



PLANNING AND ZONING BOARD
REGULAR MEETING MINUTES
APRIL 1, 2019

1. CALL TO ORDER

Vice-Chairperson Rachel Saunders called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:32 p.m. in the City Hall Commission Chambers. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

Present: Vice-Chairperson Rachel Saunders and Board Members: Gerald Jowers, Chris Lee, and Matthew Matin. Henry Haddock arrived at 6:42 pm.

Absent: Chairperson Will Hawthorne (excused) and Gabriel Kotch (excused)

Staff Present: City Attorney Kurt Ardaman, Community Development Director Steve Pash, Planning Consultant Ed Williams, Urban Designer Kelly Carson, and recording secretary Kathleen Rathel

2. APPROVAL OF MINUTES

Motion by Matt Matin to approve the regular meeting minutes of March 4, 2019.

Seconded by Chris Lee and carried unanimously 4 – 0.

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

3. N West Crown Point Road (Alta Winter Garden) – WP South Acquisitions LLC; CAPUD Rezoning

Urban Designer Carson presented a rezoning request for a 14.87 +/- acre property located on the northeast corner of N West Crown Point Road and E Plant Street. The applicant has requested a rezoning from C-2 to CAPUD (Character Area Planned Unit Development), a zoning that was recently established along with the Plant Street Character Area Overlay which this property is part of, with a Future Land Use designation of MUD (Multi Use Development). The applicant is proposing to develop the property with five new three-story multi-family buildings containing a combined 250 market rate apartment units, eight enclosed garage buildings, 400 uncovered surface parking spaces, internal recreation areas, and buffer landscaping. There will be a minimum six-foot wide sidewalk, street plantings, and several pedestrian plazas adjacent to the building's main entrance. The applicant is also proposing to dedicate over two acres of land to the City to be developed as a public park. Staff has reviewed the application with one change to the CAPUD Ordinance (*see Exhibit A*), and recommends approval of Ordinance 19-17.

The applicant was available to answer questions.

Board Member Matin inquired about the entrances and exits and density permitted. Ms. Carson stated these items will be reviewed in detail during site plan review.

Motion by Rachel Saunders to recommend approval [of the CAPUD Rezoning, Ordinance 19-17] with Staff Recommendations (as provided in the agenda packet). Seconded by Gerald Jowers and carried unanimously 4 – 0.

VARIANCE (PUBLIC HEARING)

4. 302 S Highland Avenue – Rob Neal and Karen Harrison

Community Development Director Pash presented a variance request for the 0.24 +/- acre property located at 302 S Highland Avenue. The property is zoned R-2 with a Low Density Residential Future Land Use designation. The applicant is requesting two variances in order to build a garage and home addition. The first variance is for a 6' side yard setback in lieu of the 10' minimum required setback and a 16' rear yard setback in lieu of the 20' minimum required setback. Staff has reviewed the application, determined it meets the variance requirements, and recommends approval subject to the conditions outlined in the Staff Report.

General discussion ensued regarding the demolition of the previous garage.

Motion by Chris Lee to recommend approval of the two variances for 302 S Highland Avenue with Staff Recommendations (as provided in the agenda packet). Seconded by Matt Matin and carried unanimously 4 – 0.

5. 704 Summer Street – Torres Idalia Veronica

Board Member Haddock arrived.

Community Development Director Pash stated he received a call at approximately 5:15 that afternoon from the business partner of the contractor informing Mr. Pash that the contractor had passed away. The applicant has requested this item be postponed to the next meeting on May 6, 2019, to allow time to decide whether they will continue with the project or if another contractor will take it over.

Motion by Chris Lee to continue the variance request for 704 Summer Street to the May 6, 2019 Planning & Zoning Board Meeting. Seconded by Rachel Saunders and carried unanimously 5 – 0.

Vice Chairperson Saunders announced that the May 6, 2019 Planning & Zoning meeting would be her last meeting as she will be getting married and moving out of the area. She stated it was her honor to serve the residents of Winter Garden and thanked several people as well as her fellow board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:44 p.m.

ATTEST:

APPROVED:

/S/

/S/

Recording Secretary Kathleen Rathel

~~Chairperson Will Hawthorne~~

Acting-Chairperson Rachel Saunders

Exhibit A

process. Additional access points may be included with the final site plan. Cross access is required to the adjacent property to the east.

4. **Building Access-** Ground floor units oriented towards E Plant Street shall be permitted a direct access via a sidewalk connection to the frontage sidewalk.
5. **Landscape Design-** The property shall be required to adhere to the landscape design standards outlined in the Plant Street Character Area Design Plan and in accordance with Chapter 118, Article XIV of the City of Winter Garden Code of Ordinances.
6. **Site Design-** Bicycle racks, benches, and trash receptacles are required to be provided on site in quantities commensurate with the proposed use(s). The E. Plant Street streetscape shall adhere to the requirements of the Plant Street Character Area Design Plan, ~~with the exception that the sidewalk may be located between the street and the required street planting zone, including locations of walking and planting zones in relation to the street and build-to line. Staff may consider approving a shift in the location of canopy trees to avoid utility conflicts, but the onus is on the applicant to prove that there is no solution that mitigates for these conflicts.~~
7. **Parks-** A minimum of five percent of developable area shall be reserved for park use generally consistent with the park types standards set forth in the Plant Street Character Area Design Plan.
 - a) The park design shown in Exhibit "B" is conceptual. During the site development of the project, the Owner/Developer shall install infrastructure, pathways, sod and landscaping for the park generally consistent with the park design or as otherwise approved by the City. The park land shown on Exhibit "B" shall be conveyed to the City in fee simple ownership, free and clear of all liens and encumbrances, for use as a public park no later than the project obtaining the first certificate of occupancy for any project building.
8. **Setbacks and Required Yards-** All buildings and accessory structures shall adhere to the setbacks outlined in the Plant Street Character Area Design Plan and its Gateway District and in accordance with Chapter 118, Article XIV of the City of Winter Garden Code of Ordinances, and as shown in Exhibit "B". Building recesses that contribute to architectural articulation shall not be subject to the maximum setback requirements. All calculations shall exclude the parcel that is to be dedicated to the City for use as a public park.