



Planning and Zoning Board Minutes

July 6, 2021 at 6:00 p.m.

401 S. Park Avenue | In-Person and Virtual | Winter Park, Florida

1. Present

Chairman Richard James called the meeting to order at 6:01 p.m. Present: Jim Fitch, Richard James, Michael Spencer, Melissa Vickers, and Alex Stringfellow. Absent: Vashon Sarkisian and David Bornstein. Also Present: City Attorney Dan Langley. Staff: Director of Planning and Transportation Bronce Stephenson, Principal Planner Jeff Briggs, Senior Planner Allison McGillis, Transportation Manager Sarah Walter, and Recording Secretary Mary Bush.

2. Approval of Minutes

Motion made by Melissa Vickers, seconded by Alex Stringfellow, to approve the May 4, 2021 meeting minutes.

Motion carried unanimously with a 4-0 vote. (Michael Spencer was not present for the approval of the minutes. Vashon Sarkisian and David Bornstein were not present for the meeting.)

3. Public Hearing:

- SPR #21-08. Request of Michael Wenrich for: Approval to construct a new, two-story, 9,866 square-foot, single-family home located at 1250 College Point on Lake Virginia, zoned R-1AAA.

Mrs. McGillis provided the Board a brief summary of the SPR #21-08 request. She noted that no trees are being removed, the pool and pool deck are proposed at less than the three foot height maximum from existing grade, and the applicant has proposed swells throughout the lot that meet the storm water retention criteria. Staff determined the average lake front setback for the property to be 60-ft and the pool deck minimum setback is 50-ft. The applicant is proposing to match these setbacks. Mrs. McGillis also noted that the applicant has proposed a 440-sq ft area for a planter bed and fire pit that extends past the 50-ft setback. Code allows for 10% of the area between the minimum setback and the lakefront to be used for these types of items.

Staff recommendation was for approval.

Chairman James asked about the front setback to which Mrs. McGillis replied it is 40-ft.

No one from the public wished to speak. The public hearing was closed.

Motion made by Michael Spencer, seconded by Alex Stringfellow, for approval to construct a new, two-story, 9,866 square-foot, single-family home located at 1250 College Point on Lake Virginia, zoned R-1AAA.

Motion carried unanimously with a 5-0 vote. (Vashon Sarkisian and David Bornstein were not present for the meeting.)

- Request of the City of Winter Park for: An Ordinance of the City of Winter Park amending the Comprehensive Plan Future Land Use Map designation from an Office future land use designation to a Single-Family Residential designation on the properties at 2141/2151/2211/2221/2223/2225/2227 Loch Lomond Drive in order to match the existing Single Family (R-1A) zoning.
- Request of the City of Winter Park for: An Ordinance of the City of Winter Park amending the Comprehensive Plan Future Land Use Map designation from an Office future land use designation

to a Single-Family Residential designation on the properties at 2229/2255/2311/2313 Loch Lomond Drive and 2272 Nairn Drive in order to match the existing Single Family (R-1A) zoning.

Mr. Briggs provided a brief summary of the requests to the Board. He noted that the requests are basically changing the Future Land Use zoning of the properties to Single-Family zoning, which they currently follow. He presented the Future Land Use map from the Comprehensive Plan that shows how the properties are supposed to be zoned and the Zoning map which shows how they are currently zoned. Mr. Briggs then provided a brief background on why there is a difference between the documented and utilized zoning for the properties. He noted that the requested amendments will avoid having to change the zoning to match Single-Family zoning for each individual parcel in the future. He also noted that the residents in the area are looking forward to the prospect of hopefully getting the City to install sanitary sewer lines along Loch Lomond Drive once the properties are rezoned.

Staff recommendation was for approval.

Mr. Fitch asked about the zoning for the lots to the North on Nairn Drive. Mr. Briggs replied that they are zoned R-1A and have a similar issue with the Future Land Use zoning because there is a Comprehensive Plan policy that allows in some cases for townhomes to also be built there along with the Single-Family homes.

Mr. Stringfellow asked if there are any possible lot splits for the properties that are included in the amendments to the Future Land Use zoning that would not have been previously allowed. Mr. Briggs replied that none of the properties are big enough to do a lot split.

No one from the public wished to speak. The public hearing was closed.

Mr. Stringfellow inquired if staff has an ongoing effort to identify where septic tanks are located and where sewer services are being planned to extend to around the City. Chairman James replied that the City's Water and Waste Water department continually has discussions regarding septic tanks and sewer lines. Mr. Stephenson replied that the City Commission has also had discussions on reducing the number of septic tanks in town.

Motion made by Melissa Vickers, seconded by Alex Stringfellow, for approval of an Ordinance of the City of Winter Park amending the Comprehensive Plan Future Land Use Map designation from an Office future land use designation to a Single-Family Residential designation on the properties at 2141/2151/2211/2221/2223/2225/2227 Loch Lomond Drive in order to match the existing Single Family (R-1A) zoning and for approval of an Ordinance of the City of Winter Park amending the Comprehensive Plan Future Land Use Map designation from an Office future land use designation to a Single-Family Residential designation on the properties at 2229/2255/2311/2313 Loch Lomond Drive and 2272 Nairn Drive in order to match the existing Single Family (R-1A) zoning.

Motion carried unanimously with a 5-0 vote. (Vashon Sarkisian and David Bornstein were not present for the meeting.)

4. New Business:

No new business.

5. Planning Director's Report:

Mr. Stephenson and City Attorney Langley discussed Board standard operating procedures on how the Board would like to proceed with applicant and public comment, including the amount of time that should be given for presentations and the amount of people that are allowed to speak. Mr. Stephenson noted that the guidelines are flexible and can be adjusted to suit varied situations specific to each meeting. He also noted that for privacy purposes the Board does not have to use their personal email address for their Board email and reminded them to send any public communications to staff for the public record. After considerable discussion, the Board indicated that they were comfortable with allowing 15 minutes for applicant presentations, ten minutes speaking time per group representative

for groups of at least four properties, five minutes speaking time for rebuttals, more time for speakers directly impacted by an application or for an applicant when denial is being recommended by staff, and limiting time for multiple people speaking for the same cause - for or against. Whenever possible, staff will provide the Board with an indication of any contentious items on a meeting agenda and do a preamble prior to the meeting. Mr. Stephenson briefly explained a few basic procedures for dealing with derogatory or foul language and comments directed at a single person as well as procedures for breaking and leaving during meetings.

6. Board Update and Comments:

Mr. Spencer requested to add the topic of potential design standards for Fairbanks Avenue to the Planning and Zoning Board's next month's meeting agenda. Mr. Stringfellow recommended considering possible effects to other neighboring roads for whatever may be planned for Fairbanks Avenue.

Chairman James noted that after speaking with the Board of Adjustments he was made aware that they have been dealing with some re-occurring items that require variances. He suggested that Planning and Zoning review the code and adjust wording to help avoid the re-occurring items.

7. Upcoming Meeting Schedule:

The next regular meeting will be held on August 3, 2021 and the next work session will be on July 27, 2021.

Adjourn

Meeting adjourned at 7:05 p.m.

Respectfully Submitted,

Mary Bush

Recording Secretary

Approved by Board on August 3, 2021.