



**PLANNING AND ZONING BOARD  
REGULAR MEETING MINUTES  
MAY 7, 2018**

**1. CALL TO ORDER**

Chairperson 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:** Chairperson Will Hawthorne, Vice-Chairperson Rachel Saunders, and Board Members: Henry Haddock, Gerald Jowers, Gabriel Kotch, Chris Lee, and Matthew Matin

**Absent:** none

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

**2. APPROVAL OF MINUTES**

*Motion by Gerald Jowers to approve the regular meeting minutes of April 2, 2018.  
Seconded by Chris Lee and carried unanimously 7 - 0.*

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

**3. 42 E Smith Street – Smith Street Partners LLC (REZONING)**

Urban Designer Carson presented a request to rezone a 0.26 +/- acre property located at 42 E Smith Street. The property is currently zoned R-2 with a Commercial Future Land Use designation. The applicant has requested to rezone the property to C-3 Professional Office District in order to convert an existing residential building into a professional office. Staff has reviewed the application and recommends approval of Ordinance 18-20 subject to the conditions listed in the Staff Report.

Chairperson Hawthorne inquired if the intent was to keep the building the same. Ms. Carson replied the building is being rehabilitated but the site will have to go through site plan review, converted to commercial standards and a parking area added.

Board Member Matin asked if the rest of the block was zoned C-3. Ms. Carson clarified the block has the Commercial Future Land Use designation so C-3 zoning is consistent.

*Motion by Gabe Kotch to recommend approval of the Rezoning for 42 E Smith Street (Ordinance 18-20) with Staff Recommendations (as provided in the agenda packet).  
Seconded by Matt Matin and carried unanimously 7 – 0.*

**4. 205 Windermere Road – JAMR Acquisitions LLC (REZONING)**

Urban Designer Carson presented a request to rezone a 3.32 +/- acre property located at 205 Windermere Road from R-1 Single Family Residential to PUD Planned Unit Development. The property currently has a Future Land Use designation of low-density residential. The applicant intends to build an addition to the existing swimming facility. The addition would consist of an 11,700 square foot indoor swimming pool facility, administrative office space, parking areas, storm water ponds, and landscaping. Staff has reviewed the application and recommends approval of Ordinance 18-21.

Ms. Carson clarified that the existing facilities would be remaining. Discussed was the need to rezone to PUD which allows primary institutional uses. Also discussed if there were any contiguous neighborhoods which would be affected by the expansion and lighting.

*Motion by Gerald Jowers to recommend approval [of the Rezoning for 205 Windermere Road (Ordinance 18-19)] with Staff Recommendations (as provided in the agenda packet). Seconded by Rachel Saunders and carried unanimously 7 – 0.*

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

**5. 2001 Avalon Road (Alexander Ridge Retail) – Thomas Jr. & Tami Karr (PRE-PLAT)**

Urban Designer Carson presented a request for Preliminary Plat Approval for a 4.00 +/- acre property located at 2001 Avalon Road, also known as Alexander Ridge Commercial Center. The property was recently rezoned to PCD. The applicant proposes to replat the land with two commercial lots to develop a daycare on the western lot and a yet to be determined commercial development on the eastern lot. Staff has reviewed the application and recommends approval subject to the conditions outlined in the Staff Report.

*Motion by Chris Lee to recommend approval of the Preliminary Plat for 2001 Avalon Road with Staff Recommendations (as provided in the agenda packet). Seconded by Matt Matin and carried unanimously 7 – 0.*

**SPECIAL EXCEPTION (PUBLIC HEARING)**

**6. 13192 W Colonial Drive – Jowers Family Enterprise**

Board Member Jowers recused himself from this item due to being the applicant.

Community Development Director Pash presented a request for a Special Exception for the property located at 13192 W Colonial Drive, located at the southwest corner of W. Colonial Drive and 5<sup>th</sup> Street. The property has been operating as an automobile sales facility for a number of years. In 2011 a Special Exception was approved to allow a temporary modular building and to allow the auto sales facility to be redeveloped. That Special Exception expired but the same business continued in operation for a number of years. A new business will be taking over so a new Special Exception is required to extend the time for the temporary modular building. The new Special Exception will expire January 1, 2020. Staff has reviewed the application and recommends approval subject to the conditions outlined in the Staff Report.

Discussion ensued to clarify that the building is the same and in the same location.

*Motion by Gabe Kotch to recommend approval [of the Special Exception for 13192 W Colonial Dr] with Staff Recommendations (as provided in the agenda packet). Seconded by Henry Haddock and carried unanimously 6 – 0 – 1 with Gerald Jowers being recused.*

**VARIANCE**

**7. 221 Traditions Drive – Thomas Sims**

Senior Planner Friedman presented a request for a variance for a 0.2 +/- acre property located at 221 Traditions Drive. The variance would allow construction of a covered screen porch at a 15' rear yard setback in lieu of the minimum required 25' rear yard setback. Staff has reviewed the application and recommends approval of the variance subject to the conditions outlined in the Staff Report.

Discussion ensued regarding the setback difference between a screen room versus a covered room. Also clarified was that the room would remain screened and not converted to an air conditioned space.

*Motion by Rachel Saunders to recommend approval [of the variance for 221 Traditions Drive with Staff Recommendations] (as provided in the agenda packet).  
Seconded by Gerald Jowers and carried unanimously 7 – 0.*

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:44 p.m. to the next meeting scheduled for June 4, 2018.

**ATTEST:**

**APPROVED:**

/S/

/S/

\_\_\_\_\_  
**Recording Secretary Kathleen Rathel**

\_\_\_\_\_  
**Chairperson Will Hawthorne**