



**Planning and Zoning Board
Regular Meeting Minutes
February 3, 2025**

1. CALL TO ORDER

Chairman 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: Chairman Will Hawthorne and Board Members: Linda Bennett, Jeff Ewing and Mark Hide.

Absent: Co-Chairman Steve Ambielli (excused), Board Members: Myron Brown (excused) and Jimmy Dunn (excused).

Staff Present: City Attorney Kurt Ardaman, Planning Director Kelly Carson, Planning Supervisor Shane Friedman, Senior Planner Yvonne Conatser, Planner I Amber McDonald and Recording Secretary Ellen King.

Attendees: Laura and Ryan Taylor of Puppy Dreams, Debbie Bryant of 336 E Smith Street, Chris (Kevin) Sharp of 165 E Tilden Street, George Doug Laman of GIL, Inc and Aron Hotalen of Commerce Logistics.

2. APPROVAL OF MINUTES

Motion by Board Member Hide to approve the regular meeting minutes of January 6, 2025. Seconded by Board Member Ewing and carried unanimously 4 – 0.

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

**3. 1144 E Plant Street (CAPUD Rezoning) CAPUD REZONING
Parcel ID # 13-22-27-0000-00-061**

Planning Supervisor Friedman presented a request to Rezone property located at 1144 E Plant Street to CAPUD (Character Area Planned Unit Development) to permit development of a single-story 1,831 sq ft commercial office/retail building and a two-story 1,848 sq ft live/work building. Staff recommends approval of Ordinance 25-07.

Board members inquired if zoning is consistent with the FLUM, any restrictions on the live/work space rented separately and access requirement. City staff confirmed the

Commercial zoning is consistent with the Future Land Use Map, no restrictions are listed in the overlay for live/work rentals and access and agreements will be checked during site plan review process.

Public did not have any comments or questions for this item.

Motion by Board Member Mark to approve the CAPUD Rezoning at 1144 E Plant Street subject to staff conditions. Seconded by Board Member Bennett and carried unanimously 4 – 0.

VARIANCE (PUBLIC HEARING)

4. 165 E Tilden Street (Sharp Residence Variance) **VARIANCE**
Parcel # 14-22-27-0000-00-013

Senior Planner Friedman presented a Variance request for property located at 165 E Tilden Street allowing a detached garage and to build a covered front porch. Staff recommends approval of this variance subject to staff conditions.

Board members inquired about the detached garage height of 19 feet versus the 12 feet allowable height would match the existing roof of the house? City staff affirmed and stated the garage roof will be slightly below the existing house roof.

Public did not have any comments or questions for this item.

Motion by Board Member Ewing to approve the Variance at the location of 165 E Tilden Street subject to staff conditions. Seconded by Board Member Hide and carried unanimously 4 – 0.

5. 228 S Lakeview Avenue (Scharich Residence) **VARIANCE**
Parcel ID # 23-22-27-8100-00-120 12-22-27-6496-04-001

Planner McDonald presented Variance request for property located at 228 S Lakeview Avenue to construct a new carport. Staff added a condition for the carport to be built with gutters to drain to the interior of the property. Staff recommends approval of this variance subject to staff conditions.

Board members inquired about roof peak height being the same as the existing garage, area of the roof and any concerns from neighbors? City staff affirmed the roof height and no longer a flat roof and the adjacent neighbor to the west expressed concerns about drainage so staff added the additional condition of drainage to the interior. The property owner is aware and agreed to this additional condition.

Public did not have any comments or questions for this item.

Motion by Board Member Hawthorne to approve the Variance for the address of 228 S Lakeview Avenue subject to staff conditions including adding gutters to drain to the interior of the lot. Seconded by Board Member Ewing and carried unanimously 4 – 0.

6. 703 Vineland Road (Pan Roof Cover) VARIANCE
Parcel ID # 23-22-27-6504-05-012

Senior Planner Conatser presented a Variance request for property located at 703 Vineland Road to allow a 10-foot rear setback to construct a covered patio addition to the side of the existing building. Staff recommends approval of the variance subject to staff conditions.

Board members inquired about the existing one-story building location on the lot, if this variance request is inside of that, what is the height of the new roof compared to the existing building, where is the front of the building on the survey, is the intent of the pan roof level to be the same as the existing roof level? City staff confirmed the height of roof will be the same but will be flat and match in roof height and the front faces Vineland Road. The applicant clarified the roof height will be a foot or two below the existing height of the building.

Public did not have any comments or questions for this item.

Board members discussed and agreed to include in the motion a condition for the height of the new roof to be lower than the existing roof.

Motion by Board Member Hide to approve the Variance at 703 Vineland Road subject to staff conditions and an additional condition for the height of roof not to exceed the height of the existing building. Seconded by Ewing and carried unanimously 4 – 0.

7. 342 E Smith Street (Smith Lot Variance) VARIANCE
Parcel ID # 23-22-27-4042-12-090

Senior Planner Conatser presented a Variance request for property at 342 E Smith Street to allow lot widths for proposed Lot 9/10 and proposed Lot 11 be altered to split these lots for construction of two new single family residential dwellings. Staff recommends approval of the variance subject to staff conditions.

Board members inquired about the square footages of the proposed two new buildings, parking requirements, lot size, demo of one home and putting up two houses, concerned with small lot sizes, comments from neighbors and the future land use? City staff stated each dwelling unit will be a 1,500 square feet per building, each require parking of two spaces which consist of a single garage and driveway, standard lot size of

49 feet is typical in the area, affirmed the demolition of one house to build two houses, a neighbor to the west questioned the electric/utilities which does not affect the variance but staff followed up with the applicant to ensure they talked to Duke Energy which they had for the replacement and upgrade to underground, the future land use is Low Density Residential but is located on the edge as a transitional area into I-2, Commercial, Industrial, and Low Density Residential along the eastern side of the city.

Public did not have any comments or questions for this item.

Motion by Board Member Bennett to approve the Variance at the location of 342 E Smith Street subject to staff conditions. Seconded by Board Member Hide and carried unanimously 4 – 0.

PRELIMINARY PLAT / FINAL PLAT / LOT SPLIT

8. 342 E Smith Street (342 E Smith Street Lot Split) **LOT SPLIT**
Parcel ID # 23-22-27-4042-12-090

Senior Planner Conatser presented a Lot Split request for property at 342 E Smith Street to construct two single family residential dwellings. With the approval of the Variance (Item 7), staff recommends approval of this Lot Split subject to staff conditions.

Neither the Board nor Public had any questions or concerns regarding this item.

Motion by Board Member Hide to approve the Lot Split at the location of 342 E Smith Street subject to staff conditions. Seconded by Board Member Bennett and carried unanimously 4-0.

Chairman Will Hawthorne adjourned the meeting at 7:06 pm. Adjourned to the regular Planning and Zoning Board meeting on Monday, March 3, 2025 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, Winter Garden, Florida.

ATTEST:

APPROVED:

/S/

/S/

Recording Secretary Ellen King

Chairman Will Hawthorne