



**Planning and Zoning Board
Regular Meeting Minutes
March 7, 2022**

1. CALL TO ORDER

Chairman Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:30 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 Joseph Dunn, Jr., Mark Hide, Steve Ambielli, Gabe Kotch and Dennis Robinson.

Absent: Co-Chairman Chris Lee (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 Secretary Tonya Levine.

Attendees: J. Leonardo and Elizabeth Leon Ramirez of 2263 Oakington Street; Sebastian (Gus) Vazquez of 1180 Elboc Way; Alman Akileh of 48 W Story Road; Mike and Debbie Salvi of 202 S Lakeview Avenue; Armando Ibarra and Richard Lemley of 308 E Bay Street; Dan Hayes of CPC Engineering; Ian Schonscheck, Jeff and Nancy Studt of 16173 Marsh Road.

2. APPROVAL OF MINUTES

Motion by Board Member Dunn to approve the regular meeting minutes of February 7, 2022. Seconded by Board Member Hide and carried unanimously 6 – 0.

PRELIMINARY PLAT / FINAL PLAT / LOT SPLIT

**3. 1200 Daniels Road (Daniels Business Park) Preliminary Plat
26-22-27-1998-00-030**

Urban Designer Carson presented a request for Preliminary Plat at the address of 1200 Daniels Road to subdivide the lot in an 8.50 +/- acre commercial lot and six common area tracts to move forward with the final plat. Staff recommends approval of the Preliminary Plat subject to the conditions outlined in the Staff Report.

Urban Designer Carson presented copies of the Preliminary Plat as Exhibit A to the board for reference.

Board Members inquired about the wetlands being left alone, tracts being used to create retention ponds and if the trees removed would then be used for storm water management? City Staff affirmed that a portion of the existing wetlands will be placed into conservation tracts, the surrounding buffer would further protect the remaining wetlands and the applicants have decided to pay into the City's tree fund for any trees that they could not otherwise replant on site.

There was not any public comments for this item.

Motion by Board Member Hide to approve the Preliminary Plat at the location of 1200 Daniels Road subject to staff conditions. Seconded by Board Member Dunn and carried unanimously 6 – 0.

SPECIAL EXCEPTION PERMIT (PUBLIC HEARING)

4. **16173 Marsh Road** (Zion Evangelical Lutheran Church) Special Exception
04-23-27-0000-00-042

Senior Planner Friedman presented a request for approval of a Special Exception Permit for the property located at 16173 Marsh Road to allow a monument sign with an Electronic Message Center (EMC) in a residential district. The applicant does have a variance request running concurrently with this special exception permit. Staff recommends approval subject to conditions outlined in the Staff Report.

Board Members inquired about the location details for the monument sign, if the sign lighting draws attention to the near-by neighbors and the distance of the right of way? City Staff confirmed the sign would be located on the left side directly in front of the school building facing Marsh Road at a distance of 70 feet from the right of way.

There was no public comment for this item at the meeting.

Motion by Chairman Hawthorne to approve the Special Exception at the location of 16173 Marsh Road subject to staff conditions. Seconded by Board Member Kotch and carried unanimously 6 – 0.

VARIANCE (PUBLIC HEARING)

5. **16173 Marsh Road** (Zion Evangelical Lutheran Church) Variance
04-23-27-0000-00-042

Senior Planner Friedman presented a request to approve a Variance at the address of 16173 Marsh Road. If approved, this will allow for an Electronic Message Center (EMC)

sign at the entrance of the church. Staff recommends approval of this variance subject to the conditions outlined in the Staff Report.

Board and public did not have any questions for this item.

Motion by Board Member Dunn to approve the Variance at the location of 16173 Marsh Road subject to staff conditions. Seconded by Board Member Robinson and carried unanimously 6 – 0.

6. 48 W Story Road (Arantes Residence) Variance
23-22-27-3992-00-162

Urban Designer Carson presented a request for approval of a Variance at 48 W Story Road. This variance would allow a side yard setbacks of 9'-11" to build a single-family home. Staff recommends approval of the variances subject to the conditions outlined in the Staff Report.

Board and public did not have any questions for this item.

Motion by Chairman Hawthorne to approve the Variance at the location of 48 W. Story Road with staff conditions. Seconded by Board Member Hide and carried unanimously 6 – 0.

7. 308 E. Bay Street (V Vid Painting LLC) Variance
23-22-27-8816-04-011

Urban Designer Carson presented a request for a Variance at 308 E Bay Street. This variance will allow a side yard setback of 10' and a rear setback of 12' to build a painting company office and storage building. Staff recommends approval of the variance subject to the staff conditions.

Board Members inquired about saving the trees and if there had been a community meeting for this property? City Staff confirmed both questions.

Public did not have any questions for this item.

Motion by Board Member Kotch to approve the Variance at the location of 308 W. Bay Street with staff recommendations and conditions. Seconded by Board Member Ambielli and carried unanimously 6 – 0.

8. 202 S. Lakeview Avenue (Salvi Carport Variance) Variance
23-22-27-8100-00-010

Planner Kowalchik presented a request for approval of Variance at 202 S Lakeview Avenue. If approved, the variance will allow construction of a new carport/shed combination as an accessory structure. Staff recommends approval subject to any conditions outlined in the Staff Report.

Board Members inquired about the need for a variance due to position of the structure and if the neighbors had been notified? City Staff affirmed a variance is required and there was no feedback from the neighbors.

The public did not have any comments for this item.

Motion by Board Member Hide to approve the Variance at the location of 202 S. Lakeview Avenue subject to staff conditions. Seconded by Board Member Robinson and carried unanimously 6 – 0.

9. 2263 Oakington Street (Ramirez Variance) Variance
03-23-27-8233-12-021

Planner Kowalchik presented a request for Variance at the location of 2263 Oakington Street. This variance will allow a new sunroom to be constructed with a rear yard setback of 10 feet. Staff recommends approval subject to any conditions outlined in the Staff Report.

Board Members inquired about HOA approval. City Staff stated applicants do have HOA approval.

Motion by Board Member Ambielli to approve the Variance at the location of 223 Oakington Street subject to staff conditions. Seconded by Board Member Dunn and carried unanimously 6 – 0.

10. 1180 Elboc Way (Elboc Expansion) Variance
25-22-27-8814-00-040

Planner Kowalchik presented a request for a Variance for the property located at 1180 Elboc Way. The variance will allow for a 40 foot front setback. Staff recommends approval subject to any conditions outlined in the Staff Report.

Board Members inquired about the site plan showing a dumpster enclosure that changed to additional parking spaces? City Staff affirmed that applicants were currently working with Public Services and determined a dumpster is not necessary.

There was not any public comments for this item.

Motion by Board Member Dunn to approve the Variance at the location of 1180 Elboc Way subject to staff conditions. Seconded by Board Member Kotch and carried unanimously 6 – 0.

Chairman Hawthorne adjourned the meeting at 7:07 pm. Adjourned to the regular Planning and Zoning Board meeting on Monday, April 4, 2022 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, Winter Garden, Florida.

ATTEST:

APPROVED:

 /S/
Recording Secretary Colene Rivera

 /S/
Chairman Will Hawthorne