



# Memo

**To:** Planning and Zoning Board Members

**CC:** Bea Meeks, Drew Smith, Ellen Hardgrove, David Mahler, Allen Lane, Jim Winter

**From:** Sandy Riffle, Deputy City Clerk

**Date:** December 7, 2021

**Re:** New Business Items Planning and Zoning Meeting December 13, 2021

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**For the December 13, 2021 Planning and Zoning Board meeting, the following is provided in your agenda packet for your review and consideration.**

**1. Mecato's Bakery and Café - Site Plan Review, Waivers and Variance Applications  
5645 Hansel Avenue**

- Cover Letter from City Planner Ellen Hardgrove
- City Consultant Reports – Planner, Engineer and Landscape Engineer
- Mecato's/Applicant's Responses
- Application pages – Building, Waiver and Variance Applications
- Mecato's Stormwater Report
- Mecato's Plans

The Notice of Public Hearing letters was sent on November 30, 2021 to those property owners within 500 feet of the subject property. There were 51 notices provided by U.S. Mail. No objections or comments were received at City Hall as of the date of this memo.

A legal advertisement was placed in the Orlando Sentinel on Friday, December 3, 2021 to advertise the requested waivers, as required by City Code.

The City Planner is prepared to respond to any questions you may have regarding the variance and waiver requests. The applicant/representative for Mecato's Bakery and Café will also be in attendance.

**2. Comprehensive Plan Amendment**

- City Planner Memo