



**Planning and Zoning
Commission Minutes
February 4, 2021
Council Chambers
6:00 PM**



I. CALL TO ORDER/ROLL CALL

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

Present: 5 - Vice-Chair Jamie Kay Bennett, Chair Keith Holloway, Member Glen S. Jaffee, Member Matthew Lamb, Member Kathleen McIver

Remote: 0 -

Absent: 0 -

Staff present for this meeting were Dan Matthys, Community Development Director; Barrett Chaix, Senior Planner; and Harris Berns-Cadle, Planner III

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES OF PREVIOUS MEETING - OCT. 15, 2021

1. APPROVAL OF MINUTES OF PREVIOUS MEETING - OCT. 15,

RESULT: Approved

MOVER: Member, Matthew Lamb

SECONDER: Member, Kathleen McIver

AYES: Bennett, Holloway, Jaffee, Lamb, McIver

NAYS: None

IV. ELECTION OF CHAIR/VICE CHAIR

1. ELECTION OF CHAIR/VICE CHAIR

The nomination for Keith Holloway for Chair was made for 2021.

RESULT: Appointed

MOVER: Vice-Chair, Jamie Kay Bennett

SECONDER: Member, Matthew Lamb

AYES: Bennett, Holloway, Jaffee, Lamb, McIver

NAYS: **None**

The nomination for Matthew Lamb for Vice-Chair was made for 2021.

RESULT: **Appoint**

MOVER: **Member, Kathleen McIver**

SECONDER: **Member, Matthew Lamb**

AYES: **Bennett, Holloway, Glen S. Jaffee, Matthew Lamb,
Kathleen McIver**

NAYS: **None**

V. PUBLIC PERIOD

Chairman Holloway opened the Public Period for non-agenda items.

Mayor Dale McDonald came forward and presented the Volunteer of the Year Award for 2019 to Commissioner Kathleen G. McIver.

There being no one additional who wished to speak, Chairman Holloway closed the Public Period.

VI. PUBLIC HEARING

1. PUBLIC HEARING

A. COMMUNITY MEETINGS

Mr. Harris Berns-Cadle, Planner III, provided a presentation of the proposed petition 2021-01 (AZ-PD) Maitland West Lot 2 (Option - 1). Mr. Harris Berns-Cadle and Mr. Dan Matthys responded to questions from the Commission.

Chairman Holloway asked if there were any additional questions from the Commission to staff, there were none.

- Ian, representing the applicant came forward to speak on behalf of the petition.

Chairman Holloway opened the Public Hearing.

- Sherman Harris, 2410 Herbison Dr. came forward to speak on traffic safety concerns.

- Karlene Vilain, 2508 Herbison Dr. came forward to speak on traffic safety concerns.

- David Rodriguez, 2216 Herbison Dr. came forward to speak on drainage.

- Collen Lilly, (address inaudible) came forward to speak on traffic safety concerns.

- Richard Gonzalez, Bella Terra Condominiums came forward to speak on traffic

safety concerns.

Chairman Holloway asked if there were anyone else who wished to speak from the public, there being no one who wished to speak, the Public Hearing was closed and brought it back to the commission for discussion.

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."

RESULT:	Approved
MOVER:	Member, Glen S. Jaffee
SECONDER:	Member, Kathleen McIver
AYES:	Bennett, Holloway, Jaffee, Lamb, McIver
NAYS:	None

VII. DISCUSSION**1. DISCUSSION**

The commission resumed discussion of Module 2, Land Development Code update. Comments and questions were recorded and collected for a formal adoption at the conclusion of the commission's review of Module 2. Comments from the commissioners will be formalized in a vote at a future public hearing after the entire Module 2 has been reviewed by the Planning and Zoning Commission.

VIII. OLD BUSINESS

The staff notified the commission of council's approval or denial of the following:

- 1-Gem Lake PD and Site Plan
- 2-MCN Lot 2 site plan review
- 3-Curbside takeout window ordinance

IX. NEW BUSINESS

- Photos provided by Paul Herwig via email regarding baseball field lights were given out as requested.

- Three separate motions to approve online workshop minutes as follows:

A motion was made to approve previous online workshop minutes dated Oct. 1, 2020

RESULT:	Approved
MOVER:	Vice-Chair, Mathew T. Lamb
SECONDER:	Member, Glen S. Jaffee
AYES:	Bennett, Holloway, Jaffee, Lamb, McIver
NAYS:	None

A motion was made to approve previous online workshop minutes dated Nov. 5, 2020

RESULT:	Approved
MOVER:	Vice-Chair, Matthew T. Lamb
SECONDER:	Member, Glen S. Jaffee
AYES:	Bennett, Holloway, Jaffee, Lamb, McIver
NAYS:	None

A motion was made to approve previous online workshop minutes dated Jan. 20, 2021

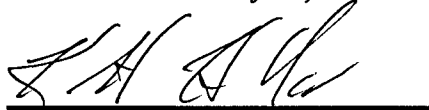
RESULT: **Approved**
MOVER: **Vice-Chair, Matthew T. Lamb**
SECONDER: **Member, Glen S. Jaffee**
AYES: **Bennett, Holloway, Jaffee, Lamb, McIver**
NAYS: **None**

X. ANY OTHER BUSINESS THE BOARD DEEMS ADVISABLE

Chairman Holloway was named Volunteer of the Year for 2020. City Council will be presenting the award on Feb. 22, 2021.

XI. ADJOURNMENT

Chairman Holloway adjourned the meeting at 9:17 PM.



Chairperson

May 27, 2021
Date



Attest

May 27, 2021
Date