

**A REGULAR MEETING MINUTES
PLANNING AND ZONING BOARD
NOVEMBER 03, 2008**

CALL TO ORDER

Chairman James Balderrama called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:35 p.m. in City Hall Commission Chamber. The invocation was given followed by the Pledge of Allegiance. The roll was called and a quorum was declared present.

PRESENT: Chairman James Balderrama, Vice-Chairman Jerry Carris, Board Members: James Dunn, Mac McKinney, Rohan Ramlackhan, and James Gentry. Also present were Assistant City Attorney Dan Langley, City Manager Mike Bollhoefer, Economic Development Director Dolores Key, Chief Planner Tim Wilson, Planner Brandon Byers, Planner Regina McGruder, and Planning Technician Lorena Blankenship.

ADMINISTRATION OF THE OATH OF OFFICE

Planning Technician Lorena Blankenship administered the Oath of Office to re-appointed Board Members James Balderrama and James Gentry. Mr. Balderrama and Mr. Gentry were re-appointed by the City Commission on Thursday October 09, 2008.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held October 06, 2008

Motion by Jerry Carris to approve the above minutes. Seconded by James Gentry, the motion carried unanimously 6-0.

Variances

2. 1026 Island Pointe Drive

Planner Byers presented the Board with a request for approval of a 9 foot rear yard setback variance, for property located at 1026 Island Pointe Drive. If approved, this will allow the property owner to construct a screened room. City Staff has reviewed the application and recommends approval.

Jerry Carris stated that he had ex-parte communications with the applicant, Mr. Scott Penrose.

Motion by James Gentry to approve the Variance. Seconded by Jerry Carris, the motion carried unanimously 6-0.

Lot Split

3. 78 North Street

Planner McGruder presented the Board with a request for approval of a Lot Split for property located at 78 North Street. The proposed split will create eight (8) detached single family residential tandem housing lots that are approximately 50 feet x 75 feet. Tandem Housing allows two detached single family units along the street front and two detached single family units in the rear, all connected by a common driveway. Each tandem Unit must be developed as a “stand alone” lot with access and utility easements. Applicant is also requesting a one-time wavier that will allow the parcel to be split without the required platting process as identified in City Code chapter 110. City Staff has reviewed the petition and recommends approval of the requests.

City Manager Bollhoefer explained that the City, CRA (*Community Redevelopment Area*), and CRAAB (*Community Redevelopment Area Advisory Board*) are currently working with the applicant to provide affordable housing in the East Winter Garden area with this redevelopment project. The City amended the zoning in the area to allow Tandem Housing. These lots will be subject to deed restrictions, to ensure that the units will remain affordable for the long term.

In response to Mr. McKinney’s questions, Planner McGruder stated that Tandem Housing requires approval of a Special Exception Permit and the applicant will need to present that request to the Board at a later time.

Motion by Jerry Carris to approve the Lot Split and the one-time wavier of the platting process. Seconded by Mac McKinney, the motion carried unanimously 6-0.

Comprehensive Plan Amendment

4. Capital Improvement Element Annual Update

Planner Wilson presented the Board with a request for approval of Ordinance 08-55. Mr. Wilson explained that the Local Planning Agency (LPA) reviews text amendments to the Capital Improvements Element (CIE) of the Comprehensive Plan in accordance with the annual update as required by Senate Bill 360 (SB360). Mr. Wilson added that in 2005, the State Legislature enacted Senate Bill 360 (SB360) which created multiple requirements for Growth Management including requiring annual updates to local government Comprehensive Plan's Capital Improvement Elements. The proposed changes to the Capital Improvement Element are consistent with the other elements in the City's Comprehensive Plan. This includes a finding that the policies, as amended, will support the designated levels of service for required public services and facilities. The City has also prepared a "Data and Analysis Report" that contains information on growth projections, capital improvement budgets for both a 5 year and 10 year time period (FY2009-FY2018). The proposed changes to the goals, objectives and policies have been prepared to fulfill the legislative requirements of Chapter 163, Florida Statutes. The Capital Improvements Element in its entirety is included in the next section of the report. Ordinance 08-55 is also included which identifies those policies which are recommended to be changed.

Motion by Jerry Carris to approve Ordinance 08-55, Capital Improvement Element Annual Update. Seconded by James Gentry, the motion carried unanimously 6-0.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:45 p.m.

APPROVED:

ATTEST:

Chairman James Balderrama

Planning Technician Lorena Blankenship