



**PLANNING AND ZONING BOARD  
REGULAR MEETING MINUTES  
FEBRUARY 4, 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, Vice-Chairperson Rachel Saunders, and Board Members: Henry Haddock, Gerald Jowers, Chris Lee, and Matthew Matin

**Absent:** Gabriel Kotch (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 January 7, 2019. Seconded by Chris Lee and carried unanimously 6 – 0.**

**SPECIAL EXCEPTION PERMIT (PUBLIC HEARING)**

**3. 22 E Miller Street – Affordable Vet Care**

Senior Planner Friedman presented a request for a Special Exception permit for the 0.33 +/- acre property, located at 22 E Miller Street, to allow a veterinarian clinic in the R-NC (Residential Neighborhood Commercial) zoning district. The property is situated at the corner of Woodland Street and E Miller Street and is developed with an 1,800 square foot single family dwelling. The property was recently rezoned from R-2 to R-NC. The applicant proposes to renovate the existing home into a veterinarian office to include parking, landscaping and sidewalks. Final Site Plan approval is required. Staff recommends approval of the Special Exception subject to the conditions stated in the Staff Report.

Discussion ensued regarding the conditions of the Staff Report to verify the location is for one veterinarian and no overnight boarding.

The applicant, Scott Stuart of KCG Engineering, addressed the Board. He stated the owner agrees with Staff recommendations and only outpatient surgeries would be performed.

**Motion by Gerald Jowers to recommend approval of the Special Exception [for 22 E Miller Street] with Staff Recommendations (as provided in the agenda packet). Seconded by Matt Matin and carried unanimously 6 – 0.**

## VARIANCE (PUBLIC HEARING)

### **4. 549 Lake Cove Pointe Circle – Charles Comstock / Rachel Comstock**

Planner Friedman presented a variance request for the 0.37 +/- acre property located at 549 Lake Cove Pointe Circle. The property is located on Lake Apopka, is zoned R-1 (Single Family Residential), and is developed with a two-story single family dwelling. The applicant is requesting a variance to construct a two-story dock in lieu of the required one-story maximum. After reviewing the request, taking into consideration the HOA approval, and similar docks on neighboring properties, Staff recommends approval of the variance subject to the conditions outlined in the Staff Report.

Board Member Matin asked if the 984 square footage was total or for just one level. Mr. Friedman stated it was the total square footage.

Ms. Saunders inquired if the two-story dock would block the neighbor's views. Mr. Friedman stated it would not. Also discussed was the second level would not be covered with a roof.

**Motion by Rachel Saunders to recommend approval [of the Variance request for 549 Lake Cove Pointe Circle] with Staff Recommendations (as provided in the agenda packet). Seconded by Will Hawthorne and carried unanimously 6 – 0.**

### **5. 618 W Bay Street – Slate West Eleven LLC**

Urban Designer Carson presented two variance requests for the 3.02 +/- acre property located at 618 W Bay Street. The property, along with the 5.17 +/- acre lot to the east, make up the Slate Luxury Apartments. The property is zoned R-3 and has a Medium Density Residential Future Land Use designation. The applicant is requesting variances to the side and rear setback requirements in order to construct a 280 square foot shed. The shed would be located 10.8 feet from the side yard in lieu of the minimum required 20 foot side yard setback and 24.8 feet from the rear yard in lieu of the minimum required 25 foot rear yard setback. Staff has reviewed the application and recommends approval of the variances subject to the conditions outlined in the Staff Report.

Chairman Hawthorne inquired if there were any restrictions or guidelines on what the shed should look like. Ms. Carson stated there were none for this particular location but the height limitation for accessory structures was limited.

Kevin Shelton, with Slate Luxury Apartments, stated their goal was to paint the shed the same color as the apartment buildings as well as use the same shingles to blend in.

**Motion by Rachel Saunders to recommend approval [of the variances for 618 W Bay Street] with Staff Recommendations (as provided in the agenda packet). Seconded by Matt Matin and carried unanimously 6 – 0.**

### **6. 1243 Portmoor Way – Diana & John Brown**

Urban Designer Carson presented a variance request for the 0.13 +/- acre property located at 1243 Portmoor Way. The property is zoned PUD as part of the Stoneybrook West PUD and has a Low Density Residential Future Land Use designation. The applicant is requesting a variance to the rear setback requirement in order to construct a screen room with an aluminum roof. The screen room would be located 16 feet from the rear property line in lieu of the minimum required 20 foot rear yard setback. Staff has reviewed the application

and recommends approval of the variance subject to the conditions outlined in the Staff Report.

Chairman Hawthorne mentioned it appeared, from the aerial photo, that a lot of the neighboring homes had the same type of structure. Ms. Carson stated there are a number of them in the neighborhood.

The applicant, DC Johnson with Florida Pool Enclosures, 922 Hickory Street, Altamonte Springs FL, addressed the Board. He stated he was trying to build with the least amount of encroachment but still give the owners a covered outdoor area. The room was to remain screened without windows or air conditioning. The neighbors gave consent letters.

**Motion by Henry Haddock to recommend approval of the variance for 1243 Portmoor Way with Staff Recommendations (as provided in the agenda packet). Seconded by Matt Matin and carried unanimously 6 – 0.**

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:46 p.m.

**ATTEST:**

**APPROVED:**

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**Recording Secretary Kathleen Rathel**

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**Chairperson Will Hawthorne**