



**MEETING MINUTES
SESSION OF THE PLANNING ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, NOVEMBER 15, 2023 AT 6:00 PM**

1. **MEETING CALLED TO ORDER Members Present:** Board Member Fatima Santiago, Board Member Diana Marrero-Pinto, Chairman Robert Bussiere, Board Member Melissa Thacker, Board Member Alex Alemi
Staff Present: Kalanit Oded, Deputy City Attorney, Brenda Ryan, Planning Manager, Redda Chowdhry, Planner I
Members Absent: Board Member Sylvette Santos, Board Member Robert Spalding

Chairman Bussiere called the meeting to order at 06:00 PM.

2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE** After a Moment of Silence, Chairman Bussiere led the audience in the Pledge of Allegiance.
3. **MINUTES**
4. **OLD BUSINESS**
5. **NEW BUSINESS**

- 5.A Public Hearing - Conditional Use with Site Plan Waiver for an Educational Service Use for a vocational learning center - KCBS Advance Academy - CU-23-0008

Planning Manager Brenda Ryan states this is a request for approval of a conditional use with site plan waiver for an educational service use for a vocational learning center located at 3357 W Vine St. KCBS Advance Academy is for comprehensive support for children on the autistic spectrum. Provides behavioral therapy services.

Staff recommends approval for the following reasons:

1. Compliance with the intent of the Mixed Use Urban Corridor (T5-U) Zoning District as outlined in Section 14-5-4E of the Land Development Code.
2. Compliance with the intent of Section 14-5-1, Purpose of the Downtown and Vine Street Form-Based Code (FBC), to promote transient oriented design, encourage infill development, encourage and promote redevelopment on underdeveloped sites, foster a relationship between new development and existing and proposed transit stop locations and their proximity to SunRail, and implement the Downtown and Vine Street Community Redevelopment Areas (CRA) master development plans.
3. Compliance with Table 5-1, Permitted Uses, of Section 14-5-6, Site Standards, in that educational service establishments is an allowable use within the Mixed Use Urban Corridor (T5-U) Zoning District with Conditional Use approval by the Planning Advisory Board.
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 site plan waiver requirements with construction limited to the interior of an existing building; existing parking, loading,

and lighting are not impacted, and no special buffers are required.

5. Compliance with Comprehensive Plan Future Land Use Element Policy 1.2.9.3, Mixed Use - Vine (MU-V), which is intended to transform existing strip-style, highway commercial development into a connected series of mixed-use, urban scale neighborhoods connected to downtown and other community focal points. The maximum project level density shall be 40 du/ac and a maximum intensity of up to 6.0 FAR. This vision is predicated on implementing the City's adopted multimodal transportation strategy, which, for the Vine Street Corridor Community Redevelopment Agency Area promotes walking, biking, shorter auto trips, and the provision of various forms of transit.

Staff recommends approval subject to the following 7 conditions:

1. Educational service approval for the KCBS Advance Academy is limited to Suite 105 at 3357 W. Vine St. with no more than 30 students and 6 instructors for students with Autism Spectrum Disorder (ASP) only. The vocational academy cannot be expanded to another suite in the building or within any other buildings included in the Sun Plaza construction plans (DRC#89-00025).
2. The educational service vocational approval cannot be expanded or converted to a public or private primary or secondary schools consistent with Ordinance 2856.
3. No transportation vans or buses are permitted. If the vocational academy utilizes transportation vans or buses in the future, a parking and circulation plan must be submitted and approved prior to implementation on site.
4. All drive aisle must maintain a minimum of 24ft. clearance to sustain 2 way traffic throughout the Sun Plaza parcels.
5. Drop off and pick up must be conducted in a parking space and not within the drive aisles. Students must be walked into the facility by a parent or guardian.
6. A Change of Occupancy building permit is required. All compliance with the Florida Building Code will be verified through this building permit.
7. Failure to obtain a Change of Occupancy for the vocational academy will null and void this Conditional Use approval. Any new educational service use(s) will require a separate Conditional Use approval.

Director Simone Rodriguez 317 Commerce Center Drive, St Cloud, FL stated no comments at this time.

Chairman Robert Bussiere asked what ages is the school for.

Director Simone Rodriguez stated from kindergarten to 5th grade.

Board Member Diana Marrero-Pinto made a motion to Approve. Board Member Melissa Thacker seconded the motion.

AYE: Board Member Fatima Santiago, Board Member Diana Marrero-Pinto, Chairman Robert Bussiere, Board Member Melissa Thacker, Board Member Alex Alemi

NAY: None

Motion to Approve with Conditions Passed 5 – 0.

6. PUBLIC HEARINGS

7. DISCUSSION

7.A Discussion regarding the December 6th and December 20th 2023 PAB Meetings & the 2024 PAB Meeting Schedule

Planning Manager Brenda Ryan stated concerns for coverage during the holidays for the next meeting. Since there are only 3 board members available on December 6th, she will reach out to Board Member Robert Spalding. Potential quorum established for December 20th. Presented the potential 2024 Public Hearing Schedule for planning purposes.

Board Member Alex Alemi stated not available for Cycle #3 [April 3, 2024].

8. HEAR CHAIRMAN AND BOARD MEMBERS

9. ADJOURNMENT There being no further business to come before the Planning Advisory Board, Chairman Robert Bussiere adjourned the meeting at 06:17 PM.

Board Member Melissa Thacker made a motion to Adjourn. Board Member Diana Marrero-Pinto seconded the motion.

AYE: Board Member Fatima Santiago, Board Member Diana Marrero-Pinto, Chairman Robert Bussiere, Board Member Melissa Thacker, Board Member Alex Alemi

NAY: None

Motion to Adjourn Passed 5 – 0.


Board Chairman

ATTEST:


Board Secretary