



**MEETING MINUTES  
SESSION OF THE PLANNING ADVISORY BOARD  
CITY OF KISSIMMEE  
CITY HALL, COMMISSION CHAMBERS  
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054  
WEDNESDAY, OCTOBER 5, 2022 AT 6:00 PM**

**Board Members Present:** Chairman Robert Bussiere, **(Absent)**, Vice Chairman Diana Marrero-Pinto, Member Robert Spalding, Member Jeff Wolff, Member Jackie Espinosa, **(Absent)**, Member Fatima Santiago, **(Absent)**, Member Melissa Thacker, School Board Member, **(Absent)**.

**Staff Members Present:** Brenda Ryan, Planning Manager Ashley Cornelison, Senior Planner, Patricia Prevost, Planner I, Kalanit Oded, Deputy City Attorney.

- 1. MEETING CALLED TO ORDER**
- 2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
- 3. MINUTES**

No minutes

- 4. OLD BUSINESS**
- 5. NEW BUSINESS**

- 5.A Public Hearing – Glitch Ordinance: LUPA-22-0005 - Proposed Ordinance 22-017  
Planner Cornelison stated that this is a request for approval of a Glitch Ordinance to correct minor errors in the LDC (Land Development Code) and revise sections that were changed in the original updated approval.

AN ORDINANCE AMENDING THE CODE OF THE CITY OF KISSIMMEE, FLORIDA CODE OF ORDINANCES TITLES; UPDATING LANGUAGE THROUGHOUT THE LAND DEVELOPMENT CODE, CHAPTER 14; MOVING A STATEMENT IN CODE OF ORDINANCES SECTION 42-48 TO SECTION 14-4-6.A.9 IN THE LAND DEVELOPMENT CODE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Staff recommends approval for the following reasons:

Chapter 14-2: Terms Defined Added a definition for Affordable Housing per recommendation from the Affordable Housing Advisory Committee. Removed the requirement for five vendors in the definition of a Special Event. This is no longer necessary in the definition.

Chapter 14-3: Development Review Boards and Procedures Edited Table 3-1 to change that LDC text amendments be reviewed by DRC. Clarified minor language and formatting.

Chapter 14-4: Zoning Edited the title of section 14-4-6 so its standards apply to all zoning districts, not just standard zoning districts. Relocated language that no residential lot shall have more than 40% of the front and side yards covered. This

was previously in another section of the Code of Ordinances. Added language requiring buildings to front a right-of-way or civic space. Increase the amount of affordable housing from ten to 20% for density bonuses. This change was made after a recommendation from the Affordable Housing Advisory Committee. Clarified minor language and formatting.

Chapter 14-5: Form-Based Code Adding churches as a permitted use (if they existed prior to August 2020) in the T5-M. Added the other portion of the Street Hierarchy Map in Figure 5-25. Added language in the Stormwater Management section per recommendations from Public Works and Engineering. Clarified minor language and formatting. Added figures to the Code.

Chapter 14-6: Standards for Accessory, Temporary, and other uses. Surrounding area with conditional use approval. Clarify language in the Accessory Dwelling Unit section. Add standards for recreational vehicles. Clarified minor language and formatting.

Chapter 14-7: Access, Circulation, and Parking Added standards for drive aisles. Edit the standards for parallel parking spaces in 14-7-24 to match the general standards. Update 14-7-31 to have vehicular access points based on street and not parcel. Clarified minor language and formatting.

Chapter 14-9: Environment Updated language throughout per recommendations from Public Works and Engineering.

Chapter 14-10: Subdivision and Site Design; Public Improvements Updated language throughout per recommendations from Public Works and Engineering. Added the breakdown of active and passive recreation, which was erroneously left out of the Code.

**ACTION:** Member Thacker made a motion to approve. Seconded by Member Spalding

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|------------------------------------|------------|-----------------------|------------|
| <b>Vice Chairman Marrero-Pinto</b> | <b>AYE</b> | <b>Member Wolff</b>   | <b>AYE</b> |
| <b>Member Spalding</b>             | <b>AYE</b> | <b>Member Thacker</b> | <b>AYE</b> |

## **MOTION CARRIED 4-0**

- 5.B Public Hearing – Car Washes in the FBC: - ZMA-22-0003 Proposed Ordinance 22-018  
Planning Cornelison stated that this is a request for approval of standards for car washes in the Form-Based Code area.

Planner Cornelison stated that there are a new set of standards for car washes to allow them within the corridor however, there are limited areas where car washes are located along with Development Standards.

Staff recommends approval for the following reasons:

1. This is a request to add car washes as a permitted use within the T5-U Transect Zone and establish development standards for car washes. The Form-Based

Code gave the unique opportunity to establish development standards that would allow a use typically not permitted within the district. The proposed standards include active uses for frontage streets, no bay doors/tunnels facing a street, and screening requirements to protect the intent of the Form-Based Code. It also includes location and noise measurement standards to protect other uses, particularly residential, from vacuum stations and similar ancillary activities.

Vice Chairman Marrero-Pinto asked in what areas the car washes permitted.

Planner Cornelison stated that car washes will be allowed in the T5-U transect zone and specifically on John Young Pkwy.

**ACTION:** Member Spalding made a motion to approve. Seconded by Member Thacker.

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| <b>Vice Chairman Marrero-Pinto</b> | <b>AYE</b> | <b>Member Wolff</b>   | <b>AYE</b> |
| <b>Member Spalding</b>             | <b>AYE</b> | <b>Member Thacker</b> | <b>AYE</b> |

**MOTION CARRIED 4-0**

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

Adjourned-6:08 p.m.



Robert Bussiere, Chairman  
Planning Advisory Board



Yolanda Hazley, Planning Technician  
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.