



**Planning and Zoning Board  
Regular Meeting Minutes  
January 3, 2022**

**1. CALL TO ORDER**

Chairman Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:31 p.m. in the City Hall Commission Chambers. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

**Present:** Chairman Will Hawthorne, Co-Chairman Chris Lee and Board Members Steve Ambielli, Joseph Dunn, Jr., Mark Hide and Dennis Robinson.

**Absent:** Board Member Gabe Kotch (Excused).

**Staff Present:** City Attorney Kurt Ardaman, Community Development Director Steve Pash, Urban Designer Kelly Carson, Senior Planner Shane Friedman, Planner I Jordan Kowalchik and Recording Secretaries Colene Rivera and Tonya Levine.

**Attendees:** John Davis of 219 Zachary Wade Street, Seth Brown of 16681 Otterchase Lane, Brad Delarm of 622 Vineland Road, Jordan Staples of Strasberg Construction and Franco Scala of JJ Park, LLC.

**2. APPROVAL OF MINUTES**

***Motion by Board Member Dunn to approve the regular meeting minutes of December 6, 2021. Seconded by Board Member Hide and carried unanimously 6 – 0.***

**Annexation, Future Land Use & Rezoning**

- 3. 1010 Vineland Road** (1010 Vineland Road Remodel) Annexation, Future Land Use & Rezoning  
23-22-27-8199-00-130

Senior Planner Friedman presented a request for the address of 1010 Vineland Road to annex into the City, amendment to the Future Land Use Map (FLUM) of the City's Comprehensive Plan to designate the property as NC (Residential Neighborhood Commercial), and rezoning the property to R-NC (Residential Neighborhood Commercial) District. Annexation will provide a more efficient delivery of services to the property and further the goals and objectives of the City's Comprehensive Plan to eliminate enclaves. Staff recommends approval of this request.

Board members inquired about plan for large tree on the northwest side of this lot? City staff stated that this would be addressed during the Special Exception process which would be the next approval process. Board understood.

Public did not have any comments for this item.

***Motion by Board Member Lee to approve the annexation, future land use and rezoning at the location address of 1010 Vineland Road. Seconded by Board Member Dunn and carried unanimously 6 – 0.***

**SPECIAL EXCEPTION PERMIT (PUBLIC HEARING)**

4. **622 Vineland Road** (Delarm Office) Special Exception  
23-22-27-8344-00-040

Planner Kowalchik presented a request for a Special Exception Permit to allow a Wellness Center/Office at property located at 622 Vineland Road. This Special Exception would allow for the proposed uses of professional services and office for this location.

Board members inquired about the staff conditions being consistent with other approved Special Exceptions in the area and clarification of parking spaces for this project. City staff confirmed that staff conditions were consistent and defined the details for number of parking spaces.

Public did not have any comments for this item.

***Motion by Board Member Hawthorne to approve the Special Exception at the location of 622 Vineland Road subject to staff conditions. Seconded by Board Member Ambielli and carried unanimously 6 – 0.***

**VARIANCE (PUBLIC HEARING)**

5. **16863 Sanctuary Drive** (Colombier Screen Extension) Variance  
05-23-27-7801-00-040

Planner Kowalchik presented a request for a variance for the property located at 16863 Sanctuary Drive. If approved, this variance would allow for a new lanai extension to be constructed with a rear yard setback of 38 feet in lieu of the minimum required 40 feet.

Board member inquired if there was HOA approval for this variance? City staff confirmed applicants do have HOA approval.

Public did not have any comments for this item.

***Motion by Board Member Hide to approve the Variance at the location of 16863 Sanctuary Drive subject to staff conditions. Secoded by Board Member Robinson and carried unanimously 6 – 0.***

**6. 16681 Otterchase Lane (Brown Residence Pergola) Variance**  
05-23-27-8900-01-190

Planner Kowalchik presented a request for a variance for the property located at 16681 Otterchase Lane. If approved the variance would allow for a new aluminum roofed pergola to be constructed with a rear yard setback of 12 feet in lieu of the minimum required 20 feet.

Board member asked about existing outdoor summer kitchen as part of this variance request? City staff stated this is a separate issue and not part of this variance request. Board understood.

Public did not have any comments for this item.

***Motion by Board Member Lee to approve the Variance at the location of 16681 Otterchase Lane with staff conditions. Secoded by Board Member Hide and carried unanimously 6 – 0.***

Chairman Hawthorne adjourned the meeting at 6:47 p.m. Adjourned to the regular Planning and Zoning Board meeting on Monday, February 7, 2022 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, Winter Garden, Florida.

ATTEST:

APPROVED:

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Recording Secretary, Colene Rivera

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Chairman, Will Hawthorne