



**Planning and Zoning Board  
Regular Meeting Minutes  
July 12, 2021**

**1. CALL TO ORDER**

Chairman Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:32p.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 Chris Lee, Board Members Joseph Dunn, Jr., Mark Hide, and Steve Ambielli.

**Absent:** Board Member Gabe Kotch (Excused)

**Staff Present:** City Attorney Kurt Ardaman, Community Development Director Steve Pash, Urban Designer Kelly Carson, Senior Planner Shane Friedman, Planner I Jordan Kowalchik, IT Supervisor David Livingston and Recording Secretary Colene Rivera.

**Attendees:** Erica Sapienza of The Nest Schools; DC Johnson of Florida Pool Enclosures; Nancy Studt of Zion Church; Jonathan Huels of Lowndes Law Firm; Milze Guidice; Leslie and John DeFerrari; Acacia Vunbicez; Doug Zang and William Barnes.

**2. APPROVAL OF MINUTES**

***Motion by Board Member Dunn to approve the regular meeting minutes of June 7, 2021. Seconded by Co-Chairman Lee and carried unanimously 5 – 0.***

**VARIANCE**

**3. 405 Tierra Verde Lane (Doerger Backyard Fence) Variance  
15-22-27-4429-00-130**

Senior Planner Friedman presented the variance request at the address of 405 Tierra Verde Lane to allow a rear yard fence of seven (7) feet height along a 42 foot section in lieu of the required six (6) feet height maximum. Applicant has also received support from the rear neighbor for this variance and this is the only neighbor that would be affected.

Board did not have any questions or discussion on this item; public did not have any discussion on this item.

***Motion by Board Member Hide to approve the variance at the address of 405 Tierra Verde Lane subject to staff conditions. Seconded by Board Member Ambielli and carried unanimously 5 – 0.***

**4. 1420 Spring Ridge Drive (DeFerrari Shed) Variance**  
12-22-27-1841-00-540

Senior Planner Friedman presented a variance request at the address of 1420 Spring Ridge Drive to allow a 120 square foot shed to have a rear yard setback of 2 feet 9 inches and a side yard setback of 2 feet 8 inches in lieu of the required 5 foot rear and side yard setbacks. It was stated that this shed is already erected as indicated on the survey and was brought to the attention of the city's Code Enforcement Department. The property owners are seeking this variance, to allow this shed to remain at its current placement and have acquired all their neighbor's written consent for this variance.

Board Discussion: Board member inquired as to why Code Enforcement was involved in this item? It was stated that an anonymous person reported this violation to the city.

Public did have a comment for this item. The property owner, Leslie DeFerrari, spoke that she believed the potential person that may have reported this violation to the City's Code Compliance Department is among the neighbor's that signed an agreement of this variance.

***Motion by Co-Chairman Lee to approve the variance at the address of 1420 Spring Ridge Drive subject to staff conditions. Seconded by Board Member Hide and carried unanimously 5 – 0.***

**5. 710 Archus Court (Reyes Screen Room) Variance**  
25-22-27-8283-00-220

Senior Planner Friedman presented a request to postpone this item at the applicants request to the next scheduled P&Z meeting on August 2, 2021.

***Motion by Board Member Ambielli to postpone this item to the next scheduled Planning & Zoning meeting on August 2, 2021. Seconded by Board Member Dunn and carried unanimously 5 – 0.***

**6. 320 S Main Street (Barnes Property) Variance**  
23-22-27-2888-11-067

*Chairman disclosed that the neighbors living adjacent to this property had informed him of their working with staff and that their concerns had been mitigated. Also, Board*

*Member Lee stated that he needed to recuse himself from voting on this item due to a conflict.*

Community Development Director Pash presented a request for the location of 320 S Main Street for a variance to allow a lot split to create two lots for two (2) single family homes. Since the Board tabled this item at the last meeting, the city staff have met with the neighbors and have come up with solutions to their concerns as well as the board's concerns. Director Pash showed an exhibit that reflected the proposed layout from last month and the altered proposed layout at this meeting. He continued to explain the adjustments and variation that have conspired over the past few weeks along with obtaining agreement from the neighbors whom objected to this variance last month. Both neighbors are in agreement of these modification and there is no opposition to these changes. Also Director Pash emphasized that applicants will adhere to the historical drainage pattern of the property and the owner is to retain the trees along the north side of the property.

Board Discussion: Board discussed that they liked the diagram of seeing what was presented last month with the alterations and variances shown as an overlay. Board also appreciated staff and property owner working on this to a point that neighbors were in agreement of proposed. Board commended staff for this accomplishment. Public did not have any discussion on this item.

***Motion by Board Member Hawthorne to approve the Variances at the location of 320 S Main Street subject to staff conditions including consistent historical drainage pattern and retaining of existing trees. Seconded by Board Member Ambielli and carried unanimously 4-0-1 with Co-Chairman Lee obtaining from this vote.***

**PRELIMINARY PLAT / FINAL PLAT / LOT SPLIT**

7. 320 S Main Street (Barnes Property) **Lot Split**  
23-22-27-2888-11-067

Co-Chairman Lee stated that he needed to recuse from voting on this item due to a conflict.

Community Development Director Pash requested approval of a lot split for the property located at 320 S Main Street. The lot split will create a Parcel "A" and Parcel "B" and both parcels will be 0.15 ± acres in size.

Board did not have any questions or discussion on this item; public did not have any discussion on this item.

**Motion by Board Member Hide to approve the Lot Split at the location of 320 S Main Street with staff conditions. Seconded by Board Member Ambielli and carried unanimously 4-0-1 with Co-Chairman Lee obtaining from this vote.**

8. 16161 Marsh Road (Zion Lutheran Church Ph. 2) **Lot Split**  
04-23-27-0000-00-028

Senior Planner Friedman presented a Lot Split request at the address of 16161 Marsh Road. The existing lot is 13.88 ± acres in size and has a 20,423 square foot building which houses the church and a school. The applicant is requesting to split the existing lot into Lot 1 (10.29 ± acres) and Lot 2 (3.58 ± acres) in order to build a new church (12,000 sq ft) on the newly created Lot 1. The school will remain on Lot 2 without a church.

Board Members inquired about parking for the school drop off/ pick up and concern about backed up traffic on Marsh Road. City staff explained that a traffic study would be part of the Site Plan development. This property will only be allowed to develop as a school and church on the lots.

Public did not have any discussion on this item.

**Motion by Co-Chairman Lee to approve the Lot Split at the location of 16161 Marsh Road with staff recommendations and conditions. Seconded by Board Member Ambielli and carried unanimously 5 – 0.**

Chairman Will Hawthorne adjourned the meeting at 6:54 pm. Adjourned to the regular Planning and Zoning Board meeting on Monday, August 2, 2021 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, Winter Garden, Florida.

ATTEST:

APPROVED:

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Recording Secretary Colene Rivera

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Chairman Will Hawthorne