



Planning and Development
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PLANNING & ZONING COMMISSION

City Hall Board Room

July 17, 2024 at 10:00 AM

- I. Call to Order
- II. Roll Call with Determination of Quorum
- III. Approval of Minutes
- IV. Public participation/hearing for non-agenda items
- V. Staff Presentations
 - 1. Landscaping Workshop
 - 2. Land Development Code Update
- VI. Announcement of next scheduled meeting date
 - A. Next regularly scheduled meeting date: August 21, 2024
- VII. Adjournment

NOTICE: For purposes of Section 286.011, *Florida Statutes*, two (2) or more members of the City Council may be present at this meeting and this meeting may be considered a City Council meeting although no decision of the City Council will be made at this meeting and the City Council shall comply with the requirements of controlling State law in every respect.

NOTICE: If any person decides to appeal any decisions made at this meeting with respect to any matter considered at this meeting, such person may need a record of these proceedings. For such purpose, a person may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. The City shall not make or perfect such a record. Section 286.0105, *Florida Statutes*.

NOTICE: In accordance with the Americans with Disabilities Act ("ADA") and Florida Statutes, Section 286.26, persons with disabilities needing a reasonable accommodation to participate in a public hearing or meeting should contact the City of Mount Dora's ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 352-735-7126, ext. 1111, or by email at clerk@cityofmounddora.com.

If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955- 8770 (Voice) for assistance.



CITY OF MOUNT DORA, FLORIDA
PLANNING AND ZONING COMMISSION MINUTES

June 20, 2024

I. Call to Order

Having been duly advertised as required by law Chairman, Miles Beach called the regular meeting of the Planning and Zoning Commission to order at 10:02 a.m. on Thursday, June 20, 2024.

II. Roll Call with Determination of Quorum

Present: Miles Beach, Adrian Coombes, Tom Dring, James Homich, Barbara Tietmeyer and Harris Turner

Absent: Kris Haukoos

City Staff and Attorney: Vince Sandersfeld, Planning Director; Michele Janiszewski, Senior Planner; Ryan Winkler, Senior Planner ; Catherine Hutcheson, Administrative Coordinator; Andrew Hand, City Attorney

Presenters: Ms. Janiszewski, *Senior Planner*; Marcia Vanderkeep, *Applicant for Showtime*; Adam Sumner, *Deputy Planning Director & CRA/Code Compliance Manager*; Chris Rice, *Borrelli & Partners*;

III. Approval of Minutes

Mr. Homich, motioned to approve the meeting minutes dated April 17, 2024 & May 1, 2024. Ms. Tietmeyer, seconded the motion and the minutes were approved unanimously with a 5- 0 vote.

IV. Public participation/hearing for non-agenda items

Resident Mr. Josh Hemmingway, expressed his concerns about PUDs.

Discussion pertaining to the general review of the comp plan for the PUDS.

Resident Mr. Bob Gordon, posed the question; “What can be done to ensure the Developer/Contractor do what they say they are going to”?

Board members also shared their concerns, regarding new developers not following through on their obligations and what can be done to alleviate this issue.

Staff and board members discussed Cottages on 11th development not being completed, elevation on 441, requiring performance bonds for developments and having contractor meeting with the Planning Department to hammer out schedule with milestones/liquidated damage clauses.



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Mr. Coombes arrived to the meeting at 10:09 a.m.

Mr. Andrew Hand discussed possibilities on what can be done within the PUD agreement. Mr. Hand elaborated and stated that they aren't necessary and do not need to be in the zoning code; can be eliminated. Developer's Agreement can be done with the PUD for phasing and such (amenities required prior to phase, etc.).

Discussion on the 'English meaning' of the Land Development Code.

Conversation on the downside of eliminating PUD's, PUD pros/cons and if AMCO major deviations would be required to come back for approvals.

Discussion on tying a schedule to PUDS and future workshop for PUD definitions, discussion and etc.

Conversation on elevation complaints/concerns for Juniper MF Townhomes. Staff and board discussed requirements for replanting trees/mitigation plan. Staff stated there is an active Site Development Permit and the applicant should be submitting a second phase soon. The construction plans were approved and should be submitted.

Mr. Sandersfeld stated that if it isn't cleaned up soon, Code will be initiated.

Discussion on hierarchy of code consistencies and making sure that it's defined in plane.

Resident Mr. Frank Kerwin, expressed concerns on PUD's being automatically granted. Mr. Kerwin stated that it should be a special process and developers should not be expected to receive it. He followed up with some suggestions to make the PUD applications more agreeable for the City Boards and residents.

V. New Business

A. Request for Conditional Use Permit; Showtime Dance Studio (Project Name); 732 S. Rossiter Street (Site Address); James Balestieri Trust (Owner); Showtime USA Mount Dora (Applicant). Project No. CUP24-01.

1. Swearing in of witnesses by City Attorney
2. Ex Parte Communication regarding this item
3. Staff/Applicant presentation
4. Public Input
5. Commission deliberation and action

Ms. Janiszewski provided a brief summary of the proposed application and stated that staff recommends approval of the application as presented.



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Ms. Janiszewski clarified that this application pertains to a particular unit.

Abutting neighbor Ms. Jean Hansen, commented on the disadvantages to having a dance studio in this area. She stated that it does not fit the purpose of the complex and mentioned vandalism and traffic/parking issues.

Further discussion on parking amongst Ms. Hansen and the Board members.

Conversation on deed restrictions.

Discussion on the number of students taking the class and if the board can add restrictions. Mr. Hand stated yes and this is something that may be managed.

Applicant Marcia Vanderkeep, addressed concerns regarding the location, drop-off/pickup, number of students and etc.

Ms. Vanderkeep stated they anticipate maybe five-ten vehicles at max, as most parents will drop off and come back. They will not typically operate on the weekends and no shows/performances will be held at the studio.

Discussion on limiting the numbers of students and hours of operations.

Mr. Hand stated that it is necessary to incorporate these findings into the record.

On a motion by Mr. Homich, seconded by Mr. Coombes, the board moved to approve the Conditional Use Permit request unanimously with a 6- 0 vote, with the findings that the standards for the review have been met; with the conditions that the business hours for classes are between 5:30 p.m. -9:00 p.m. on weekdays only and the class size be restricted to twenty students.

B. Request for Site Plan; City of Mount Dora Resource & Recreation Center (Project Name); 1010 Lincoln Avenue (Site Address); City of Mount Dora (Owner); City of Mount Dora (Applicant); Neel-Schaffer, Inc. (Engineer); Borelli & Partners (Landscape Architect); Borelli & Partners (Architect); Project No. SP24-10.

1. Swearing in of witnesses by City Attorney
2. Ex Parte Communication regarding this item
3. Staff/Applicant presentation
4. Public Input
5. Commission deliberation and action

Ms. Janiszewski provided a brief summary of the proposed application and stated that staff recommends approval.



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Mr. Adam Sumner gave a brief summary of the project. He stated that there will be free internet and there has been lots of public input/community meetings.

Discussion on the front façade and the possibility of glaring on the glass front.

Mr. Sumner stated that the glass will have a glazing gloss that will alleviate this issue. He further reiterated that the Glazing on the glass helps to prevent heating and such. There is no, Long term goal to incorporate solar on the property to get us closer to LEED. Glazing mitigates the glare.

Further discussion on energy efficiency in regards to the building.

Conversation regarding the DRC comments on capacity concerns from Public Works.

Mr. Vince Sandersfeld stated that it's on the reservation comment and will be on City sewer.

Discussion on tree removal and buffers for the project. Ms. Janiszewski stated the trees are being mitigated on site.

The board and staff discussed trees in landscape islands and which trees will provide more shade.

Mr. Sumner stated that covered solar parking is planned for the parking lot; do not want to have to remove a mature live oak

Architect, Mr. Rice stated the trees along the south boundary line will be saved while some did have to be removed due to being in poor shape. He stated they are re-planting beyond what is required by code.

Discussion on irrigation on the property, Bahia grass and Florida friendly plant list.

Conversation regarding parking requirements. Ms. Janiszewski stated that requirements have been met.

Staff and board discussed the normal requirements of parking spaces for a building of this size and the requirements.

Ms. Janiszewski discussed the amount of parking spaces provided in the site plan.

Discussion on how this affects the Martin Luther King Center.

Mr. Sumner discussed how the new building compliments the Martin Luther King Center. He stated some of the programs may be moved to the new facility but the building will not be closed down. No funds are being taken from the MLK Center, both buildings will serve the needs of the community.

Discussion on the gym facility. Mr. Sumner stated that there will be multiple sporting options and it will be a flexible gym line in a high school.



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Conversation on the next steps with this project, the funding and the date of build. Mr. Sumner explained that the next step is meeting with Council to get approval of loan and hiring a contractor. The goal is to break ground in January 2025, with an eighteen month build.

Mr. Hand reiterated the need to adopt the findings of the staff report as a part of motion.

On a motion by Mr. Homich, seconded by Ms. Tietmeyer, the board voted to approve the Site Plan with the findings being accepted; unanimously with a 6-0 vote.

Meeting paused/resumed for a five minute break.

C. Request for Comprehensive Plan Text Amendment; Employment Center Future Land Use Policy of Future Land Use Element

1. Staff presentation
2. Public Input
3. Commission deliberation and action

Ms. Janiszewski provided a brief summary of the request for the amendment recommending approval.

Mr. Hand discussed the legal procedure.

Board members discussed their concerns with staff regarding 8 dwelling units of density/acre minimum. Discussed possibly removing residential units from plan.

Mr. Sandersfeld explained that this is a follow through from Comprehensive Plan from 2010. 8du/acre minimum is only for the residential portion of the site.

Further discussion on who review the amendments, staff vs. legal. Staff drafts and works on changes, while Legal reviews.

Discussion on the Wolf Branch area needing to revisit the plan and figure out the 'vision' of that area.

Conversation on the review of PUDS to add to future agenda items.

The board discussed needing to review the concern areas and ambiguities, possibly discussing changes with a professional on the matter.



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Board and staff discussed having a workshop in the future on the Wolf Branch Innovation District. Staff stated they will plan. Further discussion on looking at the vision of the WBID and reviewing/modifying the language.

Mr. Hand discussed why it is vital to state the findings during the approval process and to discuss during public comment.

On a motion by Mr. Coombes, seconded by Ms. Tietmeyer the board voted to approve recommendation of this proposal to City Council; unanimously with a 6-0 vote.

Staff reiterated that discussion items regarding the Land Development Code for Wolf Branch/Comprehensive Plan policies and PUDs will be added as agenda items in the future.

D. Request for Land Development Code Amendment; PUD Zoning District.

1. Staff presentation
2. Public Input
3. Commission deliberation and action

Ms. Janiszewski provided a brief summary of the request for the amendment recommending approval.

Discussion on whether a PUD was required.

Ms. Janiszewski stated yes and discussed the process with the board.

On a motion by Mr. Coombes, seconded by Ms. Tietmeyer, the board voted to approve recommendation to City Council, as it consistent with the Comprehensive Plan as proposed to be amended; unanimously with a 6-0 vote.

VI. Other Business

Discussion on who will be filling the role of the Planning Director.

Mr. Sandersfeld stated he would continue to fulfill that role but has relinquished many duties to his senior planners and coordinators.

Mr. Homich discussed the AMCO development and it being contrary to our Comprehensive Plan and code. He stated that as an attorney, he may be included in a case involving the City of Mount Dora, which may require him to resign from the board.



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VII. Announcement of next scheduled meeting date

A. Next regularly scheduled meeting date: July 17, 2024

VIII. Adjournment

On a motion by Mr. Coombes, seconded by Ms. Tietmeyer, the meeting was adjourned at 11:52 a.m.

Miles Beach,
Commission Chair

Whitney Scott
Administrative Coordinator