1 (existing)	Open Space		Pervious Surface	
	SF	AC	SF	AC
Courtyard Amenity Areas (pervious area shown crosshatched)	28,978	0.67	13,783	0.32
Pervious Areas	57,147	1.31	57,147	1.31
Sidewalks	23,944	0.55	N/A	N/A
Landscape Islands	N/A	N/A	23,239	0.53
total	110,069	2.53	94,169	2.16

Lot 2 (proposed)	Open Space		Pervious Surface	
	SF	AC	SF	AC
Courtyard Amenity Areas ¹	21,612	0.50	886 ¹	0.02 ¹
Breezeway Amenities	7,883	0.18	N/A	N/A
Flex Open Space & Dog Park	26,942	0.62	26,942	0.62
Rooftop Amenity ²	1,500	0.03	N/A	N/A
Pervious Areas	43,362	1.00	43,362	1.00
Pervious Paver Area	29,657	0.68	29,657	0.68
Sidewalks	19,684	0.45	N/A	N/A
Landscape Islands	N/A	N/A	8,901	0.20
total	150,640	3.46	109,748	2.52

	Open Space		Pervious Surface	
	AC	%	AC	%
Lot 1 (net area: 7.38 AC)	2.53	34.2%	2.16	29.3%
Lot 2 (net area: 8.25 AC)	3.46	41.9%	2.52	30.5%
Lots 1 & 2 combined (net area: 15.63 AC)	5.99	38.3% ³	4.68	30.0% ³

Notes

- ¹ Lot 2 Courtyard Amenity design is not yet available; for the purpose of calculations, pervious surface amount within the Lot 2 courtyards is estimated at a minimum of approximately 886 SF (~4.1% of total courtyard areas). For reference, the Lot 1 courtyard areas contain approximately 47.6% pervious surface.
- ² Total area of rooftop amenity area is 4,017 SF; at this time, the expected amount of programmed space is approximately 1,500 SF.
- ³ 30% minimum required open space and 30% minimum required pervious surface required development-wide per Maitland West Planned Development Ord. No. 1284 and Ord. 1332.

End Notes

COMMUNITY SOLUTIONS GROUP

A GAI Consultants, Inc. Service Group

618 E. SOUTH STREET
SUITE 700
ORLANDO, FL 32801
407.423.8398

CERTIFICATE OF AUTHORIZATION: EB9951

PROJECT

MAITLAND CENTER
LOT 2

MAITLAND, FL

CLIENT

MWAD Phase II, LLC

485 N KELLER ROAD
SUITE 520
ORLANDO, FL 32751

KEY MAP

CONSULTANTS

REGISTRATION

ISSUED FOR:

TRG COMMENTS 10/15/21	11/01/21
DRC COMMENTS 12/03/21	12/20/21

PROJECT NUMBER A181246.00

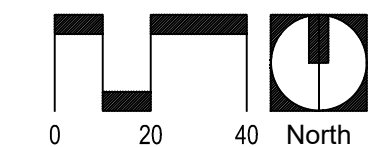
DATE: 07 SEPT 2021

SCALE: 1"=40'

DRAWN BY: DW

CHECKED BY: PHP

DRAWING SCALE AND NORTH ARROW



SHEET TITLE

OPEN SPACE

SHEET NUMBER

SP.02



MAITLAND FLORIDA

DEVELOPMENT REVIEW COMMITTEE

DECEMBER 8, 2021

MAITLAND WEST PLANNED DEVELOPMENT (2021-01 AZ-PD)

APPLICANT: PATRICK PANZA, GAI CONSULTANTS, INC.
AGENT: Patrick Panza, GAI Consultants, Inc.
OWNER(S): Michael Niederst, MWAD Phase I, LLC and Michael Niederst MWAD Phase II, LLC
PETITION: 2021-01 (AZ-PD) Maitland West
PROPOSED USE: Multi-family - Proposed 385 unit, 5-story
CURRENT USE: Open Space/Undeveloped
LOCATION: South of Maitland Boulevard (SR 414), North of Herbison Drive & East of Albemarle Rd.
PID(S): 28-21-29-5499-01-000 (included for parking study) & 28-21-29-5499-02-000
ACREAGE: Lot 2~9.51 acres
ACCESS: Forest City Road (proposed future), Maitland Boulevard (downramp right in), Summit Centre Way, and Albemarle Road

AREA MAP



I. FINDINGS & RECOMMENDATIONS

Consistent with Section 7.5, Article VII. Planned Development, of the Maitland City Code, the Development Review Committee forwards Petition No. 2021-01 AZ-PD (Maitland West) to the Planning and Zoning Commission with a recommendation of **approval**, and notes conditions listed below, and determines;

- A. That there **is** substantial compliance with the purpose and intent of the Planned Development district and the preliminary development plan;
- B. That the proposed phase of development **can** exist as an independent unit capable of creating an environment of substantial desirability and stability;
- C. That the existing or proposed utility services and transportation systems **will be** adequate for the proposed development; that all adopted levels of service **have** been adequately met; and that the accompanying Lot 2 concept plans **have been approved**; and
- D. That the site plan **is** consistent with the Comprehensive Development Plan.

The findings include a determination that the intent of the PD **has been met** as outlined in Section 21-21. Planned Development District of the Maitland City Code

The amendment has incorporated design elements of the Maitland West Side Development Plan (MWSD), has created a street presence with streetscape, sidewalks, streetlights and landscaping on Albemarle Road and at the entrance to the site along the internal road system; increased the buffer depth and planting on the south side of the site; provides open space as permeable and functional open space such as flex space for outdoor activities, dog park, amenitized courtyard and rooftop amenities.

II. PETITION ANALYSIS

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

Petition for Planned Development Option-1 and supplemental materials.

HISTORY

2014 -The property was annexed into the City on December 8, 2014 and is subject to an Annexation Agreement (AA), which was executed and adopted concurrent with the annexation. The annexation agreement recognized Orange County's Future Land Use Map entitlements of 1,282,000 SF of commercial/retail/offices uses and 738 dwelling units for the property. The site lies to the west of the Maitland Westside Master Plan boundary. It was contemplated and stated within the initial PD recommendation reports that, "the PD will incorporate elements of the design standards from the MWSD to realize the intent of the MWSD."

2015 - Following annexation, the property was rezoned from Orange County R-1 & A-1 zoning to City of Maitland Planned Development (PD) on July 27, 2015. The approved PD allowed for 315 Multi-family DU in Phase 1. Proposed within Phase 2 was 343,878 square feet including an 11-story office building, sporting goods store, grocery store, 120 room hotel, restaurants, retail, bank uses and structured parking.

The property was subdivided into three (3) lots. During the subdivision process, a cross section for the "ribbon road" spanning from Forest City Road across Lot 3 was depicted on the plat.

2017 - Maitland West filed for CDP amendment to the future land use map (FLUM) to change from County PD-Commercial, PD-HDR and PD-MDR to a City of Maitland Mixed Office/Residential/Commercial (MORC) which was adopted by the City Council via Ordinance #1327 on November 27, 2017.

2018 -An amendment to the PD was approved which permitted development of an internal roadway connection through Lot 3 of Maitland West to Forest City Road, Development of retention ponds and

Construction of an emergency clinic, restaurant, surface parking, and modification of the FDOT drainage pond at the northwest corner of Maitland West to reconfigure the drainage to the western and northern perimeter of the site and FDOT right-of-way, and construction of the downramp to connect to Lot 1 of the site.

2019 - The City of Maitland adopted the 2035 CDP. The Future Land Use of the site was changed from MORC to Employment Center.

2021 - Lot 3 of Maitland West was sold to Oviedo Medical Center, LLC and is no longer owned by Maitland West, LLLP

DIRECTION TO CITY STAFF:

On February 4, 2021, the Planning and Zoning Commission provided direction to City Staff to consider. During the review of the application the items listed were considered and the staff report reflects the items on the list, and is included as an attachment to this report

A. COMPLIANCE – Land Development Code (LDC) Chapter 7.5

Section	Subsection	Referenced Item
Compliance	Access	(a) & (b)
	Development Metrics & Aesthetics	(c),(d),(e), & (g)
	Signs	(f)
	Timing	(k) & (l)
	Compliance	(i) & (m)

(a) ACCESS Presently, Maitland West can be accessed via Summit Center Way, and Albemarle Road. Summit Centre Way which was approved as part of the overall PD, is experiencing drainage issues and flooding during storm events. The applicant is aware of these issues including possible closure of this roadway for repairs.

As Summit Centre Way is the primary access to the project, a condition of approval was incorporated to outline the required benchmarks necessary to resolve Summit Centre Way drainage while progressing through the review and development phases of this project. See Condition of Approval #4.

(b) PARKING

USE	PARKING REQUIRED	PARKING PROPOSED	OTHER COMMENTS
Multi-Family Lot 2	2 spaces per dwelling unit Required spaces 770	*Cumulative Lots 1 and 2	A parking study was submitted to validate use of a reduced parking rate for Lots 1 and 2 combined. The rate proposed was 1.65 per dwelling unit.
Multi-Family Lot 1 (Existing)	2 spaces per dwelling unit Required spaces 630	*Cumulative Lots 1 and 2	Same as Above
Total	1400 Spaces	*1157 Spaces	**See study comment below.

****A parking study was included to validate the requested parking reduction. The study included a summary of site specific conditions and data from comparable developments to demonstrate that actual parking demand for each multi-family site locally was lower than the rates defined by the Maitland City Code. Included with the data was the number of units with 1,2, and 3 bedrooms per project and was illustrated as a percentage of the project.**

At over 90% occupied, the comparison properties demonstrated between 28% and 44% of parking spaces unoccupied. Each of these properties has a lower parking ratio than the 1.65 spaces per unit proposed in this PD Amendment. **The City does not object to the reduced parking count for Lots 1 and 2 combined.**

Connectivity

The proposed development provides *pedestrian pathways and sidewalks throughout the site and provides a connection to Lot 1, abutting on the north.* The project provides a 5' wide sidewalk along the eastern curb of Albemarle Road, (including crosswalks) and will supply pedestrian facilities from the southwestern property line to Maitland West Lot 1. This coincides with the existing sidewalk on the western side of Albemarle Road.

A bicycle path is not shown within the 2035 CDP nor Bicycle/Pedestrian Master Plan traversing Lot 2 of Maitland West.

DEVELOPMENT METRICS & AESTHETICS

The property is located adjacent to existing multi-family to the north and west, conservation lands to the east and single family residential to the south. The applicant ensures the prevention of light spillover, noise control, odor and other nuisances by adhering to the standards of the Code.

(c) Lighting

The street lights along Albemarle Road are Colonial style with Sebring fixtures, consistent with those on the west side of Albemarle Road. On-site lighting is Colonial style (12 feet in height) around the dog park, visitor parking (adjacent to Albemarle Road) and the flex open space, and at the entrance to the project. The remaining parking lot lights are shown as shoebox lighting no higher than 25 feet consistent with the lighting on the Tiffany, (Lot 1) of Maitland West.

At site plan, the applicant will be required to demonstrate that no light spills over onto adjacent residential areas.

At site plan review separate photometric plans shall be supplied to differentiate onsite lighting versus street lights proposed. A sample pole shown on Sheet E16.03, indicating a pole height of 32 feet, shall be eliminated. The remaining parking lot lights are shown as shoebox lighting no higher than 25 feet consistent with the lighting on the Tiffany Apartments.

Noise

The project shall be designed to adhere to the applicable noise/sound regulations of the City of Maitland.

Odor

No activities shall be permitted in conjunction with any proposed use that would create odor incompatible with the adjacent uses both internal and external to the property, including the emission of pollutants and offensive fumes or gases.

(d) Refuse and Service Areas

The placement of dumpster at the northeast corner of the site will be shared between Lots 1 and 2. The joint use of the dumpster must be memorialized through an agreement between the properties involved and submitted to the City at the time of Site Plan Review.

The applicant has provided loading spaces required by City Code. Parking stalls have used for loading spaces, which shall be signed for the limited hours per day when they are used for loading purposes. This information shall be provided during Site Plan Review.

(e) Screening & Buffering

Section 23-1.6.1. Screening requirements, will be applied as stipulated in the City Code including: Loading docks truck parking, outdoor storage, HVAC equipment, trash dumpsters, trash compactors, and other service functions shall be screened through mechanisms provided in Section 23-1.6. 1.

Perimeter Buffering and Screening

DIRECTION	BUFFER	ADJACENT USES
South	<i>Along Herbison Drive</i> Type B - - 30 feet A solid masonry wall, 6 feet in height and 6 feet 6 inches to the top of the column, is provided for additional screening of the single family residences to the south.	<i>Herbison Drive and Single Family</i>
West	<i>Along Albemarle Road - Provide solid masonry wall, between three (3) and four (4) feet in height, adjacent to the parking lot.</i> Type D (10) feet	<i>Albemarle Road and Multi-Family (Bella Terra)</i>
North	None	<i>The Tiffany-Multi-Family Apartments</i>
East	Type D (10 feet)	<i>Conservation</i>

(f) A five foot high monument sign was shown on the plan. A master sign plan was not submitted with the PD amendment package, but will be required at Site Plan Review.

(g) Required Yards

The perimeter setbacks for the initial PD were established in 2015. They were subject to re-evaluation as properties were developed. Note: Internal lot lines shall provide a minimum separation between buildings required by Fire & Building.

Direction	North:	South	East:	West:
Required	Between Lot 1 and 2 0 Feet	150 feet	25 minimum adjacent to conservation	100 feet
Provided plus/minus	132 feet	158 feet	84 feet	151 feet

Lot 2 proposed (Aspen Apartment building) orients toward the internal access way that leads to Summit Centre Way. A flex open space area, intended for outdoor activities, is shown at the entrance to the site.

Albemarle Road is not the primary access, but will maintain a streetscape with sidewalks, decorative Colonial style lighting at 12 feet in height, street trees and additional landscaping (trees) planted as

buffer trees. This street will be activated with a dog park and flex space for outdoor activities and events *such as* food truck, market events and daily recreational uses .

Open Space

The Maitland West site is located within the Wekiva Study area which defines open space, as land area that is left undeveloped or minimally developed to preserve natural resources and for conservation purposes, trails and boardwalks as part of a natural resource preserve or passive recreation area, stormwater management area using BMP's and those enhanced as amenities, pervious surface areas, and excluding impervious areas of parking lots and street rights-of way. A minimum of 30% open space is required. Applicant indicates 36.5% of the site as open space which includes pervious area, flex open space and dog park, courtyard and breezeway amenity areas, and roof top amenity area.

The minimum permeable surface requirement for the Planned Development is 30%. A table was supplied, but shows the onsite permeable as less than 30%. A condition of approval will be added to require the applicant to demonstrate how the 30% permeable surface area will be met, as the remainder of the PD is developed, as the Lot 2 Aspen proposal falls below 22 % permeable, even counting 8.3% as pervious pavers.

(k) & (l) Timing

Section 21-21. III (a) - PD, planned development district, relation to zoning districts, *states that an approved PD shall be considered to be a separate zoning district in which a final development plan approved for each phase establishes the restrictions, regulations, and district description according to which the development shall occur. Each phase of development must demonstrate that it can exist as an independent unit capable of creating an environment of substantial desirability and stability.*

A condition of approval is included to require the repair of Summit Centre Way prior to the advancement of the project to the next step in the development process.

(i) & (m) Compliance

The following revisions have been made since the initial submittal for compliance:

- Parking study was submitted (including revisions) and has been accepted consistent with the code;
- Pedestrian connectivity was modified so that pedestrian walking facilities were linked to Lot 1 and sidewalks were included on the east side of Albemarle Road;
- Screening and buffering standards have been addressed and will be further articulated with the final detailed landscaped plan required at the site plan stage of review. The buffer depths and plant quantities have been shown on the revised concept plan. The buffer was increased on the south side adjacent to the single family residential.
- The applicant has revised plans to align more closely with the Maitland West Side special district, for building layout and placement.
- The multi-family building was shifted to the north, approximately 158 feet from the southern property line, providing increased buffering for the single family residence on the site.

B. **CONSISTENCY**

Section		
(j) LOS - 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' • Fire and Police Service- Provided by City -Within 1.5 miles of Fire Station #47 and the Police Department on Fennell Street. • Solid Waste – Waste Pro • Water and Sewer – Supplied by Orange County (Capacity Letter to be supplied at Site Plan Review) • Stormwater -This criteria can be met through adherence to the conditions of approval. • Environmental - No protected wildlife species were noted on the site. Wetlands were permitted for impact by SJRWMD and the Army Corp of Engineers and mitigation purchased. • Parks –Impact Fees are required per unit at the time of building permit. Fennell Park is located approximately one mile from the site.		
(o) Incentives (Off Site Credits) N/A		
(p) Mobility – Pedestrian circulation has been provided throughout the site, on Albemarle Road and connecting to Lot 1 of Maitland West.		
Mobility Fees – Due at Building Permit.		
1. (q) Utilities Whether the existing or proposed utility services and transportation systems are adequate for the proposed development; whether all adopted levels of service have been or will be adequately met; Water/Sewer: Stormwater/Drainage: Environmental: Transportation – See LOS above and COA #4. Requiring construction details for Summit Centre Way, calculations, and site work be completed prior to next submittal (SITE PLAN). The criteria can be met through adherence to conditions provided in this report.		
(r) Consistency -Whether the proposed development plan is consistent with the comprehensive development plan.		
The project is consistent with the CDP subject to compliance with <u>Conditions</u> listed within this report.		

TRANSPORTATION		
ACCESS	Road	Designation
PRIMARY	SR 434, Summit Centre Way	State-Arterial, City-local
SECONDARY	Albemarle Roads	County-local
OTHER	SR 414	State-Principal Arterial
OTHER ITEMS TO ADDRESS	Transportation: LOS Note Condition of approval #4 , for the functioning of Summit Centre Way.	
TRAFFIC STUDY	Traffic Impact Analysis, Michael R. Wood P.E. Kimley-Horn and Associates, Inc. for MWAD Phase II for the Maitland West PD Amendment	

(h) GENERAL COMPATIBILITY WITH ADJACENT AND SURROUNDING AREA

	USE	LAND USE	ZONING
N	The Tiffany (Lot 1 of Maitland West) Apartments	Employment Center	PD
E	Conservation Tract	Private Conservation	PD
S	Whispering Pine Estates 1 st Addition (SF	LDR	(SF) A-1
W	Bella Terra Condominium (MF)	MDR	PD

The proposed multi-family development project is in character with the surrounding uses. The approved Maitland West PD includes conditions to ensure that the adjacent residential developments will be buffered to mitigate future development scenarios. The buffer along the south has been increased in depth and planting to offer additional screening; and the building has been moved and is proposed at 158 feet+/- from the southern property line. Buffering adjacent to Bella Terra includes sidewalk, street trees, street lights on the east side of Albemarle Road, providing continuity with the streetscape provided on the west side of the street.

CONDITIONS OF APPROVAL

1. There are currently two (2) different floodplains impacted with the proposed site improvements. One is a previous sinkhole along the northern limits that was modified as part of the apartments to the north. The other is the wetland area to the east with a previously approved flood elevation of 90' NGVD (89' NAVD). Any impacts to the floodplains will require mitigation/compensation.
2. Any underground floodplain compensating storage must be a free flowing design, such as a vault or elevated structure.
3. Signed and sealed documentation must be provided for plans reviewed and calculations provided.
4. Documentation for Summit Centre Way Roadway submitted is a conceptual design. Construction details and calculations shall be submitted and approved by the City prior to Site Plan approval. Site work shall be completed or bonded prior to approval/issuance of the site construction permit and no certificate of occupancies shall be issued prior to the certificate of completion for Summit Centre Way.

5. The minimum open space of 30% is required for the PD and must be maintained for the planned development.
6. A minimum permeable surface of of 30% is required for the PD and must be maintained for the planned development.
7. Applicant shall provide a notarized authorization/consent from the new owner of Lot 3, authorizing Lot 2 to be included in the PD amendment. The new Lot 3 owner must acknowledge that items such as permeable surface, open space etc., required as part of the overall PD, will be supplied on Lot 3, if not met on Lots 1 and 2.
8. Applicant shall submit a master sign package and sign lighting plan to be reviewed at site plan approval.
9. OCPS –Per OCPS the project will be subject to concurrency review prior to site plan approval.
10. The following outstanding comments shall be submitted for review demonstrating compliance prior to site plan approval.
 - The stormwater report submitted is preliminary in nature and does not have sufficient information to completely review. While no grading information is provided there are concerns with the design. Based on the node maximum condition results the peak stage in pond 2, the pond serving Albemarle Road, is 91.29'. Based on the pre-development basin map the inlets in Albemarle Road seem to be less than 90'. Additional grading information is needed to demonstrate the road does not flood.

On page 27 and 29 of the report, the table indicates "Wet detention calculations". It is believed this is a typo due to the other submittal information. Wet detention cannot be used for an underground system. Please confirm or clarify.

The Post Development CN is 36 for A soils and 79 for D soils. Please explain where this comes from as these values do not correlate to the urban land table of TR 55. For Pre-development the same CN values are used and could correlate to a woods in fair condition cover. Please explain where the CN values come from. It would be expected that different CN be used between the pre and post conditions.

Additional information is needed at Site Plan Review demonstrating groundwater levels and infiltration rates.



Dan Matthys, AICP, CPM
Development Review Committee

12/26/21
Date

SITE PLAN

1. Please be more specific about materials used for the building when submitting for the site plan review. Items such as *simulated timber material* was used in the elevations as a description and is not descriptive of materials used.
2. Many trees are within the buffer are deciduous. Losing their leaves will leave the buffer area without required screening. Please ensure buffer trees will supply year round screening.
3. As the buffer trees are planted in the area of the street trees, please provide understory trees to complement the canopy trees roughly 1/3 of buffer trees to allow room for growth and screening at a variety levels.
4. Applicant will provide an agreement for maintenance of all landscaping planted within the right-of-way.
5. When submitting for site plan review, please provide separate photometric sheets, one for the street lights and one for the onsite lighting.
6. Sheet E16.03 indicates a pole height of 32 feet. Lighting shall not be higher than the poles used for the Tiffany which were 25 feet in height.
7. The joint use of the dumpster must be memorialized through an agreement between the properties involved and submitted to the City for acceptance.
8. At site plan and site permit, provide turning movements for emergency vehicles throughout the development.
9. Water and Sewer Capacity Letter from Orange County to be supplied at Site Plan Review.
10. At site plan and site permit, please provide density number, thickness of asphalt, sub-base material and BMP plan.
11. Each building or point of entry into main building should have at least one (1) access control keypad (not card or FOB) for Police emergency access/response. Keypads should be placed at access points into the building (entry/exit doors, stairwells, parking garages, etc.)
12. The monument sign shall not be internally lit.
13. The COA's shall be placed on the plan set.
14. The tree survey will be evaluated during the site plan review process.

SITE CONSTRUCTION PERMIT

1. The proposed 20' Propriety Public Easement was added to the plan sheet SP.01 Site Plan. The easement must be provided prior to Site Permit Close-Out.

ADDITIONAL INFORMATION

Preliminary Comments: Review of the sufficient application may generate additional comments not included in our preliminary comments.

1. Once a detailed design is submitted, any changes to the plan necessary to address stormwater or floodplain comments that impact conditions of the PD, could require an additional PD amendment.
2. The preliminary drainage report does not provide a complete analysis of the site. The existing pond serving Albemarle and surrounding basin has not been modeled in the report for this

project. As this pond is proposed to be removed and replaced, the stormwater analysis must include these areas in order to evaluate the proposed changes. In addition, the basin areas used in the model increase from the pre development to post development. Basin areas should be consistent to properly evaluate the proposed development. The complete stormwater permit and Site Plan Review will need to properly address these questions.

3. Once a detailed design is submitted any changes to the plan necessary to address stormwater or floodplain comments that impact conditions of the PD could require an additional PD amendment. In addition, note that the underground stormwater system is located in the flood plain and a wetland area. Applicant will need to demonstrate that the underground system will function properly in an area that is likely to have a high groundwater table and poorly draining soils. Any wetland impacts will also require wetland mitigation.
4. Sight triangles per FDOT Greenbook must be provided at Site Plan Review and Site Permit.
5. Future submittals require petition-permit number to be on cover sheet.
6. The City of Maitland has established a commercial and recycling program and requires a detailed solid waste and recycling plan to ensure compliance with the provision. Please indicate the proposed locations of the garbage and recycling dumpster enclosures.
7. Improvements located within the Utility Easement along Albemarle Road, will need approval from the utility owners (Orange County) for placement and proximity to the existing lines.
8. The explanation of how the system is intended to function is acceptable; however detailed engineering calculations will be required to ensure the system can function as designed. These calculations are to be provided at the Site Plan Review. If changes to the approved PD are necessary due to these calculations and review, than a PD Amendment may be required.
9. The elevation of 87' has been removed. Note that per section 6.55 (1) c. of the City Code, the applicant will be required to determine the base flood elevation on the site.

Attachment - P&Z Direction to Staff February 4, 2021

After discussion, a motion was made to forward the Planned Development (PD) rezoning to staff with the following direction and comments and have the application return back to P&Z following DRC's review and recommendation.

- Ensure stormwater/drainage from the site is captured.
- Ensure valid ERP permit for the project.
- Review parking ratio appropriate for Lots 1 & 2.
- Provide adequate buffering/screening for the single-family residents to the south.
- Review open space and green space requirements.
- Review effect of the proposed development traffic in the area.
- Ensure adequate traffic circulation is provided for the proposal.
- Evaluate the safety of transportation infrastructure in the area.
- Review the Bike and Pedestrian Master Plan in relation to the proposal.
- Review the status of the Forest City Road access point and Maitland Boulevard deceleration lane.
- Analyze the City of Maitland and Orange County roadways in the projected areas.
 - Monahan Road was specifically mentioned.
- Analyze whether the proposal deviates from the intent of the original Planned Development approval.
- Review compatibility with the surrounding area.
 - Analyze if the height of the development is compatible.
- Review previous approvals and apply appropriate conditions to the proposed development.
 - COA #3 from Petition 2017-03 (AZ-PD) was specifically mentioned.
 - "Each phase of development must demonstrate that it can exist as an independent unit capable of creating an environment of substantial desirability and stability."

MEETING DATE		AGENDA
January 6, 2022		Section: Old Business
Department/Office : Community Development	AGENDA REPORT	Item #: 1.

Subject:

Review of comment implementation and staff edits to draft LDC

Requested Action or Motion:

Review list of P & Z, Staff, and Workshop comments and edits made to the draft LDC and discuss any items for clarification.

Summary Explanation & Background:

The 'public hearing' draft of the LDC (and a 'redline' version showing changes made since the public workshop draft) is available for download here: <https://cityof.files.com/f/ec9ce1ceb45952ae>

Staff have been carefully tracking any edits made to the draft LDC document in a spreadsheet. The comment spreadsheet has four (4) tabs that comprehensively describes all edits made to the draft LDC document since P & Z's review of the 'Module' documents.

I. P&Z Comments (as forwarded by P & Z)

1. Comment number
2. Page Number (of Module drafts)
3. P&Z comment/requested change
4. Staff action (green – change was made, red- staff does not recommend, white – comment/question – no action necessarily needed)

II. Public Works (PW) Comments - rows highlighted in yellow are being finalized in the version enclosed in this agenda packet

1. Page number (based on [joint workshop draft](#))
2. Topic
3. Existing Text
4. Revised Text
5. Purpose of change

III. Community Development (CDD) Comments - rows highlighted in yellow are being finalized in the version enclosed in this agenda packet

1. Page number (based on [joint workshop draft](#))
2. Topic
3. Existing Text
4. Revised Text

5. Purpose of change

IV. Workshop Edits (edits made post-joint workshop)

1. Page number (based on [joint workshop draft](#))
2. Topic
3. Existing Text
4. Revised Text
5. Purpose of change

Fiscal Impact:

Exhibits:

1. MAITLAND PW and CD CODE COMMENTS ON WORKSHOP DRAFT 9_21

Commission/Board: Planning and Zoning Commission

Contact Person: Barrett Chaix 407-539-6213

Reviewed by City Attorney

P&Z Commission Combined Comments

#	PAGE	COMMENT	Staff Comments
		MODULE ONE	
1	1-2	Include "city"	Change made
2	1-2	Insert the phrase "declared by the mayor or governor"	Required by Council - can't be Mayor or Governor
3	1-7	Can we add a date of recording of these D.As/ordinances?	No directive from P&Z. Staff response - Unneccesary since they can be amended - Also these can be amended
4	3-3	In final version note when pages are intentionally left blank.	No directive from P&Z. Staff response - Noted
5	3-4	Delete lot coverage standards throughout the code and rely on impervious coverage.	Change made
6	3-4	Make sure page numbers are fixed.	Change made
7	3-6	REVISIT: Consider the issue of lake front lot partitions and the balance of access and proliferation of waterfront structures, in the context of lot width min.	Lot width measured at both road frontage and water to avoid creating multiple lakefront/lake access lots
8	3-10	Consider minimum dwelling unit width for townhouses at 20'.	Townhomes eliminated from RS-D district
9	3-12	Does increasing the height from 35' to 55' create possible problems?	No directive from P&Z. Staff response - Staff doesn't think so.
10	3-12	Address though neighborhood compatibility standards?	No directive from P&Z. Staff response - Yes
11	3-16	Why no FAR max?	No directive from P&Z. Staff response - not needed, density and dimensional standards will control FAR
12	3-16	Why is this zone so large and far from the street? Let's model to see if this is appropriate.	Reduced to provide a min. setback (build to line) of 10')
13	3-17	How does this work and affect the adjacent residential? Should this be carried forward or expanded to the entire zone?	Delete.
14	3-24	Compare adopted DM ordinance to this section. Lot coverage, height, etc? What changed between P & Z and Council?	See Staff Memo. Comment addressed in staff memo.
15	3-29	Increase the font size on graphics.	Done
16	3-33	Minimum of 12-foot.	Done
17	3-34	Add additional labels and dimensions to the graphic.	Done
18	3-34	Prohibit high-gloss or fabrics that resemble plastic. Strike 'be made of fabric'.	Staff disagrees, we are afraid of what we might get.
19	3-35	This graphic looks orphaned from i. 3 above.	Fixed
20	3-35	Use an image of a downtown urban porch.	Done
21	3-36	Find a more appropriate downtown/mixed use image.	Done
22	3-37	Can we find a more appropriate urban setting image?	Done
23	3-38	Make sure DRC (Development Review Committee) is defined prior to this use.	Done
24	3-38	Ensure that this is depicting an allowable outdoor dining fence per standards.	Done
	3-40	Where existing conditions allow (make consistent with Article 5. Sec. 1 and not conflict.) Add claritv	

25	3-40	with Article 5, Section 1 and not correctly. Add clarity that this refers to both pedestrian and vehicular access.	Done
26	3-41	Or other applicable public transit. Change LYNX to more general 'public transportation agency'.	Done
27	3-41	Make sure its consistent with Article 5.1.	Done
28	3-42	Ensure the name is consistent with adopted plan -- City of Maitland Bike and Pedestrian Master Plan, adopted September 9, 2019.	Done
29	3-42	Fix typo.	Done
30	3-43	Will this count as open space?	No directive from P&Z. Staff response - No
31	3-43	Increase background clarity of graphic. (it's difficult to see when printed)	Done
32	3-44	Add landscaping to inside of wall, to depict consistency with standards below.	Done
	3-45		
33	3-47	Image is orphaned from street wall text.	Fixed
34	3-47	Who will bear liability for public parking on private property?	No directive from P&Z. Staff response - This will be done through a public parking easement
35	3-47	Can we find a way to allow appropriate uses of sod such as vet offices and overflow parking, etc?	No directive from P&Z. Staff response - increased amount of sod permitted
36	3-48	Why do these have to be irrigated on a separate zone?	OK to delete.
37	3-49	Is this the appropriate place for this or should it be grouped with building placement and orientation on p. 3-27.?	No directive from P&Z. Staff response - Staff feels it is.
38	3-51	"roof assemblies" instead of "roofs or assemblies of roofs"	Fixed
39	3-52	Provide graphical example of 7 and 8.	Done
40	3-52	Does this pencil sketch relate to verbiage anywhere? Can labels/concepts be integrated into photo above?	Done
41	3-53	Prohibit use of EIFS.	Staff still disagrees however, after joint workshop, language was changed to prohibit EIFS except as an accent material
42	3-53	Are we narrowing or prohibiting finishes that could be very desirable?	No directive from P&Z. Staff response - Staff doesn't think so.
43	3-53	Create list of allowed accent materials? Not fully prohibit but tie limitations to quantity. such as curtain wall only as a portion of the exterior surface.	Added: Other accent materials may be approved by CD
44	3-54	stripes? (typo)	Fixed

45	3-55	Is there a definition of appurtenances somewhere?	No directive from P&Z. Staff response - Code refers to Webster's Dictionary and Planner's Dictionary if there is any confusion of any term in the LDC.
46	3-56	Concern regarding max height of monument signs for 30k sf buildings. Is this consistent with existing regulations?	No directive from P&Z. Staff response - Staff thinks as drafted is OK - maximum 12'
47	3-57	Clarify that signs are allowed to advertise businesses on the premises.	Off-site signage already prohibited.
48	3-59	Test tone of graphics for reproduction.	Done
49	3-60	Prohibit painting on windows.	Done
50	3-64 3-74	Incorporate the statement in C into A.	Done
51	3-75	<20% DRC	Staff disagrees (unanimously adopted by City Council)
52	3-79	Delete	Done
53	3-79 4-5	Rephrase and break up to be clearer.	Done
54	4-5	Change language to be more inclusive of P & Z and/or staff.	Done
55	4-6	Include reference to neighborhood compatibility standards to clarify that 6 stories is not available in the edge subdistrict.	Done
56	4-6	Consider language to clarify that 6 stories is not to be exceeded even as determined as part of the DM-PD concept plan approval.	Done
57	4-7	P in all Mixed use Districts.	Done
58	4-7	Live-work P in NC.	Done
59	4-8	P in MX	Done
60	4-8	P in MX, not in R-MF	Done
61	4-8	A	Done
62	4-9	C in MX	Done
63	4-9	P	Done
64	4-9	P	Done
65	4-10	P	Done
66	4-11	Consider use=specific standards for GAP	No directive from P&Z. Staff response - Staff doesn't feel this is necessary.
67	4-12	P	Done
68	4-13	Let's create a new use type for 'digital communications' vs. a broadcast radio/tv station. This would consist of audio or video content creation. P in Mixed-Use, Non-Res, and PD districts.	Done - digital communication is considered office use

69	4-13	Can we devise use specific standards for call center to assure adequate parking and scale for downtown and protect against negative impacts?	No directive from P&Z. Staff response - Staff feels the use including parking requirements, etc will make it very difficult for any large scale call center to locate downtown, however would permit a small or boutique center like airline reservation, etc.
70	4-13	Consider revising classification to exclude day labor?	Just need to delete footnote. - day labor deleted from title
71	4-15	Can we set use specific standards for office uses in NC to control residential scale and character but allow for some uses that serve and enhance the neighborhood?	No directive from P&Z. Staff response - currently office uses not permitted in NC
72	4-16	Limit or screen outdoor storage?	Done
73	4-16	P with use specific standards? (personal household good repair in NC)	Staff disagrees
74	4-17	P	done
75	4-20	Is this intentional?	No directive from P&Z. Staff response - Yes
76	4-24	Fix orphan	Done
77	4-25	We aren't seeing any district standards specific to grocery stores and food markets, but we agree that there should be for NC specifically. Can we get strong enough use specific standards to control for desirable outcomes.	No directive from P&Z. Staff response - staff feels neighborhood capatability standards as well as the rezoning/site plan will regulate
78	4-29	We think this should only be allowed as a PD not GAP?	done
79	4-30	Do we need to define user of these apartments better. Can we get some language to clarify who is eligible to reside there? Such as owner, office manager, security, etc.	Done
80	4-32	Athletic uses are specifically mentioned in Community Park category, and some parks do contain athletic uses.	Done
81	4-36	Let's check definition of these vis a vis Parks Master Plan. They should be consistent.	Done
82	4-41	Let's make explicit that live entertainment is allowed within definition.	Done
83	4-44	Perhaps more contemporary examples of accessory uses.	No directive from P&Z. Staff response - added uses such as Gym, shower facility for bike commuting; etc.
84	4-55	Include axe-throwing.	Done
85	4-59	Delete 'new'	Done
86	4-64	Future Land Use Map 3.1? clarify where to find in comp plan.	No directive from P&Z. Staff response - Staff thinks it's OK.
87	4-65	Does this render I Heart Radio or any other existing uses non-conforming? Is this too restrictive?	No directive from P&Z. Staff response - Staff isn't concerned because we don't believe they will expand.
88	4-65	How do we address private accessory uses that are not on the same site? Such as docks, gazebos, community kitchens, etc. use this language: "or connected by a recorded deed or approved via HOA."	No directive from P&Z. Staff response - these are done through private recorded deed and/or notes on plat

89	4-65	See above note in purpose section regarding accessory uses not on same site.	No directive from P&Z. Staff response - these are done through private recorded deed and/or notes on plat
90	4-67	Is this something we can add to? Or may we be required to or want to provide any accessible charging stations?	No directive from P&Z. Staff response - Staff doesn't feel like we need to require accessible EV stations.
91	4-67	Clarify difference with ice cream truck and other more mobile food delivery services.	No directive from P&Z. Staff response -food trucks are regulated by state (mentioned in use specific standard). Ice cream trucks are not a food truck by this definition and are permitted since they don't stay at one site for more than a transaction.
92	4-67	But it may be provided by site owner.	done
93	4-68	Add owner as responsible party.	done
94	4-67	Delete.	done
95	4-70	Delete fortunetelling.	done
96	4-70	"Limited fuel/oil" by "school or day care" bottled gas distribution is prohibited within 250'.	done
97	4-71	Reference to noise ordinance?	done
98	4-71	Except on private property.	done
99	4-77	Or as amended by the city's risk management policy.	done
100	4-77	"To ensure safety these furnishing shall be of sufficient weight and quality to stay in place during periods of high winds."	No change. Staff response = Staff thinks this would require a definition of high winds or establish standard for outdoor furniture, which would be unusual.
101	4-79	Is ace hardware compliant?	No directive from P&Z. Staff response - no, they would be deemed non-conforming
102	10-1	Clarify intent of this, is it to exclude direct broadcast from 3A below?	corrected
103	10-6	Clarify that this does not apply to city events on city property.	Correct.
104	10-7	Allow some services? knife sharpening and chair massage? How to place limitations to avoid retail flea market style events?	No directive from P&Z. Staff response - Staff feels no services allowed.
105	10-7	Limit of 2 at a time without written permission of the community development director.	done

106	10-10	We should note that descriptions of uses are listed in Section 4.2, (also include accessory and temp uses). because users may look here first for definitions of uses.	done
107	10-13	Why not just delete "when more than one-half...or above the finished grade level...where a curb has not been established."	done
108	10-13	Can we reword this for clarity. Make 2 sentences.	done
109		Can we reword this for clarity?	done
110		Misnumbered figure.	done
111	5-2	Should we at least reference this in Article 3? and elsewhere? Is there a more appropriate place to locate this?	done
112	5-3	"Intended to be impervious"? what if they have a leaking roof?	done
113	5-3	Should this include tents and awnings?	done
MODULE 2			
114	5-7	What about a change in use/occupancy type (with particular trip generation increase)? Should that trigger applicability of mobility & connectivity standards?	Yes, where applicable.
115	5-10	Spell out DRC	done
116	5-10	What's new vs. existing, public street vs. private street or driveway. This graphic could benefit from additional labeling.	done
117	5-10	Not all developments require streets. Can we adjust wording to clarify this?	done
118	5-10	What about reduced impact fees for ideal connectivity index? or a small range? So that too high of connectivity index isn't obtained?	No directive from P&Z. Staff response - We think it's fine as written. Do not believe developers will have 'too high' connectivity due to land cost. Impact fee waiving would require a DA.
119	5-10	Use generic language to refer to public transit agency.	done
120	5-12	Is recreational equipment defined? Perhaps forgot to carry forward Def. in existing code.	No directive from P&Z. Staff response - defined in CE article and through dictionary, if needed

121	5-13	Consider banning houseboats use in city.	No directive from P&Z. Staff response - Staff doesn't feel like we need to regulate houseboats.
122	5-14	Boat trailers need a tag and credential.	No directive from P&Z. Staff response - yes, they are generally tagged
123	5-14	Do we discuss front yard residential parking of boats/RE in Module 1? Front yard parking ordinance?	No directive from P&Z. Staff response - covered in code sections consistent with existing code regulations
124	5-15	Are boat ramps and materials used near water addressed elsewhere?	No directive from P&Z. Staff response - boat ramp materials not specified
125	5-16	Delete 'to the maximum extent practicable'	done
126	5-16	Re-write so that the 20 feet minimum for a designated fire access route (one-way).	done
127	5-16	Can we move subsection (2) above graphics? Or state subsection (2) of this section.	done
128	5-18	Incorporate reference to ADA requirements (with statutory reference into this table)?	done - Staff thinks its fine, because it's referenced in (3) below.
129	5-18	No double row depicted in graphics.	done
130	5-18	What about provision of oversized parking spaces? Should we require this in certain lots?	No directive from P&Z. Staff response - we don't feel it's necessary.
131	5-20	Is this necessary to be specific about parking lot drainage, and not refer to other portions of the code which refer to drainage onto adjacent property?	No directive from P&Z. Staff response - clarified language
132	5-20	Clarify if primary drive aisle is the same as access way? Or do we need to specify widths? Or refer to a figure?	clarified
133	5-20	What about Publix lot? Would a pedestrian pathway on the south side of the lot to accommodate outparcels be required in new code? Or no?	No directive from P&Z. Staff response - No, it's less than 200 spaces
134	5-20	Check for consistent terminology throughout. Walkway vs. Pathway etc. Driveway, Alleyway, etc.	done
135	5-20	Is this not always appropriate in lot of 200+ spaces?	done
136	5-22	We need to reference to or discuss EV charging stations.	Done-- added to Article 5.
137	5-23	Analysis of what changes are being proposed? How big/small are the changes?	No directive from P&Z. Staff response - current and new parking shown in PH draft - staff feels new standards align with modern codes
138	5-24	Make sure residents are calculated "in addition to" visitors.	done
139	5-24	2/du . Cannot you say 6 spaces? What about complexes of 4 (or more) triplexes?	done
140	5-25	Why not just say 7 spaces?	done
141	5-25	Consider Electric Vehicle charging stations -- does this belong in this section?	done - added to Article 5

142	5-25	Tenants change, so wherever possible we should base parking off of sq ft instead of 'doctors' or 'beds'.	Agree. Number of employees is variable.
143	5-25	Below industry standards?	No directive from P&Z. Staff response - no
144	5-27	Why is kennel higher than vet hospital?	No directive from P&Z. Staff response -Staff is OK with as is
145	5-29	Why microbrewery is higher than bars?	No directive from P&Z. Staff response - Staff is OK with as is
146	5-32	Is this too high for only take out delivery?	No directive from P&Z. Staff response - Staff is OK with as is.
147	5-35	Is this only indoor seating or both indoor/outdoor? Are we accounting for "maxed-out" outdoor dining? Should we be placing limitations on outdoor dining 'sprawl'?	No directive from P&Z. Staff response - Staff is OK with as is.
148	5-37	Given potential for group events, shouldn't this be higher than professional office, if it's doing group activities?	No directive from P&Z. Staff response will revise ordinance if this becomes a problem, but staff does not anticipate this being an issue
149	5-37	Are these way too low?!	No directive from P&Z. Staff response - Staff is OK with as is.
150	5-38	1 per 2 guests. Make sure the notations are consistent. Sometimes it's fractional and sometimes it's spelled out.	fixed
151	5-38	Consider a 'sliding scale' so less than 1:1 reduction in smaller sites and greater than 1:1 in larger sites.	No directive from P&Z. Staff response - This will most likely be self-regulating
152	5-39	Can we increase the distance?	Done - Yes, non-res can be 1250 ft. Res can be 800 ft.
153	5-48	What is the definition of tandem parking?	done
154	5-48	Explanatory note to establish goal to set parameters for schools.	done
155	5-48	May not be possible for all parcels, especially smaller constrained ones. Can developer request 'administrative adjustment' of this section? Make sure this is something eligible.	done
156	5-49	Is this for paid facilities? or where does stacking start? Where do we measure from? Conflict point/decision point/toll booth.	clarified
157	5-50	If you're using the drive aisle as a stacking lane, you need to have a way to bypass.	done
158	5-52	Can it be required for any expansion (but not alternation)?	done
159	5-52	Why an engineer?	No directive from P&Z. Staff response - may be RLA and Architect, if permitted by license and law
160	5-54	What about efforts for landscaping that doesn't require irrigation? We want to encourage use of native plants that don't require irrigation. Let's add language such as "provides resources for sustainability of the vegetation".	done

161	5-61	3-feet minimum instead of Four-feet. Consider removing tree requirements from foundation landscaping. Or an average of every 20 feet, ability to cluster.	No directive from P&Z. Change made
162	5-61	Label to show what is being depicted, show dimensions or a plan view instead of 3-d.	done
163	5-62	Consider reversing order of 'landscape buffer options' table and 'buffer types' table so that we know what the options are referred to in the table.	done
164	5-63	Is 120 shrubs a misprint? Perhaps 100 is the correct amount.	done
165	5-66	Why D, C, B, A instead of reverse? Plan view as well in image.	fixed
166	5-67	Recheck to match text above.	Also missing % sign in table.
167	5-78	Exceptions for neighborhood commercial? Within 100 ft of Trad Neighborhood?	done
168	5-89	St. Augustine is required by many HOAs. Non-residential sites with deep landscape buffer may have an effective use of sod.	done - Limit non-residential sod to 20%?
169	5-100	Graphic for sight triangle?	No directive from P&Z. Staff response - site triangles vary based on location of stop bar, speed or road, and other factors
170	5-105	"Shall not be used to meet the requirements of this section".	done
171	5-109	Remove specific reference to FL F & W Conservation Commission.	done
172	5-115	Should we combine A and B? Add list to City website.	done
173	5-116	Use a different picture for this?	done
174	5-118	What if codes are just different or in conflict and not more/less restrictive?	No directive from P&Z. Staff response - language taken directly from florida floodplain model ordinance
175	5-121	Signed acknowledgment of receipt of information.	No directive from P&Z. Staff response - language taken directly from florida floodplain model ordinance
176	5-126	Yes include here or as appendix if it is large and detailed map.	No directive from P&Z. Staff response - LDC refers to map kept at Public Works
177	5-127	Why is this included?	No directive from P&Z. Staff response - specific language in state's model FP ordinance
178	5-128	Unless as customarily used as part of sports field (same as language above)	done
179	5-130	"Fences, walls, and associated landscaping"	done
180	5-130	Exceptions for landscaping and fountains? Can we use more specific language around brightness (coastal communities have some for turtles).	done

181	5-131	Same as comment above regarding common use of landscaping and fountains.	done - change made
	5-132		
182	5-132	Show minimum distance of 50'.	done
183	5-132	Where practicable? What if the lot does not have 150' in width?	done
184	5-133	Ensure that we define alteration.	done
185	5-134	Is there a difference between primary streets and other streets? If so, label on the graphic if the distinction is meaningful.	done - graphic revision
186	5-136	Explain what the figure is depicting OR move previous sentence after figure reference.	done - language clarified
187	5-137	All streets? Or just primary streets?	No directive from P&Z. Staff response - no change needed
188	5-138	Set a minimum depth to be considered a porch?	done - set at 8'
189	5-140	Verify that this is consistent with FBC as it concerns wind forces vs. 3' height requirement.	done
190	5-143	Require screening on all sides visible from public ROW.	done
191	5-144	Phrasing suggests this is in reference to last sentence regarding parking structures.	fixed
192	5-155	Title is 'non-residential' but applicability states 'commercial'. If synonymous, use consistent term.	fixed
193	5-160	Label 'pedestrian connections' (and an opportunity to depict any other amenities depicted)	done
194	5-160	Look at buildings with 'reveals' so that a sudden change in facade colors is not considered sufficient.	done
195	5-160	Can we regulate somehow visual clutter on ground floor retail? To prevent people using storage/back of house operations against windows. Would rather have blacked out windows than view of non-aesthetic storage space.	No directive from P & Z After discussion, no change made,
196	5-160	Connect with earlier facade section We should require 3 instead of 2.	done - change made
197	5-164	Define cool roof.	done - defined in footnote
198	6-3	We want them to plant things that are better than the environment. Mulch can be a component, but shouldn't be the focus. language around xeroscape/habitat/low water usage rather than removing lawn or turf.	done - incentivized
199	6-3	Why not silver or above get you all give 5 points, if that incorporates multi-point systems already? Also, bronze may be worth more points?	No directive from P&Z. Staff response - it is because you need to get points in both categories? No change after discussion.

200	6-7	Remove 'per month' limitation.	final draft limits to 6 days per month (to avoid sign clutter and provide a mechanism to code enforce for egregious offenders)
201	6-8	See note (instead of '3 or 6')	done
202	7-5	See note (instead of '3 or 6')	done
203	7-9	'See note'	done
204	7-9	How about 12' but not to exceed the height of the structure.	done
205	7-16	We don't need this provision.	deleted
206	11-2	Add language to clarify that setbacks apply to structures.	done
207	11-8	Refer to document by title/name	done
208		If warranted by 'green book' for local road facilities.	done
209	2-2	Community Development Director (or their designee)	done
210	2-4	Is this the legal process for adjudicating differences? Can we use negotiation instead of average of 2 appraisals?	No directive from P&Z. Staff response - this is standard regulated by state
211	2-6	Construction and design should also be included in the estimate.	No directive from P&Z. Staff response - regulated by State
212	2-6	Development Review Committee or refer to Article 2.	done
213	2-7	Double check that all definitions appear in the text at least once.	done
214	2-14	Don't we want this to be Florida Green Book?	done
		MODULE 2B	
215	2-15	Can you reorient table so its more sequential -- with staff on the left to city council on the right?	done
216	2-15	Typo: 'either'	done
217	2-16	Define or describe procedures manual.	done
218	2-17	City Charter?	done
219	2-18	An additional member may be appointed as a member of the ocsb and if appointed, they shall be a non-voting ex officio representative. Does statute specify school board or is OCPS staff more appropriate?	done
220	2-23	Change sub-head from 'written response' to something more accurate.	done
221	2-24	Clarify that staff will be present and briefly outline their role as neutral party to be there.	done in procedures manual
222	2-24	Let's remove 'encouraged' from LDC.	done
223	2-25 2-28	Keep these for community meetings.	done
224	2-34	Staff should explain the application process.	No directive from P&Z. Staff response - covered in Procedures Manual
225	2-35	Are the \$5k pass-through fee appropriate for all applications? Discuss at time of procedures manual review.	No directive from P&Z. Staff response - applicant can request reduction if approved by CM

226	2-52	State that simultaneous processing of applications is predicated on applicants request and justification.	done
227	2-65	We feel that all three methods are important and reach different audiences. Having communicated more is better than less. Public outreach is important.	done
228	2-66	"standard process" refer to code section.	done
229	2-83	ALL notice prominently on city's website and other electronic media.	done
230	2-84	, (excluding water bodies), unless there is a water body. ? Other methods to capture affected property owners on water bodies	No directive from P&Z. Staff response - Excluding water bodies is too subjective. Council has considered this issue. Staff has already researched.
231	2-84	We have questions about the implementation of this? How is this done in a P & Z? When is this triggered.?	No directive from P&Z. Staff response - we should have been doing this in the past and moving forward will do so with all QJ hearings
232	2-85	Add "one of the following"	done
233	2-90	Do we make a distinction between small-scale and large-scale amendments? If FS 163 does, and does not proscribe a process, do we need a local process for those only?	No directive from P&Z. Staff response - Yes it is regulated by FS
234	2-91	Typo	fixed
235	2-106	Florida Office of Insurance Regulation? Is this better regulatory agency?	No directive from P&Z. Staff response - yes
236		2 years from time of acceptance of road/improvement rather than subdivision, correct?	No directive from P&Z. Staff response - yes
237	2-96	Remove requirement of pitched roof? What is the intent?	Cliff recommends keeping this due to past city lawsuit.
238	2-97	Typo?	fixed
239	3-26	Is it appropriate for staff to be denying docks based on impairing visibility of neighboring property owners? check with legal?	Cliff recommends keeping this due to past city lawsuit.
240	3-26	We need follow up written documentation in email, etc.	No directive from P&Z. Staff response - all approvals contain written documentation follow up
241	3-26	Or designee?	done
242	3-26	Should be "AND"? needs to be on govt. issued ID.	done
243	3-27	Why affidavit for this application?	No directive from P&Z. Staff response - accountability, exists in current code
MODULE 2C			
244	3-36	YES, rather than 'Up to 100%'	done
245	3-36	Reference to Article 8?	No directive from P&Z. Staff response - done
246	3-36	Should there be min max here, even if no properties currently exist in this category? Or explain with footnote why 'N/A'. Or grey out?	No directive from P&Z. Staff response - max. height added 35'
247		Clarify that there is no maximum building height.	done
248		Allow for studio apartments in RT also.	done

249		Delete 1 and 2.	done
250		Note stray dimension marks and labels	fixed
251		Spell out Development of Regional Impact.	fixed
252		This is backwards... See table.	fixed
253		Make sure to not orphan this table?	done
254		Would it be appropriate to make Large Parking Lot standards apply to 100 spaces and up, citywide?	Staff agrees.

Public Works Comments

Page	Topic	Existing Text	Revised Text
1-1	title	This code'	delete 'this code'
2-1	Other Required Approvals	MISSING PARENTHETICAL	add parenthesis
2-6	P & Z	(some)	replace with 'per section 2.5.4' (more specific reference)
2-9	DRC	(some)	replace with 'per section 2.5.4' (more specific reference)
2-10	DRC	(some)	replace with 'per section 2.5.4' (more specific reference)
2-12	PW Director	review following permits	add ability to 'combine' permits into procedures manual
2-16	Neighborhood Meeting	need time frame between neighborhood meeting and application submittal so too much time doesn't lapse	(6) application must be submitted within 6 months of neighborhood meeting or a new neighborhood meeting is required
2-45	PD procedure	Initial Council Review occurs after application submittal	Initial City Council Review is supposed to be prior to formal application, but after application fee paid.
2-50	CU review	(3)(D) - Conditional Use Permit Review Standards: 'safe and convenient'	delete 'and convenient'
2-55	Site Development and Platting	(B) 'stormwater management facilities to existing parking and loading facilities' exempt	delete - they should not be exempt
2-57	Site Development and	(2) Minor Revision - Director the	insert 'determines' (typo)
2-64	Final Sub Plat	© engineering plans...approved by the City	insert 'as applicable'
2-64	Final Sub Plat	(f) performance bond...has been provided	insert 'as applicable'
2-68	Lot Line Adj	within 21 days of the date	revise to follow the rest of the development calendar

Public Works Comments

Page	Topic	Existing Text	Revised Text
2-68	Lot Line Adj	(k) shall record...prior to issuance of building permit	revise to prior to application for building permit
2-71	Lot Split	(k) shall record...prior to issuance of building permit	revise to prior to application for building permit
2-71	Lot Split	If	lowercase 'l' (typo)
2-74	Tree removal	removal by the city or a public utility	remove 'by the city'
2-79	Waterfront Structure Permit	Notification (not applicable)	restore both sets of notifications in existing code to waterfront structure permit
2-83	Veg Removal Permit (E)	n/a	Merge vegetation removal and tree removal permits. Keep veg permit language and incorporate tree removal extra bits into it.
2-100	Admin Adjustment procedure	(E) CDD reviews the application	reviews the application -- in conjunction with PW department -- and makes a decision
2-103	Appeal procedure	30 days of receipt of notice	30 days after decision is made.
2-105	Appeal procedure	30 days of receipt of notice	30 days after decision is made.
3-10	RSF-D	lake or creek	add or canal
3-29	WS	image shows blockage	revise image
3-30	Existing Street Designations	Lucian Way	City Limits (Lucian Way)
3-30	Existing Street Designations	n/a	Edit for consistency, N, N., and North all used in same table.
3-30	Existing Street Designations	Fennel	Fennell (typo)

Public Works Comments

Page	Topic	Existing Text	Revised Text
3-31	Joint use driveways and cross-access agreements	(2) 'to the maximum extent practicable'	delete
3-31	pedestrian connectivity	(D) 'to the maximum extent practicable'	delete
3-37	WS District Street Standards	Minor	should be 'artereal'
3-32	WS District Street Standards	Turn Lanes (max	Delete, don't need
3-32	WS District Street Standards	Travel Lane width 11'	should be max 12
3-32	WS District Street Standards	Bike lane width min 4'	change to 7'
3-32	WS District Street Standards	Street tree planing area	change to 8' for both. note: size of planting area should based on type of tree.
3-33	WS District Street Standards	ROW width min max	may need to redo numbers based on changes above. We can delete maximum ROW for all.
3-36	WS district stormwater	(E) trees and shrubs shall be used to landscape the edge of the pond	delete 'the edge of the pond"
3-36	WS district stormwater	(G) 'low-impact concepts are required...unless determined infeasible by the Public Works Director'.	delete 'unless determined infeasible by the Public Works Director'.
3-44	DM standards	block length 300 - 600	330 -- 660
3-49	DM street types	(A)(2) Type II streets	add Maitland Ave due to boundary change
3-50	DM public frontage standards	(B)(1) and (2) reduction in minimum width for activity area/parkways	switch so PW approves reductions for parkways and CD approves reductions for activity area.

Public Works Comments

Page	Topic	Existing Text	Revised Text
3-51	DM street tree standards	(C) potential conflicts with regulatory road signs	add: 'and clear zone/sight triangles'.
3-51	DM street tree standards	height, crown spread	delete height, crown spread columns.
3-53	Sidewalk standards	(G) paver design patterns obtained from CDD	public works director
3-62	DM site access and circulation	(F) joint access driveways and cross-access easements	delete where feasible.
3-62	DM site access and circulation	(G) 12' for one-way	access driveway 'lane' width shall not exceed.
3-63	DM pedestrian access and circulation	(4) crosswalks are required	Insert 'marked' crosswalks
3-65	DM Parking lot perimeter screening	(G) gap in the street wall shall not...	the minimum width necessary to accommodate each lane of vehicular access and to not intrude into the sight triangle.
3-65	DM Parking lot perimeter screening	(G) gap in the street wall shall not...	1 -foot- clearance (typo)
3-79	DM stormwater design	(F) see sec. 2.9... in appendix a	just say 'Appendix A'
3-79	DM stormwater design	(G) n.a.	reflect language changes made to WS district stormwater design standards.
3-99	DMPD standards	block length 300 - 600	330 -- 660
4-33	principal use classification	(4) funeral and mortuary services...services related to the death of a human	add "or animal"
4-49	principal use classification	(2)(A)(3) hospital, ingress and egress... as determined by CDD	PW Director
4-67	accessory use standards	(C) accessory uses...shall comply with min yard standards	insert comma after LDC. "unless otherwise stated in this LDC, and except as follows".

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-3	cross-access	(B)(1) shall consist of a driveway... or two one-way...	lane width' fire access needs 20'.
5-7	sidewalks	(D)(2) no site construction inspection	replace with 'final inspection'
5-8	Traffic Impact	5.1.6 TIA - requirements in Procedures Manual	All requirements in Appendix A
5-14	Dimensional Standards for Parking Spaces	Table 5.2.4(d) - Double row	delete colum
5-18	Large Parking Lot standards	(C) spacing of 50 feet on average	delete on average
5-34	off-site parking agreement	(E) Duration minimum of 15 years	delete
5-35	parking demand study	(C)(1)within 24 months after initial cert of occupancy	change to final cert of occupancy.
5-37	valet or tandem parking agreement	(C)(4)for a minimum of 10 years	shall run with the use
5-38	Min stacking spaces	Table 5.2.6(a) - school stacking - as determined necessary by CDD	change to PW director
5-39	vehicle stacking	(B) na	Public works director may require a study to demonstrate safety of proposed stacking spaces.
5-48	Landscape	purpose of this section to provide	Insert 'is' (typo)
5-49	Landscape	(C)(3)certificate of occupancy shall not be issued	or cert of completion
5-52	Landscape Buffer Options	Table 5.3.4©(2) - Minimum Width and Screening Option 1 and Option 2	Same comment on trees, but at 20 foot width its not typically feasible to stagger two rows of trees so you may only be able to fit 3 trees per 100 linear feet.

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	This is too tight for many canopy trees, needs to be clear that understory trees can be used to meet this requirement as well. e.g. Oaks need minimum 30 feet between trees so only 6-7 trees per 100 linear feet if spaced in a triangle pattern.
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	Recommend 6 trees per 100 lf, 3 must be canopy
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	recommend 3 canopy trees per 100 lf
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	Recommend 5 trees per 100 lf, 3 must be canopy
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	120 shrubs
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	recommend 5 trees per 100 lf, 3 must be canopy
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	recommend 3 canopy trees per 100 lf

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	recommend 3 canopy trees per 100 lf
5-52	Landscape Buffer Options	Table 5.3.4©(2) -Minimum Width and Screening Option 1 and Option 2	recommend 3 canopy trees per 100 lf
5-54	Planting Standards	(4)(A) required trees shall be spaced between 10 and 30 feet on center	Should be 15 foot minimum for understory and 25 foot minimum for canopy
5-54	Planting Standards	shrubs 6 ft in height within 1 year	Should be minimum of three feet in height after the first year and 6 feet in height after the second year
5-54	Planting Standards	(4)(B) maintained at 30"	This is typically 24 inches but it can vary. It could state ...within a sight triangle shall be maintained at the maximum height allowable per the Florida Department of Transportation Design Manual (FDM).
5-55	Berm	(B)(1) 30% of raised area is planted	I would think we would want this higher, something more along the lines of 75%.
5-56	Parking lot perimeter screening	d. any portion...shall be landscaped with 1 tree for every 30 linear feet	This is too tight for most canopy trees, so should be made clear to allow for the use of intermediate trees
5-57	Alt interior landscape option	(C) na	Only intermediate trees or palms shall be planted.

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-58	Display area landscaping	(E)(1) all display areas 15' wide...	Definite display area as area for outdoor display of merchandise.
5-58	Loading area landscaping	(E)(1)(B) separated by no more than two feet between plant foliage	delete 'separated by no more than two feet between plant foliage and replace with "solid hedge at time of maturity" Some shrubs grow taller and less wide so need to be spaced tighter together.
5-59	Alt compliance for landscape	(F)(2) property owner may enter into an agreement with the city to install landscaping during up to a 5-year	agreement with the City to install the landscaping during an agreed upon period, up to five (5) years from the date of development approval, in accordance...
5-59	General Planting Standards	(G)(1)(A) Plant materials shall be chosen...	All trees and other plant material will be graded at time of final inspection.
5-59	General Planting Standards	(G)(1)(C) Use of native and drought ressitent species	tolerant instead of resistant
5-60	tree standards	Table 5.3.4(G)(3)(A) Min height and canopy spread at maturity	Delete the column from the table.
5-60	tree standards	Note 1: 3 palm trees may be used to substitute for 3 shade/canopy	should be one canopy not three
5-62	shrub standards	(4)(A)(4) shrubs planted in the front yard...shall not exceed 30 inches in height	This is typically 24 inches but it can vary. It could state ...in a sight triangle shall match the maximum height allowable per the Florida Department of Transportation Design Manual (FDM).
5-62	(6)(D) Ground cover standards	lawn grass used for landscaping	The typical term is "turf grass" instead of "lawn grass"
5-62	Ground cover standards	lawn grass used for landscaping	Typically the word "turf" would be used in this situation instead of "grass" as grass could refer to ornamental grasses as well.

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-62	Ground cover standards	lawn grass used for landscaping	Do not need the word Grass a the beginning of the sentence, just start the sentence with Sod
5-62	Ground cover standards	lawn grass used for landscaping	use the term cut instead of mowed, it refers to the height as well as the shape of the rectangle
5-62	Ground cover standards	lawn grass used for landscaping	remove reference to pieces being picked up by one end. Sod shall be neatly cut and free from any damage or breakage upon installation.
5-62	Ground cover standards	lawn grass used for landscaping	Do not need the word Grass a the beginning of the sentence, just start the sentence with Sod
5-63	Ground cover standards	lawn grass used for landscaping	Add: 7. All sod shall be laid evenly and flat. Panels shall be staggered and tight with no gaps to prevent erosion.
5-63	mulch standards	(7)(C) na	prohibit the use of Cypress mulch.
5-63	prohibited species	(8)(B) on file with the PW director	delete 'on file with the PW director and reference the Florida Exotic Pest Plant Council's (FLEPPC) most current list of invasive plant species.
5-64	sight triangle and sidewalk clearance	(h)(1) no vegetation shall be allowed...	reference engineering manual.
5-65	irrigation standards	(b)(7) to the maximum extent practicable automatic irrigation systems should be operated bt the hours of...	delete 'to the maximum extent practicable"
5-65	irrigation standards	Irrigation during these hours reduces fungus growth and loss of water...	delete sentence.
5-65	Irrigation stnadards	When a water distribution system...is available...a property owner shall connect...within 60 days	delete 'within 60 days after notification of availability by the pw director"

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-66	tree protection barriers	(3) each property owner shall designate...	at the time of application
5-66	shoreline protection	the purpose of this subsection to establish	insert is (Typo)
5-67	shoreline protection	(b)(1) appicant is resonsible for acquiring any other required permits...before engagine in shoreline alteration	before applying to permit.
5-68	shoreline alteration	A. all cleared or trimmed vegetation...	duplicative with E.
5-68	shoreline alteration	B. revegetation required	And less than 10% of the surviving plantings be invasive species.
5-68	shoreline alteration	C. littoral zones	replace CDD with PW director
5-68	shoreline alteration	F trees considered a hazard	Perhaps just refer back to a tree removal plan. If its on a residential lot then the arborist or LA letter would suffice, but would need to be obtained.
5-69	shoreline alteration	high water elevations.	reword first sentence to clearly outline requirement
5-69	NHWE	100 year flood elevation	Add footnote 2 to this column
5-69	NHWE	table	PW provided updated table
5-71	retaining walls and seawalls	(5)(B) for purposes of this section, an access corridor shall include...	add definition of 'access corridor' including maximum width.
5-71	retaining walls and seawalls	(5)(D) maximum elevation of a seawall shall not exceed	also need to comply with floodplain management code (in article 5.7)
5-71	chemicals	(6)(A) prohibited within the 25-foot setback from the waters edge	replace with NHWE

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-71	violations	(2)(B) 4-inch caliper	replace with DBH
5-70	violations	(2)(B)(1) cumulative caliper	replace with DBH
5-70	violations	(2)(B)(2) two year warranty	one year warranty
5-72	violations	caliper	replace with DBH
5-73	Wetland determination	(C) wetland determination	wetland delineation
5-73	wetland protection standards	na	Receipt of a permit from an appropriate agency... is required prior to application for a wetlands alteration permit.
5-74	wetland protection standards	setbacks...	use same language as C on page 5-68 but replacing the words waterbody/nhwe with 'delineated wetlands'.
5-80	open space set aside features	Table 5.4.4 - less than 3:1	4:1 or less steep
5-84	vegetation relocation or replacement	caliper	DBH instead of caliper
5-86	residential tree protection	purpose...	Promoting the removal of prohibited tree species.
5-86	required tree quantities	Table 5.6.3 - minimum tree coverage table	DBH instead of caliper

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-87	tree replacement	5.6.4(B) CDD	PW director
5-88	tree replacement	'based on the city's tree...provided by city staff"	delete
5-88	tree replacement	5.6.5(B)(1) violations	DBH instead of caliper
5-96	floodplain development	(h)(1) SJWMD	SJRWMD is the correct acronym.,
5-106	flood damage prevention	5.7.16 - protected water course map	available from PW
5-116	fence and wall	(B)(1) - shrubs required...one per 5 feet	three feet
5-116	fence and wall	(B)(2) substitution of understory one per three	replace "every three shrubs" with "two shrubs spaced no closer than fifteen (15) feet on center"
5-122	pedestrian lighting	(b)(1) - except near streets or x-walks	or right of way.
5-124	street lights	5.9.6 = and approved by the PW director	delete "'and approved by the PW Director".
5-126	parking standards	(3)(B) - 6 trees and 60 shrubs per 100	3 canopy and 3 intermediate
5-154	sustainable development practices	provide rain gardens	duplicative of row 2
5-154	sustainable development practices	limit turf grass to 30%	zero turf to qualify for bonus.
5-167	non-res sign standards	subdivision entrance sign	Prohibited in ROW

Public Works Comments

Page	Topic	Existing Text	Revised Text
5-171	street naming and numbering	5.15.4(A) coordinate and maintain	approve, coordinate and maintain.
6-2	Easements	6.2.1 - Appendix A	Consistency: "Appendix A: Engineering and Design Manual".
6-3	Subdivision	© - Lots must provide access, P & Z may waive	DRC may waive
6-3	Subdivision	(F) - lakefront lots ...high water mark	NHWE
6-6	Subdivision	6.3.3 Appendix A	Consistency: "Appendix A: Engineering and Design Manual".
6-6	Subdivision street trees	6.3.4(B) - Be a minim caliper...with minimum crown spread of...feet	Replace (1) with "Be in accordance with Sec.5.3.4(g)(3). Shade/canopy trees shall be used unless otherwise specified by the Community Development Director."
6-6	Subdivision street trees	(4) - be planted bt sidewalk and curb...min of 5' in width	minimum of six (6) feet in width set a minimum of four (4) feet off the back of curb and utilizing a root barrier where any hardscape is closer than four (4) feet to the base of the tree.
6-7	subdivision storm drainage	6.3.6 - Appendix A	Consistency: "Appendix A: Engineering and Design Manual".
6-7	subdivision storm drainage	(A) - The storm drainage system shall be installed...diposition of all surface water from the subdivision.	Delete first two sentences.
6-8	subdivision storm drainage	culverts or culverst	culverts or pipes (typo)
6-7	subdivision storm drainage	in accordance with the master drainage plan"	delete 'in accordance with the master drainage plan"
6-7	subdivision storm drainage	No filling or building shall be permitted within the flood plain	replace with: All development shall follow Section 5.7 for flood plain requirements.

Public Works Comments

Page	Topic	Existing Text	Revised Text
6-7	subdivision storm drainage	Where storm sewer facilities...appropriate interceptors...so that any material...will be effectiely removed...	delete
6-9	subdivision sewer and water	(C) - all single service lines shall be a minimum of one inch; all double services lines shall be...1.5 inches	unless otherwise approved by the public works director.
7-5	mobility fee determination	(C) - mobility fee administrator shall determine the mobility fee based on each separate mobility fee land use classification...	CDD
7-9	mobility fee credits	(2) - 'transportation element'	Mobility Element
7-9	mobility fee credits	7.1.8(2) - 'such as on-construction of on-site multi-use trails.'	end sentence with plan, strike 'such as on-construction of on-site MUT'.
8-5	reconstruction of non-conform structures	8.3.5 (A) and/or (B) - except for waterfront structures, if a non-conforming...	remove 'except for WF structures'
8-5	reconstruction of non-conform structures	Damage of waterfront structures up to 75% of value	Delete separate standards for WF structures.
8-5	reconstruction of non-conform structures	More Extensive Damage' of non-conform WF structures	Delete
10-22	definitions	Dedication: generic term...to easement	or right of way'
10-27	definitions	Improvements, Public	and dedicated for public use'
10-41	definitions	sight distance	and vertical'
10-48	definitions	sign, park event	End sentence after 'conduct a special event"

Public Works Comments

Page	Topic	Existing Text	Revised Text
10-55	definitions	tree clearance	define from grade, not from vehicles or pedestrian.

Community Development Comments

Page	Topic	Existing Text	Revised Text
2-2		FS citation for DA adoption process	Needs to reflect 'home rule' process in table
2-3	Table 2.2	Zoning Variance listed for DRC as "S"	Should be "R"
2-15		2.4.2©(2)(a) (4) electronic notification	Strike -- purpose of meeting is for those in the vicinity, not city-wide publicity.
2-23		15 days for CU	Standard
2-36	Text Amendment Process	2.5.1©(2)©	please reflect there is no real application submission, merely just a written request. Also (D) can be removed. Since there is no application, there is no need for sufficiency - (its just staff taking the request to Council). Also, please ensure the Figure summary above reflect the new text.
2-37		(j) 2 standard public hearings required	only one required unless required by FS 166.041
2-45	PD process	The City Council shall review the application at a quasi-judicial public hearing, or two quasi-judicial public hearings if the application proposes to rezone 10 or more contiguous acres,	The City Council shall review the application at a quasi-judicial public hearing, or two quasi-judicial public hearings if the application proposes to rezone 10 or more contiguous acres and initiated by the City,...
2-49	CU	A development order approving a conditional use permit shall automatically expire if, after beginning, the use is discontinued and not resumed for a period of one year.	A development order approving a conditional use permit shall automatically expire if the development authorized by the permit is not established or substantially commenced within two years after the date of the development order approval, unless an extension of this time period is authorized in accordance with Sec. 2.4.11(b), Lapse of Development Order. Following the establishment or substantial commencement of the authorized development, the conditional use permit shall not expire and shall run with the land.

Community Development Comments

Page	Topic	Existing Text	Revised Text
2-51	(2)(A)	(A) The City Council, at its discretion, may enter into a development agreement in accordance with the procedures and standards in Sec. 163.3220 et seq., Fla. Stat., and this section.	City Attorney (cliff) doesn't use this process, he uses home rule to state 1 hearing only, as in the DA amendment process below.
2-55	Site Plan Procedure	(B) Neighborhood Meeting Required, see Sec. 2.4.2.	not required.
2-66	Minor Subdivision	5. The preliminary plat complies with all other applicable requirements of this LDC, the City Code, and other City regulations.	changed "Preliminary Plat" to "minor subdivision plat"
2-24	Public Notification Requirements	ROW/ PE abandonment standard notice mailed and posted	don't mail or post for ROW/PE abandonment.
2-99	Allowable Administrative Adjustments	Maximum adjustment (percentage)	change all below 25% to 25%
2-103	Appeals to Council	Scheduling of public hearing (f)	Remove F. We don't need to advertise appeals
3-10	RS-D Lot Width	currently 75'	Change minimum lot width to 50'
3-24	Existing PDs in WS district	Not clear what PDs this applies to, since they would have underlying zoning of PD, not WS. I think you mean that it applies to PD zone districts within the Employment Center FLU.	Delete reference to PD as an overlay in WS
3-40	DM description	multi-family'	multifamily
4-13	Restaurant take out only and Restaruant sit down	Table has both permitted in NC. Sit down is permitted in DM and take out only is Conditional in DM. The definition of both (pg 4-32) state drive through may be allowed as accessory use	Add a use specific standard in table indicating drive through not permitted in NC or DM.
4-13	Restaurant , sit down	p in MX looks like a lowercase "p".	changed to capital "P"
4-16	Recreation Facility, Indoor	Allowed to be requested in DM-PD but not PD	Consider adding "A" to PD category

Community Development Comments

Page	Topic	Existing Text	Revised Text
4-16	Short-term rental unit	"C" in PD	Please change to "A" in PD
4-18	Personal Vehicle Sales	"C" in DM	Remove "C" - needs to be blank in DM. Add "A" in PD (not DM-PD)
4-29	Newspaper / Periodical	missing period at end of sentence	Add a period at the end of the sentence.
4-32	Eating, Drinking and Entertainment	top of page (first line)	microdistilleries is misspelled (microdistlleries)
4-36	Hotel or Motel	definition	remove last sentence regarding Bed and Breakfast.
4-37	Game Room	Game Room defintion opens the door to internet sweepstakes	Changed from Game Room to Video Arcade with revised definition to prevent internet sweepstakes
4-40	Catering Establishment	Definition of catering establishment	remove "excluding adult entertainment".
4-43	Personal Vehicle Rentals	first sentence ends with and.	add "similar vehicles".
4-71	Donation Centers	Screening Requirement reference not identified.	add 1(B) referencing screening standards
4-73	Food Dispensing Vehicle	missing period at end of sentence	Add a period at the end of (i)1(B)
4-81	Sattelite Dishes	dishes under 1 meter requires permit and not attached to building	under 1 meter, does not need permit. Over 1 meter does.
4-82	Sattelite Dishes	(5) number per lot - single family and duplex	1 per SF/duplex unless multi-family use (duplex)
5-17	Large Parking Lots	(h)	add similar language to 8(a) on pgs 3-67 (DM district) regarding "be visually and functionally segmented into smaller lots with landscape islands and strips"
5-21	Off-street parking	Several residential categories marked as n/a in DM and DM-PD but could be developed as PD.	for single-family detached - add 2/du for DM and DM-PD, 2/du for duplex.
5-24	Off-street parking	Community garden	Please add "no minimum" to DM and DM-PD

Community Development Comments

Page	Topic	Existing Text	Revised Text
5-30	EV Charging stations	2 per 35 spaces and 2 for every 75 more	Should we add language that the EV charging stations are included in the minimum required? Perhaps use same language in Rideshare and Delivery (pg 5-31)
5-41	Bicycle Parking	Short term vs. Long term	Include a breakdown of required short term vs. long term bike parking requirements. Minimum 75% shall be short term parking
5-55	Buffer Reduction	Table reduction does not match text	Wall = 50%, Berm = 25%?
5-56	Parking Lot Perimeter	(A) seems to state Opacity, but (B) seems to to be contradicting	add "site triangle" before visibility
5-62	Ground Cover Standards	Sod not allowed on non-residential sites, and only 15% on residential sites.	Non -residential sites max. 15% for active recreation or adjacent to animal use) and only 20% on residential sites
5-67	Shoreline Alteration Standards	(2)(a) and 2€ are repetative	Removed 2€
5-78	Open space table	RSF	R-MF
5-87	Payment in Leui	5.6.4©	end sentence with "as determined by the Public Works Director"
General	Undergrounding	No mention of undergrounding utilities requirement outside of subdivision regulations	Be sure to either add language or reference Code requiring all development to underground all utilities with some exceptions. Maybe copy Sectiion 6.3.5 language and add to Section 5.11.1(new #1) or perhaps just make reference to existing LDC Section 5-20.
5-115	Maximum Fence Height	Footnote 1	Can be removed since max height is 4' anyway.
5--116	Fence Materials	5.8.5(a)(6)	list vinyl fencing (residential only) under allowed materials.
5-120	Prohibited Lighting: Flashing and intermittent lighting	5.9.2©(2)	Flashing and intermittent lighting is prohibited in Signs 5.14.4(m), so there is no exception.

Community Development Comments

Page	Topic	Existing Text	Revised Text
5-119	Timing of Review (Lighting)	5.9.2(d)	Delete subdivision. Planned Development or Site Plan which ever occurs first. Building permits will be reviewed for compliance as well.
5-121	Maximum Illumination levels	5.9.4(a)	Except for street & <u>pedestrian</u> lighting, (Add pedestrian lighting to the exception)
5-121	Ball Field Lighting Height	5.9.5(a)(2)(A)	Change 75 feet in height in 5.9.4(a) to 95 feet in height,
5-129	Building Materials - Transparency	5.10.3(h)	Add a definition for Transparency or add to the end second sentence, "windows or doorway openings...." consistent with Sec. 5.11.1©(6)
5-132	Timing of Review (Design Standards)	5.11.1(3)	Revise to Site Plan then Building Permit.
5-138	Timing of Review (Design Standards)	5.11.2©	Revise to Site Plan then Building Permit.
5-142	Timing of Review (Design Standards)	5.11.3(3)	Revise to Site Plan then Building Permit.
General	General		Add (d) to 5.14.3 that states "for signs located within DM and WS, please refer to 3.3.5(19) for DM and 3.3.4(15) for WS.
General	Sign Definitions	Images for sign definitions	take out of downtown and add them to definitions if pictures are not provided from original email
162 and 165	5.14.6(b) and 5.14.6©	Do we define residential, non-residential and mixed-use for the sign code?	5.14.6(b) define 1-4 family dwelling and townhomes. 5.14.6© include multi-family here

Community Development Comments

Page	Topic	Existing Text	Revised Text
5-160	5.14.5(a)(3)	No sign shall cover architectural detailing, windows, or building ornamentation.	Use DM language regarding architectural 20(B)4)(a)
5-159	5.14.5(b)(7)	The requirement is linked to the same comment as above.	deleted (7)
5-163	5.14.6(b)(1) Table	Street/Building address: Should reference Section 5-15.5 (Residential)	verify moved over or reference in table section
5-163	5.14.6(b)(1) Table	Flag: Add max height of 20 (Residential)	add to table both residential and non residential. Add flags to permit required with max height of 40'
5-164	5.14.6(b)(1) Table		Non-commercial directional: Add max height of 4 feet unless otherwise required by engineering standards, whichever is more stringent; Add to notes " Signs message to be oriented toward vehicular facilities."
5-164	5.14.6(b)(1) Table		Non-commercial directory: Add max height of 8 feet; Add to notes " Signs message to be oriented toward pedestrian facilities."
5-166	5.14.6(c)(1) Table		Non-commercial directional: Add max height of 4 feet; Add to notes " Signs message to be oriented toward vehicular facilities."
5-166	5.14.6(c)(1) Table		Non-commercial directory: Add max height of 8 feet; Add to notes " Signs message to be oriented toward pedestrian facilities."
6-3	6.2.3(a)	Parks LOS states 5 acres per 1,000 residents	change to 10 acres per 1,000 per CDP
7-15	Impact Fee Increase	7.1.15(b) - fees shall increase	change to 'may increase' by rate of inflation.
9-3	Complaints	9.5.2	add at the end "and shall include the name and address of the complainant".
9-3	Inspections	9.5.3	add "Building Official" between CEO and CDD
10-10	Yard	10.2.3(g)	Yard is defined in (h). - move all letters up
10-11	Yard	10.2.3(i)(2) and (i)(3)	refers to subsection M, which should now be L
10-11		(1)(2)	add "e" on therefor"e"

Community Development Comments

Page	Topic	Existing Text	Revised Text
10-21 & 10-55	Commercial Vehicles	Appears twice	Appears as "Commercial Vehicles" and "Vehicles, Commercial". Please remove "Vehicles, Commercial"
	Public facility Funding	Article 7	Add reference to additional public facility funding elements for Water & Sewer (SEC. 20-2); Fire (SEC. 6-53 to 6-56); I think it is important we reference School Impact Fees as well, but the fee schedule is from OC ordinance.
Definitions	Definitions General	Signs and Sign type	Please move the following definitions to state "Signs, ... Banner, Beacon, Billboard, Canopy, Commercial Message, Copy, Flag, Holiday and Seasonal Decoration, Marquee, Menu Board, Pennant String
8-5	8.3.5	8.3.5 appeal to P & Z	No appeal to P & Z, just regular building permit and CD will apply standards.
10-8	10.2.3(a)	Areas of a lot other than a building on which solar panels are placed shall not be included in any calculation of impervious coverage.	Areas of a lot on which solar panels are placed (except when placed on a building) shall not be included in any calculation of impervious coverage.
10-15	10.3.2	Adjacent definition includes properties separated by streets, streams	properties separated by streets and streams should not be considered adjacent.

Community Development Comments

Page	Topic	Existing Text	Revised Text
10-16	Definitions General	Definition of Alter	To do construction on or renovate an existing structure other than a repair or addition. This includes any change or rearrangement that impacts the configuration or function of the exterior components of an existing building (such as exterior walls, roof structure, doors, and windows) or any enlargement to or diminution of a building or structure, whether horizontally or vertically, or the moving of a building or structure from one location to another. For purposes of Section 5.14, Signs, only, to make a change to a sign or sign structure, including but not limited to, changes in size, sign copy area to signs other than manual changeable copy signs, height, projection, illumination, shape, materials, placement, and location on a site. Altering a sign does not include ordinary maintenance, repair, or repainting of an existing sign surface provided the sign copy area is not increased.

Edits from Workshop

Page	Topic	Existing Text	Revised Text	Purpose
2-102	Administrative Adjustment 2.5.4©(3)(J)	Notification to Applicant of Decision	Add language indicating immediately affected neighbor(s) also received the notification of decision (per Section 2.4.10) which includes the appeal process outlined in 2.5.4(d)	Per Councilman Wilde supported by Council
Procedures Manual	Administrative Adjustment Application		Add in the procedures manual the application for Administrative Waiver to include a letter of no objection from the immediately affected neighbor(s)	Per Councilman Wilde supported by Council
5-115	Fence and Wall- Table 5.8.4(a)	Street, or Rear Yard (all districts)	Add Street, Street Side or Rear Yard (all districts)	Per Councilman Thomas supported by Council
10-12	Definition - Yard, Street Side		add the word "fences and" between apply only to... certain lands	Per Councilman Thomas supported by Council
5-30	EV Parking (5.2.5©)	number of required ev parking spots	consider upping the number to 2 per first 35 spaces and 2 for every additional 75 spaces and prewire 3 per first 35 and 3 for every additional 75 spaces.	Per Mayor Lowndes supported by Council
5-155	Sustainable Dev. Practices	EV charging stations - change is more than required	insert "in addition to any required spaces in Section 5.2.5©	Clarification of incentives
	West Side	Review NM and RT	Swth NM and RT reference in WS district per Tara's (consultant) comments	Fix typo (reversed NM and RT)
	3.3.5(H)2(b)(iii)	Building Awnings in downtown	No change	No change
3-73	3.3.5(17)	Permit EFIS in DM	Move to section (b) below under prohibited materials under number 10 to read "EIFS (except for architectural accents). Also, add "s" to architectrual accent in number 9	Per concerns shared by P&Z
2-99	2.5.4(b)(2) and 2.5.4©(2)	Administrative waiver threshold	No change	Council did not show concern about % threshold
4-15	Table 4.2.2 – Principal Uses	Personal or household good repair show	Remove as "P" in NC district	Council did not show concern about removing use in NC
5-163	Table 5.14.6(b)(1)	Open house signs - 6/month to "6 per month"	change to a maximum of 6 per month	doubled the days permitted in draft LDC
4-5	Principal Use Table	Dwelling Townhouse	Remove Townhouse as "P" in RSF-D	Townhouse development proved difficult in testing for RSF-D district and not as compability adjacent to Traditional Neighborhood
3-10	RSF-D Zoning		Remove the Townhouse column and remove it from purpose statement. Also add note stating "development is allowed up to the maximum density in accordance with the Comprehensive Development Plan. (similarly used in the MX district)	Townhouse development proved difficult in testing for RSF-D district.
4-8	Permitted Use Table	Clinic and laboratory	Remove "P" in GAP district	After further review, laboratory and clinic uses did not seem consistent with government arts or public district uses.
5-147	Sustainability Points	Passive Solar (Table 5.12.3)	Fix typo "5 % of building - 1.25 points" and add a 3rd metric (25%, 50% and 75% = 0.75, 1.25, 2.5 points)	Fixed typo found by consultant
9-4	Code Enforcement	Stop Work Order remedy - 9.5(d)(1)	(1) Issuance of Stop Work Order (A) Upon determining a development is in violation of this LDC, the City may issue and serve upon a responsible person or persons (see Section 9.4) a stop work order, which requires the person(s) to stop development and cease all activities at the development until the violation is remedied and the stop work order is released. (B) Upon remediation of the violation, a responsible person shall notify the City of the remediation, and within a reasonable period of time after notification, the City shall inspect the development site and determine if the violation is corrected. (C) Upon determining the violation has been remediated, the City shall release the stop work order.	Per Mayor Lowndes on recent F.S. interpretation