

**MINUTES OF THE PLANNING AND ZONING COMMISSION  
ALSO SITTING AS THE LOCAL PLANNING AGENCY AND  
THE LAND DEVELOPMENT REGULATION COMMISSION**

The regular meeting of the City of Maitland Planning and Zoning Commission, also sitting as the Local Planning Agency and the Land Development Regulation Commission, was called to order at 6:30 p.m. on Thursday, January 19, 2012, in the City Hall Council Chambers.

Members present were Chairman Edmund Hampden, Michael Dabby, Dale McDonald, and Robert Gebaide. Beth Yohe was absent. City staff members present were Sara Blanchard, Chief Planner, Verl Emrick, CRA Director, Richard Wells, Community Development Director, and Virginia Cassady, City Attorney.

**Approval of the Minutes of January 5, 2012**

The minutes were approved as submitted.

**Public Period for non-agenda items (up to 15 minutes with time limit of three minutes per person)**

Chairman Hampden opened the Public Period. There being no one who wished to speak, Chairman Hampden closed the Public Period.

**Discussion: Petition 2011-03 (AZ) Downtown Maitland Zoning District/Downtown Maitland Special District Process**

Mr. Emrick stated that the amendment will establish a table of permitted, accessory, conditional, and prohibited uses within the Downtown Maitland Zoning District (DMZD). The proposed amendment additionally creates a Downtown Maitland Special District, an overlay district intended to apply to all real property on the City's Comprehensive Development Plan Future Land Use Map designated as "Downtown Maitland."

Mr. Emrick gave an update on his meeting with Tracy Forrest, Winter Park Construction.

Virginia Cassady, City Attorney, Tracey Crowe and Pat Tyjeski, Littlejohn Engineering Associates, Inc., were present to discuss the draft documents (Version 6 dated January 11, 2012) with the Commission members.

Chairman Hampden asked if anyone from the public wished to speak.

Jennifer Tobin, Shutts & Bowen, stated she was representing Trade Street Capital which currently owns the Ravinia site. She requested that the following items be considered by the Commission: 1) The minimum living area size for the one, two, and three bedrooms is too rigid and would be prohibitive based upon current marketing conditions. 2) Decorative elements on roof structures are not fully addressed. She suggested that a provision for spires and steeples be added as these may require a height allowance. 3) The new definition of "Story" for Downtown states that there cannot be more than twenty-five feet when putting two stories together. This could be problematic as applied to a first/second story calculation especially when looking at large ground floor retail and perhaps a workspace where you might want a higher ceiling than nine foot on the second floor. She reiterated her concern that prohibition of residential on the ground floor would not allow their project to move forward.

Glen Jaffee, 391 West Trotters Drive, stated that screening should be required for properties on Circle Drive as the back of these buildings are visible from commuter rail trains and the residential properties on the other side of the railroad tracks. He stated there are properties in the Downtown District that should be limited to residential use due to the limitations on the size of the lot and the amount of parking that would be required for commercial use.

There being no one else who wished to speak, Chairman Hampden closed the public period.

The Commission members discussed the email from Butch Charlan, 201 West Horatio Avenue, regarding non-contiguous lots. Chairman Hampden asked Mr. Charlan if he would like to address the Commission.

Butch Charlan, 201 West Horatio Avenue, stated that one way to look at this situation was to test it, which he had opportunity to do as he had a client who is interested in buying two blocks which are not contiguous with a minimum threshold. He gave an overview of the scale and math involved with this issue as it relates to the City Hall and Winn Dixie/Royal Plaza sites.

Mr. Gebaide requested that Mr. Charlan work with the consultants and then submit his suggestions for non-contiguous lots to the Commission.

Ms. Blanchard read for the record Mrs. Yohe's email dated January 19, 2012.

Ms. Blanchard stated she had received an email from Andrea Flores dated January 5, 2012 which is attached for the record.

Chairman Hampden called for a recess at 9:35 p.m. and reconvened the meeting at 9:45 p.m.

Mr. Gebaide stated that Joan Randolph had remarked to him during the break that she had comments regarding landscaping. He advised her to give them to Brian Dierks so he could submit them to the Development Review Committee.

Chairman Hampden requested that Mr. Emrick ask Brian Dierks to bring Joan Randolph's comments regarding *Section 23-2.5-6 Landscaping and Screening Standards* to the January 26, 2012 Development Review Committee meeting for their review.

After discussion, the following direction was provided:

Document Entitled: **City of Maitland 2011 Revision to Zoning District Regulations to Establish Downtown Maitland Zoning District**

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#### **21-6. Schedule of district regulations adopted**

Line 17: ...subject to the following ~~minimum~~ minimum living area

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#### **21-23. Definitions**

Add a definition for: Downtown Maitland Mixed Use.

Document entitled: **Table 21-19b.1: DMZD Use Table**

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#### **Industrial Uses and Heavy Commercial**

~~Contractor Office (with onsite outdoor storage) - N~~

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#### **Office, Medical, Professional and Business Services**

~~Contractors Corporate Offices (no outside outdoor storage) - P\*~~ <sup>(delete asterisk)</sup>

Contractor Office (with onsite outdoor storage) Circle Drive Only - C\*

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\*For properties fronting Circle Drive...prevent visibility from ~~Orlando Avenue~~ public streets. ~~The storage area shall comprise no more than twenty five (25) percent of floor space and shall be conducted within a completely enclosed building.~~

Placeholder to be placed in appropriate section that will discuss assemblage of property within the Downtown core to be looked at in context of the definitions of development site plan and building site definitions to be accurate according to the Downtown Core which is defined per the FLUE Standard 3.26.4.

Document entitled: **City of Maitland 2011 Revisions to Special District Regulations to Establish Down Maitland Special District**

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### **Section 23-2.1 District Designation**

Line 23: (1) The total building floor area on a parcel is being increased by more than thirty percent (30%); or

Line 24: (2) More than fifty percent (50%) of the building floor area on a parcel is being replaced; or

Line 25: (3) There is a combination of building floor area increase and building floor area replacement exceeding fifty

Line 26: percent (50%) of the original building floor area on a parcel; or

Line 27: (4) The existing building(s) is being redeveloped and the cost of redevelopment is greater than fifty

Line 28: percent (50%) of the assessed value of the building(s) prior to the improvements.

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### **23-2.4.1 Streets**

Lines 4 and 5: ...for required routes, ~~(Lake Avenue, Packwood Avenue, Independence Lane, and Swoope Avenue).~~

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### **23-2.4.3 Parking Garages**

Line 17: ...other than parking, such as residential (where allowed as a permitted conditional use),...

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### **23-2.5.6 Landscaping and Screening Standards**

Review Brian Dierks' comments in reference to the current amendment text.

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Accept the following revisions which were highlighted in green for discussion:

Line 22: ... A minimum of five (5) shrubs per 144 square

Line 23: feet of landscape area...

Line 36: ...The use of cast stone squares to match the sidewalk is encouraged ~~required~~.

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### **23-2.8.2 Incentives Program**

Line 37: ...required open space, and pervious surface,

Line 38: parking, ~~and stormwater requirements~~. ...

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~~Lines 1-11: (i) Stormwater. The City requires the use of consolidated master stormwater ponds in the Downtown if available or feasible. The applicant may use a designated off site stormwater facility to treat some or all of the required volumes if the project is eligible for off site credits. Eligibility for off site stormwater retention credits requires that the donor site (public or private facility) be located within the property's watershed area and that a viable connection to the system is provided by the developer. The City shall execute the appropriate maintenance agreements for use of City owned regional stormwater facilities by developments based on the required retention capacities as determined by the City's Public Works Department. These required capacities and actual usage of the regional stormwater ponds by specific development projects will be verified annually by the City Public Works Department.~~

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**23-2.8.3 Bonus Program**

**(b) Bonus Criteria**

Lines 25-27: **Parking Garage.** Move this item to the first item within the list.

**Discussion: Petition 2011-04 (AZ) Zoning Amendment - Downtown Maitland Rezoning**

The second discussion topic involved the City proposal to change the zoning classification of certain properties designated on the City of Maitland 2030 Comprehensive Development Plan, Future Land Use Map Series, Map-1, as "Downtown Maitland," from PO-2 (Professional, Office), PO-3 (Professional, Office), GC (General Commercial), MORC (Mixed Office Residential, Commercial), CC (Cultural Corridor), RS-2 (Single-Family Residential) and RG-3 (Multiple Family Residential) to Downtown Maitland Zoning District (DMZD). The zoning classification for those properties zoned Planned Development (PD) and which are designated on the Future Land Use Map of the Comprehensive Development Plan as "Downtown Maitland" will not be changed.

There was no additional direction provided by the Commission concerning this item.

**Review of Council Action on Prior Items**

Ms. Blanchard reviewed the items from the January 9, 2012 City Council meeting.

**Any Other Business the Commission Deems Advisable**

There was no other business.

**Adjournment**

The meeting was adjourned at 11:40 p.m.

\_\_\_\_\_  
Edmund Hampden, Chairman

Attest:

\_\_\_\_\_  
Date \_\_\_\_\_

Attachments: Beth Yohe's email dated January 19, 2012; Andrea Flores email dated January 5, 2012; and Butch Charlan's email dated January 18, 2012