



**MEETING MINUTES
SESSION OF THE PLANNING ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, FEBRUARY 16, 2022 AT 6:00 PM**

Board Members Present: Chairman Robert Bussiere, Vice Chairman Jeffrey Wolff, **(Absent)**, Member Diana Marrero-Pinto, Member Robert Spalding, Member Jackie Espinosa, Fatima Santiago, Jason Lindsey, School Board-(Arrived at 6:20)

Staff Members Present: Craig Holland, Director, Douglas Etheredge, Assistant Director, Brenda Ryan, Planning Manager, Patricia Prevost, Planner I, Kalanit Oded, Deputy City Attorney, Yolanda Hazley, Planning Technician

1. **MEETING CALLED TO ORDER**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
3. **MINUTES**
- 3.A **PLANNING ADVISORY BOARD MINUTES APPROVAL**

Due to technical difficulties, the minutes could not be transcribed in its entirety.

ACTION: Member Spalding made a motion to approve the minutes of the December 15, 2021, Planning Advisory Board meeting. Seconded by Member Espinosa.

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	AYE
MEMBER SPALDING	AYE	Member Santiago	AYE
MEMBER ESPINOSA	AYE		

MOTION CARRIED 5-0

4. **OLD BUSINESS**
5. **NEW BUSINESS**
- 5.A **PUBLIC HEARING: CU-21-0005 - CHIPOTLE RESTAURANT AND RETAIL: CONDITIONAL USE WITH SITE PLAN (DRIVE THROUGH FACILITY)**

Planning Manager Ryan stated that this is a request for approval of a Conditional Use w/Site Plan for a drive-thru facility on approximately 2.06 acres of land with Mixed-Use

- allowed use listed as a potential conditional use allowance.
3. Compliance with 14-5-8.B, Form Based Code (FBC) standards, and Section 14-6-40 drive through development and design standards.
 4. Compliance with Section 14-3-29(G)(1)-(13) general review criteria for conditional use approval as the subject property, layout, compatibility, and public facility impacts of the project are in compliance with the Land Development Code.
 5. Compliance with Comprehensive Plan Future Land Use Element Policy 1.2.9.3, Mixed Use - Vine Street Overlay District (MU-V), intended to transform existing strip-style, highway commercial development into a connected series of mixed-use, urban scale neighborhoods and villages with diverse housing options, retail, light industrial/flex office space, and professional offices.

Staff recommends approval subject to the following 3 conditions:

1. Any additional proposed uses in Phase 2 or modifications to the approved uses of this Conditional Use approval shall be subject to the Mixed-Use Urban Corridor (T5-U) Transect Zoning uses, Form Based Code (FBC), and additional Land Development Code (LDC) standards and review(s).
2. A 5-foot wide landscape buffer shall be provided along the length of the entire drive-through facility along N. Bass Road to screen visibility to pass-by traffic.
3. A 20 foot Streetscape Zone shall be provided, consistent with the Form Based Code (FBC), along Vine Street. A 14 foot Streetscape Zone shall be provided along N. Bass Road. All sidewalks within Streetscape Zones shall be constructed and the design of the furnishing area within Streetscape Zones shall be coordinated with City Staff.

ACTION: Member Spalding made a motion for approval subject to 3 conditions. Seconded by Member Marrero-Pinto.

1. **Any additional proposed uses in Phase 2 or modifications to the approved uses of this Conditional Use approval shall be subject to the Mixed-Use Urban Corridor (T5-U) Transect Zoning uses, Form Based Code (FBC), and additional Land Development Code (LDC) standards and review(s).**
2. **A 5-foot wide landscape buffer shall be provided along the length of the entire drive-through facility along N. Bass Road to screen visibility to pass-by traffic.**
3. **A 20 foot Streetscape Zone shall be provided, consistent with the Form Based Code (FBC), along Vine Street. A 14 foot Streetscape Zone shall be provided along N. Bass Road. All sidewalks within Streetscape Zones shall be constructed and the design of the furnishing area within Streetscape Zones shall be coordinated with City Staff.**

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	AYE
MEMBER SPALDING	AYE	Member Santiago	AYE
MEMBER ESPINOSA	AYE		

MOTION CARRIED 5-0

5.B PUBLIC HEARING: AX-21-0001 HILLIARD PARK: ANNEXATION - PROPOSED ORDINANCE NO. 22-002

Planning Ryan stated that this is a request for approval of an Annexation to annex 13.52 acres. The subject property is located east of Simpson Rd, north of Hilliard Isle Road, south of Pebble Pointe Wy. & west of Cahokia Ct.

Staff recommends approval for the following reasons:

1. Compliance with Chapter 171 of the Florida Statutes as it meets all the criteria for voluntary annexation as the subject property is contiguous to the City Limits along the western and northern boundaries of the parcel. Municipal services, including water, sewer, drainage, police and fire protection are already provided to surrounding properties. The subject property is reasonably compact and will not result in the creation of enclaves if annexed.
2. Compliance with Section 14-2-12 annexation regulations outlined in the Land Development Code.

ACTION: Member Spalding made a motion for approval. Seconded by Member Marrero-Pinto

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	AYE
MEMBER SPALDING	AYE	Member Santiago	AYE
MEMBER ESPINOSA	AYE		

MOTION CARRIED 5-0

5.C PUBLIC HEARING: LUPA-21-0001 HILLIARD PARK: LAND USE AMENDMENT - SMALL SCALE - (COUNTY LDR TO CITY MF-MDR) - PROPOSED ORDINANCE NO. 22-003

Planning Manager Ryan stated that this is a request for approval of a Land Use Amendment (Small Scale) to change the Future Land Use Map designation from County-(LDR) Low Density Residential to City-(MF-MDR) Multi-Family Medium Density Residential on 13.52 acres. The subject property is located east of Simpson Rd, north of Hilliard Isle Road, south of Pebble Pointe Wy & west of Cahokia Ct.

Staff recommends approval for the following reasons:

1. Compliance with Comprehensive Plan Future Land Use Policy 1.2.1.3, Multi-Family Medium Density Residential (MF-MDR), that is intended to accommodate townhomes and multi family structures with a density of 10-20 units per acre but lesser densities may be allowed in order to protect environmentally sensitive lands or to achieve greater consistency with surrounding land uses, including mixed-uses.
2. Compliance with Transportation Element Policy, 2.2.2.3: Density Support, in that transportation infrastructure and services shall support residential, non-residential, and mixed use land uses.
3. Compliance with Land Development Code Section 14-3-26, Comprehensive Plan Text and Map Amendments, in regards to the submittal and review procedures and criteria to support an amendment.

Staff recommends approval subject to the following 1 condition:

1. Subject to City Commission approval of Hillard Park Annexation (AX-21-0001) and transmittal to the Department of Economic Opportunity (DEO).

ACTION: Member Spalding made a motion for denial based on traffic. Seconded by Chairman Marrero-Pinto.

1. **Subject to City Commission approval of Hillard Park Annexation (AX-21-0001) and transmittal to the Department of Economic Opportunity (DEO).**

CHAIRMAN BUSSIERE	NAY	Member Marrero-Pinto	NAY
MEMBER SPALDING	NAY	Member Santiago	NAY
MEMBER ESPINOSA	NAY		

MOTION CARRIED 5-0

5.D PUBLIC HEARING: ZMA-21-0002 HILLIARD PARK: ZONING MAP AMENDMENT (COUNTY E-1 TO CITY RB-1) - PROPOSED ORDINANCE NO. 22-004

Planning Manager stated that this is a request for approval of a Zoning Map Amendment to change the Zoning designation from County-(E1) Estate Development to City-(RB-1) Medium Density Residential on 13.52 acres of land. Subject property is located east of Simpson Rd, north of Hilliard Isle Road, south of Pebble Pointe Wy. & west of Cahokia Ct.

Staff recommends approval for the following reasons:

1. Compliance with the intent of the RB-1 zoning district as outlined in Section 14-4-4(D) of the Land Development Code.
2. Compliance with the allowable uses as outlined in Section 14-4-5, Table 4-1, as single family detached and townhomes are consistent and compatible with the surrounding area.
3. Compliance with the dimensional regulations for standard zoning districts as outlined in Section 14-4-6 of the Land Development Code.
4. Compliance with Comprehensive Plan Future Land Use Policy 1.2.1.3, Multi-Family Medium Density Residential (MF-MDR), that is intended to accommodate townhomes, multi family structures, and lesser densities than 10 dwelling units per acre to protect environmentally sensitive lands or to achieve greater consistency with surrounding land uses, including mixed-uses.
5. Compliance with Land Development Code Section 14-3-27, Zoning map and Land Development Code (LDC) amendments, in regards to the submittal and review procedures and criteria to support an amendment.

Staff recommends approval subject to the following 1 condition:

1. Subject to City Commission approval of Hillard Park Annexation (AX-21-0001) and Land Use Amendment (LUPA-21-0001).

ACTION: Member Spalding made a motion for approval. Seconded by Chairman Bussiere.

1. **Subject to City Commission approval of Hillard Park Annexation (AX-21-0001)**

and Land Use Amendment (LUPA-21-0001).

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	NAY
MEMBER SPALDING	AYE	Member Santiago	NAY
MEMBER ESPINOSA	NAY		

MOTION TO APPROVE THE REQUEST FAILED 2-3

5.E PUBLIC HEARING: ZMA-21-0001 MILL SLOUGH ROAD: ZONING MAP AMENDMENT (MUPUD TO CITY RC-1) - PROPOSED ORDINANCE NO. 22-001

Planning Manager Ryan stated that this is a request for approval of a Zoning Map Amendment to change the zoning designation from MUPUD (Mixed-Use Planned Unit Development) to (RC-1) Multiple-Family Medium Density Residential on 30.92 acres of land.

Staff recommends approval for the following reasons:

1. Compliance with the intent of the RC-1 zoning district as outlined in Section 14-4-4(E) of the Land Development Code.
2. Compliance with the allowable uses as outlined in Section 14-4-5, Table 4-1, as townhomes are consistent and compatible with the surrounding area.
3. Compliance with the dimensional regulations for standard zoning districts as outlined in Section 14-4-6 of the Land Development Code.
4. Compliance with Comprehensive Plan Future Land Use Policy 1.2.1.3, Multi-Family Medium Density Residential (MF-MDR), that is intended to accommodate townhomes, multi family structures, and lesser densities than 10 dwelling units per acre to protect environmentally sensitive lands or to achieve greater consistency with surrounding land uses, including mixed-uses.
5. Compliance with Land Development Code Section 14-3-27, Zoning map and Land Development Code (LDC) amendments, in regards to the submittal and review procedures and criteria to support an amendment.

ACTION: Member Spalding made a motion for approval. Seconded by Member Santiago

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	AYE
MEMBER SPALDING	AYE	Member Santiago	AYE
MEMBER ESPINOSA	AYE		

MOTION CARRIED 5-0

5.F PUBLIC HEARING: DRC#21-00092 TAPESTRY PARCEL 2, PHASES 2 & 3: PUD AMENDMENT (MULTI FAMILY APARTMENTS)

Planning Manager Ryan stated that this is a request for a approval of a (PUD) Planned Unit Development to reallocate and increase multi-family uses and phasing in Tapestry Parcel 2, Phases 2 and 3, on approximately 50.84 acres of land.

Staff recommends approval for the following reasons:

1. Compliance with Land Development Code Section 14-3-28(G), Zoning Map Amendment to Planned Unit Development, in regards to the submittal and review procedures and criteria to support PUD conceptual plan amendments.
2. Compliance with the site design regulations such as density, lot area, setbacks, building separation, height, and other general standards such as internal circulation, access and other conditions as outlined in Section 14-4-8(D)(4).
3. Compliance with Policy 1.2.10.3, Mixed Use, Tapestry (MU-T) Future Land Use Designation, intended to be developed for mixed use purposes, which may include residential uses (such as single-family detached, single family attached, condominium, short-term rental, multi-family or age restricted housing uses), commercial uses or parks and recreational uses.

Staff recommends approval subject to the following 3 conditions:

1. Development standards will comply with the Tapestry Design Guidelines of the First Amendment to the Annexation, Planning, and Development Agreement.
2. Design and architectural standards for multi family apartments must comply with the standards in the Land Development Code (LDC).
3. Final alignment and approval of access points and other site improvements shall be through the City's development review process.

ACTION: Chairman Bussiere made a motion for approval subject to 3 conditions .
Seconded by Member Marrero-Pinto.

1. **Development standards will comply with the Tapestry Design Guidelines of the First Amendment to the Annexation, Planning, and Development Agreement.**
2. **Design and architectural standards for multi family apartments must comply with the standards in the Land Development Code (LDC).**
3. **Final alignment and approval of access points and other site improvements shall be through the City's development review process.**

CHAIRMAN BUSSIERE	AYE	Member Marrero-Pinto	AYE
MEMBER SPALDING	AYE	Member Santiago	AYE
MEMBER ESPINOSA	AYE		

MOTION CARRIED 5-0

6. **DISCUSSION**
7. **HEAR CHAIRMAN AND BOARD MEMBERS**
8. **ADJOURNMENT**

Meeting adjourned at 8:15 p.m


Robert Bussiere, Chairman
Planning Advisory Board


Brenda Ryan, Planning Manager
Development Services Dept.

2/16/2022

In accordance with Florida Statute 286.0105, any person wishing to appeal any decision made by the Planning Advisory Board with respect to any matter considered at such meeting or hearing will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is made.
In accordance with Florida Statute 286.26, persons needing assistance to participate in any of these proceedings should contact the office of the City Clerk at (407) 518-2309 prior to the meeting.