



OFFICIAL NOTICE

CITY OF CASSELBERRY PLANNING AND ZONING COMMISSION LOCAL PLANNING AGENCY

Wednesday, January 14, 2026
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 Meeting to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
 - A. **Minutes from the October 8, 2025 Regular Meeting**
 - B. **Minutes from the December 10, 2025 Regular Meeting**
5. **Disclosure of Ex Parte Communications**
6. **Conditional Use Applications**
 - A. **COU 25-08: Conditional Use Approval for an Accessory Structure Exceeding 500 sq. ft. at 806 The Spur**

Approval of a conditional use request for an accessory structure greater than 500 sq. ft. to be used for vehicle storage on the property located at 806 The Spur, is requested.
 - B. **COU 25-07: Conditional Use Approval to Operate Trade and Skilled Services at 75 Concord Drive**

Approval of a conditional use request to operate a trade and skilled services business located at 75 Concord Drive, is requested.
 - C. **COU 25-10: Conditional Use Approval for a Dock at 505 Queens Mirror Circle**

The Community Development Department – Planning Division requests that the Planning and Zoning Commission hold a public hearing to consider a conditional use to allow a fixed residential dock at 505 Queens Mirror Circle.

7. Site Plan Applications - None

8. Future Land Use Map and Zoning Map Amendments

A. FLU 25-01: An Ordinance to Amend the Future Land Use Map Designation for 1775 Seminola Blvd

Approval of an ordinance to amend the City's *Future Land Use Map* to change the designation of five parcels generally located south of Geneva School, from Low Density Residential (LDR) to Low Intensity Nonresidential (LINR), is requested.

9. Public Hearings - None

10. Other Business - None

11. Citizens' 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: January 14, 2026
Subject: COU 25-08: Conditional Use Approval for an Accessory Structure Exceeding 500 sq. ft. at 806 The Spur

REQUEST: Approval of a conditional use request for an accessory structure greater than 500 sq. ft. to be used for vehicle storage on the property located at 806 The Spur, is requested.

INTRODUCTION: The Community Development Department's Planning Division requests that the Planning and Zoning Commission/Local Planning Agency (P&Z) hold a public hearing to consider a request for conditional use approval from the applicant, James Coschignano of Prestige Contracting Company, on behalf of the property owner Rosemarie Lazaro, to construct a metal building totaling 1,120 sq. ft. on the property located at 806 The Spur. The subject property is approximately ± 0.39 acres, has a Low Density Residential (LDR) Future land Use Map (FLUM) designation and is located in the R-9 (Low Density Single-Family) zoning district, which are consistent with one another. Additionally, the subject property is not located within any overlay districts.

According to Table 2-5.3 "Land Use by District" of the City's Unified Land Development Regulations (ULDR), accessory structures exceeding 500 sq. ft. in the R-9 zoning district require conditional use review and approval. Article II, Section 1-2.6 of the Unified Land Development Regulations (ULDR) authorizes P&Z to review and approve conditional use requests. ULDR Article VI sets forth specific criteria for approving conditional use requests.

GENERAL INFORMATION: The applicant is requesting conditional use approval to construct a 28' x 40' (1,120 sq. ft.) metal building on the subject property, which is approximately ± 0.39 acres or 16,988 sq. ft. There is an existing concrete slab in the proposed location permitted via ASN24-000009 which is 16' x 20' (320 sq. ft.) which is shown on the proposed site plan. The new building and concrete slab is shown to the south of the existing smaller slab which will create an additional 1,120 sq. ft. in impervious area. The existing home, porches, driveway, walkways, and pool account for approximately $\pm 3,632$ sq. ft. and the existing slab and proposed metal building accounts for approximately $\pm 1,440$ sq. ft. In total, the new impervious area will be about 5,072 sq. ft. or 30% of the property. The proposed use of the metal building is for personal vehicle storage. The property consists of a single family home addressed to The Spur, but has its current driveway on Sundown Trail. The property is a corner lot at the entrance to a cul-de-sac.

ANALYSIS: Article VI, Section 2-6.2(B) of the ULDR provides specific criteria for conditional use review and approval. The following conclusions are based on staff's review of the five conditional use criteria.

Criterion 1. Land use compatibility.

The subject property is located in a single-family residential neighborhood known as Wyndham Woods. As such, it is surrounded by single family homes to the north, south, east and west. Generally speaking, metal buildings in residential areas can be compatible with neighboring properties when their height is limited and when they are screened in a rear yard, by way of

fencing or the principal structure. This considered, the metal building proposed for this project is notably large – approximately 638 sq. ft. smaller than the house. It is also to be used for vehicle storage, which will require an additional driveway to provide access. The property already has a driveway providing access to the main house and the applicant is proposing an additional driveway, approximately 38' wide, to be located along the same side property line facing Sundown Trail. ULDR Section 3-10.9 notes that single-family residential properties are limited to one driveway (except for circular driveways) and that the driveway needs to be located on the side of the property in which the garage or carport is located. On the latter point, it appears that the existing driveway *used* to lead to a garage which has since been enclosed and/or converted to additional living space. ULDR Section 3-10.9 provides an exemption for rear yard parking for detached garages which is applicable to this proposal. To proceed, however, the applicant will need to deconstruct the existing driveway and convert it to open space, and begin using the new one on a permanent basis for all vehicles on the property to be in compliance with the aforementioned section. The new driveway is not included within this conditional use and may be required to be smaller compared to what is currently proposed, to be determined during the building permit application.

Criterion 2. Sufficient site size and adequate site specifications to accommodate the proposed use.

The subject property is approximately ±0.39 acres and consists of a single-family home (approximately 1,800 sq. ft.), with a pool and screen enclosure in the backyard. Due to the proposed size, the accessory structure will be required to meet the same minimum side and rear setbacks as the main structure and must be placed 10 ft. from the house. The R-9 zoning district requires a 7.5 ft. setback from the side interior lot line, a 25 ft. setback from the side corner lot line and a 20 ft. setback from the rear lot line. The current distance separation of 4 ft. from the screen enclosure to the proposed accessory structure is insufficient and will need to be increased to a minimum of 10 ft. The proposed building will be required to meet all setbacks and separation requirements, which may require that the building size be reduced. Impervious area can encompass up to 50% of the property and the proposal is well under this due to the property's size.

Criterion 3. Proper use of mitigative techniques.

In order to maintain a harmonious appearance of the residential area, the accessory structure will be located behind the principal structure in the rear yard of the property. The accessory structure is also located behind the principal structure and generally will not match the aesthetics of the principal structure, as it is a metal building. This considered, however, the applicant has verified that they will only be utilized for vehicle storage and will be screened by a 6' vinyl fence with a gate. Additionally, the building may not be taller than 15 feet or the height of the main roofline of the principal structure, whichever is less, per ULDR Section 2-7.9(E)(3). The proposed building has a wall height of 12' wall height and an overall height of 14.5 feet.

Section 2-7.9. specifies that accessory structures shall be designed to blend aesthetically with the main structure. The proposed accessory structure does not share the same exterior wall or roof material, as the home has a brown shingle roof and wood siding on 3 sides, with the rear being stucco. As proposed, the building's roof color matches the same brown as the principal structure's roof, but the wall color does not match the white/crème color of the principal structure's siding. To utilize effective mitigative techniques to blend the proposed accessory structure with the character and scale of the surrounding homes, staff has recommended as a condition of approval that the proposed accessory structure have a wall height not to exceed 8', which is comparable to the principal structure, and that the wall color shall match that of the principal structure's. Additionally, all walls must have a horizontal lap siding design (an example has been attached to the agenda item) and shall not be horizontal or vertical standard sheet metal.

Criterion 4. Hazardous waste.

No hazardous waste will be produced or stored at the site.

Criterion 5. Compliance with applicable laws and ordinances.

Currently, due to the property having no carport or garage, the property is in violation of ULDR Section 2-7.16, which provides: "Every single-family dwelling unit shall be required to provide a garage or carport." At some point in the past, the garage was converted into living area. Staff has not been able to locate any permit which allowed this work to be conducted. The proposed accessory structure acting as a garage would bring the property back into compliance with Section 2-7.16. A building permit must be obtained, and all inspections must be approved prior to utilizing the accessory structure. Building permits will also be required for the previously completed garage conversion. The Applicant is responsible for any other applicable permits, licenses, and inspections from other agencies which must be provided to the City prior to building permit issuance.

STAFF RECOMMENDATION:

Staff recommends that case number COU 25-08 be approved with staff's conditions, based upon the staff report and the testimony and evidence presented, that the request meets the applicable provisions of the City Code of Ordinances (City Code) and the Unified Land Development Regulations (ULDR) and is consistent with the Comprehensive Plan as per the written findings contained within the staff report. The conditions of approval are as follows:

1. The conditional use shall be limited to the location of 806 The Spur.
2. Upon submission of building permits, the applicant must provide the paint colors used which shall match the corresponding part of the principal structure in color.
3. The accessory structure shall not have a wall (side) height exceeding 8 feet.
4. The accessory structure shall have a siding finish on all exterior walls.
5. To the extent the accessory structure is used for a home-based business, all operations shall comply with Florida Statute 559.955 and ULDR Section 2-7.17, as may be amended from time to time. The accessory structure shall not be used as a dwelling unit unless and until the City of Casselberry has adopted an ordinance authorizing accessory dwelling units as a use and has issued all relevant approvals and permits for such use at this location.
6. Any additions that increase the height or square footage of the accessory structure will require conditional use approval.
7. To maintain compliance with ULDR Section 3-10.9(E)(1)(e)(ii), the applicant must remove the existing driveway before constructing the new one.
8. Upon submission of building permits, the applicant must demonstrate the accessory structure meets the required 20' rear yard setback and 10' building separation requirement.
9. An opaque fence and gate at least 6' tall must be maintained in perpetuity for the life of the structure along the property line adjacent to Sundown Trail.
10. A building permit must be issued within 180 days of approval. All inspections must be approved by the expiration date of the building permit.

ATTACHMENTS:

1. Proposed Site Plan
2. Building Plans
3. Letter of Intent
4. Building Renderings
5. 806 Street View - Side
6. 806 Street View - Front
7. Metal Lap Siding Example
8. Maps



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: January 14, 2026
Subject: COU 25-07: Conditional Use Approval to Operate Trade and Skilled Services at 75 Concord Drive

REQUEST: Approval of a conditional use request to operate a trade and skilled services business located at 75 Concord Drive, is requested.

INTRODUCTION: The Community Development Department's Planning Division requests that the Planning and Zoning Commission (P&Z) hold a public hearing to consider a conditional use request from the applicant, Dante Corrente, for approval of a conditional use that allows the uses of trade and skilled services which are permitted in the CG zoning district by conditional use. Located just west of the intersection of Concord Drive and U.S. 17-92, the subject property is ±0.44 acres. It is designated as Commercial (COMM) on the City's Future Land Use Map (FLUM) and is zoned CG (Commercial General), which are consistent with one another. Additionally, the subject property is located within the Community Redevelopment Area overlay district.

According to Table 2-5.3 "Land Use by District" of the City's Unified Land Development Regulations (ULDR), the use of "Trade and Skilled Services" requires a conditional use review within the CG zoning district. Article II, Section 1-2.6 of the ULDR authorizes the Planning and Zoning Commission to review and approve conditional use requests. Article VI sets forth specific criteria for approving the conditional use request.

"Trades and skilled services" is defined in the ULDR as "[e]stablishments providing services requiring skilled labor or craftsmanship for repair including household items, office equipment, appliances, printing, blueprinting, carpet sales and service, showroom sales, medical and dental laboratories, lawn and maintenance services, newspaper printing, radio and television broadcasting, restaurant equipment and supply sales and services. *All such activities shall not include outdoor storage.*"

GENERAL INFORMATION: The subject property is ±0.44 acres and generally located just west of the intersection of Concord Drive and U.S. 7-92. It is designated as Commercial (COMM) on the City's Future Land Use Map (FLUM) and is zoned CG (Commercial General), which are consistent with one another. Additionally, the subject property is not located within any overlay districts. The applicant is requesting approval to operate his swimming pool design and construction company and formalize parking as required by the City's ULDR.

The property has remained in City limits since its development as a furniture retailer and refinishing company in 1983 via SPR-83-11. The next year, a conditional use application was applied for when the property was sold to an auto service company to allow for the use via BA-84-09 which was granted. In 2021 the applicant purchased the property for the current business and applied for a conditional use via CU 21-09 to allow for trade and skilled services without outside storage. The conditional use required the applicant apply for a formal site plan to satisfy the need for formal ADA parking and parking space requirements for the use. The applicant never

submitted a site plan application within 90 days of issuance, and CU 21-09 became null and void per the conditions of approval. The original conditions include: There shall be no outside display or storage of goods, materials, services, or vehicles. It also permitted overnight parking of vehicles used in conjunction of the business but did not include the outdoor storage of any trailers, equipment, or materials. This request would permit the use of trade and skilled services to operate on the property with conditions prohibiting outside storage and formalize the proposed site plan to bring parking into compliance.

The applicant's company, Artificial Environments Inc., is a swimming pool design and construction company. The front building is used as a design studio and sales office while the rear building is used as enclosed material and goods storage. The rear of the property is undeveloped and is used for outdoor equipment storage. The hours of operation of the business vary based on work load, but typically 7:00 am to 5:00 pm every weekday and the business is closed Saturday and Sunday. The company employs 6 people and has 1 truck and 6 trailers.

ANALYSIS: Article VI, Section 2-6.2(B) of the ULDR provides specific criteria for conditional use review and approval. The following conclusions are based on staff's review of the five conditional use criteria.

CRITERION 1. Land use compatibility.

The CG zoning district is intended to accommodate general commercial uses, which shall include general retail sales and all other general commercial uses. This conditional use request will allow for the continued operation of the use "Trade and Skilled Services", which is permitted in the CG zoning district by conditional use. Historically, the property has operated with a conditional use for automotive repair until the use was discontinued. The property has always served primarily service related businesses, with retail being an ancillary use. The current and proposed use of the property is consistent with historical utilization of the property with conditions limiting the impact of the use, as well as the surrounding zoning and land uses.

CRITERION 2. Sufficient site size and adequate site specifications to accommodate the proposed use.

The subject parcel has the appropriate size to operate the business as it has been operating under current ownership since 2021. The size of the parcel is adequate for the desired use and designed site plan proposed via COU 25-07. Additionally, the proposed improvements meet all the relevant setback, size, height, and dimension requirements outlined for the CG zoning district provided in ULDR Table 2-5.4.

CRITERION 3. Proper use of mitigative techniques.

Landscape screening, proximity to arterial roads, and the neighborhood's character has been a focus of the design to ensure all available mitigative techniques have been utilized. Conditions of approval have also been designed with the objective of mitigating inconsistent characteristics and uses of the surrounding area.

CRITERION 4. Hazardous waste.

No hazardous waste will be generated or handled on site for the proposed land uses.

CRITERION 5. Compliance with applicable laws and ordinances.

Possession of both City and County business tax receipts, as well as any applicable permits, licenses, and inspections from other agencies must be provided to the City prior to implementing the use.

STAFF RECOMMENDATION: Staff recommends that case number COU 25-07 be approved with staff's conditions, based upon 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 contained within the staff report. The conditions of approval are as follows:

- 1) The conditional use shall be limited to 75 Concord Drive.
- 2) No outside storage of any materials, trailers, equipment, shall be permitted on the property.
- 3) Material, trailers, and equipment may only be stored within enclosed buildings.
- 4) The dumpster shall be opaquely screened from view from public streets and adjacent properties, to a height of at least six feet, or six inches higher than the height of the container, whichever is higher.
- 5) A business / professional office is required to remain operational in conjunction with the business.
- 6) A new conditional use application shall be required if the use should cease for more than 90 days.
- 7) A new conditional use application shall be required if the use should expand beyond the scope provided.
- 8) The attached conceptual plan shall be binding on the applicant, except that minor modifications may be made during the site plan review process to conform to the City Code or life safety requirements.
- 9) All of the above conditions shall be fully and faithfully executed or the conditional use shall become null and void.

ATTACHMENTS:

1. Letter of Intent
2. Landscape Plan
3. Site Plan
4. CU 21-09 Staff Report with Attachments
5. Maps



City of Casselberry

Community Development Department

95 Triplet Lake Drive, Casselberry, Florida 32707 • Telephone (407) 262-7751

To: Planning and Zoning Commission
From: Community Development Staff
Date: January 14, 2026
Subject: COU 25-10: Conditional Use Approval for a Dock at 505 Queens Mirror Circle

REQUEST: The Community Development Department – Planning Division requests that the Planning and Zoning Commission hold a public hearing to consider a conditional use to allow a fixed residential dock at 505 Queens Mirror Circle.

INTRODUCTION: The purpose of this report is to provide you with information regarding the request of the Applicant and Property Owner, Anthony Goebel, to construct a residential dock at 505 Queens Mirror Circle. The subject property has a Low Density Residential (LDR) Future Land Use Map (FLUM) designation and is zoned R-12.5 (Low Density Single-Family). Table 2-5.3 “Land Use by District” of the City’s Unified Land Development Regulations (ULDR) states that piers, boat slips, and docks (non-commercial) require conditional use review. Article II, Section 1-2.6 of the ULDR authorizes the Planning and Zoning Commission to review and approve conditional use requests. Article VI sets forth specific criteria for approving the conditional use request.

GENERAL INFORMATION: In December 2025, the Applicant who is also the Property Owner, inquired about the prospect of building a dock on the above property, and was informed that conditional use approval was required prior to the issuance of building permits. The proposed improvement includes a single dock made from treated wood and composite decking, to be located adjacent to an existing boat launch on the property. Conditional use approval is required to ensure the improvements are compatible with the surrounding area, as provided in ULDR Table 2-5.3 “Land use by District.” The dock is intended for private use by the Applicant and family members. The subject property abuts the lakebed of South Triplet Lake, which is owned by the City of Casselberry. Due to this, the applicant will be required to sign a Hold Harmless agreement with the City.

ANALYSIS: This would be the first dock on this property and will consist of an access pier (4.5’x66’) and a platform (14’x18’) at the end, for a total of ±549 square feet. The applicant has confirmed plans to ensure that the ±175 feet of lake frontage on the subject property is landscaped with at least 50 percent Florida native species. Since the dock will extend approximately 70 feet from the shoreline, its full length will be illuminated using solar lighting fixtures from sundown to sunrise.

Article VI, Section 2-6.2(B) of the ULDR provides specific criteria for conditional use review and approval:

1. **Land use compatibility.** Currently, there are numerous docks located on South Triplet Lake. The design of this dock is similar in size and composition to those existing on the lake. Generally, docks are compatible with adjacent properties with residential uses; the homeowner’s private use of the dock will not adversely impact the neighboring areas.
2. **Sufficient site size and adequate site specifications to accommodate the proposed use.** ULDR Section 2-7.7(C)(9) does not consider docks as yard encroachments so long as they receive approval from the City Engineer. The Public Works & Utilities Department

will also review the final design of the dock as part of the building permit approval process. The Applicant shall ensure that all requirements from the City Engineer and the Public Works & Utilities Department are met.

3. **Proper use of mitigative techniques.** The site is surrounded by similarly situated single-family residential properties, many of which have docks. The Applicant shall ensure that all requirements from the City Engineer and Public Works & Utilities Department are met. Per City Code Section 94-5, if the dock is proposed to extend more than 10 ft. from the shoreline, it must be adequately lit from sunrise to sunset. Since the proposed dock extends approximately 70 ft. from the shoreline, the conditions of approval will include the City Code's lighting requirement. This considered, staff has confirmed with the Applicant that the dock will be lit using solar-powered lights placed no more than 10 ft. apart for the length of the dock. Further, ULDR Section 3-11.5 indicates that development occurring adjacent to a lake shoreline or wetland area shall prepare a design and management plan for the vegetation along the shoreline. The Applicant shall submit a shoreline protection plan as part of the building permit submittal to limit biodiversity loss and ensure minimal impacts on water quality and shore erosion.
4. **Hazardous waste.** No hazardous wastes or materials shall be stored on the dock.
5. **Compliance with applicable laws and ordinances.** Upon approval of the conditional use, the Applicant shall obtain a building permit from the City prior to construction. The Applicant's permit submittal shall comply with all applicable local, state, and federal requirements.

STAFF RECOMMENDATION: Staff recommends that case number COU 25-10 be approved with Staff's conditions, based upon the staff report and the testimony and evidence presented, that the request meets the applicable provisions of the City Code of Ordinances (City Code) and Unified Land Development Regulations (ULDR) and is consistent with the written findings contained in the staff report. The conditions of approval are as follows:

1. All Public Works & Utilities conditions must be met. These conditions include the following: A building permit will be required for the proposed dock. The following are conditions and/or items that will apply to said permit:
 - a. NO FILL may be imported without compensating storage as part of the dock's construction for the portion within the Special Flood Hazard Area (SFHA), also known as the 100-year floodplain. This must be specified in writing on the building permit application.
 - b. Per Section 3-11.5 of the City's ULDR, Lakeshore Protection, the submittal should include a plan for permanent revegetation of the shoreline to bring it into compliance with City Code and State Law. At least 50% of the shoreline should be vegetated with native species. City staff can assist with aspects of the shoreline protection plan, including shoreline plant species recommendations. Please contact Eric Brown, Construction and Permitting Manager, at (407) 262-7725, Ext. 1227 for more information.
2. Per City Code Section 94-5(b), the dock must be properly lit from sunset to sunrise to show its overall length, as it is proposed to extend further than 10 ft. from the shoreline.
3. A building permit must be submitted within 180 days of conditional use approval.
4. The dock must be kept in good condition. The conditional use shall become null and void if the dock sustains damage or falls into disrepair, is not repaired or replaced within 6 months, and is taken before the Special Magistrate for the code violation.

5. A new conditional use will be required if the size or dimensions of the dock is increased.
6. The site's numerical address must be clearly posted on the dock in an area visible from the waterbody.
7. The Applicant shall submit with the building permit application an executed Hold Harmless and Maintenance Agreement with the City.
8. All the above conditions shall be fully and faithfully executed, or the conditional use shall become null and void.

ATTACHMENTS:

1. SCPA Property Record Card
2. Maps
3. Site Plan
4. Proof of ownership



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: January 14, 2026
Subject: FLU 25-01: An Ordinance to Amend the Future Land Use Map Designation for 1775 Seminola Blvd

REQUEST: Approval of an ordinance to amend the City's *Future Land Use Map* to change the designation of five parcels generally located south of Geneva School, from Low Density Residential (LDR) to Low Intensity Nonresidential (LINR), is requested.

INTRODUCTION: The Community Development Department's Planning Division requests that the Planning and Zoning Commission/Local Planning Agency (P&Z) hold a public hearing to consider FLU 25-01: An application to amend the City's *Future Land Use Map* (FLUM) designation of five properties from Low Density Residential (LDR) to Low Intensity Nonresidential (LINR).

Section 1-2.6. of the Unified Land Development Regulations (ULDR) authorizes the Planning and Zoning Commission, acting as the Local Planning Agency, to review requests to amend the FLUM and make recommendations to the City Commission. Amendments to the City's FLUM are considered in accordance with Sections 163.3177 and 163.3187 of the Florida Statutes, the City's Comprehensive Plan, ULDR Article IV, "Comprehensive Plan Implementation," and Article V, "Zoning District Regulations."

GENERAL INFORMATION: There are five subject parcels that comprise a total of ±2.8 acres, which are located directly south Geneva School at 1775 Seminola Boulevard. Only one of the five parcels is developed and consists of a single-family home, which is addressed at 1490 Azalea Avenue. The Geneva School purchased the subject parcels in Dec. 2022 and met with City staff in June 2025 to discuss next steps, as they intend to use them to expand the school's campus.

More specifically, the applicant, John Classe, has indicated that developing the properties is among the first steps of a larger plan to upgrade the campus with various new buildings and amenities. That said, the subject properties specifically will be used to expand the existing main parking lot by approximately 120 spaces as well as construct a new soccer field near the existing track, complete with a field house and bleachers. To proceed, a FLUM designation consistent with the rest of the Geneva School property is needed. As such, staff is recommending Low Intensity Nonresidential (LINR).

On November 27, 2025, a written notice for the proposed FLUM amendment was posted on the subject property. Written notification of this public hearing was mailed to the surrounding property owners within 500 ft. of the subject property on November 27, 2025. That same day, a notice was also advertised in the *Orlando Sentinel*.

ANALYSIS: Consistency with Comprehensive Plan

The proposed FLUM amendment is consistent with the following policies and objectives found in the City's Comprehensive Plan:

- *Policy FLU 1.6 – Low Intensity Non Residential/Medium Density Residential.* Properties designated Low Intensity Non Residential/Medium Density Residential shall provide for general retail and commercial activities and attached and detached residential purposes. This area may be developed at a Floor Area Ratio of no greater than 0.25 and a gross residential density not exceeding 13 units to the acre.
- *Policy FLU 8.1 – Future Land Use Map Amendments.* Unless otherwise provided by law, the Comprehensive Plan of the City of Casselberry may be amended in accordance with Sections 163.3184 and 163.3187 Florida Statutes.
- *Policy FLU 11.3 – Performance Standards.* In order to protect the residential character of those areas defined by Objective FLU 11, medium and high density residential, office and commercial uses shall be subject to performance standards within the Unified Land Development Regulations (ULDR).

Land Use Compatibility

To the north and east of the subject properties is the existing Geneva School campus. To the west is more Geneva School property and five single family homes located in unincorporated Seminole County. To the south are the same five single family homes, some vacant wetlands and Seminola Boulevard, which is considered a “Minor Arterial” roadway per the City’s Comprehensive Plan. From a compatibility perspective, a concern on staff’s part is the single-family homes located to the south. Since Geneva School was built, the subject properties, largely due to their size and vacancy, have served as a *de facto* buffer between the school and these homes.

The proposed FLUM change will change this, extending the school’s property directly adjacent to them. This considered, however, staff feels the impact will be minimal given that the proposed use for the subject properties is parking and/or recreation and open space areas. Additionally, it should be noted that the Geneva School's property lines *already* extend this far south along the majority of its southern perimeter. Further, the southern perimeter also borders other single-family homes, with the only exception currently being the location of the subject properties. According to the City's Comprehensive Plan, areas with the Low Intensity Nonresidential (LINR) FLUM designation may provide for a range of general retail, commercial activities, mixed-use (retail, office, and business, personal services and attached residential), and office/residential uses. Additionally, the site plan review process will assess landscape buffers, lighting, parking and connectivity.

To recap, the proposed change would have no adverse impacts with regard to compatibility in the north or east as this is existing Geneva School property. Further, for the reasons stated above, staff acknowledges that the FLUM change would result in a changed condition for some nearby residents to the south and west, but feel that its impact will resemble conditions that have existed since the school’s inception.

Adequate Public Facilities

Police services are provided to the subject property by the City of Casselberry, and fire services are currently provided by Seminole County. Vehicular and pedestrian access will be provided via the main entrance to the school on Seminola Boulevard. Additionally, a school impact analysis from Seminole County Public Schools demonstrating school concurrency prior to rezoning the subject property is not necessary given that the proposed FLUM designation is non-residential. Lastly, city water and sanitary sewer services are available to the subject property.

Natural Environment

The site plan review processes will ensure that environmental impacts associated with any development of the subject property are mitigated. Therefore, the proposed FLUM amendment is not anticipated to have any negative effect on the natural environment.

Orderly Development

The proposed FLUM amendment will require that the property be rezoned to a zoning designation that is consistent with Low Intensity Nonresidential (LINR). The applicant has expressed their intent to rezone to PMX-L (Planned Mixed-Use: Low Intensity), which is consistent with the Low Intensity Nonresidential (LINR) FLUM designation and the rest of the Geneva School property. All plans to develop the subject property will be reviewed and shall adhere to the requirements of the City's ULDR and Code of Ordinances.

STAFF RECOMMENDATION: Staff recommends that P&Z recommend approval of case number FLU 25-01 to the City Commission, based on the staff report and the testimony and evidence presented, that the request meets the applicable provision of the ULDR and is consistent with the City's Comprehensive Plan as per the written findings in the staff report.

ATTACHMENTS:

1. Maps
2. Property Survey
3. Ordinance 26-XXXX (FLU 25-01)