



**CITY OF WINTER PARK
Planning & Zoning Board**

**Regular Meeting
City Hall, Commission Chambers**

**July 10, 2018
6:00 p.m.**

MINUTES

Chairman Ross Johnston called the meeting to order at 6:00 p.m. in the Commission Chambers of City Hall. Present: Sheila De Ciccio, Raymond Waugh, Bob Hahn, Owen Beitsch, Adam Bert, and Laura Walda. Absent: Ross Johnston. Also Present: City Attorney Dan Langley. Staff: Planning Manager, Jeff Briggs; Senior Planner, Allison McGillis, and Recording Secretary, Kim Breland.

APPROVAL OF MINUTES:

Motion made by Laura Turner, seconded by Ray Waugh, to approve the June 5, 2018 meeting minutes. Motion carried with a 7-0 vote.

PUBLIC HEARINGS:

REQUEST OF ROLLINS COLLEGE FOR: CONDITIONAL USE APPROVAL FOR PHASE TWO OF THE ALFOND INN AT 300 EAST NEW ENGLAND AVENUE.

Mr. Briggs reported that the applicant has requested that this item be tabled. Future time to be determined. Mr. Langley asked the Board to make a motion to that effect.

**Motion made by Ray Waugh, seconded by Laura Turner to table the request for the Alford Inn expansion to a future time to be determined.
The motion carried with a 7-0 vote.**

REQUEST OF ROLLINS COLLEGE TO: TO AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE FROM AN OFFICE FUTURE LAND USE DESIGNATION TO AN INSTITUTIONAL FUTURE LAND USE DESIGNATION ON THE PROPERTIES AT 200 EAST NEW ENGLAND AVENUE AND AT 203 EAST LYMAN AVENUE.

REQUEST OF ROLLINS COLLEGE TO: TO AMEND THE OFFICIAL ZONING MAP TO CHANGE FROM OFFICE (O-1) DISTRICT ZONING TO PUBLIC, QUASI-PUBLIC (PQP) DISTRICT ZONING ON THE PROPERTIES AT 200 EAST NEW ENGLAND AVENUE AND AT 203 EAST LYMAN AVENUE.

REQUEST OF ROLLINS COLLEGE FOR: CONDITIONAL USE APPROVAL TO REDEVELOP THE PROPERTIES AT 200 EAST NEW ENGLAND AVENUE AND AT 203 EAST LYMAN AVENUE WITH A PHASE ONE REDEVELOPMENT OF A NEW PARKING GARAGE OF THREE LEVELS AND 184 SPACES AT THE CORNER OF KNOWLES AND LYMAN AVENUES.

Mr. Briggs reported that the applicant has requested that this item be tabled to the Sept 11th P&Z meeting. He explained that it must be re-advertised if the City is to partner on the parking garage. Mr. Langley asked the Board to make a motion to that effect.

**Motion made by Ray Waugh, seconded by Laura Turner to table the request for the Lawrence center requests to the September 11th P&Z meeting.
The motion carried with a 7-0 vote.**

REQUEST OF ANSAKA LLC FOR: SUBDIVISION APPROVAL TO RE-SUBDIVIDE THE PROPERTIES AT 1791, 1801, 1811 AND 1821 ALOMA AVENUE, ZONED R-1A, INTO SIX SINGLE FAMILY BUILDING LOTS. ALL OF THE PROPOSED LOTS MEET OR EXCEED THE MINIMUM R-1A LOT DIMENSIONS REQUIREMENTS OF 75 FEET OF LOT WIDTH AND 8,500 SQUARE FEET OF LOT AREA, EXCEPT FOR ONE LOT WITH 67.5 FEET OF LOT WIDTH DUE TO THE NEED TO PROVIDE A COMMON DRIVEWAY.

Mr. Briggs presented the staff report and explained that Ansaka LLC (property owner) is requesting to re-subdivide the properties at 1791, 1801, 1811 and 1821 Aloma Avenue, zoned R-1A into six single family building lots. This is the same property that recently requested Comprehensive Plan future land use and Zoning changes in order to build an 18-unit residential townhouse project on the 1791, 1801, 1811, 1821 and 1835 Aloma properties. Those requests were denied by the City Commission and this 'pivot' is to subdivide the properties maintaining the single family (R-1A) land use. However, it does not include the 1835 Aloma property, which is zoned Office (O-2). That would be developed separately, presumably for a small office building.

The entire development site of 1791, 1801, 1811, and 1821 Aloma Avenue comprises 62,500 square feet (1.45) acres. The property has 250 feet of frontage on Aloma Avenue and a property depth of 250 feet. The proposed re-subdivision would create six new buildable single family lots. All of the proposed lots meet or exceed the minimum R-1A lot dimensions requirements of 75 feet of lot width and 8,500 square feet of lot area, except for the one western-most front lot with 67.5 feet of lot width due to the need to provide a common driveway to the homes in the rear. The other five lot widths range from 75 feet to 87.5 feet. The lot sizes range from 9,845 square feet to 11,243 square feet. The average lot width for the proposed lots is 78 feet and the average lot size is 10,417 square feet.

There will be a common driveway leading back to Lots #4 & #5 (in common ownership by those owners) of 20 feet in width. They will construct a 15-16 foot wide driveway which leaves 2 feet of grass buffer on each side and will allow two cars to pass. There also is a single driveway leading back to Lot #6 which would have a 9 foot drive with 1.5 feet of grass buffer on each side.

This project also proposes to provide a common means of access for all of the lots so that there are only two driveways onto Aloma Avenue, versus the current four driveways. The eastern driveway will be a single direction of 'right-in and right-out' because it is too close to safely allow left turns into and out of this property. The western driveway will allow those left turns. In this manner, no vehicles will need to circle around on the residential streets to the north to get back to travel east on Aloma. This common access tract also will permits travel for the future office property to the east so that those vehicles can safely exit the property if needing to turn left.

That front common access tract also includes five visitor parking spaces. There will be a low 4-5 foot tall wall (like at the YMCA on Palmer Avenue) to screen those visitor cars, and also to provide a privacy and sound buffer wall for the homes behind. The green area in front of that access tract will be landscape screening that will include street oak trees along the project frontage in the common access HOA tract that will be maintained by the Homeowners Association.

The project is attempting to save the two major specimen live oak trees that are on the property. One is within the circle area of the eastern driveway. The other is in the 'front yard' area of Lot#4. The Final Plat will create an easement area for these trees to the benefit of the City so that they cannot be removed without approval and at the discretion of the City.

This is a Preliminary Plat approval and this project (four lots or more) per the Subdivision Code requires a formal plat and Final Plat approval which is also necessitated by the need to create a Homeowners Association and the common area access and visitor parking tract on a plat. Pursuant to this Preliminary Plat approval, those documents will be prepared and approved by city staff and city attorney. When that is complete and city staff/attorney has signed off, the Final Plat is presented at a public hearing for approval by the City Commission.

With the exception of one lot width variance, all the lots meet or exceed the lot dimensions required by the R-1A zoning. The average lot widths and lot area sizes all exceed the R-1A requirements and are comparable to the sizes of the other R-1A properties in this vicinity. The applicant is voluntarily undertaking the expense and effort to coordinate and limit the number of driveways onto Aloma Avenue and provide common access and improved traffic safety. In this manner, vehicles can safely turn left into and out of this development and vehicles do not have to circle back through the neighborhood to the north to head eastward on Aloma Avenue. The new homes will meet the R-1A zoning regulations as to size (FAR), height, impervious coverage, etc. and the interior setback variances requested do not place any structures closer to neighbors than the Code now permits.

Mr. Briggs stated that the staff recommendation is for approval of the Preliminary Plat.

Sally Flynn, 1400 Highland Road, spoke in favor of the request and was happy to see single-family development.

No one else wished to speak, the Public Hearing was closed.

The P&Z Board members discussed the request and agreed that the lot sizes were compatible with the neighborhood and that the variance for the one lot was not significant.

Motion made by Owen Beitsch, seconded by Laura Turner, for approval to re-subdivide the properties at 1791, 1801, 1811 and 1821 Aloma Avenue, zoned R-1A, into six single-family building lots. All of the proposed lots meet or exceed the minimum R-1A lot dimension requirements of 75 feet of lots width and 8,500 square feet of lot area, except for one lot with 67.5 feet of lot width due to the need to provide a common driveway.

The motion carried unanimously with a 7-0 vote.

REQUEST OF FG SCHAUB CUSTOM HOMES LLC FOR: SUBDIVISION OR LOT SPLIT APPROVAL TO DIVIDE THE PROPERTY AT 1635 DALE AVENUE, ZONED R-1A, INTO TWO SINGLE FAMILY BUILDING LOTS. BOTH LOTS WILL HAVE 75 FEET OF LOT WIDTH AND 11,812 SQUARE FEET OF LOT AREA WHICH MEET THE REQUIREMENTS FOR NEW LOTS IN THE R-1A ZONING DISTRICT SO THAT NO VARIANCES ARE REQUESTED.

Senior Planner, Allison McGillis presented the staff report and explained that FG Schaub Custom Homes, LLC (contract purchasers) are requesting subdivision or lot split approval to divide the property at 1635 Dale Avenue into two single-family lots. The zoning of this property is R-1A. Each lot is proposed to be 75 feet wide and 11,775 square feet in size. Both lots will meet the 8,500 square feet minimum lot size and 75 foot lot width requirements of R-1A. The property is currently developed with one single-family home that will be demolished.

This existing property is 150 feet wide on Dale Avenue, and measures approximately 23,550 square feet in size. The subdivided lots are proposed to be 75 feet wide and 11,775 square feet in

size. The R-1A zoning requires a minimum of 75 feet of lot width, and a minimum of 8,500-square feet of land area. Thus, this request meets the R-1A lot dimension standards, and no variances are requested.

There are 83 homes within this neighborhood with the same R-1A zoning (see attached map). The average lot width is 87 feet, and the median lot width is 80 feet. The average lot area from this 83 home survey is 13,229 square feet, and the median lot area is 11,805 square feet.

The proposed lot widths and sizes are slightly smaller than the average and median of the neighborhood. However, the neighborhood split 50/50 with lots that are 75 feet wide and 100 feet wide so the proposed lot widths compare favorably to 50% or half of the neighborhood.

The request meets all of the R-1A zoning requirements for lot sizes, and no variances are requested. This request also passes the Comprehensive Plan test.

Mrs. McGillis stated that the staff recommendation is for approval, with the condition that the proposed homes be of varying architecture.

Mrs. McGillis responded to questions posed by Board members.

Fred Schaub, applicant, responded to questions from the Board regarding the property values, and the types of homes that they plan to build.

No one else wished to speak, the Public Hearing was closed.

The P&Z Board members discussed the request and agreed that the lot sizes were compatible with the neighborhood and that there were no variances.

Motion made by Laura Walda, seconded by Owen Beitsch, for subdivision approval to divide the property at 1635 Dale Avenue, zoned R-1A, into two single family building lots, subject to the condition outlined in the staff report.

The motion carried with a 7-0 vote.

REQUEST OF EUSTACIA LEDBETTER FOR: SUBDIVISION OR LOT SPLIT APPROVAL TO DIVIDE THE PROPERTY AT 2737 WOODSIDE AVENUE, ZONED R-1A, INTO TWO SINGLE FAMILY BUILDING LOTS. BOTH LOTS WILL HAVE 75 FEET OF LOT WIDTH AND 7,800 SQUARE FEET OF LOT AREA. BOTH LOTS WILL NEED A VARIANCE TO THE MINIMUM LOT SIZE REQUIREMENTS OF 8,500

SQUARE FEET AND THE CORNER LOT WILL NEED A VARIANCE FROM THE 85 FEET OF LOT FRONTAGE NEEDED FOR A CORNER LOT.

Senior Planner, Allison McGillis presented the staff report and explained that the owner of 2737 Woodside Avenue is requesting subdivision or lot split approval to divide their property into two single-family lots. The zoning of this property is R-1A. Each lot is proposed to be 75 feet wide and 7,800 square feet in size. The interior lot will meet the minimum lot size requirements of R-1A, but the corner lot will need a variance from the 85 feet of lot frontage needed for a corner lot. The property is currently developed with one single-family home that will be demolished.

This existing property is 104 feet wide on Woodside Avenue, 150 feet wide on East End Avenue, and measures approximately 15,600 square feet in size. The subdivided lots are proposed to be 75 feet wide and 7,800 square feet in size. The R-1A zoning requires a minimum of 75 feet of lot

width for an interior lot and 85 feet of width for a corner lot, and a minimum of 8,500-square feet of land area. Thus, a variance is requested for the corner lot dimensions and both lot areas.

There are 113 homes within this neighborhood with the same R-1A zoning (see attached map). The average lot width is 64 feet, and the median lot width is 65 feet. The average lot area from this 113 home survey is 8,112 square feet, and the median lot area is 7,579 square feet. Thus, the proposed lot widths of 75 feet, and the proposed lot areas of 7,800 square feet compare favorably and slightly exceed the majority of the neighborhood.

The custom of the planning staff is not to recommend "approval" of lot splits with variances. However, planning staff notes that while this request is short 10 feet of width for the corner lot and short in land area to pass the Zoning Test, the request passes the Comprehensive Plan test. This is a situation where the proposed lot widths and sizes compare to a majority of the neighborhood.

In recognition that lot width variances are requested, the staff recommendation is for denial. However, if the P&Z Board approves, staff recommends the condition that the final front elevations of the homes be of varied architectural styles to each other to provide diversity to the neighborhood.

No one else wished to speak, the Public Hearing was closed.

The P&Z Board members discussed the request and agreed that the lot sizes were compatible with the neighborhood and that the variance was not significant.

Motion made by Laura Walda, seconded by Adam Bert, for subdivision approval to divide the property at 2737 Woodside Avenue into two single family lots, subject to the condition outlined in the staff report.

The motion carried with a 7-0 vote.

REQUEST OF THE GREENHOUSE PARTNERSHIP LTD. TO: AMEND THE COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT TEXT TO MODIFY POLICIES AND MAPS TO ENABLE THE APPROVAL OF CENTRAL BUSINESS DISTRICT FUTURE LAND USE ON THE PROPERTY AT 338 WEST MORSE BOULEVARD AND TO AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO

CHANGE FROM AN OFFICE FUTURE LAND USE DESIGNATION TO A CENTRAL BUSINESS DISTRICT FUTURE LAND USE DESIGNATION ON THE PROPERTY AT 338 WEST MORSE BOULEVARD.

REQUEST OF THE GREENHOUSE PARTNERSHIP LTD. TO: AMEND THE ZONING REGULATIONS TEXT AND DEFINITIONS MAP FOR THE COMMERCIAL (C-2) ZONING DISTRICT TO ENABLE THE APPROVAL OF COMMERCIAL (C-2) DISTRICT ZONING ON THE PROPERTY AT 338 WEST MORSE BOULEVARD AND TO AMEND THE OFFICIAL ZONING MAP TO CHANGE FROM OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-2) DISTRICT ZONING ON THE PROPERTY AT 338 WEST MORSE BOULEVARD.

REQUEST OF THE GREENHOUSE PARTNERSHIP LTD. FOR: CONDITIONAL USE APPROVAL TO CONVERT THE EXISTING TWO-STORY 22,000 SQUARE FOOT OFFICE BUILDING INTO FIVE RESIDENTIAL CONDOMINIUMS WITH NEW ATTACHED GARAGES WITH SECOND FLOOR GUEST QUARTERS AND TO BUILD A NEW THREE-STORY 16,000 SQUARE FOOT BUILDING WITH THREE RESIDENTIAL CONDOMINIUMS AND ON THE PROPERTY AT 338 WEST MORSE BOULEVARD.

Mr. Briggs presented the staff report and explained that the Greenhouse Partnership Ltd. (Property Owner) is requesting the following:

1. A change to the Comprehensive Plan text and policies to enable Central Business District future land use as well as the actual change of the future land use designation from Office to Central Business District on the property at 338 W. Morse Blvd.;
2. A changing in the Zoning Code text to enable Commercial (C-2) zoning and to change the Zoning Map from Office (O-1) to Commercial (C-2); and
3. Conditional Use approval to redevelop the existing two story building with five condominiums and to build a new three story building with three condominiums.

He stated that this property is located at the southeast corner of Morse Boulevard and Virginia Avenue. The site is 45,716 square feet in size (1.05 acres). It currently holds a two story office building of 20,600 square feet (per OCPA) and has an existing parking lot with 52 spaces.

The property owners originally built this two story office in 1998 and leased the entire building to Smith Barney. Smith Barney later merged with Morgan Stanley and moved their offices from this building. Since that time, the owners have not been able to lease the second floor. Currently there is one office tenant using most of the first floor and the rest of the building is vacant. As a result, the owners are seeking ways to make the building and property more economically viable by converting the entire property to residential units by seeking Commercial (C-2) zoning for the desired building density.

The applicants plan to leave the size and footprint of the existing office building generally as-is but convert the interior from office space to five (two-story) residential units. There will be new construction to the rear to add two-car garages for each unit and for guest living space above that garage. Outdoor courtyard space will be created in the rear as well. The size of the units will range from 5,600 to 5,883 square feet in size inclusive of the garage spaces.

The applicants also are requesting approval to add a new three story residential building holding three units in the land area to the east of the existing building where the driveway and parking now exist. This would be a three story building with parking and common area space on the

ground floor. On the second floor are two proposed residential condominiums of 2,360 square feet in size and on the third floor one residential condominium of 5,250 square feet in size.

The total project consists of 8 residential units. Both the existing O-1 zoning and the proposed C-2 zoning allow up to 17 units per acre so potentially the site could hold up to 18 residential units. The parking required is 2½ spaces per unit or 20 spaces. There will be 27 spaces provided in private garages or in open surface parking, once a handicapped space is provided. The existing building to be converted is setback 10 feet from Morse Blvd. and Virginia Avenue. The new rear two-story garages will be setback 27 feet from the adjacent Douglas Grande property. The new three story residential building will be built in line with the existing building at the 10 foot setback from Morse Blvd. and will be 25 feet on the east side and 45 feet in the rear from the adjacent Douglas Grande property. There will be 25 feet between these two buildings to break up the mass of these facades on the Morse Blvd. frontage.

The Building Height allowed in C-2 zoning is 40 feet to the roof plus another 5 feet of allowance for mansard/parapet roof for 45 feet total. The heights shown at 14 feet per floor are 42 feet in height plus the 5½ foot mansard for 47½ feet. The applicant is requesting that 2½ foot height exception due to the 55 foot height of the adjacent Douglas Grande building. The only other exception is for a privacy wall for the end corner unit on Virginia Avenue be allowed a 5 foot wall/6 foot columns versus Code maximum of 3 foot/4 foot columns.

The total floor area ratio (FAR) for this project of is 101%. That is well within the maximum 200% FAR permitted by C-2 zoning. It is also less than the 110% FAR allowed by R-3 zoning. Actually, aside from the front setback and new building height, this project fits within all the R-3 zoning criteria.

The plan shows one-way traffic circulation with the entrance on Virginia Avenue and exit onto Morse Blvd. along with gated access. The gate adjacent to Virginia Avenue will need to be relocated to meet the 20 foot setback in order to allow vehicles to access the keypad without stopping on top of the sidewalk. The gate on Morse Blvd. is 'exit only', so no vehicles will be able to turn in from that direction.

The planning staff agrees that this property should be allowed the same opportunities for CBD/C-2 designations. It is interesting that this project, while requesting commercial designations, is actually an R-3 multi-family project, with two variances. Unless the condo owners are planning to use their units for Air B&B's/VRBO's this could just as easily be done via R-3 zoning with no changes to the Comp. Plan or Zoning text.

The building size, height and scale of the project is comparable to the Phil Keen townhomes across the street and in the context of adjacency to the Douglas Grande, less intense. The project will also function as a logical step down in height transition from the Douglas Grande at 4 stories, this new Building at 3 stories to the existing building conversion staying at 2 stories, which then matches the existing building size to the west. Other than the 2½ foot height allowance which is mitigated by the proximity to Douglas Grande and the privacy wall along Virginia the project has no exceptions to Code.

Mr. Briggs stated that the staff recommendation is for approval of both the Comp. Plan changes and Zoning changes and approval of the final Conditional Use with a conditions that the entrance gate must be relocated to meet the required 20 foot setback from Virginia Avenue and a common area tract location be provided on the private property on Virginia Avenue sufficient for eight trash cans.

Mr. Dan Bellows, Sydgan Corp. representing the applicant provided more details on the building parameters and responded to Board members questions about the project. He stated that the owners feel strongly that CBD future land use and C-2 zoning is appropriate for this site and that they should not be singled out for FLU or Zoning that is different than others in the same context on Morse Boulevard have been granted. He assured the Board that the owners will be developing and living in this project so that it will be developed with superior quality both in architectural detail and landscape materials.

No one else wished to speak, the Public Hearing was closed.

The P&Z Board members discussed the request and agreed that the land use and zoning designations requested were appropriate for this location. The comments also concurred that the new three story building was also appropriate in the context of being next door to the four story Douglas Grande building.

Motion made by Ray Waugh, seconded by Laura Turner, for to amend the Comprehensive Plan Future Land Use Element Text to modify policies and maps to enable the approval of Central Business District Future Land Use on the property at 338 West Morse Boulevard and to amend the "Comprehensive Plan" Future Land Use Map to change from an Office Future Land Use designation to a Central Business District Future Land Use designation on the property at 338 West Morse Boulevard.

Motion carried with a 7-0 vote.

Motion made by Ray Waugh, seconded by Laura Turner, for to amend the zoning regulations text and definitions map for the Commercial (C-2) district zoning on the property at 338 West Morse Boulevard and to amend the Official Zoning Map to change from Office (O-1) District Zoning to Commercial (C-2) district zoning on the property at 338 West Morse Boulevard.

Motion carried with a 7-0 vote.

Motion made by Ray Waugh, seconded by Bob Hahn, for conditional use approval to convert the existing two-story 22,000 square foot office building into five residential condominiums with new attached garages with second floor guest quarters and to build a new three-story 16,000 square foot building with three residential condominiums on the property at 338 West Morse with the conditions recommended by staff.

Motion carried with a 7-0 vote.

NEW BUSINESS:

Planning Manager Jeff Briggs reminded the Board that there will be a P&Z Community Meeting on Parking Modernization on July 17, 2018 at 6 pm. There was no further business. Meeting adjourned at 7:38 p.m.

Respectfully submitted,
Kim Breland, Recording Secretary