Mr. Krecicki called the meeting to order at 7:00 p.m. in the Welcome Center. Present: Chairman Drew Krecicki, Sarah Whiting, James Johnston, Tom Sacha, and Robert Hahn (alternate). Absent: George Livingston, Peter Gottfried and Randall Slocum. Staff: Planning Director Jeffrey Briggs, Senior Planner Stacey Hectus and Planning Technician Caleena Shirley.

Approval of minutes – January 10, 2012

Motion made by Mr. Sacha, seconded by Mr. Livingston to approve the December 6, 2011, meeting minutes. Motion carried unanimously with a 5-0 vote.

PUBLIC HEARINGS:

Planning Director Jeffrey Briggs announced that there will be one public hearing on the three requests:

REQUEST OF WINDERMERE WINTER PARK VENTURE LLC TO: AMEND THE COMPREHENSIVE PLAN, FUTURE LAND USE MAP TO CHANGE THE DESIGNATION OF SINGLE FAMILY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL ON THE PROPERTY AT 444 W. SWOOPE AVENUE.

REQUEST OF WINDERMERE WINTER PARK VENTURE LLC TO: AMEND THE OFFICIAL ZONING MAP SO AS CHANGE THE ZONING DESIGNATION OF SINGLE FAMILY RESIDENTIAL (R-1A) DISTRICT TO MEDIUM DENSITY MULTI-FAMILY (R-3) DISTRICT ON THE PROPERTY AT 444 W. SWOOPE AVENUE.

REQUEST OF WINDERMERE WINTER PARK VENTURE LLC FOR: CONDITIONAL USE APPROVAL UNDER THE LARGE BUILDING ORDINANCE TO BUILD A NEW TWO STORY, 10 UNIT RESIDENTIAL CONDOMINIUM BUILDING AT 434 AND 444 W. SWOOPE AVENUE.

Planning Director Jeffrey Briggs presented the staff report and explained that Windermere-Winter Park Ventures LLC is requesting a Comprehensive Plan FLU Map and Zoning Map change from the existing Single Family designation of (R-1A) to Medium Density Residential (R-3) on the property at 444 W. Swoope Avenue. He pointed out that they also own the adjacent lot to the east at 434 W. Swoope. Further, on these two combined lots is also a request for Conditional Use approval for a new two-story 10-unit residential condominium project. Mr. Briggs reviewed the characteristics of the surrounding neighborhood explaining that these properties are immediately west of the commercial development on Virginia Avenue and on the opposite side of Swoope Avenue from the City’s new Swoope Avenue Water Plant. Each lot is 50 feet wide by 250 feet deep for a combined site of 100 feet by 250 feet (25,000 sq. ft.). The lot at 434 W. Swoope is now zoned R-3 and the rezoning of 444 W. Swoope would make the entire site R-3 for the proposed condominium project.

Mr. Briggs noted that the requested R-3 zoning permits one unit for each 2,500 square feet of land thus the combined 25,000 sq. ft. of land in the two lots equates to the 10 units requested. Mr. Briggs reviewed the current rezoning request, zoning history of this particular block, the conditional use request as well as future development plans.
Mr. Briggs explained that the effort in 1999 by the neighborhood seeking down-zoning was a wonderful grass roots effort to maintain the single family character of the neighborhood. The staff doesn't want to undermine that effort however, the lot size and location or context of these properties lend themselves to R-3 zoning. Staff recommended approval of the Comp. Plan FLU Map and Zoning Map change to multi-family (R-3).

With regard to the Conditional Use, staff also supports the request and the minor parking variance with maintaining the one provision concerning the open carports. Staff recommended approval of the Conditional Use with the condition that the carports remain open and not be allowed to be enclosed and that a Development Agreement and the Condominium documents reflect this restriction. Mr. Briggs responded to Board member questions and concerns.

Mark Nasrallah, (architect for the project) 3920 Edgewater Drive, represented the applicant. He stated that they were in agreement with staff recommendations and that the plans have been modified incorporating the concerns pointed out by staff. Mr. Nasrallah responded to board member questions and concerns.

Lurline Fletcher, 790 Lyman Avenue, spoke in opposition to the request. She expressed concern the process of how the comprehensive plan is amended. She also stated that she feels that the property should remain single-family and multi-family.

No one else wished to speak concerning the request. Public Hearing closed.

The Board members briefly discussed the request. There was consensus that the location of this lot since it is has existing R-3 zoning immediately to the east and south and the institutional water plant across the street lends itself to be rezoned to R-3. Mrs. Whiting stated that she agrees with the staff recommendation concerning the open carport and incorporating that language into a developer's agreement. She also requested that height be amended to make the height 20 feet to the roof eve and 31 feet to the height of the roof (as shown on the plans from the first floor elevation). Discussion ensued about the review of the final landscape plan and the Board members expressed that they were agreeable to staff reviewing the landscaping.

Motion made by Mr. Krecicki, seconded by Mr. Sacha to approve the request to amend the Comprehensive Plan, Future Land Use Map to change the designation of single-family residential to medium-density residential on the property at 444 W. Swoope Avenue. Motion carried unanimously with a 5-0 vote.

Motion made by Mr. Krecicki, seconded by Mr. Sacha amend the official zoning map so as change the zoning designation of single-family residential (R-1A) district to medium density multi-family (R-3) district on the property at 444 W. Swoope Avenue. Motion carried unanimously with a 5-0 vote.

Motion made by Mr. Krecicki, seconded by Mr. Sacha to approve the Conditional Use request to build a new two story, 10 unit residential condominium building at 434 and 444 W. Swoope Avenue subject to the following conditions:
1. Final landscape plan review and approval delegated to with staff with special attention requested for the landscape buffer on the side that abuts the adjacent residential property.
2. Development Agreement to prohibit the open carports from being converted into garages.
3. That the maximum roof eve height is 24 feet and the maximum roof height is 31 feet (as shown on the plans from the first floor elevation).

Motion carried unanimously with a 5-0 vote.
NEW BUSINESS:

- **DISCUSSION OF A PLANNING BOARD RECOMMENDATION ON TRANSITIONAL ZONING FOR WEST CANTON AVENUE.**

Mr. Briggs opened the discussion. He said that at the Planning and Zoning Board meeting on January 10th the Board voted 5-2 on a recommendation to rezone the property at 861 W. Canton Avenue from Single Family (R-1A) to Multi-Family (R-4). He said that as a result of that particular item, the Planning Board requested a staff analysis of the future zoning possibilities for the remaining properties in that block on the North Side of Canton Avenue in order to recommend an appropriate transition from R-4 down to R-1A. He reviewed the characteristics of the property and the potential development options for the property.

Lurline Fletcher, 790 Lyman Avenue, spoke concerning this item. She stated that she would like to see the residential lots remain residential single-family residential and not the higher density for condos or apartments. No one else wished to speak concerning this item. Public Hearing closed.

Consensus of the Board was to direct staff to present options on rezoning on the lots going from Denning to Capen avenues down to Canton Avenue.

- **UPDATE ON THE WEST FAIRBANKS AVENUE ARCHITECTURAL DESIGN STANDARDS AND A URBAN LAND INSTITUTE (ULI) TECHNICAL ASSISTANCE PANEL.**

The Planning and Zoning Board on December 6th voted 6-0 on a formal recommendation, as requested by the City Commission, on the direction to proceed with respect to the proposed West Fairbanks Architectural Design Standards and Form Based Code. The Planning and Zoning Board had also discussed this matter at their October 26th work session. That recommendation of the Planning and Zoning Board is to:

*Approve the policy direction for staff to synthesize the documents prepared by Placemakers and to proceed with a West Fairbanks Architectural Design Standards overlay document, similar to the ones that currently exist in our Zoning Code for the Central Business District, New England Avenue and Morse Boulevard. This is only a policy direction and not a recommendation on the content of those design standards. The attached document is provided only for example purposes.*

*Approve the plan for work session meetings with the West Fairbanks Avenue property owners and tenants to be held in January-February, 2012.*

*Approve the plan to proceed with advertised public hearings for adoption of the resultant overlay design standards for the West Fairbanks Avenue area during March – April 2012.*

The goal is that the two documents prepared by Placemakers be synthesized down to a manageable sized set of Architectural Design Standards, combining what is essential and best from both documents that were prepared by Placemakers. The first draft of that synthesized document is attached, as an example. The recommendation from the Planning Board is not on the “content” of the staff’s document. The recommendation is on the policy or direction to proceed by creating a design standard overlay for West Fairbanks Avenue. This design standard overlay will be similar to what already exists in the Zoning Code as has been adopted for the Central Business District, New England Avenue and Morse Boulevard.

There was no further business. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Lisa M. Smith,
Recording Secretary