



**PLANNING AND ZONING BOARD  
REGULAR MEETING MINUTES  
JANUARY 7, 2019**

**1. CALL TO ORDER**

Chairperson Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:30 p.m. in the City Hall Commission Chambers. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

**Present:** Chairperson Will Hawthorne and Board Members: Henry Haddock, Gerald Jowers, Gabriel Kotch, Chris Lee, and Matthew Matin

**Absent:** Vice-Chairperson Rachel Saunders (excused)

**Staff Present:** City Attorney Kurt Ardaman, Community Development Director Steve Pash, Urban Designer Kelly Carson, Senior Planner Shane Friedman, and recording secretary Kathleen Rathel

**2. APPROVAL OF MINUTES**

**Motion by Gerald Jowers to approve the regular meeting minutes of November 5, 2018. Seconded by Matt Matin and carried unanimously 6 – 0.**

**ANNEXATION / FUTURE LAND USE MAP AMENDMENT / REZONING (PUBLIC HEARING)**

**3. 546 Oak Street – Francois Marie Staco, AZFA**

Senior Planner Friedman stated the applicant pulled a construction permit through Orange County and development has started. Staff recommends tabling the item to a date uncertain until the project is completed. At that time the project will be brought back to the Board.

**Motion by Gabe Kotch to recommend tabling [the annexation of 546 Oak Street].  
Seconded by Chris Lee and carried unanimously 6 – 0.**

**4. 540 Oak Street – Homes in Partnership/Booker Bell, III, AZFA**

Senior Planner Friedman stated the applicant pulled a construction permit through Orange County and development has started. Staff recommends tabling the item to a date uncertain until the project is completed. At that time the project will be brought back to the Board.

**Motion by Gabe Kotch to recommend tabling [the annexation of 540 Oak Street].  
Seconded by Chris Lee and carried unanimously 6 – 0.**

## VARIANCE (PUBLIC HEARING)

### 5. 20 W Crest Avenue – Rohland June and Jamie June

Urban Designer Carson presented a variance request for the 0.39 +/- acre property located at 20 W Crest Avenue. The property is zoned R-1 (Single Family Residential) and has a Low Density Residential Future Land Use designation. The applicant is requesting to construct a single family residence to include a covered front porch at a 21-foot front yard setback in lieu of the minimum required 30-foot front yard setback. The lot is irregularly shaped with a number of large trees so only a portion of the front porch would be located 21 feet from the front property line. Staff has reviewed the application and recommends approval subject to the conditions outlined in the Staff Report.

Board Member Matin asked for clarification on the number of trees to be removed. Ms. Carson replied that the site plan reflected the trees to be removed but tree removal permits would have to be obtained first. She stated the applicant was trying to retain as many of the oaks as possible while removing the camphor trees and other invasive trees.

The owner, Randy June, 32 W Plant Street, was present to answer questions.

Dale Ward, 546 N Main Street, inquired what provisions were in place if additional trees were removed. Ms. Carson clarified that permits were required before any trees could be removed. If a tree is removed without approval the fines could be up to \$25,000.00 and the project would be stopped until the issue was resolved. Trees that are removed are required to be replaced 2 to 1 on site.

**Motion by Chris Lee to recommend approval of the Variance request for 20 W Crest Avenue with Staff Recommendations (as provided in the agenda packet). Seconded by Will Hawthorne and carried unanimously 6 – 0.**

### 6. 202 S Highland Avenue – Shannon Bjortvedt

Urban Designer Carson presented multiple variance requests for the 0.18 +/- acre property located at 202 S Highland Ave. The property is zoned R-2 and has a Low Density Residential Future Land Use designation. The applicant is requesting variances to allow several additions to an existing single family residence including a covered front porch to be located at a 13.1-foot front yard setback in lieu of the minimum required 30-foot front yard setback as well as additions to the rear and side of the home to be located at a 5-foot side yard setback in lieu of the minimum required 10-foot side yard setback. The original structure was built in 1937 and is already non-conforming. Staff has reviewed the application and recommends approval of the variances subject to the conditions outlined in the Staff Report.

General discussion ensued regarding the location of the additions, the additions being consistent with the existing structure, and the 3-foot projection over the front door.

Shannon Bjortvedt, owner, addressed the Board. She spoke of their desire to have a screen room in a different location and the need for additional square footage of the house.

Phil Baker, 125 W Smith Street, spoke in favor of the project but wanted the Board to note the need to maintain the 30-foot front yard setbacks in this older neighborhood.

**Motion by Gabe Kotch to recommend approval [of the variances for 202 S Highland Avenue] with Staff Recommendations (as provided in the agenda packet). Seconded by Gerald Jowers and carried unanimously 6 – 0.**

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:51 p.m. to the next meeting scheduled for February 4, 2019.

**ATTEST:**

**APPROVED:**

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**Recording Secretary Kathleen Rathel**

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**Chairperson Will Hawthorne**