



**Development Review Committee  
Wednesday, January 17, 2018  
Council Chambers  
2:00 PM**



- I. Call to Order/Introductions
- II. Public Period
- III. Meeting Summary
  1. Development Review Committee - Regular Meeting - Nov 16, 2017 2:00 PM
  2. Development Review Committee - Regular Meeting - Dec 21, 2017 2:00 PM
- IV. Recommendation
  - A. Petition No. 2017-14 (BZA) 1900 Rogers Avenue
- V. Decision
  - A. Petition No. 2017 – 02 (SPR) St. Anthony Coptic Orthodox Church, Site Plan Review
- VI. Other Business
- VII. Adjournment

***Notice - One or more members of the City Council may be present at this meeting and may speak. Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.***



**Development Review Committee**  
**Thursday, November 16, 2017**  
**Council Chambers**  
**2:00 PM**



## I. CALL TO ORDER/INTRODUCTIONS

Mr. Matthys called the meeting of the Development Review Committee (DRC) to order at 2:00 p.m. on Thursday, November 16, 2017.

Attendee Name	Title	Status	Arrived
Dawn D'Ambrosio	Deputy Police Chief	Absent	
Dennis Marshall	Fire Marshall	Present	
Allen Johnson	Building Official	Present	
Jay Conn	Parks & Recreation Director	Present	
Rick Lemke	Public Works Director	Present	
Dan Matthys	Community Development Director	Present	

Additional City staff members present were Sara Blanchard, Chief Planner; Jacqueline Holt, Planner III; Kirsten Warren, Senior Planner; Harris Berns-Cadle, Planner III; and, Phillip Johnson, Project Coordinator.

## II. PUBLIC PERIOD

Mr. Matthys opened the Public Period. There being no one who wished to speak, Mr. Matthys closed the Public Period.

## III. MEETING SUMMARY APPROVAL – OCTOBER 5, 2017 & OCTOBER 19, 2017

A motion was made to approve the minutes from October 5, 2017 & October 19, 2017

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Marshall, Fire Marshal
<b>SECONDER:</b>	Jay Conn, Parks & Recreation Director
<b>AYES:</b>	Marshall, Johnson, Conn, Lemke, Matthys
<b>ABSENT:</b>	D'Ambrosio

## IV. PRE-APPLICATION: PEACOCK FORD, 1875 S. ORLANDO AVENUE, MAITLAND, FLORIDA 32751

Mr. Matthys stated that the pre-application review for Peacock Ford at 1875 S. Orlando Avenue would be continued to the Development Review Committee meeting in December.

## V. RECOMMENDATION: PETITION NO. 2017 – 12 (BZA) 350 N. LAKE DESTINY ROAD

Mr. Matthys stated that the applicants, Dynamic Aspects, requests a variance to allow 178.50 square feet of total signage on the property in lieu of the 100 square-foot maximum signage allowed in accordance with Maitland City Code Section 5-118. - Zone E, office commercial. The property is located in the OC, Office, Commercial district.

The applicant, Austin Squitieri, Dynamic Aspects, and Michael Gotlb, ML Property Group, were present for this item.

The Committee members and staff reviewed, discussed, and clarified the Development Review Committee Recommendation Report with the applicant

A motion was made to provide the findings as stated in the Development Review Committee Recommendation Report for consideration by the Board of Zoning Adjustment.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rick Lemke, Public Works Director
<b>SECONDER:</b>	Dennis Marshall, Fire Marshal
<b>AYES:</b>	Marshall, Johnson, Conn, Lemke, Matthys
<b>ABSENT:</b>	D'Ambrosio

**VI. RECOMMENDATION: PETITION NO. 2017 – 13 (BZA) 960 BRIGHTWATER CIRCLE**

Mr. Matthys stated that the applicants, Peter Gauntlett and Margaret Gauntlett, request the following variances: a variance to permit the installation of a 22,000 watt air cooled standby generator (propane driven) along with a transfer box 6.9 feet from western side property line in lieu of the 7.5-foot side yard requirement; and a variance to allow the installation of two 100-gallon upright above ground propane tanks 4 feet from the western side property line in lieu of the required 7.5-foot required side yard. The property is located in the RS-2, single-family residential district.

The applicant, Peter Gauntlett was present for this item.

The Committee members and staff reviewed, discussed, and clarified the Development Review Committee Recommendation Report with the applicant

A motion was made to provide the findings as stated in the Development Review Committee Recommendation Report for consideration by the Board of Zoning Adjustment.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Allen Johnson, Building Official
<b>SECONDER:</b>	Jay Conn, Parks & Recreation Director
<b>AYES:</b>	Marshall, Johnson, Conn, Lemke, Matthys
<b>ABSENT:</b>	D'Ambrosio

**VII. REVISION TO SITE PLAN: MAITLAND STATION REVISION**

Mr. Matthys stated that the applicants, Epoch Maitland Station Apartments LLC, request a revision to add decorative metal fins to the Maitland Station Garage.

The Committee members and staff reviewed the request.

A motion was made to approve the new decorative metal fins to the Maitland Station Garage.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rick Lemke, Public Works Director
<b>SECONDER:</b>	Dennis Marshall, Fire Marshal
<b>AYES:</b>	Marshall, Johnson, Conn, Lemke, Matthys
<b>ABSENT:</b>	D'Ambrosio

Minutes Acceptance: Minutes of Nov 16, 2017 2:00 PM ( Meeting Summary)

**VIII. ANY OTHER BUSINESS THE COMMITTEE DEEMS ADVISABLE**

None

**IX. ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at 2:18 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

Minutes Acceptance: Minutes of Nov 16, 2017 2:00 PM ( Meeting Summary)



**Development Review Committee  
Thursday, December 21, 2017  
Council Chambers  
2:00 PM**



**I. CALL TO ORDER**

Mr. Matthys called the meeting of the Development Review Committee (DRC) to order at 2:00 p.m. on Thursday, December 21, 2017.

Attendee Name	Title	Status	Arrived
Dan Matthys	Community Development Director	Present	
Dawn D'Ambrosio	Deputy Police Chief	Present	
Dennis Marshall	Fire Marshall	Present	
Jay Conn	Parks & Recreation Director	Present	
Allen Johnson	Building Official	Absent	

Additional City staff members present were Sara Blanchard, Chief Planner; Jacqueline Holt, Planner III; Kirsten Warren, Senior Planner; Harris Berns-Cadle, Planner III; and, Phillip Johnson, Project Coordinator.

**II. PUBLIC PERIOD**

Mr. Matthys opened the Public Period. There being no one who wished to speak, Mr. Matthys closed the Public Period.

**III. PRE-APPLICATION: 425 SYBELIA PARKWAY, MAITLAND, FLORIDA 32751**

Mr. Matthys stated that the applicant, Robert Ziegenfuss, requests a review conceptual plan for construction of a 200-student daycare with associated site work.

The applicant, Mr. Ziegenfuss and Derek Sakala, Ladybird Academy were present for this item.

The Committee members and staff reviewed, discussed, and clarified the Development Review Committee Preliminary Comments with the applicant.

**IV. DECISION: PETITION NO. 2017 – 02 (SPR) ST. ANTHONY COPTIC ORTHODOX CHURCH, SITE PLAN REVIEW**

Mr. Matthys stated that the applicant, SK Consortium, Inc., requests approval of an application for site plan review process to add a 300 seat Sanctuary, approximately 7,388 square feet; renovate the existing 3,441 square-foot Chapel; construct a new two-story multi-purpose building of approximately 19,601 square feet; and construct an 802 square-foot Administrative Office. The property is located in the Planned Development zoning district.

Majid Kalaghchi, SK Consortium was present for this item.

A motion was made to continue this item and for staff to continue working with applicant for the next submittal.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Conn, Parks & Recreation Director
<b>SECONDER:</b>	Dennis Marshall, Fire Marshall
<b>AYES:</b>	Matthys, D'Ambrosio, Marshall, Conn
<b>ABSENT:</b>	Johnson

Minutes Acceptance: Minutes of Dec 21, 2017 2:00 PM ( Meeting Summary)

**V. DECISION: PETITION NO. 2017 - 03 (SPR) 2266 & 2270 SHADOW LANE**

Mr. Matthys stated that the applicant, Bainbridge Communities Acquisition III, LLC, requests of approval to construct 300 multiple-family units. The property is a Planned Development.

Buck Hedrick, Bainbridge Communities Acquisition; Bob Thollander, Bainbridge Communities Acquisition; Jason Holden, Dix Hite Partners; and, David Stokes, MMS were present for this item.

A motion was made to continue this item and for staff to continue working with applicant for the next submittal.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Conn, Parks & Recreation Director
<b>SECONDER:</b>	Dawn D'Ambrosio, Deputy Police Chief
<b>AYES:</b>	Matthys, D'Ambrosio, Marshall, Conn
<b>ABSENT:</b>	Johnson

**VI. DECISION: PETITION NO. 2017 - 04 (SPR) FENNEL STREET NEIGHBORHOOD PARK**

Mr. Matthys stated that the applicant, Bainbridge Communities Acquisition III, LLC, requests review of proposal to construct Fennell Street Neighborhood Park.

Buck Hedrick, Bainbridge Communities Acquisition; Bob Thollander, Bainbridge Communities Acquisition; Jason Holden, Dix Hite Partners; and, David Stokes, MMS were present for this item.

A motion was made to continue this item and for staff to continue working with applicant for the next submittal.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Marshall, Fire Marshall
<b>SECONDER:</b>	Jay Conn, Parks & Recreation Director
<b>AYES:</b>	Matthys, D'Ambrosio, Marshall, Conn
<b>ABSENT:</b>	Johnson

**VII. ANY OTHER BUSINESS THE COMMITTEE DEEMS ADVISABLE**

There was no other business.

**VIII. ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at 2:47 p.m.

\_\_\_\_\_  
Chairman                      Date

Minutes Acceptance: Minutes of Dec 21, 2017 2:00 PM ( Meeting Summary)