



**Planning and Zoning Board
Regular Meeting Minutes
March 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, Co-Chairman Steve Ambielli and Board Members, Myron Brown, Linda Bennett, Jimmy Dunn and Mark Hide.

Absent: Board Member Jeff Ewing (excused)

Staff Present: Assistant City Attorney Hillary Griffith on behalf of 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: Marilyn Hattaway and Victor de La Cruz of West Orange Habitat for Humanity, Colleen Buss of 306 S Highland Avenue, Dennis Seliga of Boyd Development, Jordan Draper of Kimley-Horn, Ken White of 995 Tildenville School Road and Emily Rubin of 115 Agnes Street.

2. APPROVAL OF MINUTES

Motion by Board Member Hide to approve the regular meeting minutes of February 3, 2025. Seconded by Board Member Bennett and carried unanimously 6 – 0.

PRELIMINARY PLAT / FINAL PLAT / LOT SPLIT

**3. 12565 W Colonial Drive (General RV Expansion East) PRELIMINARY PLAT
Parcel ID # 24-22-27-0000-00-045**

Senior Planner Conatser distributed to the Board Members a copy of the General RV Expansions East full plan dated January 7, 2025 (Exhibit A). Conatser presented a request to approve the Preliminary Plat for the address of 12565 W Colonial Drive to create two lots for commercial use (RV office and sales) and a dedicated right-of-way to

complete the connection of Garden Commerce Parkway to West Colonial Drive subject to staff conditions.

Board members noted this item came before the P&Z Board back in December of 2024 for a Special Exception Permit, inquired about the specific timeline for the expansion of the road way connecting the parkway to SR 50 in the overall construction, if this would be a public road, if the other driveways on the stormwater lots connect to the existing property and the proposed property to the north and will the lots be fenced off? City staff confirmed everything must be recorded with the Final Plat, the development is generally at the same time as the Site Plan as phase one. The road connection will be needed for construction, confirmed the road will be a public road and this is the only access for the new retail and storage area and confirmed the driveways. The applicant, Jordan Draper of Kimley-Horn, stated there are two site plans for General RV for this aspect of project and an additional one for the rear of for the north property. The construction aspects will be during phase one with needed access to the rear parcel and completed before site development. He also stated portions of the property will be fenced off per the Special Exception for the storage area and the parcels to the far north with a screen wall surrounding the property for the storage portion.

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

Motion by Board Member Hawthorne to approve the Preliminary Plat at the location of 12565 W Colonial Drive subject to staff conditions. Seconded by Board Member Dunn and carried unanimously 6 – 0.

4. Edgeway Drive (Habitat Edgeway Development) PRELIMINARY PLAT
Parcel ID # 12-22-27-6496-06-006

Senior Planner Conatser distributed to the Board Members a copy of the Preliminary Subdivision Plans for Habitat Edgeway Development dated January 30, 2025 (Exhibit B). Conatser presented a request to approve the Preliminary Plat for the property located at Edgeway Drive, to allow the development of seven (7) single family home lots subject to staff conditions.

Board members inquired if the property zoning allows for the type of development being proposed and if the residents in the area had any concerns? City staff confirmed the R-4 zoning allows this development and staff had not received any concerns.

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

Motion by Board Member Hide to approve the Preliminary Plat at the location of Edgeway Drive subject to staff conditions. Seconded by Board Member Ambielli and carried unanimously 6 – 0.

SPECIAL EXCEPTION PERMIT (PUBLIC HEARING)

5. 34 W Story Road (Legacy Homes Office) **SPECIAL EXCEPTION**
Parcel ID # 23-22-27-3992-00-140

Senior Planner Conatser presented a request to approve a Special Exception at the location of 34 W Story Road to allow office use on the property subject to staff conditions.

Board members inquired about the operational hours in the area, proposed signage, if the Special Exception for Legacy Homes office stay with the property and reason for RNC rezoning when surrounding area are R-2 zoning? City staff confirmed the hours of operation are similar, if signage is requested they would follow code requirements, most Special Exceptions are specific to property and use being requested, if a new tenant requested a change of use then a new Special Exception application submittal would be required and staff gave an explanation of the rezoning analysis stating this property is seeking a Special Exception for the office use. A community meeting was held for this particular use with no concerns.

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

Motion by Board Member Bennett to approve the Special Exception at the location of 34 W Story Road subject to staff conditions. Seconded by Board Member Hide and carried unanimously 6 – 0.

VARIANCE (PUBLIC HEARING)

6. 115 Agnes Street (Rubin-Floyd Residence) **VARIANCE**
Parcel ID # 14-22-27-2088-00-080

Planner McDonald presented a request to table this item to the next scheduled P&Z meeting on April 7, 2025; staff will readvertise prior to that meeting.

Motion by Board Member Hawthorne to table this item to the next scheduled Planning & Zoning meeting on April 7, 2025. Seconded by Board Member Dunn and carried unanimously 6 – 0.

7. 306 S Highland Avenue (Buss Residence Addition) **VARIANCE**
Parcel ID # 23-22-27-7152-02-030

Senior Planner Conatser presented a request for a Variance on the property located at 306 S Highland Avenue to allow a five foot side lot setback to permit the construction of a twenty foot by thirty-six foot addition on the north side of the existing house subject to staff conditions. One neighbor to the north sent in a letter that they had no issues with the variance request.

Board members inquired if the backyard tree will be impacted? City staff stated the tree will not be impacted per the site plan.

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

Motion by Board Member Hawthorne to approve the Variance at the location of 306 S Highland Avenue with staff conditions. Seconded by Board Member Ambielli and carried unanimously 6 – 0.

Chairman Will Hawthorne adjourned the meeting at 6:55 pm. Adjourned to the regular Planning and Zoning Board meeting on Monday, April 7, 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