



**Planning and Zoning Board
Regular Meeting Minutes
September 14, 2020**

1. CALL TO ORDER

Chairman Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:33 p.m. in the City Hall Commission Chambers. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

Explanation of GoTo Webinar instructions were given due to virtual meeting.

Present: Chairman Will Hawthorne in person, and Co-Chairman Chris Lee, Board Members Steve Ambielli, Joseph Dunn, Jr., Henry Haddock and Gabe Kotch via remote GoTo Webinar.

Absent: Board Member Mark Hide (Excused)

Staff Present: City Attorney Kurt Ardaman, Community Development Director Steve Pash, IT Director Chad Morrill and Recording Secretary Edlyn Gonzalez.

2. APPROVAL OF MINUTES

Motion by Co-Chairman Lee to approve the regular meeting minutes of August 3, 2020. Seconded by Board Member Dunn and carried unanimously 6 – 0.

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

3. 465 Palm Street (Jowers Family Enterprise LLC) Annex, FLU, Zoning

Parcel ID # 26-22-27-8110-01-150

Community Development Director Pash presented a request for annexation of 465 Palm Street. This property would be designated as Low Density Residential and a zoning of R-1 Single-Family Residential. Staff recommends approval of Ordinances 20-39, 20-40 & 20-41.

Motion by Co-Chairman Lee to approve the annexation of 465 Palm Street into the city limits of Winter Garden with staff conditions. Seconded by Chairman Hawthorne and carried unanimously 6 – 0.

4. 198 & 176 N West Crown Point Road (Crown Point) Annex, FLU, Zoning

Parcel ID # 13-22-27-5264-00-171

Community Development Director Pash presented a request for annexation of the address of 176 and 198 North West Crown Point Road. This property would be designated as Commercial with a zoning of C-2 Arterial Commercial and Commercial Future Land Use. Staff recommends approval of Ordinances 20-43, 20-44 & 20-45.

Chairman Hawthorne inquired about the odd shape along North West Crown Point Road. Staff confirmed it was part of the city's right-of-way.

Motion by Board Member Kotch to approve the annexation of 198 & 176 North West Crown Point Road into the city limits of Winter Garden with staff recommendations. Seconded by Board Member Haddock and carried unanimously 6 – 0.

5. **15411, 15540, 15541 E Oakland Ave & 841 Tilden Oaks Trail (WSLD Oakland Park Land LLC) FLU Amendment**

Parcel ID # 21-22-27-6100-16-000; 21-22-27-6100-00-007; 21-22-27-6100-15-000 and 21-22-27-6100-04-780

Community Development Director Pash presented a request to amend the Future Land Use designation for 15411, 15540, 15541 East Oakland Avenue & 841 Tilden Oaks Trail. This property would be designated as Residential Neighborhood Commercial which is consistent with the property's PUD zoning regulations for light retail and office uses. Staff recommends approval of Ordinance 20-42.

Chairman Hawthorne inquired what light retail entails. Staff explained this could be a small restaurant, coffee shop, neighborhood oriented business. Also Chairman Hawthorne asked if this area would have a traffic signal. Staff confirmed it is currently being installed.

Motion by Co-Chairman Member Lee to approve the FLU Amendment for the properties of 15411, 15540, 15541 East Oakland Avenue & 841 Tilden Oaks Trail for ordinance 20-42 with staff conditions. Seconded by Board Member Dunn and carried unanimously 6 – 0.

SPECIAL EXCEPTION PERMIT (PUBLIC HEARING)

6. **12822 W COLONIAL DRIVE (CAR VIPs ORLANDO) SPECIAL EXCEPTION PERMIT
PARCEL ID # 25-22-27-9384-08-140**

Community Development Director Pash presented a request to approve a special exception permit to operate an automobile sales facility with a temporary modular building at the address of 12822 West Colonial Drive. Staff recommends approval of the Special Exception subject to the conditions outlined in the Staff Report.

Chairman Hawthorne inquired what happens after the two year timeframe for the modular building. Staff stated that the applicant intends to build a new building at the location. Co-Chairman Lee asked if the two year timeframe window came from the applicant or city staff. Staff stated that the original owner discussed with city staff the two year window and current owner will honor this timeframe.

Motion by Board Member Ambielli to approve the Special Exception Permit for the address of 12822 West Colonial Drive with staff conditions. Seconded by Board Member Kotch and carried unanimously 6 – 0.

7. **403 S. Dillard Street (Betty J's Florist) Special Exception Permit**

Parcel ID # 13-22-27-5260-00-100

Community Development Director Pash presented a request to approve a special exception permit to allow the applicant to operate a retail florist store in C-3 Professional Office zoning district at the address of 403 S. Dillard Street. Staff recommends approval of the Special Exception subject to the conditions outlined in the Staff Report.

Motion by Co-Chairman Member Lee to approve the Special Exception Permit. Seconded by Board Member Dunn and carried unanimously 6 – 0.

8. **275 Center Street (Habitat for Humanity) Special Exception Permit**

Parcel ID # 13-22-27-5260-00-100

Community Development Director Pash presented a request to approve a special exception permit at the address of 275 Center Street to allow construction of four single-family homes arranged in a tandem-style layout. The homes would also have shared a driveway that leads to individual parking area, walkways, site landscaping and buffering, and storm water areas. Staff recommends approval of the Special Exception subject to the conditions outlined in the Staff Report.

Co-Chairman Lee asked about parking in-between the two rows of homes. Staff confirmed parking would be in-between the homes as pictured in the layout.

Applicant Marilyn Hattaway of Habitat for Humanity at 13369 W Colonial Drive, spoke about various representatives from Habitat from Humanity and expressed gratitude that this project was being presented to this board.

Motion by Board Member Kotch to approve the Special Exception Permit with staff recommendations. Seconded by Chairman Hawthorne and carried unanimously 6 – 0.

VARIANCE (PUBLIC HEARING)

9. **275 Center Street (Habitat for Humanity) Variance**

Parcel ID # 13-22-27-5260-00-100

Community Development Director Pash presented a request to approve a variance for the property located at 275 Center Street. This variance will allow tandem houses to be built with a front yard setback of 16 feet in lieu of the minimum required 20 feet, internal side setbacks of 12 feet in lieu of the minimum required 15 feet, have a minimum living area of 800 square feet in lieu of the minimum required 1,200 square feet for back two units only, and provide uncovered paved parking stalls in lieu of the requirement for a garage or carport. Staff recommends approval of the variances subject to the conditions outlined in the Staff Report.

Applicant Marilyn Hattaway of Habitat for Humanity at 13369 W Colonial Drive, expressed gratitude that this project was able to be presented to this board.

Motion by Chairman Hawthorne to approve the variances at 275 Center Street for Habitat for Humanity with the staff conditions. Seconded by Board Member Dunn and carried unanimously 6-0.

10. 32 E Story Road (HV RE Holdings LLC) Variance

Parcel ID # 23-22-27-6504-03-013

Community Development Director Pash presented a request to approve a variance for the property located at 32 East Story Road. This variance will allow a covered front porch for a veterinary office to be constructed with a front yard setback of thirty two (32) feet in lieu of the minimum required forty (40) foot front yard setback. Staff recommends approval of the variance subject to the conditions outlined in the Staff Report.

Board Member Dunn inquired if the city accounts for competition nearby? Staff stated it is the applicant's responsibility to perform market research in the area, not the city. Chairman Hawthorne, asked about conditions to remain open air for the porch? Staff stated that these conditions are not in place.

Darcy Unroe of Unroe Engineering stated that he represented the applicant for this project and was available for questions.

Motion by Co-Chairman Lee to approve the variances request at 32 E Story Road with any staff conditions. Seconded by Board Member Ambielli and carried unanimously 6-0.

11. 757 Bainbridge Loop (Hawthorne Side Yard Setback Variance) Variance

Parcel ID # 13-22-27-1793-01-600

[Chairman Hawthorne recused himself from this project due to a conflict of interest. Co-Chairman Lee took over to lead this project.]

Community Development Director Pash presented a request to approve a variance for the property located at 757 Bainbridge Loop. If approved, this variance will allow a side yard setback of 5 feet, in lieu of the required 10 feet, in order to build a third attached garage bay. Staff recommends approval of the variance subject to the condition(s) outlined in the Staff Report.

Board Member Ambielli asked if there is an HOA approval for this variance. Staff stated yes.

Motion by Board Member Dunn to approve this various subject to the staff conditions. Seconded by Board Member Haddock and carried unanimously 5-0. (Hawthorne recused on this vote)

[Chairman Hawthorne back on the board as a voting member and acting chairman.]

PRELIMINARY PLAT / FINAL PLAT / LOT SPLIT

