



LAKE MARY PLANNING AND ZONING BOARD

**Lake Mary City Hall
100 N. Country Club Road**

**Regular Meeting
AGENDA**

TUESDAY, DECEMBER 9, 2025 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 & Zoning Board Minutes - November 18, 2025**
- 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. 2025-RZ-05, Ordinance No. 1721, A recommendation to the Mayor and City Commission to consider a request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Applicant: Mr. Andrew McCown, GAI Consultants, Inc. (Quasi-Judicial – Public Hearing) (Sydney Boswell, 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, DECEMBER 9, 2025, 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 5:59 PM.
2. **Moment of Silence**
3. **Pledge of Allegiance**
4. **Roll Call – Determination of Quorum**

Robert Hawkins, Chairman
Frederic Schott, Member
Craig Baumgardner, Member
Sabreena Colbert, Community Development Director
Sydney Boswell, Planner
Trenten Ward, Planner
Patrick Martin, Community Development Administrative Coordinator
Ariel McCann, Assistant City Attorney

5. Approval of Planning and Zoning Board Minutes

A. Draft Planning & Zoning Board Minutes – November 18, 2025

Member Schott made a motion to approve the Draft Planning and Zoning Board Meeting Minutes of November 18, 2025. Member Baumgardner seconded the motion, and the motion carried unanimously, 3 to 0.

- 6. Citizen Participation:** This is an opportunity for anyone to come forward and address the Board 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. 2025-RZ-05, Ordinance No. 1721, A recommendation to the Mayor and City Commission to consider a request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Applicant: Mr. Andrew McCown, GAI Consultants, Inc. (Quasi-Judicial – Public Hearing) (Sydney Boswell, Project Manager)**

Sydney Boswell, Project Manager, came forward to speak on the item.

The applicant is proposing the first amendment of the Bent's Landing Developer's Agreement to revise its sign plan specific to 454 Rinehart Rd. The property is located on the west side of Rinehart Rd. and south of Williston Park Pt. The +/- 0.39 acre Orlando Health Medical Office Building is located within the +/- 7.54 acre Bent's Landing Planned Unit Development (PUD). The existing facility was constructed as part of the Bent's Landing Site Plan, approved in 2022.

Due to the orientation of the existing signage on site, the applicant is proposing to amend the Bent's Landing PUD to allow for one new wall sign. The existing signage on site is consistent with the current developer's agreement, which was approved by the Mayor and City Commission in 2022, per ordinance 1657.

The Bent's Landing PUD Master Signage Plan currently allocates various signage for both Medical Office Buildings. The existing signs pertaining to the Orlando Health Building, including one wall sign on the north elevation, are oriented to the inside of the parcel and thus direct visitors from the parking areas to the building itself.

The applicant is requesting to amend the PUD only for the subject property, to modify the sign requirements and add a new Exhibit, included as part of the developer's agreement. A total of one new wall sign is being proposed for the Orlando Health Building, located on the east elevation of the building facing Rinehart Rd., and will match the design and size of the existing wall sign on the north elevation. The intent of the proposed amendment is to enhance visibility and direct visitors not only internally but also now externally from Rinehart Rd to the Orlando Health building safely and efficiently. The originally approved and existing signage will remain unchanged.

As there are no proposed new monument signs, landscaping will not be affected. All new signs will require a separate building permit, and the surrounding façade of the building shall remain consistent with the appropriate materials and color. All signage will be required to meet the standards within the Bent's Landing PUD Developer's Agreement as amended as well as the standards outlined in Chapter 155, Appendix I of the Code of Ordinances.

The 4 findings of fact, located on page 3 of the staff report, support the rezoning request of the previously approved PUD for its first amendment pursuant to Code Section 154.27(A)(2). Staff have reviewed the first amendment to the Bent's Landing PUD Developer's Agreement and recommends approval for this request to rezone via Ordinance No. 1721.

The Mayor and City Commission will hear this item on January 15, 2026, for First Reading and February 5, 2026, for Second Reading. If the PUD Amendment is approved, the applicant may submit for a building permit.

Chairman Hawkins asked if the building shown to the left of the presented graphic has been built yet. Ms. Boswell confirmed it has not. Chairman Hawkins asked if this process would have to

take place again once that building is built. Ms. Boswell responded that this amendment is specific to Orlando Health. The other building proposed to be built is not owned by Orlando Health and is housed within the Bent's Landing PUD.

Andrew McCown, GAI Consultants, Inc., 618 E. South St. Orlando, FL, the applicant, came forward to speak on the item. He stated that he is able to answer any questions and is accompanied by the owner's representative if the Board has any questions for him.

Chairman Hawkins asked if Mr. McCown agreed to the one finding of fact in the staff report. Mr. McCown answered affirmatively.

The public hearing was then opened for item A. No one came forward, and the public hearing was closed.

Member Schott made a motion to recommend approval to the Mayor and City Commission for 2025-RZ-05, Ordinance No. 1721, a request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Applicant: Mr. Andrew McCown, GAI Consultants, Inc. Member Baumgardner seconded the motion, and the motion carried 3 to 0.

10. Community Development Director's Report

Sabreena Colbert, Community Development Director, congratulated Member Schott on his appointment as a full member of the Board from alternate, and welcomed the newly appointed member, Craig Baumgardner.

Member Baumgardner stated he has served on the City's Parks and Recreation Board for two to three years. He stated he works for Volusia County as part of the Finance Department so he has a good deal of experience with governmental matter, and he looks forward to serving on this Board.

Ms. Colbert wished the board a Happy Holiday and stated there are items anticipated for a January meeting.

Member Schott asked if a new Alternate Member would be appointed. Ms. Colbert responded affirmatively, but it will be determined at a later time as the Board does now have 5 regular members.

11. Other Business

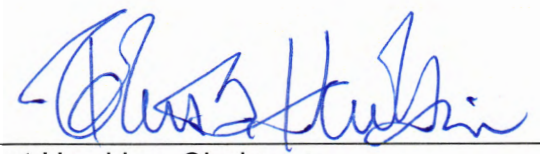
There was no other business.

12. Reports of Other Members

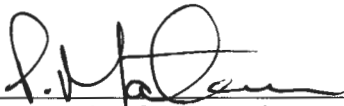
There were no other reports.

13. Adjournment

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



Robert Hawkins, Chairman



Patrick Martin, Community Development Administrative Coordinator