



**TOWN OF WINTER PARK
PLANNING COMMISSION
Tuesday, October 11, 2022 8:00 AM**

A G E N D A

- I. **Meeting Call to Order**
- II. **Roll Call of Commission Members**
- III. **Town Hall Meeting** (time for anyone from the public to speak about items not on the agenda)
- IV. **Minutes:** September 27, 2022
- V. **Conflicts of Interest**
- VI. **Action Items:**
 - A. Second Text Amendment to the Unified Development Code (UDC) (PLN22-089)
- VII. **Planning Commission Items for Discussion**
- VIII: **Director's Report**

If members of the public wish to attend the meeting digitally the link is below. The meeting will continue in person regardless of technical difficulties with Zoom.

Times on the agenda are approximate and only intended as a guide for the Planning Commission. Order of agenda items are subject to change.

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Please click the link below to join the webinar:

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You can log into the Zoom meeting through the link above to view what is projected on the screen. You can use either your computer audio or the number above. Everyone will be muted upon entry into the meeting to ensure that we have manageable background noise and limited interruptions.

Public Hearing Process

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**TOWN OF WINTER PARK
PLANNING COMMISSION
Tuesday, September 27, 2022 8:00 AM**

MINUTE

- I. **Meeting Call to Order.** The Planning Commission meeting starts at 8:00 am.
- II. **Roll Call of Commission Members.** Roll Call indicated present Chairman Brad Holzwarth, Commissioners Angela Sandstrom, Roger Kish, Dave Barker and Jonathan Larson. Community Development Director James Shockey and Town Planner Hugh Bell are also present. Commissioner Doug Robbins is absent today.
- III. **Town Hall Meeting** (time for anyone from the public to speak about items not on the agenda). No one comes forward.
- IV. **Minutes:** September 13, 2022. Director Shockey has found a spelling mistake that has been corrected already. Commissioner Sandstrom makes a motion to approve the minutes with the spelling correction. Commissioner Barker seconds. The minutes are approved 5, 0.
- V. **Conflicts of Interest.** No one comes forward.
- VI. **Action Items:** There are no action items for today.
- VII. **Planning Commission Items for Discussion**
 - A. Unified Development Code (UDC)
 - Landscaping and bufferyard requirements
 - Irrigation requirements
 - 3D modeling for Major Site Plan Applications
 - Update on other amendments

Town Planner Hugh Bell describes to the Commissioners the updates he and Director Shockey have made to the UDC. Planner Bell shows on the screen the necessary information so he can explain these items better.

Planner Bell shows a table regarding buffering areas and landscapes. The Commissioners were given this information in the electronic packet for their review. During today's session, the Commissioners and the Staff have a conversation in which they discuss the best approach and the best language for the UDC. The Commissioners and the Staff also go in details about the buffer areas configuration. There is also a discussion about landscaping, setbacks, lot size, insurance, fire mitigation, building separation among other items.

The Commissioners and the Staff discuss possible scenarios in which all these elements may or may not play a role. The Commissioners also discuss the convenience of using screens in certain areas.

The Staff takes note is the input the Commissioners provide so this can be taken into account. Then, the Commissioners and the Staff go over the suggested list of plant and trees. They also discuss the irrigation systems. Later, the Commissioners discuss how to make sure the public gets a hold of the scope of the landscaping and its configuration.

The Commissioners and the Staff discuss how to make a decision regarding the content of the UDC. The Commissioners and the Staff continue their conversation and they also include topics such as density and cost.

The Commissioners and the Staff compare two tables side to side and discuss their contents related to LTZ adjacent to property. There is also mention about the overall look that would fit in the Town as opposed to other design that are more suitable for other climates.

Then, Planner Bell continues his presentation by introducing the Computer Massing Model item. Planner Bell uses a model based on Breckenridge. There is a discussion about the viability of this requirement.

Director Shockey continues by introducing potential UDC amendments. Director Shockey uses the screen to show to the Commissioners the contents of this item in today's agenda so they can have a conversation. The Commissioners and the Staff have a conversation about wildlife corridors, major flood channels, wetland encroachments, water quality setbacks, overnight accommodation units, among others.

The Commissioners and the Staff discuss the scenarios for dorms, hotels and hostels, parking and traffic, especially on busy days.

VIII: Director's Report

Director Shockey talks about the agendas that need to be reviewed by the Town Council. The Commissioners talk about how future items will be handled in the coming meetings. The Commissioners agree on wrapping up a topic before moving to the next one.

Then, Director Shockey mentions some of the topics the Town Council will be studying. Finally, Director Shockey says that the next Planning Commission meetings have full agendas.

Some of the Commissioners say that they might not be able to attend. They will keep the Staff updated so there would be a quorum.

There is also mention of the open position for a Planning Commissioner.

Upon a previously approved motion, the Planning Commission meeting is adjourned at 10:04 am.