Planning and Zoning Commission Minutes
October 15, 2020
Council Chambers
6:30 PM

MAITLAND

I. CALL TO ORDER

Also present were Dan Matthys, Director of Community Development, Barrett Chaix, Senior Planner, and Harris Berns-Cadle, Planner III.

II. APPROVAL OF MINUTES

1. Minutes of the Planning and Zoning Commission Workshop of September 17, 2020

1. APPROVAL OF MINUTES OF PREVIOUS MEETING

RESULT:	**Approve**
MOVER:	**Member Matthew Lamb**
SECONDER:	**Vice Chair Jamie Kay Bennett**
AYES:	**Jamie Kay Bennett, Keith Holloway, Glen S. Jaffee, Matthew Lamb, Kathleen McIver**
NAYS:	**None**

2. Minutes of the Planning and Zoning Commission Workshop of October 1, 2020

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

RESULT:	**APPROVED**
MOVER:	**Member Matthew Lamb**
SECONDER:	**Vice Chair Jamie Kay Bennett**
AYES:	**Jamie Kay Bennett, Keith Holloway, Glen S. Jaffee, Matthew Lamb, Kathleen McIver**
NAYS:	**None**

III. PUBLIC PERIOD

None

IV. PUBLIC HEARING

1. RECOMMENDATIONS

A. Specialty Takeout Dining

Dan Matthys delivered a presentation on the proposed ordinance to the Commission. Several members asked questions after the presentation concerning the size of window canopy, trip generation, bicycle pick-up, and whether the proposed use would be allowed in Downtown Maitland. Next, Chairman Holloway opened the public period. Carlos Reyna, 1200 Willowbrook Trail, asked if public wi-fi availability was included in this ordinance. Mr. Matthys said it was not.

After closing the public period, the Commission had additional discussions concerning refinement of Sec. 21.5, Article XVI, (b) a. to add more substance to define what is 'practicable' on a particular site. They, also discussed possible changes to trip generation resulting from the proposed changes, refining the graphic to add a legend and labels, applicability to carry-out only establishments, outdoor seating taking up designated parking spaces, the distinction between the proposal and 'drive-throughs' impacts on existing restaurants, signage, staff stationed outside the restaurant, and proposed specificity of buffering requirements. P & Z is requested modification of the proposal to refine the portion of Sec. 21.5, Article XVI, (b) a. so as to better delineate 'where practicable', place limitations on the size and of the allowed canopy, stipulate that outdoor seating not take up designated parking spaces, owner-operator provides signage to inform customers of the takeout dining window, and that no staff is allowed to be stationed outside.

RESULT:	**Recommend approval subject to the requested modifications**
MOVER:	**Member Matthew Lamb**
SECONDER:	**Member Glen S. Jaffee**
AYES:	**Keith Holloway, Glen S. Jaffee, Matthew Lamb, Kathleen McIver**
NAYS:	**Jamie Kay Bennett**

B. Petition# 2020-01 (AZ-PD) Gem Lake Water District Planned Development

Harris Berns-Cadle delivered staff's presentation providing details about the petition. The applicant, Dan Bellows, representing Sydgan Corporation and Gem Lake Apartments LLC next addressed the Commission regarding the history of the subject property, it's acquisition and condition, the bike-path route and future connection of downtown Winter Park and downtown Maitland. He then outlined seven requests for alteration of the petition and recommended conditions of approval. After discussing all of them, the commission, staff and applicant reached consensus that several requests were redundant or unnecessary. The rest were outlined and rephrased by a consensus between staff, the commission and the developer and the conclusion of the public hearing for modification of the recommendation for approval.

The Commission then began to discuss the proposed project and ask questions of staff and the developer. Topics of discussion included: water quality of Lake Gem and Park Lake and the resources invested by the City to improve the lakes; the importance that this development improve water quality and not detract from it: the location of boat ramps and docks; and what vegetation would be appropriate along boardwalks;

Tom Keady, representing the firm developing of the multi-family residential development portion of Phase I introduced his design team and discussed some renderings of the project.

Chairman Holloway next opened the public period. Carlos Reyna, 1200 Willowbrook Drive, spoke in favor of the project and increased recreational opportunities along the lakes.

Chairman Holloway closed the public period, and the Commisison further discussed the project with staff and the applicant, with discussion focusing on the changes requested to the petition and the recommended conditions of approval. Topics of discussion included: Whether a proposed swimming pool would go through public review; rooftop dining; whether the waiver allowing smaller unit sizing was accomplishing the provision of workforce housing,; and how parking requirements were calculated. The changes requested to the petition and the recommended conditions of approval were:

- New Modification of Sec 8-16 to allow for an enclosed dumpster location of 8' in width.
- New Waiver of Sec 8-14 (E) to allow for sand beach, not to exceed 25' in width, subject to state and regional permit.

- Addition of 'Commercial Outdoor Recreation Facility – Swimming/Diving Pool and Tennis' to list of allowed uses.
- Revise COA 21 to allow exception for commercial outdoor recreation facility lighting, which will be shut off by 9:30pm.
- Revise modification of Section 8-14 (G) to include low-level vegetation at lake-side of boardwalk instead of along the shoreline.
- Allow encroachment into the 25' wetland buffer for the proposed road redevelopment in four locations indicated on a displayed map.

Commissioner Lamb made a motion to Forward Petition 2020-01 (AZ-PD), Gem Lake Water District Planned Development to Council with a recommendation of approval, incorporating the changes recommended by this body, subject to the conditions outlined in the September 30, 2020 DRC Recommendation Report, 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 in Section 7.5-53 of the Land Development Code.

RESULT:	**Recommend approval subject to changes**
MOVER:	**Member Matthew Lamb**
SECONDER:	**Member KathLeen McIver**
AYES:	**Jamie Kay Bennett, Keith Holloway, Glen S. Jaffee, Matthew Lamb, Kathleen McIver**
NAYS:	**None**

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ANY OTHER BUSINESS THE BOARD DEEMS ADVISABLE

The board discussed the timing of in-person meetings and voted unanimously to move the starting time of in-person meetings at Maitland City Hall Council Chambers from 6:30 pm to 6:00 pm.

The board discussed the efficiency of the Land Development Code review and voted unanimously to provide comments to staff (Barrett Chaix) by noon on the Monday before the next workshop. Staff (Barrett Chaix) would then compile and recirculate the comments to all commissioners by noon on the Wednesday prior to the next workshop.

VIII. ADJOURNMENT

Chairman Holloway adjouned the meeting at at 10:00pm.

2/4/21

Chairperson Date

2/4/21

Attest Date