



**PLANNING AND ZONING BOARD
REGULAR MEETING MINUTES
JANUARY 8, 2018**

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.

2. ROLL CALL AND DETERMINATION OF QUORUM

Recording Secretary Rathel introduced new Board Member Henry Haddock for District 4. The roll was called and quorum was declared present.

Present: Chairman Will Hawthorne and Board Members: Gerald Jowers, Gabriel Kotch, Chris Lee, and Matthew Matin, Rachel Saunders, and new Board Member Henry Haddock

Absent: none

Staff Present: City Attorney Dan Langley, Community Development Director Steve Pash, Urban Designer Kelly Carson, Senior Planner Shane Friedman, and recording secretary Kathleen Rathel

3. APPROVAL OF MINUTES

Motion by Gerald Jowers to approve the regular meeting minutes of December 4, 2017. Seconded by Chris Lee the motion carried unanimously 7 - 0.

Chairman Hawthorne opened the floor for nominations for the open Vice-Chairman position.

Motion by Gerald Jowers to nominate Rachel Saunders as Vice-Chair. Seconded by Matt Matin the motion carried unanimously 7 - 0.

SPECIAL EXCEPTION

4. 502 S. Woodland Street – Mary A. Davis

Urban Designer Carson presented a request for a Special Exception Permit for the 0.21 +/- acre property located at 502 S Woodland Street. The property is zoned R-NC, Residential-Neighborhood Commercial, and has an NC, Residential-Neighborhood Commercial, Future Land Use designation. The applicant is requesting a Special Exception Permit in order to lease the existing single family dwelling to professional office uses. The applicant is currently going through the site plan approval process to ensure the site meets all commercial development requirements including parking spaces, landscaping and buffering, and ADA accessibility requirements. Staff has reviewed the application and recommends approval subject to the conditions outlined in the Staff Report.

Board Member Kotch inquired if the surrounding neighborhood was all residential or a mixture of residential and commercial. Ms. Carson clarified the houses to the West, North,

and South of the subject property were residential, but the property across the street to the East was commercial (Ace Hardware). Ms. Carson further explained that the Future Land Use for some adjacent properties is R-NC so, if the adjacent properties rezone to R-NC, they have the option to apply for a Special Exception for commercial use.

Board Member Lee asked about the intended commercial uses on the west side of Woodland Street. Ms. Carson replied the east side of Woodland was commercial properties and the intent for the west side of Woodland Street would be a mix of lower intensity commercial uses mixed with residential uses.

Chairman Hawthorne inquired about parking. Ms. Carson stated the site plan submitted showed a new curb cut leading to a gravel driveway with the installation of 4 additional parking spaces including one ADA space. Additional parking would be available to the north on an existing driveway. The proposed use would not have many daily clients.

Board Member Haddock questioned whether the Special Exception Permit would run with the land in perpetuity or the building? Ms. Carson clarified it runs with the land and the use. If the use changes a new Special Exception Permit would have to be applied for.

***Motion by Gabe Kotch to recommend approval with Staff Recommendations.
Seconded by Gerald Jowers the motion carried unanimously 7 - 0.***

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:36 p.m. to the next meeting scheduled for February 5, 2018.

ATTEST:

APPROVED:

/S/

/S/

Recording Secretary Kathleen Rathel

Chairman Will Hawthorne