



Planning & Zoning Board Regular Meeting Minutes

January 17, 2024 at 6:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Warren Lindsey, Vashon Sarkisian, David Bornstein, Melissa Vickers, Alex Stringfellow, and Jim Fitch.

Absent

Michael Spencer

Staff Present

City Attorney Dan Langley, Director of Planning and Zoning Allison McGillis, Planning Consultant Jeff Briggs, Administrative Coordinator Mary Bush

1. Call to Order

Chairman David Bornstein called the meeting to order at 5:59 p.m.

2. Consent Agenda

- a. Approve the minutes of December 5, 2023.

Motion made by Melissa Vickers; seconded by Vashon Sarkisian to approve the December 5, 2023 meeting minutes.

The motion carried unanimously by a 5-0 vote. (Jim Fitch was not present for the approval of the minutes. Michael Spencer was absent from the meeting.)

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

No one from the public wished to speak. The public hearing was closed.

4. Public Hearings (Public participation and comment on these matters must be in person.)

- a. Request of Rollins College for approval to build a three-story, 80,981 square foot, Rollins Faculty & Staff housing building of 48 units via:

1. Comprehensive Plan text policy amendment;
2. Comprehensive Plan future land use map and Zoning map amendments; and
3. Conditional Use approval.

Mr. Briggs noted that the meeting had been postponed and continued to the current date due to a declared State of Emergency regarding inclement weather on its originally scheduled date of January 9, 2024. He then began discussion and mentioned that a portion of the project site has frontage on New England and Welbourne Avenues. He added that there are 28 existing apartments on the site that are referred to as the Daniel Hunter apartments and there are also seven vacant lots that front Welbourne Avenue. He then discussed certain aspects of the Land Development code that affect the application. He discussed the code requirements for unit density, the proposed commercial use along the New England Avenue frontage, third floor design standards, parking conformance, and tree preservation. During his discussion, Mr. Briggs elaborated on the details of the building and parking plans for the project. He indicated that the applicant had pointed out that most of the surrounding area's commercial buildings have three stories with vertical walls and only a small section has the code required sloping roofs with dormers. He added that the applicant was not requesting additional square footage and that the interior of the building, through nonconforming use and a settlement agreement, would be divided into smaller apartments. He also noted that the project would contribute to the City Commission's efforts to provide residents with attainable and affordable housing. Mr. Briggs then expressed that for the project some of the on-street parking along Welbourne Avenue could be indented in order to keep a two-way traffic flow and create on-street parallel parking spaces with tree bump outs. He then went into a brief discussion about the proposed parking for the project and on-street parking.

Staff recommendation was for approval with the following conditions:

- That there be a Community Benefit Agreement which includes:
 1. The commitment as workforce/attainable housing for Rollins College faculty and staff for a period of a minimum of 20 years.
 2. Prohibition on the use of the apartments as undergraduate or graduate student housing or use of the building for classroom instruction.
 3. Property to remain on the tax rolls unless otherwise permitted for exclusion pursuant to Fl. Statutes.
 4. Coffee shop and Bookstore space (1,000 sq. ft.) on the first floor of south 38 feet of the lots fronting on New England Avenue shall be used as retail business space open to the public.
 5. That a final landscape plan be approved by staff that incorporates tree compensation, the preservation of the two live oaks in the parking lot and tree buffering along Welbourne Avenue.

Discussion ensued with the Board regarding the following:

- clarification on the number of required parking spaces,
- the reason the number of apartments was not limited to 34,
- why the proposed building looks to be of a wooden structure rather than a Mediterranean structure,
- if the suggested widening of and indented recessed parking on Welbourne Avenue could be required,
- clarification of the difference between a community benefit agreement and a deed restriction,
- if there would be enforceable restrictions on the screening of the rooftop A/C units and the contents of the apartment patios,
- how the terms 'staff' and 'employees' are defined by the applicant with regard to the project,
- if the density per acre for the Douglas Grand condominiums exceeds code requirements,
- the reason for the 25-foot setback on the west end of the property along S. Virginia Avenue,
- the parking ratio for the Douglas Grand condominiums,
- if undergrounding of the overhead service wires during construction would be required along Welbourne Avenue,
- clarification of the proposed building height,
- if tenant lease terms for the apartments are defined in the Community Benefit Agreement,
- if Rollins College had looked into trading their 273 W. New England Avenue property with the adjacent vacant lots to the east of the property,
- staff's reason for not including on-street parking on Welbourne Avenue as a condition of approval,
- and if parking congestion had been considered with regard to the future development of the adjacent vacant lots.

The President of Rollins College, Grant Cornwell of 600 Osceola Avenue, Winter Park, FL 32789 addressed the Board. Mr. Cornwell spoke about the strategic importance of the project to Rollins College. He noted that certain faculty and student-facing professional staff cannot afford to live in Winter Park and their commute times have become significant causing them to leave the college. He added that the current generation of faculty and student-facing professional staff are green conscious and would like to eliminate their current reliance on cars and live where they work. He then discussed the type of tenants expected to live in the apartments and noted that an initial term limit of six years was being considered for the lease terms.

The applicant's representative, Attorney Becky Wilson of 215 N. Eola Drive, Orlando, FL 32801 addressed the Board. Attorney Wilson noted that the applicant had considered renovating the existing Daniel Hunter apartments but felt it would make better sense to

tear them down and rebuild because they are very old buildings and very small units. She also noted that the current extended curb cut along W. Welbourne Avenue would be eliminated and the applicant was in support of creating on-street parking along Welbourne. She then indicated that the applicant was working with the City's utility company to schedule the overhead service lines to be undergrounded before or during construction of the project. She further indicated that 14 of the apartments will be one bedroom apartments, 29 will be two bedroom apartments, and 5 will be three bedroom apartments. Attorney Wilson went on to express that the applicant was willing to provide restrictions on the number of cars allowed per apartment. She then discussed the ground floor commercial requirements along W. New England Avenue and the proposed underground vaulted system and drainage swales for stormwater. She noted that the applicant agreed with all the conditions of approval under the Community Benefit Agreement and that the applicant intended the A/C units to be screened from pedestrian view.

The applicant's architect, Randall Slocum with Slocum Platts Architects of 1162 N. New York Avenue, Winter Park, FL 32789 addressed the Board. He indicated that the architecture was intended to fit in with the Mediterranean character of Rollins College. He then discussed the details of the architecture, describing the scale, elevations, arch entry elements, fabric awnings, window sills and the stucco finish. He also explained why the building would be built out of frame rather than block and indicated the location of the stairs and elevators within the proposed building.

The Board heard public comment from the following residents:

Mark Butner of 325 W. Welbourne Avenue, Winter Park, FL 32789; Sharon Myers of 1705 Carollee Lane, Winter Park, FL 32789; Richard Rudy of 100 S. Virginia Avenue #318, Winter Park, FL 32789; Gigi Papa of 1440 Hibiscus Avenue, Winter Park, FL 32789; Michael Dick of 100 S. Virginia Avenue #407, Winter Park, FL 32789; Beth Hall of 516 Sylvan Drive, Winter Park, FL 32789; Donna Colado of 327 Beloit Avenue, Winter Park, FL 32789; Rick Goings of 140 E Morse Boulevard Unit G, Winter Park, FL 32789; and Robert Higgins of 100 S. Virginia Avenue, Winter Park, FL 32789.

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

Attorney Wilson addressed the Board and spoke about parking spaces for the apartments, why the applicant did not propose a parking garage, the applicant's request for a non-sloping roof, and the architectural articulations for the proposed building.

The Board inquired about the ability to have street-side openings and doors on the proposed building and the applicant's consideration of any other facade materials to make the building blend better within the community.

The Board then briefly shared their thoughts on the request and were in split favor of it as presented and with conditions. The Board members overall expressed that they wanted to see on-street parking added on Welbourne Avenue and a parking management plan with parking restrictions per apartment.

Motion made by Warren Lindsey, seconded by Jim Fitch, to table the request.

Attorney Wilson addressed the Board and noted that the applicant was not willing to change the current proposed number of parking spaces.

The motion was withdrawn by Warren Lindsey.

Motion made by Warren Lindsey, seconded by Jim Fitch, for denial of the Conditional Use approval to build a three-story, 80,981 square foot, Rollins Faculty and Staff housing building of 48 units.

The motion failed by a 3-3 vote. (In Favor: Jim Fitch, Melissa Vickers, and Warren Lindsey. Opposed: Vashon Sarkisian, Alex Stringfellow, and David Bornstein.)

Motion made by Warren Lindsey for Conditional Use approval to build a three-story, 80,981 square foot, Rollins Faculty and Staff housing building of 34 units with the following conditions:

- That there be a Community Benefit Agreement which includes:
 1. The commitment as workforce/attainable housing for Rollins College faculty and staff for a period of a minimum of 20 years.
 2. Prohibition on the use of the apartments as undergraduate or graduate student housing or use of the building for classroom instruction.
 3. Property to remain on the tax rolls unless otherwise permitted for exclusion pursuant to Fl. Statutes.
 4. Coffee shop and Bookstore space (1,000 sq. ft.) on the first floor of south 38 feet of the lots fronting on New England Avenue shall be used as retail business space open to the public.
 5. That a final landscape plan be approved by staff that incorporates tree compensation, the preservation of the two live oaks in the parking lot and tree buffering along Welbourne Avenue.
- That Welbourne Avenue must be widened and recessed parking created.

The motion died for a lack of a second.

Brief discussion ensued between the Board, staff, and Attorney Wilson regarding the parking concerns raised by the Board.

Motion made by Alex Stringfellow, seconded by Vashon Sarkisian, for Conditional Use approval to build a three-story, 80,981 square foot, Rollins Faculty and Staff housing building of 48 units with the following conditions:

- **That there be a Community Benefit Agreement which includes:**
 - 1. The commitment as workforce/attainable housing for Rollins College faculty and staff for a period of a minimum of 20 years.**
 - 2. Prohibition on the use of the apartments as undergraduate or graduate student housing or use of the building for classroom instruction.**
 - 3. Property to remain on the tax rolls unless otherwise permitted for exclusion pursuant to Fl. Statutes.**
 - 4. Coffee shop and Bookstore space (1,000 sq. ft.) on the first floor of south 38 feet of the lots fronting on New England Avenue shall be used as retail business space open to the public.**
 - 5. That a final landscape plan be approved by staff that incorporates tree compensation, the preservation of the two live oaks in the parking lot and tree buffering along Welbourne Avenue.**
- **That a parking management plan be provided to staff prior to the city commission second approval hearing.**
- **That the parking at the building be limited to one car for one-bedroom units and two cars for two- and three-bedroom units.**
- **That the applicant be required to provide on-street parking along the length of Welbourne Avenue while maintaining two way traffic lanes, with the design including bump-outs for trees and respecting the access to the garage and service bay.**

The motion carried by a 4-2 vote. (In Favor: Vashon Sarkisian, Jim Fitch, Alex Stringfellow, and David Bornstein. Opposed: Melissa Vickers and Warren Lindsey.)

5. Action Items

6. Non-Action Items

7. Staff Updates

Mr. Briggs noted that the next Planning & Zoning Board work session would be held on January 30, 2024. He added that at the Planning & Zoning Board regular meeting scheduled for February 6, 2024, a conditional use application for 1100 Orange Avenue would be presented. He indicated that the item would likely be very controversial with possibly a large public attendance at the hearing. He explained that staff would be reviewing the application with the Board at the work session on January 30th along with discussion on proposed community meeting requirements.

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 8:12 p.m.

Minutes approved by the Board on February 6, 2024.

ATTEST:

/s/ Mary Bush, Board Secretary