

**Planning Advisory Board
Commission Chambers
City Hall
Kissimmee, Florida
Wednesday, July 1, 2020
6:00 P.M.**

MEMBERS

Robert Bussiere, Chairman
Jeff Wolff, Vice Chairman
Debra Buxton, (Absent)
Linda McCoy, (Absent)
Tom Kapp
Robert Spalding
Jackie Espinosa
Nakeisha Lyon, (School District), (Absent)

STAFF

Craig Holland, Director
Douglas Etheredge, Assistant Director
Kalanit Oded, Deputy City Attorney
Brenda Ryan, Planning Manager
Ashley Cornelison, Senior Planner
David Bridle, Planner I

Chairman Bussiere called the meeting to order at 6:14 p.m.

II Moment of silence and Pledge of Allegiance.

III Minutes

Member Spalding made a motion to approve the minutes of the June 17, 2020. Planning Advisory Board meeting. Seconded by Vice Chairman Wolff.

Chairman Bussiere	Aye	Member Spalding	Aye
Vice Chairman Wolff	Aye	Member Espinosa	Aye
Member Kapp	Aye		

Motion carried 5-0.

IIII OLD BUSINESS

IV NEW BUSINESS

A. 301 & 307 Church St, Conditional Use with Site Plan, DRC#20-024, request approval of a Conditional Use with Site Plan.

Planning Manager Ryan stated that this is a request for approval of a Conditional Use with Site Plan of a church and private school on approximately 0.52 acres. The subject property is located at 301 & 307 Church St.

Planning Manager Ryan stated that this request consists of 2 parcels with 4 existing buildings.

Planning Manager Ryan stated that currently there is not a sufficient amount of parking spaces to accommodate both the church and private school use; so this request also includes a satellite parking agreement that has been established with the property to the west owned by Osceola County to supplement the required number of spaces for the church.

Staff recommends approval for the following reasons:

1. Compliance with the intent of the Residential Professional Business (RPB) zoning district as outlined in Section 14-2-29(A) of the Land Development Code.
2. Compliance with Section 14-2-29(C)(2) as churches and private schools are listed as potential conditional use allowances.
3. Compliance with Section 14-2-206(H)(1)-(5) 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.
4. Compliance with Comprehensive Plan Transportation Circulation Element Policies 2.1.2.4, 2.2.1.1, 2.2.1.4, and 2.2.1.5 as traffic levels do not exceed the quality of service standards.

Staff recommends approval subject to the following 11 conditions:

1. The Satellite Parking Agreement will be utilized for the shortage of on-site parking for the church use only.
2. The use of satellite parking on the adjacent, off-site property is limited to Sundays only and shall not exceed 75% of the total required parking for the church use.
3. If the church and/or school uses cease to exist, a new parking analysis and determination will be required prior to the establishment of any new uses.
4. The establishment of a drop off/pick up circulation system shall be prohibited and the use of passenger van vehicles shall be the only approved mechanism implemented to transport students to and from the site.
5. Passenger van vehicles and other commercial vehicles shall not be stored or parked overnight on site.
6. Drive aisle widths shall be designed consistent with the approved Fire Department variance and incorporated into the preliminary construction plan submittal.
7. Hours and days of operation for both the church and school uses shall be provided with the preliminary construction plan submittal.
8. A final plat shall be required prior to final site development plan approval.
9. Outdoor storage is not permitted with this Conditional Use approval.

10. All signage must be reviewed and permitted through a separate building permit. Signage must be in compliance with the Downtown Community Redevelopment Area Overlay (CRAO) Design Manual standards or applicable code requirements.
11. All applicable code requirements of the City of Kissimmee Code of Ordinances shall be adhered to for any use(s) and its processes.

Member Kapp expressed concerns, will this request affect any businesses in Downtown Kissimmee that have an alcohol license.

Planner Bridle stated that the requirements for this request have been met as the church is 300 feet and the school is 500 feet from any existing building with an alcohol license.

April Fisher, Fisher Planning & Development, 6750 Bay Shore Dr. Saint Cloud, FL 34771 representing the applicant stated that they are in agreement with Staff recommendations and is available for any questions.

Member Kapp made a motion for approval subject to 11 conditions. Seconded by Member Spalding.

1. **The Satellite Parking Agreement will be utilized for the shortage of on-site parking for the church use only.**
2. **The use of satellite parking on the adjacent, off-site property is limited to Sundays only and shall not exceed 75% of the total required parking for the church use.**
3. **If the church and/or school uses cease to exist, a new parking analysis and determination will be required prior to the establishment of any new uses.**
4. **The establishment of a drop off/pick up circulation system shall be prohibited and the use of passenger van vehicles shall be the only approved mechanism implemented to transport students to and from the site.**
5. **Passenger van vehicles and other commercial vehicles shall not be stored or parked overnight on site.**
6. **Drive aisle widths shall be designed consistent with the approved Fire Department variance and incorporated into the preliminary construction plan submittal.**
7. **Hours and days of operation for both the church and school uses shall be provided with the preliminary construction plan submittal.**
8. **A final plat shall be required prior to final site development plan approval.**
9. **Outdoor storage is not permitted with this Conditional Use approval.**
10. **All signage must be reviewed and permitted through a separate building permit. Signage must be in compliance with the Downtown Community Redevelopment Area Overlay (CRAO) Design Manual standards or applicable code requirements.**

11. **All applicable code requirements of the City of Kissimmee Code of Ordinances shall be adhered to for any use(s) and its processes.**

Chairman Bussiere	Aye	Member Spalding	Aye
Vice Chairman Wolff	Aye	Member Espinosa	Aye
Member Kapp	Aye		

Motion carried 5-0.

B. Flora Ridge Parcel B-1, Buffer Waiver, DRC#20-054, request approval of a Buffer Waiver.

Planning Manager Ryan stated that this is a request for approval of a Buffer waiver from the wall buffer placement at the common property line and building façade enhancements.

Planning Manager Ryan stated that the applicant is proposing to place a 6ft high decorative masonry wall that will provide a visual buffer from the parking areas and the truck loading/unloading areas.

Planning Manger Ryan also stated that the applicant will maintain a 15ft. landscape buffer and enhanced building façade.

Staff recommends approval for the following reasons:

1. Compliance with Section 14-2-94(B)(1) of the Land Development Code as a sight barrier and sound buffer is being provided with the combination of the 6ft. wall segments, 15ft. landscape buffer, and enhanced building façade. In addition, existing residential structures are more than 100 feet from the proposed location of the north buffer and building façade that further reduces adverse noise or visual impacts and is compatible with land and water uses in the area.

Staff recommends approval subject to the following 6 conditions:

1. A minimum 6ft. decorative masonry wall segments shall be provided adjacent to the northern vehicular parking and truck court loading/unloading areas.
2. The north building façade of all buildings shall include enhanced façade treatments consistent with the building elevations included with this buffer waiver.
3. A 15ft. continuous landscape buffer shall be provided along the entire northern extent of the wall segments and building facades consisting of a 6ft. high hedge, canopy and medium canopy trees.
4. The minimum 6ft. high hedge shall be placed between the wall segments and the vehicular parking and truck court loading/unloading areas and grouped with the canopy and medium canopy trees when adjacent to a building façade.
5. Door openings shall be prohibited on the north façade of buildings in order to maintain a constant visual and noise barrier.

6. All applicable code requirements of the City of Kissimmee Code of Ordinances shall be adhered to for any proposed use(s) and its processes.

Tara Tedrow, Lowndes, Drosdick, Doster, Kantor & Reed, P.A. 215 N. Eola Dr., Orlando, FL, representing the applicant gave a presentation. Tara Tedrow agreed with staff's recommendation and conditions except to modify the condition on the doors on the north to allow for those doors if required by Code and was available for any questions.

Member Kapp asked for clarification of the 75 feet distance that is above what is required.

Assistant Director Etheredge stated that the impact of an industrial use of manufacturing and a high level of truck usage adjacent to a residential district warrants the buffer for a visual and noise barrier.

Member Spalding made a motion for approval subject to 6 conditions with an alteration to the one condition with the door. Seconded by Member Vice Chairman Wolff.

1. A minimum 6ft. decorative masonry wall segments shall be provided adjacent to the northern vehicular parking and truck court loading/unloading areas.
2. The north building façade of all buildings shall include enhanced façade treatments consistent with the building elevations included with this buffer waiver.
3. A 15ft. continuous landscape buffer shall be provided along the entire northern extent of the wall segments and building facades consisting of a 6ft. high hedge, canopy and medium canopy trees.
4. The minimum 6ft. high hedge shall be placed between the wall segments and the vehicular parking and truck court loading/unloading areas and grouped with the canopy and medium canopy trees when adjacent to a building façade.
5. Door openings shall be prohibited on the north façade of buildings in order to maintain a constant visual and noise barrier, unless required by Code.
6. All applicable code requirements of the City of Kissimmee Code of Ordinances shall be adhered to for any proposed use(s) and its processes.

Chairman Bussiere
Vice Chairman Wolff
Member Kapp

Aye
Aye
Aye

Member Spalding
Member Espinosa

Aye
Aye

Motion carried 5-0.

C. Land Development Code Text Amendment, LDC Update and Form-Based Code, DRC#20-053, request approval of LDC Update and Form-Based Code.

Senior Planner Cornelison stated that this request is for approval of a Land Development Code Text Amendment that was presented to the Planning Advisory Board in January to provide updates to the Form-Based Code and now this Amendment is moving towards adoption.

Senior Planner Cornelison stated that Staff is working with consultants from SM&E on reorganizing and updating the Land Development Code and adding a Form-Based Code Chapter which will be Chapter 5 that will replace the Vine Street Overlay and the Downtown CRA Design Manual.

Patricia Tyjeski, SM&E consultant presented the Land Development Code/Form-Based Code Amendment.

Vice Chairman Wolff asked will the City Commission vote on this January 21st.

Ms. Tyjeski stated that the City Commission will hold a public hearing and voting will take place on January 21st.

Member Kapp asked for clarification on the number of readings for this request.

Deputy City Attorney Oded stated that there would be two.

Chairman Bussiere asked for clarification is this for a recommendation to move this forward to City Commission.

Ms. Tyjeski stated yes.

Member Spalding made a motion for approval. Seconded by Member Kapp.

Chairman Bussiere	Aye	Member Spalding	Aye
Vice Chairman Wolff	Nay	Member Espinosa	Aye
Member Kapp	Aye		

Motion carried 4-1.

VI Discussion

No Discussion

VII HEARING CHAIRMAN AND BOARD MEMBERS

No Discussion

VIII ADJOURN

The Board adjourned the meeting at 7:04 p.m.



Chairman Bussiere, Chairman
Planning Advisory Board



Douglas Etheredge, Assistant Director
Development Services Dept.

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.