



**MEETING MINUTES
SESSION OF THE PLANNING ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, AUGUST 20, 2025 AT 6:00 PM**

1. **MEETING CALLED TO ORDER Members Present:** Board Member Robert Bussiere, Board Member Diana Marrero-Pinto, Board Member Alex Alemi, Board Member Rebeca Marin, Board Member Lynda Roth
Staff Present: Brenda Ryan, Planning Manager, Kalanit Oded, Deputy City Attorney, Samia Singleton, CRA Manager, Cristian Arias, Senior Planner, Ryan Altizer, Senior Planner, Kayla Smith, Planning Technician.
Members Absent: Board Member Aaron Sabino, Board Member Yolanda Bernard

Chairman Robert Bussiere called the meeting to order at 6:00 p.m.

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**

- 3.A Approval of June 4, 2025 Planning Advisory Board Meeting Minutes

Board Member Diana Marrero-Pinto made a motion to Approve. Board Member Alex Alemi seconded the motion.

AYE: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Alemi, Board Member Marin, Board Member Roth

NAY: None

Motion to Approve Passed 5 - 0.

4. **OLD BUSINESS**

5. **NEW BUSINESS**

- 5.A Amendment to resolution 10-2020, to update the Downtown Kissimmee Community Redevelopment Agency (DKCRA) Master Redevelopment Plan.

Laura Martinez, Project Manager with Inspire Placemaking, introduced herself and her team and presented the Downtown Kissimmee Community Redevelopment Area (CRA) Plan update aimed at fostering a safe, vibrant, and welcoming environment for residents, businesses, and visitors.

Project Manager Martinez shared that the update focuses on identifying areas in need of revitalization and addressing lingering perceptions of safety, noting that more than 120 acres within the CRA remain vacant, offering opportunities for infill and positive growth.

Project Manager Martinez proposed update merges the "Connectivity" and "Public Realm" action points into a single "Unified Mobility Enhancements and Wayfinding" focus area and adds "Enhance Public Safety" as a new priority, emphasizing community policing, infrastructure improvements, and flexible design to support mixed-use

development, walkability, and alignment with the City's Comprehensive Plan and CRA mission, with final revisions to be completed before presentation to the City Commission on September 3.

Board Member Alemi expressed support for the master plan update, noting its alignment with the Comprehensive Plan and focus on creating human-scaled, walkable neighborhoods, and suggested revising the language on page 44 regarding corridor studies to reflect recent City Commission discussions reconsidering the Broadway lane reduction.

Project Manager Martinez noted that the team will take Board Member Alemi's comments into consideration prior to presenting the plan before the City Commission.

Board Member Alex Alemi made a motion to Approve. Board Member Lynda Roth seconded the motion.

AYE: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Alemi, Board Member Marin, Board Member Roth
NAY: None

Motion to Approve Passed 5 - 0.

5.B Public Hearing - Conditional Use with Site Plan to establish outdoor sales at Lechonera el Jibarito – 1985 S John Young Pkwy - CU-25-0004

Senior Planner Ryan Altizer stated this is an approval of a conditional use with site plan to establish outdoor sales from vehicles as part of a special event at Lechonera el Jibarito on approximately 1.11 acres of land with a Highway Commercial (HC) Zoning designation. The subject property is 1985 S John Young Pkwy.

Senior Planner Altizer stated the proposed conditional use creates a special event with up to six food trucks and tents operating after Lechonera El Jibarito closes at 6 p.m., with staff recommending hours of Wednesday to Sunday from 7 to 10 p.m. due to noise ordinance restrictions and nearby residential areas and with the recommended standards and conditions the event is considered compatible with the surrounding area conveniently located on a major thoroughfare and supported by City staff

Staff recommends approval subject to the following conditions:

1. The hours of operation for this special event for outdoor sales from food trucks is: Wednesday to Sunday from 7 pm to 10 pm. No outdoor sales from food trucks shall occur outside of these hours of operation.
2. This special event approval for outdoor sales from food trucks is valid for 90 days only. This Special Event must come back to the Development Review Committee (DRC) to consider a renewal, and/or different hours/days. Land Development Code Section 14-6-28.
3. No food trucks, food trailers, or other materials associated with the Special Event may be stored or parked on-site outside of the approved special event hours of operation. A parking agreement may be necessary with surrounding parcels if the parking for the special event is insufficient and poses safety hazard not deemed suitable.

4. No more than the 6 food trucks per night is permitted at this special event.
5. No more than the 6 tents with table and chairs per night is permitted at this special event.
6. The use of any public address or sound projection system shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m., and shall not project sound onto adjacent streets or residential areas, and shall comply with the noise control provisions of Chapter 22, Article II of the Code of Ordinances. No amplified sound equipment is allowed after 10 pm.
7. A copy of all applicable permits and the approved Special Event permit shall be posted on site in a prominent location during the event and shall be made available for presentation upon request. Failure to obtain proper permits and failure to comply with all applicable code requirements and the conditions of the special event shall invalidate the approval and may result in a daily fine and the forfeiture of future event dates.
8. Please be advised that the City reserves the right to limit, alter, or deny special events at any time. The City may deny a special event permit application if it is determined that the activity will adversely impact neighboring businesses or residents, impose a safety hazard, create a noise disturbance that is not appropriate for the location, place the City in a position of liability, or overextends the City's ability to provide services. The City may limit the duration of the event, including the hours of the event and the number of days it may be conducted, to minimize adverse impact caused by the activity that the City cannot manage. Also, be advised that the conditional use shall not unreasonably impact the character of the surrounding area (particularly residential areas) due to the types of activities, intensity of development, placement of facilities, or other factors. Particular attention shall be given to safety, aesthetics, noise, lightning, odors, vibration, and related impacts per LDC Section 14-3-29(F)(3).
9. Alcohol sales is strictly prohibited from being sold or consumed during the special event hours of operation.
10. Event organizers shall be responsible for any outside food vendors. For special events with food vendors, the event organizer shall: a.) Provide a list of all food vendors and verification of their Florida Department Agriculture and Consumer Services (FDACS) food permit to the City. This list must include all vendors anticipated to participate in the event, as well as a list of alternates that may be substituted in the event an individual vendor is unable to participate. Failure to comply with this requirement will result in vendors being barred from participation in the scheduled event; b.) Require each vendor to provide their own garbage bags and to keep the area around the vendor's booth clean;
11. Trash cans shall be placed throughout the event area. Immediately after the event, the applicant shall clean the site, adjacent site(s) and rights-of-way of any debris from the event.
12. Every food truck must have a current Business License with the City.

Lisandra Roman, owner of Lechonera El Jibarito at 1985 S. John Young Parkway, stated she agrees with all city conditions and supports the project but respectfully requested reconsideration of the event hours to extend from 10pm to midnight due to setup and breakdown time, and emphasizing her commitment to safety and compliance with the noise ordinance while expressing hope the event will create jobs and provide the community with diverse food options

Discussion ensued among the Board Members regarding the applicant's request to extend the event hours.

Board Member Alex Alemi made a motion to approve the request with an amendment to extend the hours of operation from 7pm-10 p.m. to 7pm-12 a.m. Board Member Diana Marrero-Pinto seconded the motion.

- 1. The hours of operation for this special event for outdoor sales from food trucks is: Wednesday to Sunday from 7 pm to 12 am. No outdoor sales from food trucks shall occur outside of these hours of operation.**
- 2. This special event approval for outdoor sales from food trucks is valid for 90 days only. This Special Event must come back to the Development Review Committee (DRC) to consider a renewal, and/or different hours/days. Land Development Code Section 14-6-28.**
- 3. No food trucks, food trailers, or other materials associated with the Special Event may be stored or parked on-site outside of the approved special event hours of operation. A parking agreement may be necessary with surrounding parcels if the parking for the special event is insufficient and poses safety hazard not deemed suitable.**
- 4. No more than the 6 food trucks per night is permitted at this special event.**
- 5. No more than the 6 tents with table and chairs per night is permitted at this special event.**
- 6. The use of any public address or sound projection system shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m., and shall not project sound onto adjacent streets or residential areas, and shall comply with the noise control provisions of Chapter 22, Article II of the Code of Ordinances. No amplified sound equipment is allowed after 10 pm.**
- 7. A copy of all applicable permits and the approved Special Event permit shall be posted on site in a prominent location during the event and shall be made available for presentation upon request. Failure to obtain proper permits and failure to comply with all applicable code requirements and the conditions of the special event shall invalidate the approval and may result in a daily fine and the forfeiture of future event dates.**
- 8. Please be advised that the City reserves the right to limit, alter, or deny special events at any time. The City may deny a special event permit application if it is determined that the activity will adversely impact neighboring businesses or residents, impose a safety hazard, create a noise disturbance that is not appropriate for the location, place the City in a position of liability, or overextends the City's ability to provide services. The City may limit the duration of the event, including the hours of the event and the number of days it may be conducted, to minimize adverse impact caused by the activity that the City cannot manage. Also, be advised that the conditional use shall not unreasonably impact the character of the surrounding area (particularly residential areas) due to the types of activities, intensity of development, placement of facilities, or other factors. Particular attention shall be given to safety, aesthetics, noise, lightning, odors, vibration, and related impacts per LDC Section 14-3-29(F)(3).**
- 9. Alcohol sales is strictly prohibited from being sold or consumed during the special event hours of operation.**

10. **Event organizers shall be responsible for any outside food vendors. For special events with food vendors, the event organizer shall: a.) Provide a list of all food vendors and verification of their Florida Department Agriculture and Consumer Services (FDACS) food permit to the City. This list must include all vendors anticipated to participate in the event, as well as a list of alternates that may be substituted in the event an individual vendor is unable to participate. Failure to comply with this requirement will result in vendors being barred from participation in the scheduled event; b.) Require each vendor to provide their own garbage bags and to keep the area around the vendor's booth clean;**
11. **Trash cans shall be placed throughout the event area. Immediately after the event, the applicant shall clean the site, adjacent site(s) and rights-of-way of any debris from the event.**
12. **Every food truck must have a current Business License with the City.**

AYE: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Alemi, Board Member Marin, Board Member Roth

NAY: None

Motion to Approve w/ Amended Condition #1 Passed 5 - 0.

5.C Public Hearing - Osceola Village Center PUD Amendment: PUD-23-0001

Senior Planner Cristian Arias stated that this item is a request for approval of a Planned Unit Development (PUD) Amendment to add self-storage facilities as a permitted use and to include regulatory language in the sign standards for the Osceola Village Center Mixed-Use Planned Unit Development (MUPUD) project. Subject property is located at 33-25-29-00U0-0012-0000.

Senior Planner Arias stated the Osceola Village Center MUPUD approved in 2019 as a 161.8-acre mixed-use development includes residential and commercial uses and the applicant is requesting to add self-storage as a permitted use and to modify the sign standards to allow 4-foot by 15-foot monument entry signs for the multi-family development therefore the PUD amendment is needed to include these updates

Staff recommends approval for the following reasons:

1. Compliance with the intent of the MUPUD zoning district as outlined in Sections 14-3-28 and 14-4-8(D) of the Land Development Code (LDC).
2. Compliance with the allowable uses as outlined in LDC Section 14-4-8(D)(3)(b) as the proposed self-storage facility use is an allowed use in the non-residential Zoning Districts, (Highway Commercial).
3. Compliance with Policy 1.2.3.2, Commercial General (CG) Future Land Use Designation, outlined in the Future Land Use Element of the Comprehensive Plan intended to accommodate office uses, general retail sales and services in highly accessible areas adjacent to major thoroughfares and transit facilities that possess the necessary location, site, and market requirements.

Planning staff and Board Members discussed the future land use designation and current regulations regarding the allowed uses within the development

Richard Wohlfarth, Planner and Engineer for Osceola Village Center, 1275 Prince Court, Lake Mary, stated the project is a true mixed-use development with residential, hospital, and retail uses and that the proposed three-story self-storage facility will complement the community, serve residents and nearby businesses, and enhance the site's overall design and functionality.

Board Member Alex Alemi made a motion to remove the Self-Storage conditional use from the Osceola Village PUD Amendment—specifically to strike Item 20 from Part A—while retaining the signage amendments. Board Member Lynda Roth seconded the motion.

AYE: Board Member Alemi, Board Member Roth

NAY: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Marin

Motion to Approve Failed 2 - 3.

Board Member Diana Marrero-Pinto made a motion to Approve. Board Member Alex Alemi seconded the motion.

- 1. Compliance with the intent of the MUPUD zoning district as outlined in Sections 14-3-28 and 14-4-8(D) of the Land Development Code (LDC).**
- 2. Compliance with the allowable uses as outlined in LDC Section 14-4-8(D)(3)(b) as the proposed self-storage facility use is an allowed use in the non-residential Zoning Districts, (Highway Commercial).**
- 3. Compliance with Policy 1.2.3.2, Commercial General (CG) Future Land Use Designation, outlined in the Future Land Use Element of the Comprehensive Plan intended to accommodate office uses, general retail sales and services in highly accessible areas adjacent to major thoroughfares and transit facilities that possess the necessary location, site, and market requirements.**

AYE: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Alemi, Board Member Marin, Board Member Roth

NAY: None

Motion to Approve Passed 5 - 0.

5.D Public Hearing - Resolution to vacate unnamed right-of-way located adjacent to 15 Church St. - ABDN-25-0002

Planning Manager Brenda Ryan stated this is a Recommendation of approval to adopt a resolution to vacate 0.1 acres, more or less, of right-of-way that has a (T4-R), and (T4-0) Zoning designations. The subject property is located at 15 Church Street.

Planning Manager Ryan stated that the 17-foot-wide alleyway established by the 1889 O'Neal and Osborn Addition Plat overlaps the existing First Presbyterian Church built in 1886 and that the proposed vacation will remove the underlying right-of-way to align property boundaries noting similar vacations were approved

in 1970 and 1996 with no objections from utility providers.

Staff recommends approval subject to the following conditions:

1. Removal of the rights-of-way or easements does not have an impact or effect on the roadway network and will result in no net loss of connectivity within the City's Multimodal Transportation District (MMTD).
2. Consistent with applicant justification; future development; emergency responses; city services; and other Land Development Code documents.
3. Compliance with Land Development Code Sections 14-3-47 Vacation and Abandonment of Rights-of-Way and Easements, procedures, requirements, and criteria for right of way and easement vacation requests.

Planning staff and Board Members discussed the possibility of a pedestrian easement and downtown master plan enhancements with Planning Manager Ryan stating there is no public interest in establishing a pedestrian easement on private property.

Bob Whidden, RJ Whidden Associates, 8 Broadway Ave, Kissimmee, FL, stated he discovered an alleyway shown through the church building due to a record error and explained the need to vacate it to prevent future ownership or insurance issues while offering an alternative easement if needed and commending city staff for their assistance.

Board Member Diana Marrero-Pinto made a motion to Approve. Board Member Lynda Roth seconded the motion.

AYE: Board Member Bussiere, Board Member Marrero-Pinto, Board Member Marin, Board Member Roth

NAY: Board Member Alemi

Motion to Approve Passed 4 - 1.

6. PUBLIC HEARINGS

7. DISCUSSION

Board Member Alex Alemi discussed adopting Rosenberg's Rules of Order in place of Robert's Rules of Order for the Planning Advisory Board.

Discussion ensued among the Board Members regarding the pros and cons of adopting Rosenberg's Rules of Order.

Board Member Alex Alemi gave public notice that at the subsequent meeting he would make a motion to adopt Rosenberg's Rules of Order.

Planning Manager Brenda Ryan expressed concern that Rosenberg's Rules of Order will not maintain consistency with other City boards, promote more public participation or provide more efficient and effective meetings.

8. HEAR CHAIRMAN AND BOARD MEMBERS

9. ADJOURNMENT

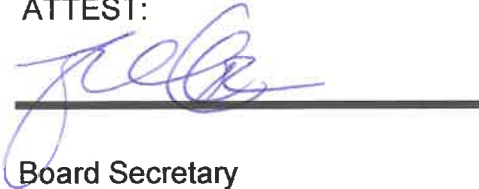
8/20/2025

There being no further business to come before the Planning Advisory Board, Chairman Robert Bussiere adjourned the meeting at 08:01PM



Board Chairman

ATTEST:



Board Secretary

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.