LAKE MARY PLANNING AND ZONING BOARD

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
AGENDA

TUESDAY, JUNE 11, 2024 6:00 PM

1. **Call to Order**
2. **Moment of Silence**
3. **Pledge of Allegiance**
4. **Roll Call - Determination of Quorum**
5. **Approval of Planning and Zoning Board Minutes**

    A. **Draft Planning and Zoning Board Minutes - May 14, 2024**

6. **Citizen Participation: This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.**

7. **P&Z Public Participation Process: City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific**

name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

8. **Old Business**

9. **New Business**

   A. **2024-SP-03, A request for site plan approval for the construction of a +/- 9,000 sq. ft., 1-story multi-tenant retail center located at 683 Rinehart Rd. Applicant: Mr. Frank Cerasoli, Rinehart Pointe LLC. (Quasi-Judicial – Public Hearing) (Michael Lopez, Project Manager)**

10. **Community Development Director's Report**

11. **Other Business**

12. **Reports of Other Members**

13. **Adjournment**

THE ORDER OF ITEMS ON THIS AGENDA IS SUBJECT TO CHANGE

NOTE: If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he or she may need a verbatim record of the proceedings including the testimony and evidence, which record is not provided by the City of Lake Mary.

PERSONS WITH DISABILITIES NEEDING ASSISTANCE IN ORDER TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY ADA COORDINATOR AT LEAST 48 HOURS IN ADVANCE OF THE MEETING AT (407) 585-1424.

LAKE MARY PLANNING AND ZONING BOARD

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
AGENDA

TUESDAY, JUNE 11, 2024 6:00 PM

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call - Determination of Quorum
5. Approval of Planning and Zoning Board Minutes
   A. Draft Planning and Zoning Board Minutes - May 14, 2024
6. Citizen Participation: This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.
7. P&Z Public Participation Process: City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific

name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

8. Old Business

9. New Business

   A. 2024-SP-03, A request for site plan approval for the construction of a +/- 9,000 sq. ft., 1-story multi-tenant retail center located at 683 Rinehart Rd. Applicant: Mr. Frank Cerasoli, Rinehart Pointe LLC. (Quasi-Judicial – Public Hearing) (Michael Lopez, Project Manager)

10. Community Development Director's Report

11. Other Business

12. Reports of Other Members

13. Adjournment

THE ORDER OF ITEMS ON THIS AGENDA IS SUBJECT TO CHANGE

NOTE: If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he or she may need a verbatim record of the proceedings including the testimony and evidence, which record is not provided by the City of Lake Mary.

PERSONS WITH DISABILITIES NEEDING ASSISTANCE IN ORDER TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY ADA COORDINATOR AT LEAST 48 HOURS IN ADVANCE OF THE MEETING AT (407) 585-1424.

LAKE MARY PLANNING AND ZONING BOARD

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
MINUTES

TUESDAY, JUNE 11, 2024, 6:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING

1. Call to Order

The meeting was called to order by Chairman Hawkins at 5:57 PM.

2. Moment of Silence

3. Pledge of Allegiance

4. Roll Call – Determination of Quorum

Robert Hawkins, Chairman
Colleen Taylor, Vice Chair
Benjamin Vogt, Member
Brittany Walker, Member
Nick Carlin, Alternate Member
Sabreena Colbert, Community Development Director
Christopher Carson, Senior Planner
Michael Lopez, Planner
Patrick Martin, Community Development Administrative Coordinator

5. **Approval of Planning and Zoning Board Minutes**

A. **Draft Planning & Zoning Board Minutes**

Member Vogt made a motion to approve the Draft Planning and Zoning Board Meeting Minutes of April 23, 2024. Alternate Member Carlin seconded the motion, and the motion carried unanimously, 5 to 0.

6. **Citizen Participation: This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.**

No one came forward and the citizen participation section was closed.

7. **P&Z Public Participation Process: City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.**

8. **Old Business**

There was no old business.

9. **New Business**

A. **2024-SP-03, A request for site plan approval for the construction of a +/- 9,000 sq. ft., 1-story multi-tenant retail center located at 683 Rinehart Rd. Applicant: Mr. Frank Cerasoli, Rinehart Pointe LLC. (Quasi-Judicial – Public Hearing) (Michael Lopez, Project Manager)**

Michael Lopez, Project Manager, came forward to present Item A. The applicant is requesting site plan approval to construct a +/- 9,000 sq. ft., 1-story multi-tenant retail center on a +/- 1.00 acre parcel. The property is part of the Legends Lake Mary PUD and is located at 683 Rinehart Road, near the northeast corner of Rinehart Road and Oakland Hills Circle. The property is zoned PUD, Planned United Development, and has a future land use designation of COM, Commercial. The PUD's required setbacks of 100 ft. on the west property line along Rinehart Road and 25 ft. on the north, south, and east property lines are currently being met. The PUD's maximum height allows for 40 ft. or two stories, and the applicant is providing a one-story, 24-ft. tall building.

The proposed development will have a right-in/right-out access driveway onto Rinehart Road. The applicant provided a traffic study, and the proposed development is expected to generate 609 daily trips with 21 AM peak hour trips and 59 PM peak hour trips. After review by the City's traffic consultant, it was determined that the existing roadway segment shows no capacity issues, and that Rinehart Road will continue operating at the existing Level of Service with the addition of the proposed development trips.

An environmental assessment was conducted for the property, and 41 gopher tortoise burrows were identified on site, with 28 active and potentially occupied and 13 abandoned. The applicant will be required to go through the appropriate Florida Fish and Wildlife Conservation Commission permitting prior to any species relocation and site work.

The landscape requirements per the PUD and Land Development Code are being met. Due to the 100-ft. Florida Power Corporation easement along the west property line for its overhead power lines, the applicant is not allowed to plant canopy trees along this frontage. Instead, the applicant is providing 3 understory trees for each canopy tree required, for a total of 18 understory trees along this frontage. All other buffer requirements and the interior lot landscaping requirements are being met, and foundation landscaping will be planted around the building. There are no historic trees on site.

The PUD requires an overall minimum of 35% open space, and the proposed site plan meets this requirement by providing 30.77% open space for the subject property and 42% open space for the overall PUD. The development is required to have 36 parking spaces and the applicant is providing 38, including 2 handicap accessible parking spaces as required. A monument sign is proposed along Rinehart Road near the northwestern corner of the site, and this will require a separate building permit prior to its construction.

The PUD has a master stormwater system designed to meet the 100-year, 24-hour storm event and the property is within a closed drainage basin. The applicant is proposing to connect to the existing dry retention pond located to the south of the parcel. The dumpster is proposed near the northeastern corner of the site. A condition of approval is included that the dumpster enclosure shall be constructed with materials to meet Chapter 157 requirements. Additionally, adequate screening will be provided according to Code. All mechanical equipment, including any on the rooftop, require screening as a condition of approval as well. Water and sewer services will be provided by the City, and the proposed development will connect to the City's reclaimed line along Rinehart Road for irrigation.

Staff finds that all criteria have been met for granting approval of the proposed site plan and recommends approval with the 5 conditions as outlined in the staff report. The Planning & Zoning Board is the terminal body for this item.

Chairman Hawkins asked about a cross-access easement to the south of the property when that becomes developed. Mr. Lopez responded that, regarding access, the PUD states that the property is limited to one access point onto Rinehart Road, which may only support right turning movements. Ms. Colbert added the cross-access to the vacant parcel to the north was discussed, and the applicant has shown the ability to connect for a future development. They would coordinate amongst themselves, and the City would work with that applicant at that time. They have left the door open for the ability to connect to the AdventHealth medical office that would provide access to the light at the Postal Distribution Center. Chairman Hawkins questioned about anything to the south. Ms. Colbert responded no because that area is a retention pond. Mr. Carson added all accesses have already been defined in the PUD.

Chairman Hawkins asked if the applicant was present and wanted to come forward. Mike Hale, Hale Surratt Engineers, 310 Quay Assisi, New Smyrna Beach, FL, came forward for the applicant. He stated he did not have anything to add to the presentation but would answer any questions the Board may have. The Board had no questions for the applicant.

Item A was then opened for a public hearing. No one came forward and the public hearing was closed.

Member Vogt made a motion to recommend approval 2024-SP-03, a request for site plan approval for the construction of a +/- 9,000 sq. ft., 1-story multi-tenant retail center located at 683 Rinehart Rd. with the 5 conditions recommended by staff. Applicant: Mr. Frank Cerasoli, Rinehart Pointe LLC. Member Walker seconded the motion, and the motion carried 5 to 0.

The 5 Conditions of Approval are as follows:

1. The photometrics for the site shall not exceed 0.5 ft. candles at the property line and all light poles shall not exceed 25' in height.
2. All mechanical equipment, including rooftop air conditioner units, ventilation equipment, and similar appurtenances shall be screened from view from any adjacent lots or property and the right of way. Screening shall be greater than the height of the mechanical equipment.
3. The dumpster enclosure shall be a minimum 6' tall masonry wall and must be constructed of a permanent, low maintenance finish such as patterned concrete, rock-salted concrete, split face or ribbed concrete, stone, brick, or tile. Stucco and raw concrete are not acceptable finishes. Gates necessary to access the refuse area shall be minimum of six-foot-high and may be constructed of wood.

4. Signage shall require a separate building permit prior to construction. Signage shall comply with the Legends PUD Development Agreement and Chapter 155 Appendix I of the Land Development Code.
5. Prior to issuance of a Site Construction Permit, the applicant shall include sheet T01, Turning Movements, Sanford Tower Truck, in the plan set, and add the total trip generation summary table to sheet C03.

10. Community Development Director's Report

Sabreena Colbert, Community Development Director, stated there will be no items for the June 25th meeting, so that meeting will be cancelled. There are items anticipated for the July 9th meeting, and staff will communicate further as the date approaches.

11. Other Business

There was no other business.

12. Reports of Other Members

There were no other reports.

13. Adjournment

There being no further business, the meeting was adjourned at 6:08 PM.

Colleen Taylor

Colleen Taylor, Vice Chair

P. Martin

Patrick Martin, Community Development Administrative Coordinator