Mr. Krecicki called the meeting to order at 7:00 p.m. in the Commission Chambers of City Hall.

Present: Chairman Drew Krecicki, Sarah Whiting, George Livingston, Randall Slocum and James Johnston. Staff: Planning Director Jeffrey Briggs, Planning Technician Caleena Shirley and Recording Secretary Lisa Smith.

Approval of minutes – May 3, 2011 – Approved by a 5-0 vote as presented.

PUBLIC HEARINGS:

REQUEST OF ROLLINS COLLEGE TO: AMEND THEIR CONDITIONAL USE APPROVAL TO EXTEND THE USE OF OSEOLA LODGE AND BIGELOW HOUSE AT 231 N. INTERLACHEN AVENUE AND 230 N. KNOWLES AVENUE, ZONED R-2/R-3 FOR THE WINTER PARK INSTITUTE.

Planning Director Jeff Briggs presented an overview of the request and explained that Rollins College received conditional use approval on December 10, 2007 to use the Osceola Lodge (231 N. Interlachen) and the Bigelow House (230 N. Knowles) properties for the Winter Park Institute, an educational program for visiting scholars. (Those properties are leased by Rollins College from the Charles Hosmer Morse Foundation.) He said that the conditional use approval in 2007 carried with it a three year term beginning with the 2008-2009 academic year and ending with the 2010-2011 academic year. Rollins is requesting an extension to that conditional use approval. He further explained that Rollins College (Winter Park Institute) uses the Osceola Lodge as ancillary office space (study center) for visiting scholars who are living/visiting Winter Park and engaging in academic pursuits on campus and in the community. The Bigelow House is also similarly used as office space or as a residence for a visiting scholar. At times, one assistant is on-site to assist the visiting scholars and for building security. Parking is on-site. Small meetings occur in a conference room (living room) of Osceola Lodge but any larger events, presentations, receptions, etc. are held on campus or elsewhere in the community. The existing signage is modest and just indicates this as a Rollins College facility. Staff recommended approval of the request, which carries with it, the one condition from 2007, limiting signs to 8 square feet. He responded to Board member questions and concerns.

Laura Coar, represented Rollins College Facilities Management. She agreed with staff recommendations. No one wished to speak concerning the request. Public Hearing closed.

The Planning Board concurred that this program has been an asset to the city and has fit into the neighborhood without problems or complaints.
Motion made by Mr. Krecicki, seconded by Mrs. Whiting to approve the request. Motion carried unanimously with a 5-0 vote.

REQUEST OF ROLLINS COLLEGE FOR: CONDITIONAL USE APPROVAL UNDER THE LARGE BUILDING ORDINANCE TO RENOVATE AND EXPAND THE BUSH SCIENCE CENTER BUILDING ON THE CAMPUS OF ROLLINS COLLEGE AT 1000 HOLT AVENUE, ZONED PQP.

Planning Director, Jeffrey Briggs presented the staff report and explained that Rollins College plans a major renovation and redevelopment of the Bush Science Center building on campus. Because the proposed building addition is over 10,000 square feet, this project requires Planning Board and City Commission conditional use approval. He noted that the vast majority of this project is a complete interior renovation of the existing Bush Science Center building. The exterior part of the project is the removal of 10,000 square feet of the building area on the “Fairbanks” frontage of the building and the construction of a new 12,000 square foot three story addition to the south toward the Administration Building. He said that the re-shaping of the building is very fortunate because it will allow for the Fairbanks frontage side of the Bush Science Center, visible to the public along Fairbanks, to get a more attractive image by adding more windows on this side of the façade. In addition, the driveway area is being redone both to add storm water retention and to provide new space for new landscaping and new trees. So the visual from Fairbanks Avenue will be positively improved. He pointed out that another new storm water retention area is being created in the space between the Bush Science Center and the Administration building. Lastly, the plan also removes the existing parking lot for the Administration building and replaces that parking lot and access road with a ‘college square’ lawn and open space area. A much smaller new parking lot is relocated to the south side of the Administration building. He said that planning staff believes that these plans will be an improvement both to the Rollins College campus as well as the public’s visual perspective from Fairbanks Avenue. Staff recommended approval of the request. Mr. Briggs responded to Board member questions and concerns.

Laura Coar, represented Rollins College Facilities Management. She agreed with staff recommendations. No one wished to speak concerning the request. Public Hearing closed.

The Board members asked questions about the Fairbanks Avenue façade elevation and the changes that will be visible along that side. Ms. Coar responded to questions about the height of the building and addition and concerning the landscape program on the Fairbanks Avenue frontage.

Motion made by Mr. Krecicki, seconded by Mr. Livingston to approve the request. Motion carried unanimously with a 5-0 vote.

LAKEFRONT SITE PLAN REVIEWS:

REQUEST OF ROLLINS COLLEGE FOR: APPROVAL OF A NEW SWIMMING POOL AND POOL HOUSE ON THE LAKE FRONTAGE OF SUTTON PLACE SOUTH AT 500 OSCEOLA AVENUE ON LAKE VIRGINIA, ZONED R-3.

Planning Director Jeffrey Briggs said that Rollins College is requesting approval to redevelop the lakefront of the Sutton Place student residences at 500 Osceola Avenue. The property is adjacent to Ollie Avenue and the Dinky Dock Park public boat ramp. On the other side of this property is the President’s Residence for Rollins College. Mr. Briggs stated that this project entails the removal of the existing swimming pool, pool deck and all other improvements. The project rebuilds a swimming pool (lagoon/pool), an open sided pool house shade structure and walkways or boardwalks down to the pool and student dock. He noted that reconstruction of the docks has already been approved by the Lakes...
and Waterways Board and reflects a decrease in the size/square footage of the facilities. He provided an overview of storm water for the project. The new plan represents a decrease in the impervious surfaces on the lakefront but more importantly the lakefront is being re-graded to create storm water retention areas for this property. He said that Rollins College is doing this voluntarily, as they could just leave the existing swimming pool in place and build the pool house and other walkways without doing any storm water retention. So Public Works and the Lakes Board are very pleased to see this project incorporating storm water retention which helps to improve lake water quality. Mr. Briggs also reviewed tree preservation, views from the lake and neighbors. Staff recommended approval of the request.

Laura Coar, represented Rollins College Facilities Management. She agreed with staff recommendations. No one wished to speak concerning the request. Public Hearing closed.

The Board members questioned whether other alternatives had been examined to locate the new swimming pool further back from the lake edge. Mr. Briggs responded that the City’s forestry division was in agreement that to minimize the impact on a beautiful big cypress tree on the lakefront, the best course of action was to keep the new swimming pool near the same “hole” excavated for the existing swimming pool rather than excavate a new “hole” and impacting the tree. The Board also asked about the pool cabana which is an open sided shade structure.

**Motion made by Mr. Livingston, seconded by Mrs. Whiting to approve the request. Motion carried unanimously with a 5-0 vote.**

**REQUEST OF KERRI MALETT FOR: THE ADDITION OF A SWIMMING POOL AND DECK AT 381 VIRGINIA DRIVE ON LAKE VIRGINIA, ZONED R-1AAA.**

Planning Director Jeffrey Briggs gave the staff report and explained that the applicant, Ms. Malett, is requesting approval of a new pool, deck area and drive/walkways located at 381 Virginia Drive on Lake Virginia. He stated that the existing home is 5,184 square feet and that no additional FAR will be added to the home and that the new impervious area for this pool and deck addition is within the 50% code requirement. Mr. Briggs also reviewed the issues of tree preservation, view from the lake, views of the neighbors, and storm water retention. Staff recommended approval of the request. He responded to Board member questions and concerns.

Ms. Kerri Malett, 381 Virginia Drive, was present to respond to questions and concerns of the Board. She agreed with staff recommendations. No one wished to speak concerning the request. Public Hearing closed.

**Motion made by Mr. Johnston, seconded by Mrs. Whiting to approve the request. Motion carried unanimously with a 5-0 vote.**

There was no further business. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Lisa Smith,
Recording Secretary