Chairman Ross Johnston called the meeting to order at 6:00 p.m. in the Commission Chambers of City Hall. Present: Ross Johnston, Owen Beitsch, Laura Turner, Sheila De Ciccio and Adam Bert. Absent: Raymond Waugh, Laura Walda and Bob Hahn. Also present: City Attorney Dan Langley. Staff: Planning Manager, Jeff Briggs and Senior Planner, Allison McGillis and Recording Secretary, Kim Breland.

**APPROVAL OF MINUTES:**

Motion made by Laura Turner, seconded by Sheila De Ciccio to approve the December 5, 2017 meeting minutes. Motion carried unanimously 7-0.

**PUBLIC HEARINGS:**

**REQUEST OF CHARLES CLAYTON CONSTRUCTION: APPROVAL TO CONSTRUCT A NEW 3,875 GROSS SQUARE FOOT POOL HOUSE LOCATED AT 570 VIA LUGANO ON LAKE MAITLAND, ZONED R-1AAA.**

Senior Planner, Allison McGillis gave the staff report. She stated that Charles Clayton Construction (representing the property owners) is requesting site plan approval to construct a new one-story, 3,875 gross square foot pool home located at 570 Via Lugano on Lake Maitland, zoned R-1AAA. She indicated that the property measures 21,694 square feet, is currently developed with a single-family home that is to be demolished. This property is under the same ownership as the west adjoining property (550 Via Lugano) and is being developed as a pool house for that property. The proposed one-story pool house will be total of 3,875 gross square feet, including the porches, and a garage, which yields a floor area ratio (FAR) of 18%. This new home will have impervious lot coverage of 9,674 square feet or 44%, which is within the maximum 50%.

Mrs. McGillis discussed issues related to tree preservation, lake views, view of neighbors and storm water retention. She summarize by stating that the plans met the intent of lakefront view criteria and staff did not have any significant concerns with the proposed home as presented. **STAFF RECOMMENDATION WAS FOR APPROVAL.**

Motion made by Sheila De Ciccio, seconded by Owen Beitsch, for approval to construct a new 3,785 gross square foot pool house located at 570 Via Lugano on Lake Maitland, zoned (R-1AAA). Motion carried unanimously with a 5-0 vote.

**REQUEST OF WEINGARTEN NOTAT INC. FOR: APPROVAL OF THE FINAL BUILDING ELEVATIONS FOR THE SPROUTS GROCERY STORE AND NEW ATM STRUCTURE LOCATED AT THE WINTER PARK CORNERS SHOPPING CENTER 1903-1999 ALOMA AVENUE.**

Planning Manager, Jeff Briggs, presented the staff report. He informed the Board that on November 27, 2017, the City Commission approved the conditional use for a new Sprouts grocery store and a new ATM structure.
located at the Winter Park Corners Shopping Center at 1903-1999 Aloma Avenue. A condition of that approval was “that the final architectural elevations and materials of the Grocery Store building, the western end cap addition and the new ATM structure be approved by the P&Z Board with input from the city architect.”

Mr. Briggs stated that the applicant is now requesting approval of the final building elevations for Sprouts and the ATM structure in compliance with that condition of approval for the conditional use. The western end cap addition is not part of this request, and will come before the Board at a later date. Attached are the building elevations from the November 27th City Commission submittal and the final architectural elevations for the current design, as well as the elevations of the ATM structure. He noted that the City Architect has worked with the applicant as in support of the design changes for the Sprouts building which are an upgrade to the architectural image in details and materials since the initial presentation. He gave the Board a summary of the changes that had been made for the Sprouts building including entry, exit, exterior and landscaping.

Mr. Briggs reviewed the ATM structure elevations explaining that the designs are typical of a Bank of America ATM. He stated that the applicant is basically trading one unappealing aspect of the project, the existing drive-thru ATM lanes, as viewed from Lakemont Avenue for another unappealing visual of the single drive-up ATM lane as viewed from Aloma Avenue at the front of the project. However, providing a little landscaping screen for this ATM structure would be a more aesthetically pleasing way to enhance the look of the ATM, and not take away from the safety aspect. Thus, staff is recommending that the applicant plant additional crepe myrtles to partially screen the ATM structure, but not hide it, in the landscape strip area adjacent to Aloma Avenue for the length of the drive-up area where the existing parking spaces are being removed.

Mr. Briggs summarized by stating that as with the Board’s experience with the Rollins College Facilities Building, this process for additional design enhancement has worked to produce a more articulated and visually appealing building with added architectural elements and interest including upgrades in materials. These architectural upgrades are estimated to cost the applicant, Weingarten, in the range of $325,000 to $340,000 to implement. Thus, the applicant is to be commended for working with the City to accomplish these enhancements.

Staff recommendation is for approval with two conditions:

1. That additional crepe myrtle trees are planted in the landscape strip adjacent to Aloma Avenue for the length of the drive-up ATM area where the existing parking spaces are being removed spaced every ten (10) feet for added landscape buffering.

2. That, as agreed, shade trees are added in the landscaped area between the front of the Sprouts building and the sidewalk.

Mr. Briggs answered questions from the Board regarding stacking of cars at the ATM location. The Board expressed concern regarding the blocking of thru traffic at the ATM. A request was made to the applicant asking them to consider shifting the ATM down ten feet to assist with stacking which would allow for three vehicles to queue as opposed to two vehicles.

Engineer, Bob Ziegenfuss, Z Development Services, LLC, 708 E Colonial Dr #100, Orlando, FL 32803, represented the Applicant. He stated that after discussing the ATM component with Staff, it was decided that, though it is not part of their work scope, the ATM would be included in the CUP so that when the improvements were presented for approval, it would already be solidified in the conditional use approval. He noted that the property owners negotiated directly with Bank of America to move ATM and another engineering firm will be in charge of the ATM relocation project. Mr. Zeigenfuss stated that in regard to the stacking requirements, Planning Manager, Jeff Briggs’ suggestion was well noted and they definitely would be able to get three cars queued without blocking public right of way.

The Board made a request to have a path made to the post office mail box that sits next to the location where the ATM will be relocated. The mailbox is on the public right of way sidewalk and is currently blocked by the
property owner’s hedges, making it difficult to access. Joe Kolb of Weingarten Realty agreed to take the path for the mailbox into consideration.

Motion made by Sheila De Ciccio, seconded by Laura Turner for approval of the final building elevations for the Sprouts Grocery Store and new ATM structure located at the Winter Park Corners Shopping Center at 1903-1999 Aloma Avenue. Motion carried unanimously with a 5-0 vote.

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY TO: AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE FROM A SINGLE FAMILY FUTURE LAND USE DESIGNATION TO A LOW DENSITY AND MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE DESIGNATION TO ALLOW EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY.

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY TO: AMEND THE OFFICIAL ZONING MAP TO CHANGE PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE FROM SINGLE FAMILY (R-1A) DISTRICT ZONING TO LOW DENSITY RESIDENTIAL (R-2) DISTRICT ZONING AND MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL (R-3) DISTRICT ZONING TO ALLOW EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY.

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY FOR: PRELIMINARY AND FINAL CONDITIONAL USE APPROVAL FOR EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY TO INCLUDE A 3-STORY HEALTHCARE (SKILLED NURSING) BUILDING; A 1-STORY MEMORY CARE BUILDING; A 1-STORY CLUBHOUSE AND 40 NEW VILLA UNITS IN FOUR SEPARATE 3-STORY BUILDINGS ON THE COMBINED 15.5 ACRES OF VACANT PROPERTY AT 1620 MAYFLOWER COURT AND 2141 OAKHURST AVENUE.

Planning Manager Jeff Briggs presented the staff report. Mr. Briggs explained that the Mayflower Retirement Community is requesting:

1. Change of the Comprehensive Plan Future Land Use designation from Single Family to Low and Medium Density Residential on portions of 2141 Oakhurst Avenue (see attached map).
2. Changes of Zoning from Single Family (R-1A) to Low and Medium Density Multi-Family (R-2 and R-3) on portions of 2141 Oakhurst Avenue (see attached map).
3. Conditional Use approval to expand the facilities of the Mayflower Retirement Community to include a three-story health care (skilled nursing) building, a one-story, memory care building, a one-story, clubhouse, 40 new villa units in four separate three-story buildings, and a one-story maintenance building on the combined property at 1620 Mayflower Court and 2141 Oakhurst Avenue.

Mr. Briggs gave the Board an overview of the history of the Mayflower Retirement Community stating that the Mayflower was a project originally approved by Orange County when the property was outside the city limits. Since most of the prospective residents were to be Winter Park retirees moving to the Mayflower from their homes in the City, there was interest in annexing into the City. In 1988 the City annexed the Mayflower property (along with the vested Orange County development approvals) and also annexed the Aloma Shopping Center and Creade Art Center, the Gallery Condos, etc.

He explained that the Mayflower has operated since 1989 with 240 apartments, approximately 30 assisted living units and 60 skilled nursing beds. In 1996, the 28 existing villa homes were built for new residents. This
Mr. Briggs reviewed site and zoning/future land use changes stating that the entire development site of 1620 Mayflower Court and 2141 Oakhurst Avenue comprises 15.5 acres, and is currently vacant. He stated that to the north/east is the Interlachen County Club golf course, to the south is the Publix/Aloma Shopping Center, and to the west single family homes. The 1620 Mayflower Court property currently has a High Density Residential Future Land Use designation and is zoned R-4. The applicant is not requesting to change the Future Land Use or zoning designations of 1620 Mayflower Court. The 2141 Oakhurst Avenue property currently has a Single Family Future Land Use designation and is zoned R-1A. For the Oakhurst property, the applicant is requesting to change the eastern 57.9 feet of the southern 660 feet to Medium Density Residential Future Land Use and R-3 zoning, to leave a 50 foot buffer with the existing Future Land Use and zoning designations on the west and north portions of the property, and to change the remaining area to Low Density Residential Future Land Use and R-2 zoning. He noted that the Single Family portion of the property would remain an undeveloped buffer for the adjacent residential neighborhood and the Low Density Residential portion will be utilized for storm water retention, a maintenance building, and parking for the project. The Medium Density portion will be utilized for portions of the independent living and memory care building, and this land use designation is necessary because of the three-story component to these buildings. Mr. Briggs expressed that Staff feels that this provides an adequate visual and sound buffer to the adjacent residential neighborhood, and is an ideal transition from Single Family to High Density Residential land uses.

Mr. Briggs reviewed the proposed project stating that the entire development site of 1620 Mayflower Court and 2141 Oakhurst Avenue comprises 15.5 acres. He noted that the final design is not complete, but the property is to be developed with a three-story health care (skilled nursing) building that will range in size from 58,117 square feet to 63,900 square, a one-story, memory care building that will be 20,672 square feet to 25,000 square feet in size and a one-story clubhouse that will be in the range of 9,000 to 10,000 square feet in size and a one-story, 6,500-square foot maintenance building. The 40 new villa or apartment units are to be in four separate three-story buildings. Each building will be 7,100 square feet in size or 28,400 total square feet total. The combined building/project size totals approximately 127,300 to 133,800 square feet which is a floor area ratio (FAR) of 17-20%. That number is well under the permitted FAR in R-2/R-3 and R-4 zoning, which has maximum FAR’s of 55%, 110% and 200% respectively.

He stated that within the overall 15.5 acre site, are isolated sections of the Crane Strand wetland. The Comprehensive Plan policy from the Conservation Element below specifically states that this is the only wetland within the City where wetland disruption can occur.

Policy 5-2.4.4: Protection of Wetlands The City’s protection of all wetlands in the City (except for the remaining isolated sections of the Crane Strand wetland) including adjacent environmentally sensitive lands shall be to prohibit any building and structures within fifty (50) feet of all designated wetlands. No fill disturbance or development may occur within this fifty (50) foot buffer protection zone.

Mr. Briggs provided additional information on the history of the Crane Strand Wetland and stated that the Mayflower has already received all of the approvals from the SJRWMD for the nine and a half acres of wetlands they already own. Mitigation has already been purchased from the Econlockhatchee River Mitigation Bank. He noted that a new approval from the SJRWMD will be needed for the additional six acres acquired at 2141 Oakhurst Avenue. The arrangement tentatively worked out with the SJRWMD is for the Mayflower to buy additional acreage from the Econlockhatchee River Mitigation Bank. This is a wetland preserve about 20 miles southeast of the City down by the Orlando airport. This agreement allows the destruction of the remaining Crane Strand wetlands in order to preserve functioning wetlands elsewhere. Mr. Briggs discussed issues related to traffic/parking and construction impacts, building architecture, tree preservation and landscaping and storm water retention.
Mr. Briggs also stated that at the City’s Transportation Advisory Board meeting in December, the Board made a motion requesting the City include as a condition of approval that the Mayflower Retirement Center make provisions on their site for a northeast bike trail connector to the proposed St. Andrews Trail. This trail will then make a connection to the Cady Way Trail. Their motion included that the trail itself must be at least 12 feet wide to be consistent with the St. Andrews Trail width, with a three foot buffer on either side that may vary depending on site conditions.

He stated that there are obvious pros and cons to this request from the Transportation Advisory Board. The major benefit is that this would provide a safe bicycle and pedestrian connection for city residents connecting Lakemont Avenue to the Cady Way Trail and vice-versa. The adverse situation is that it creates a public right-of-way on private land to be used by the general public traversing a retirement community. He noted retirement communities are very concerned with safety and security for their residents. However, staff feels that if there is a way to locate the trail to accommodate safety and security concerns, that this would be a benefit to the City as a whole.

Mr. Briggs summarized by stating that Staff is in support the changes in the Comprehensive Plan Future Land Use and Zoning from Single Family (R-1A) to Low Density Residential (R-2) and Medium Density Residential (R-3) because the request leaves untouched a 50 foot buffer area next to the adjoining homes of single family land use and zoning. Thus, the Mayflower cannot build or develop anything in that 50 foot perimeter buffer area. Additionally there is a logical land use transition moving west to east from Single Family (R-1A) to Low Density (R-2) to Medium Density (R-3) to High Density (R-4) Residential. The overall project also accommodates our aging population and staff feels that this project not only provides a needed use to the community, but is compatible to the surrounding area. However, to insure that outcome, staff is recommending conditions to the Conditional use portion of the request as follows:

Staff recommendation was for approval of the Future Land Use Amendment, Rezoning, and the Conditional Use with the following conditions:

1. That the Mayflower Retirement Community explore options to create a northeast connector trail on the Mayflower Retirement Center property of 12 feet wide with a three foot buffer on each side, consistent with the proposed St. Andrews Trail, as recommended by the Transportation Advisory Board.

2. That the Project receive a subsequent approval from the P&Z Board on a fence and landscape plan for the project including the 50 foot perimeter buffer area which utilizes a combination of new trees in the buffer area, cypress trees around the new ponds and those ponds bordering other properties; other landscaping features and fencing to provide a visual and sound buffer for the privacy of the adjoining residences and the Gallery condos.

3. In consideration of the multi-year length of the construction period, that the Mayflower limit the hours of construction to no later than 6:00 pm.

Mr. Briggs answered questions from the Board regarding the wetlands, the purpose of the community garden, and a clarification of the request for the northeast connector trail from the Transportation Advisory Board.

Steven Kramer, CEO of the Mayflower Retirement Community represented the applicant. Mr. Kramer gave the Board additional background on the Mayflower, he explained the three levels of living care that the Mayflower provides their residents. He noted that the Mayflower team has done extensive research over the last two years to go over needs of their residents.

Kevin Deck of SFCS Architects, 2122 Maiden Lane, Roanoke, Virginia. Mr. Deck reviewed the architectural designs for the new expansion.

Joe Kolb, Engineer with VHB, 225 East Robinson Street, Orlando, FL, explained that he is the Engineer of Record for the Mayflower project. He reviewed the preliminary plans for storm water retention, utilities systems, sewer system and traffic.
Chairman Johnston asked the applicant to address what security measures are being taken to insure safety of residents as it has been a constant concern with senior housing over the years. Steve Kramer responded, he stated that the intent is to have an aluminum picket fence that surrounds the entire property. Planning Manager, Jeff Briggs, interjected that from the conditions from Staff, the decision regarding fence type will be based on the plans that come back for the Board to review. Regarding security, Mr. Kramer stated that the gate will be closed 100% of the time.

Chairman Johnston asked Mr. Kramer his opinion on the request for the northeast connector trail from the Transportation Advisory Board. Mr. Kramer stated that the Mayflower has been approached with the request and stated that they are not opposed to a trail, what the Mayflower would like to understand is how the trail would affect the safety and security of its residents. He stated that it would be a great benefit to the community as well as the Mayflower residents. Mr. Kramer stated he hasn't seen a plan yet that seemed to work, but they are very open to a conversation to see if there is a way to make the trail work, but the concerns for resident safety are most important. Further discussion ensued.

The Board heard public comments from: Bill Segal, 1820 Windsor Avenue; John O’Brien, 2145 Suffield Drive; Barbara Smith, 2427 Gallery View Drive, regarding concerns specific to storm water retention, flooding and equipment traffic during construction.

Additionally, the Board heard from Mike Emmerson, 2115 Taylor Avenue and Dorothy Fox, 640 Lander Road of Winter Park regarding on going issues with flooding to Mrs. Fox’s properties. Mr. Emmerson spoke on his mother-in-law, Mrs. Fox. He explained to the Board that Mrs. Fox’s home is flooded several times a year with the summer rains as most of the drainage for the area for the entire area empties out onto Lander Road and into Mrs. Fox’s backyard. He expressed great concern that the flooding would get worse if the problem is not corrected before the new Mayflower construction begins.

No one else wished to speak. The public hearing was closed.

Engineer, Joe Kolb, addressed concerns from the public. He stated that storm water patterns will be maintained throughout the project. He noted that the water management district requires that the Mayflower address all water coming in and out of the property and they are required to maintain all of the drainage patterns and it will be addressed. Mr. Kolb remarked that they will look into the flooding issues with Mrs. Fox’s property and see if can be dealt with at the same time.

Mr. Kolb stated that all heavy equipment for the project construction will be housed on the Mayflower property. He stated that the time frame for construction work will be 8 a.m. to 5 p.m. Monday – Friday.

He also addressed traffic concerns regarding the Gallery at Winter Park Condominiums stating that the Mayflower is aware of the concerns and they are looking at ways to mitigate traffic, especially during the construction periods.

There was further discussion regarding storm water retention and flooding concerns of the residents. Planning Manager, Jeff Briggs, recommended that the Board request to see the final storm water plans along with the landscape fence plan. The Board also discussed that the Applicant should be strongly encouraged to consider adding the northeast connector trail.

Motion made by Laura Turner, seconded by Sheila De Ciccio to amend the “Comprehensive Plan” Future Land Use Map to change portions of the property at 2141 Oakhurst Avenue from Single Family Future Land Use designation to a Low Density and Medium Density Residential Future Land Use designation to allow expansions to the facilities of the Mayflower Retirement Community.

Motion carried unanimously with at 5-0 vote.
Motion made by Owen Beitsch, seconded by Sheila De Ciccio to amend the official zoning map to change portions of the property at 2141 Oakhurst Avenue from Single Family (R-1A) District Zoning to Low Density Residential (R-2) District Zoning and Medium Density Multiple-Family Residential (R-3) District Zoning to allow expansions to the facilities of the Mayflower Retirement Community.

Motion carried unanimously with a 5-0 vote.

Motion made by Sheila De Ciccio, seconded by Laura Turner for Recommendation to approve the Future Land Use, Zoning, and Preliminary and Final Conditional Use request with the following conditions:

1. That the Mayflower Retirement Community explore options to create a northeast connector trail on the Mayflower Retirement Center property of 12 feet wide with a three foot buffer on each side, consistent with the proposed St. Andrews Trail, as recommended by the Transportation Advisory Board.

2. That the Project receive a subsequent approval from the P&Z Board on a fence and landscape plan for the project including the 50 foot perimeter buffer area which utilizes a combination of new trees in the buffer area, cypress trees around the new ponds and those ponds bordering other properties; other landscaping features and fencing to provide a visual and sound buffer for the privacy of the adjoining residences and Gallery condos.

3. In consideration of the multi-year length of the construction period, that the Mayflower limit the hours of construction to Monday through Friday 8 a.m. to 5 p.m.

4. That the Project receive a subsequent approval from the P&Z Board on the final stormwater design for the project, once fully vetted by City staff.

Motion carried unanimously with a 5-0 vote.

NEW BUSINESS:
There was no further business. Meeting adjourned at 7:36 p.m.

Respectfully submitted,
Kim Breland, Recording Secretary