



OFFICIAL NOTICE

CITY OF CASSELBERRY PLANNING AND ZONING COMMISSION LOCAL PLANNING AGENCY

Wednesday, May 10, 2023
6:30 PM

City Commission Chambers
1st Floor, Casselberry City Hall
95 Triplet Lake Drive, Casselberry, Florida

TO THE PUBLIC: Persons are advised that if they decide to appeal any decisions made at these meetings/hearings they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based per Section 286.0105, Florida Statutes.

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City of Casselberry A.D.A. Coordinator, 48 hours in advance of the meeting at (407) 262-7700, ext. 1150.

This is a public meeting, and the public is invited to attend. This agenda is subject to change. Please be advised that one (1) or more members of the City Commission and/or one (1) or more members of any of the City's Advisory Boards may be in attendance and may participate in the discussion at the meeting.

Persons can obtain an electronic copy of the agenda packet for this meeting by making a public records request to the City Clerk's Office by calling (407) 262-7700, Ext. 1133 or emailing cityclerk@casselberry.org.

AGENDA

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Election of Officers

4. Approval of Minutes - None

5. Disclosure of Ex Parte Communications

6. Conditional Use Applications - None

7. Site Plan Applications

A. SPR 22-23: A Major Site Plan for a Multi-Tenant Industrial Warehouse at 336 W. Melody Drive

Major Site Plan for a Multi-Tenant Industrial Warehouse at 336 W. Melody Drive, including Associated Landscaping, Site Lighting, and Parking

8. Future Land Use and Rezoning Amendments - None

9. Public Hearings

A. LPA 23-01: An Ordinance to Amend Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations

An Ordinance to Amend Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations Providing for Accommodations for Passive Park and Recreational Uses

10. Other Business

11. Public Comments

12. Adjournment

Date

Donna G. Gardner, CMC
City Clerk



City of Casselberry

Planning Division

95 Triplet Lake Drive, Casselberry, Florida 32707 • Telephone (407) 262-7700

To: Planning and Zoning Commission
From: Community Development Staff
Date: May 10, 2023
Subject: SPR 22-23: A Major Site Plan for a Multi-Tenant Industrial Warehouse at 336 W. Melody Drive

REQUEST: Major Site Plan for a Multi-Tenant Industrial Warehouse at 336 W. Melody Drive, including Associated Landscaping, Site Lighting, and Parking

INTRODUCTION: This report aims to inform the Planning and Zoning Commission of a request for review and approval of a Major Site Plan from the Applicant and Property Owner, Mr. Greg Edebohls, Oak Wood Knot LLC, who intends to develop the subject property, 336 W. Melody Lane, with a multi-tenant industrial warehouse.

Section 1-2.5 of the Unified Land Development Regulations (ULDR) provides the Development Review Committee (DRC) the powers and authority to determine whether the proposed development satisfies the minimum required performance standards and other applicable requirements of the ULDR. Further, pursuant to Section 4-18.2 of the ULDR, the proposed project also requires Planning and Zoning Commission (P&Z) approval due to its classification as a Major Site Plan.

GENERAL INFORMATION: The Applicant proposes constructing an industrial warehouse at the subject property, 336 W. Melody Lane, which totals ± 0.98 acres and is currently vacant (**Attachment 1 - Street View of Subject Property**). The subject property has an Industrial (IND) Future Land Use Map (FLUM) designation and I (Industrial) zoning (**Attachment 2 - Maps**). The proposal includes one building with five units, each with its own bay door, and a parking lot, associated landscaping, and site lighting (**Attachment 3 - Site Plan**).

The subject property is appropriately situated between two existing industrial sites. To the south is property owned by the German American Society of Central Florida, Inc., used for civic and cultural events, and Evergreen Cemetery. The proposed development will provide opportunities for uses such as trade and skilled services, business and professional offices, and light manufacturing. Overall, the proposed development is compatible with the surrounding land uses and is not anticipated to adversely affect neighboring properties (**Attachment 4 - Adjacent Land Use Table**).

ANALYSIS: During the site plan review process, efforts are made to ensure that the proposed development is consistent with all applicable performance standards, that the approval of such a development will be based on the provision and availability of adequate public facilities and services, and that the proposed development is compatible and coordinated with existing and anticipated growth. As such, the project was evaluated based on the following criteria:

- ULDR Article IV, Comprehensive Plan Implementation
- ULDR Article V, Zoning District Regulations
- ULDR Article VII, General Regulations
- ULDR Article X, Appearance, Design, & Compatibility

- ULDR Article XII, Stormwater Management
- ULDR Article XIII, Landscaping
- ULDR Article XIV, Tree Protection
- ULDR Article XV, Off-Street Parking and Loading Requirements
- ULDR Article XVI, Signs
- ULDR Article XVIII, Site Plan Review

DRC first reviewed a concept plan of the proposal during a pre-application review in October of 2021. The following year, in October 2022, the Applicant applied for a Major Site Plan review. DRC reviewed the project three times and granted conditional approval at the DRC Meeting on April 20, 2023, during which the Applicant adequately addressed the remaining staff comments. The conditions of approval included minor updates to the plans, such as crosswalk striping and additional landscaping (**Attachment 5 - 04.20.2023 DRC Comment Report**). The Applicant has since satisfied outstanding items, thereby meeting the conditions of DRC's approval.

Comprehensive Plan Implementation (ULDR Article IV)

The subject property has an Industrial FLUM designation and is zoned I, which are consistent with one another according to the City's Comprehensive Plan.

Zoning District Regulations (ULDR Article V)

Land Use by District (ULDR Section 2-5.3) – The proposed warehouse is designed to accommodate five tenants. The I zoning district includes many allowable uses, such as trade and skilled services, commercial kitchens, wholesale bakeries, television and radio broadcasting establishments, business and professional offices, vehicular services and light mechanical repair, and light manufacturing, which includes warehousing, storage, assembly, distribution of goods, and light processing activities. Prohibited uses in the I zoning district include general retail and services, personal services, and restaurants.

Size and Dimension Criteria (ULDR Section 2-5.4) – The Applicant's proposal meets all the setbacks and size and dimension requirements for the I zoning district provided in Table 2-5.4 of the ULDR. The proposed one-story building has a maximum height of 20 ft staying well below the maximum allowable height of 35 ft in the I zoning district. Further, the maximum Impervious Surface Ratio (ISR) allowed for the I zoning district is 75% impervious area with at least 25% open space; the Applicant is proposing 64.01% impervious area and 35.99% open space. Additionally, the project offers a 0.26 Floor Area Ratio (FAR), for which the maximum allowed in the I zoning district is 0.35 FAR.

Appearance, Design, and Compatibility (ULDR Article X)

Appearance of Site and Structures (ULDR Section 3-10.2.1) – The subject property is exempt from ULDR Section 2-7.35, Commercial Design Standards for Commercial Uses. However, the proposed facade complies with applicable appearance standards and is harmonious and compatible with surrounding industrial uses (**Attachment 6 - Building Elevations**).

Lighting & Photometric (ULDR Section 3-10.2.6) – Individual wall lights will be mounted approximately 12 ft high along the building's north, east, and south sides so workers can safely enter and exit; no other site lighting is proposed. The Applicant provided a photometric plan (**Attachment 7**) for the proposed lighting, which adheres to minimum illuminance levels.

Screening (ULDR Section 3-10.2.2 & ULDR Section 3-10.2.3) – The proposed use is compatible with the surrounding uses and did not require additional screening beyond the minimum landscaping requirements along the north, south, east, and west property boundaries. Further, the Applicant provided shrubs to screen the solid waste enclosure from public view,

and mechanical equipment has also been oriented not to be seen from the right-of-way. There is also existing fencing on adjacent properties along the east, south, and west perimeters.

Stormwater Management (ULDR Article XII)

The development will be served by a dry retention pond designed to accommodate the minimum required attenuation. The Applicant is aware that all submitted site and construction plans must undergo further review by Public Works and Utilities Department staff to satisfy engineering requirements before issuing an Engineering Permit. Any outstanding items determined by the Public Works and Utilities Department must be resolved before any site permits or building permits are issued.

Landscaping (Article XIII) & Tree Protection & Replacement (Article XIV)

The Applicant has submitted a detailed landscape plan for the proposed development (**Attachment 8 - Landscape Plan**). The proposed landscape plan satisfies the right-of-way, perimeter, and buffer landscaping requirements, and no single species accounts for more than 50% of the total trees on site. Given the orientation and design of the site, the Applicant is not able to accommodate the required plant material for non-vehicular open space (NOS) and off-street parking landscaping requirements and is requesting to enact a tree bank alternative; the formula below informs the amount owed:

$$\begin{aligned} 19 \text{ in (NOS)} + 8 \text{ in (off-street parking)} &= 27 \text{ remaining required caliper inches} \\ 27 / 3 \text{ in} &= 9 \text{ mitigation on trees multiplied by } \$350.00 \text{ (current rate for tree bank alternative)} = \$3,150.00 \end{aligned}$$

The site plan proposes the removal of 502 total caliper inches from the subject property. As a result, 168 total replacement caliper inches are required for mitigation in accordance with tree replacement requirements outlined in ULDR Section 3-14.7. As it turns out, the site does not provide sufficient space for the mature growth of supplementary canopy trees. Due to this, the Applicant has requested to enact the tree bank alternative for the remaining caliper inches owed for mitigation; the formula below informs the amount owed:

$$\begin{aligned} 502 \text{ caliper inches} / 3 \text{ in} &= 167.3 \text{ (rounded up to 168)} \\ 168 \text{ mitigation trees multiplied by } \$350.00 &\text{ (current rate for tree bank alternative)} = \$58,800.00 \end{aligned}$$

A tree bank payment of \$61,950.00 shall be required prior to the approval of a Certificate of Occupancy in lieu of planting the remaining required NOS, off-street parking, and mitigation plant material.

Off-Street Parking and Loading Requirements (Article XV)

The minimum parking requirement for commercial, manufacturing, and industrial concerns not catering to the retail trade is 1 space for every 500 square feet of gross building area *or* 1 space for each employee on the largest shift, whichever is greater, *plus* 1 space for each vehicle operating from the premises. Since the proposed building will hold multiple tenants whose proposed uses are currently unknown, the former standard was applied, resulting in 28 required parking spaces. The proposed building is 11,200 sq ft, which yields 23 required parking spaces (rounded up from 22.4), and each of the five bays can accommodate one business-related vehicle.

Overall, the site is required to have at least 28 parking spaces, 2 of which shall comply with mandated ADA regulations. The Applicant's proposal meets the minimum parking standards; all parking stalls are at least 10 ft by 20 ft, and all accessible parking stalls are at least 12 ft by 20 ft with the required 5 ft access strip. Wheel stops for stalls adjacent to landscaped strips shall be located at least 2½ ft from the front end of the stall to prevent encroachment into required landscaped areas. Per ULDR Section 3-15.6.A.3.a, the Applicant has opted to keep the front 2 ft of the stall as a maintained vegetative ground cover area to avoid encroaching into a landscape buffer. However, please note that no credit can be extended toward the open space requirements.

Additionally, the DRC and the Seminole County Fire Department have reviewed and approved the proposed site plan for traffic and safety. The Applicant also proposes enhancing pedestrian connectivity in the area by providing a 6 ft. wide sidewalk connection to the existing sidewalk on Seminola Boulevard.

Signage (ULDR Article XVI)

A ground sign is proposed towards the northwest corner of the subject property. The proposed ground sign and any future signage require a separate building permit and shall adhere to the applicable standards within the ULDR.

STAFF RECOMMENDATION: Staff recommends that the Planning and Zoning Commission approve case number SPR 22-23, based on the staff report and the testimony and evidence presented, that the request meets the applicable provisions of the Unified Land Development Regulations, and is consistent with the Comprehensive Plan as per the written findings in the staff report. The conditions of approval are as follows:

Conditions of Approval:

1. The site plan approval shall be valid for one (1) year. An extension request may be submitted prior to the expiration of this approval.
2. Additional on-site lighting shall not be installed without review and approval of a proposed photometric plan by the City.
3. A tree bank payment of \$61,950.00 must be submitted prior to the issuance of a Certificate of Occupancy.
4. Provide copies of all local, regional, state, and federal permits for the project to the City prior to commencement of development.
5. All of the above conditions shall be fully and faithfully executed, or the site plan shall become null and void.

ATTACHMENTS:

1. Street View of Subject Property
2. Maps
3. Site Plan
4. Adjacent Land Use Table
5. 04.20.2023 DRC Comment Report
6. Building Elevations
7. Photometric Plan
8. Landscape Plan



City of Casselberry

Planning Division

95 Triplet Lake Drive, Casselberry, Florida 32707 • Telephone (407) 262-7700

To: Planning and Zoning Commission

From: Community Development Staff

Date: May 10, 2023

Subject: LPA 23-01: An Ordinance to Amend Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations

REQUEST: An Ordinance to Amend Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations Providing for Accommodations for Passive Park and Recreational Uses

INTRODUCTION: This report aims to inform the Planning and Zoning Commission, acting as the City's Local Planning Agency (LPA), of the request for a favorable recommendation to the City Commission for the proposed amendments to Section 3-13.7. - Development landscape and buffer requirements of the City's *Unified Land Development Regulations* (ULDR). The following amendments are proposed to offer accommodation and flexibility for passive recreational uses to minimally encroach into landscape buffers when site constraints are present. This public hearing was advertised in the *Orlando Sentinel* on April 27, 2023.

GENERAL INFORMATION: In 2020, through a bond referendum overwhelmingly approved by Casselberry voters, the City committed to major improvements to multiple City parks, emphasizing enhanced pedestrian connectivity while highlighting user safety and comfort. This concentrated focus aligns with the goals, objectives, and policies related to multimodal mobility and community health outlined in the City's Comprehensive Plan. A myriad of factors can constrain how a site is designed. Site constraints can include geometric limitations, environmental restrictions, topographic variations, and intergovernmental and interagency obligations, which can present significant challenges recently experienced by the City during the park improvement design phases.

In April 2023, the City Commission approved Resolution 23-3350 signaling the intent to pursue amendments to ULDR Section 3-13.7 based on previously approved resolutions related to pedestrian mobility. Notably, the City Commission passed Resolution 19-3109 in 2019, in which the City made a "100% promise" to the 10-Minute Walk Campaign, where all residents within the City are within a 10-minute safe and comfortable walk of a park. Further, Resolution 19-3118, also approved in 2019, the City adopted the *Casselberry Healthy Community Complete Streets Policy and Design Guidelines*, which established a bold and ambitious goal to become the most walkable, rollable, and bikeable city in Central Florida by 2040.

ANALYSIS: ULDR Article XIII, Landscaping, outlines the purpose, intent, applicability, and regulations for landscaping requirements for all development. Specifically, ULDR Section 3-13.7. - Development landscape and buffer requirements, indicates that all new construction shall follow the landscape requirements provided within Section 3-13.7.C, which includes office, commercial, industrial, multi-family residential, and planned residential development. There is currently no consideration for passive park and recreation uses nor the discretion to grant special allowances to permit sidewalks or shared-use paths within landscape buffers, as needed.

The City finds an amendment to ULDR Section 3-13.7 desirable to provide City staff with flexibility, when needed due to site constraints, to permit minimum necessary encroachments into landscape buffers for passive recreation uses, such as sidewalks or shared-use paths. It is the intent of the proposed ordinance that this option only applies to properties with Recreation and Open Space FLUM use designation and zoned ROS. Further, the proposed ordinance indicates that any encroachment by a passive recreation use is subject to the approval procedures outlined in ULDR Article XVII, Site Plan Review.

Throughout the City parks' design process, if approved, this flexibility will translate to better connectivity to and within the parks while still maintaining sufficient buffering and screening against adjacent land uses to ensure compatibility. The proposed amendments to ULDR Section 3-13.7 are consistent with specific goals, objectives, and policies outlined in the City's Comprehensive Plan and Multimodal Transportation Master Plan (MTMP) related to enhancing connectivity and overall community health, including the following:

Policy FLU 1.13 Recreation and Open Space

Properties in this designation shall consist of public or private recreational facilities, park lands, and open space preservation areas.

Policy FLU 2.2 Design Flexibility

The City shall continue to provide for flexibility with regard to the Unified Land Development Regulations for parcels that are nonconforming and are economically underutilized or blighted when redeveloping.

Policy FLU 13.1.c. Reduction of Greenhouse Gas Emissions

Continuing to support the commuter rail system and multimodal connectivity thereto, which will provide an additional alternative travel mode to remove automobile trips from the regional roadway network and support the principles of the Central Florida Regional Growth Vision.

Policy MTE 1.1 Multimodal Focus

In future transportation planning, the City shall look for opportunities to accommodate bicyclists, pedestrians, transit, and other travel modes as well as vehicles in the public road rights-of-way within Casselberry, which may require partnership with other jurisdictions and government agencies.

Policy MTE 1.5 Site Plan Review

During the site plan review process, new development and redevelopment projects shall be encouraged to consider a range of modes as a means to address mobility issues.

Policy MTE 1.13 Bicycle Facilities

The City shall continue to implement bicycle programs and priorities through right-of-way, construction, design, marking, and construction of trails and other bicycle facilities, as described in the MTMP.

Policy MTE 1.14 Pedestrian Facilities

The City will continue to require new development and redevelopment to plan and provide for pedestrian circulation systems linking major land uses in accordance with the MTMP.

Policy RO 1.5 Connectivity

The City shall provide a connected, integrated and accessible park and trail system that equitably services all communities within the City.

Policy HC 1.2A Healthy Communities

Casselberry shall continue to update the city's MTMP to identify opportunities to improve pedestrian and bicycle connectivity to community facilities, schools, parks, lakes, open spaces, healthy food sources, and other commercial and employment areas.

STAFF RECOMMENDATION: Staff recommends that the Planning and Zoning Commission provide a favorable recommendation to the City Commission for LPA 23-01 to provide amendments to ULDR Section 3-13.7. - Development landscape and buffer requirements.

ATTACHMENTS:

1. Ordinance 23-XXXX Landscape Buffer Text Amendment (LPA 23-01)
2. Legal Ad Published on 04.27.23
3. Resolution 23-3350 Legislation in Progress regarding Landscape Buffers for ROS