



**Planning and Zoning Board  
Regular Meeting Minutes  
June 2, 2025**

**1. CALL TO ORDER**

Chairman Will Hawthorne called the meeting of the City of Winter Garden Planning and Zoning Board to order at 6:30 p.m. in the City Hall Commission Chambers. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

**Present:** Chairman Will Hawthorne and Board Members: Myron Brown, Jimmy Dunn, Jeff Ewing and Mark Hide.

**Absent:** Co-Chairman Steve Ambielli (excused) and Board Member: Linda Bennett (excused).

**Staff Present:** City Attorney Kurt Ardaman, Planning Director Kelly Carson, Planning Supervisor Shane Friedman, Senior Planner Yvonne Conatser and Recording Secretary Ellen King.

**Attendees:** Kev Thornton of 145 N Highland Avenue, Allison Painter of 393 N Lakeview Avenue, Carl & Linda Weirich of 541 Teacup Springs Court, Jeffrey Oakman of 260 Donald Drive, Rod Reynolds of 1308 Vic Kay Court, Jeff Kirkpatrick of 1425 Markel Drive, Jamie Zimmermann of 549 Teacup Springs Court, Roland Zimmermann of 1406 Coluso Drive, Jim & Jeanie Rahman of 153 Apopka Street, Rhonda Dexter of Winter Garden, Richard Lemley of Fiesta Contracting, Eric Veit of 216 N Lakeview Avenue, M. Whitehead of 210 Grand Royal Circle, Priscilla Melendez of 501 Millwood Place and Sara Farese of 361 N Boyd Street.

**2. APPROVAL OF MINUTES**

***Motion by Board Member Hide to approve the regular meeting minutes of May 5, 2025. Seconded by Board Member Brown and carried unanimously 5 – 0.***

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

- 3.A.** 522 S Woodland Street (522 Woodland Rezoning) Rezoning  
Parcel ID #23-22-27-8576-02-050

Planning Supervisor Friedman presented a request to Rezone property located at 522 S Woodland Street to R-NC (Residential Neighborhood Commercial) to allow for Office use. A Special Exception permit process and site plan review will be required for this use. Staff recommends approval of Ordinance 25-16.

Neither the board members nor the public had any comments or questions for this item.

***Motion by Board Member Hide to approve Ordinance 25-16, the Rezoning at 522 S Woodland Street subject to staff conditions. Seconded by Board Member Dunn and carried unanimously 5 – 0.***

#### **VARIANCE (PUBLIC HEARING)**

**4.A.** 716 Garden West Terrace (Castro Residence) Variance  
Parcel ID #22-22-27-2950-00-080

Planning Supervisor Friedman presented a request to approve a Variance for the property located at 716 Garden West Terrace, to allow a five (5) foot rear yard setback to build a single-family home with an attached garage. Staff recommends approval of the variance subject to staff conditions.

Board members inquired about the health of the tree? City staff stated an arborist report was provided on the tree with suggestions on how to maintain the health of the tree and these are a part of the staff conditions.

This item was opened to the public. Jeffrey Oakman of 260 Donald Drive inquired about the front setback with the structure pushed further back on the property to save trees. City staff stated the original setback is ten (10) feet from the right-of-way line, but the proposed setback will be approximately 20 – 30 feet.

***Motion by Board Member Dunn to approve the Variance at the location of 716 Garden West Terrace subject to staff conditions. Seconded by Board Member Brown and carried unanimously 5 – 0.***

**4.B.** 549 Teacup Springs Court (Zimmermann RV-Carport) Variance  
Parcel ID #11-22-27-5452-02-210

Senior Planner Conatser presented a request to approve a Variance for property located at 549 Teacup Springs Court, with a correction to the staff report cover sheet that the owner/applicant is Zimmermann, and the Current Zoning is R-1. This Variance will allow a five (5) foot corner side lot setback to permit the construction of a RV carport along the side of the existing house, a wall height of twelve (12) feet, and a roof peak height of fifteen (15) feet for an accessory structure (RV carport). The applicant provided several

letters of support from neighbors, and one neighbor expressed concern. Staff recommends approval of the variance subject to staff conditions.

Board members inquired if the driveway is currently existing, and if the driveway on the east side currently is open or fenced? City staff stated the driveway is proposed, and the east side driveway is currently open.

This item was opened to the public. Rod Reynolds of 1308 Vic Kay Court expressed concern with the size, height, nearness to the street and visual interference by a solid fence but request a new fence and tall landscaping to block the sight of the RV; Jeff Kirkpatrick of 1425 Markel Drive expressed appreciation for the new owners fixing up the property but would like new fencing and landscaping, Carl Weirich of 541 Teacup Springs Court expressed appreciation to the new owners for fixing up the property and had no objections to the variance. The applicant/owner, Jamie Zimmermann of 549 Teacup Springs Court appreciated the feedback and had no objections to adding more plants and landscaping to the property and a fence to hide some of the RV and the eave of the roof.

***Motion by Board Member Hawthorne to approve the Variance at the location of 549 Teacup Springs Court subject to staff conditions, while revising staff condition #3 at the end of the sentence to read: "... trees, plants and shrubs to substantially screen the carport up to the roof eaves at maturity of the greenery". Seconded by Board Member Ewing and carried unanimously 5 – 0.***

**4.C.** 216 N Lakeview Avenue (Veit Detached Garage) Variance  
Parcel ID #14-22-27-1728-01-040

Senior Planner Conatser presented a request to approve a Variance for property located at 216 N Lakeview Avenue to allow a ten (10) foot rear setback to permit the construction of a detached garage, a wall height of ten (10) feet – eight (8) inches, and a roof peak height of sixteen (16) feet – six (6) inches for the detached garage. Staff informed the Board that the Staff Report had the wrong square footage of 2,691 and is substantially less than that number. This variance for the detached garage was approved by the Planning and Zoning Board on July 25, 2018 for the previous owner and the concrete slab permit for the detached garage was obtained within the timeframe, but the permit request for the detached garage fell short of the time limit for the previous approved variance. Staff recommends approval of the variance subject to staff conditions.

Board members inquired if the variance request is identical to the 2018 request about the roof height, and how the detached garage height compares to the roof of the house? City staff confirmed it was, and the garage height is less than the house.

This item was opened to the public. Allison Painter of 393 N Lakeview Avenue inquired if this variance was the same as the 2018 request that expired? City staff confirmed. The applicant, Eric Veit of 216 N Lakeview Avenue, stated he was looking forward to the upgrades.

***Motion by Board Member Hide to approve the Variance at the location of 216 N Lakeview Avenue subject to staff conditions. Seconded by Board Member Ewing and carried unanimously 5 – 0.***

**4.D.** 704 Summer Street (Summer Street Duplex) Variance  
Parcel ID #23-22-27-6504-08-040

Planning Supervisor Friedman presented a request to approve a Variance for the property located at 704 Summer Street to allow the construction of a duplex on a lot that is 81.43 feet wide at the building front setback line. Staff recommends approval of the variance subject to staff conditions.

Board members inquired about access to the property, and if living conditions over the garage will be accessible from the garage? City staff stated the driveway access will come off Summer Street and lead around to enter in the center of the duplex where both sets of garages will be located; it meets all setbacks in excess, and the front elevation looks like a single-family home with one entrance in the front and the other residential entrance in the back with bedrooms over the garage with access from the residential units only.

This item was opened to the public. M. Whitehead of 210 Grand Royal Circle inquired where this site adjoins Regal Point subdivision and traffic concerns. City staff stated Regal Point subdivision is located south of the site and the duplex is like two single family homes as traffic is concerned.

Board member Dunn stated for the record he was not in favor of the duplex on a lot less than 100 feet wide, that R-2 zoning calls for 100 feet wide and does not want to encourage variances for multi-units for property less than 100 feet wide and referenced a recent duplex variance request on the north of town. City staff stated the depth and size is different from the duplex on the north side of town as this site is twice the size needed. Sara Farese of 361 N Boyd Street asked for the address referenced on the north side of town? Board member Dunn stated it was on Agness Street. City staff stated this request is a unique setup in that 82 feet vs. 100 feet is not significant given the depth of this property. Furthermore, this property has enough depth and width so that the applicant could subdivide the lot and build two houses instead of a duplex by right without needing variances, as the R-2 zoning only requires a front lot width of 75 feet. Staff stated that with the direction of the Board, staff could include a condition that the lot will not be split. Board Member Dunn stated he understood and, given this information, he could see voting in favor.

***Motion by Board Member Hide to approve the Variance at the location of 704 Summer Street subject to staff conditions and the additional condition that the lot cannot be split in the future. Seconded by Board Member Brown and carried unanimously 5 – 0.***

**CITY OF WINTER GARDEN CODE UPDATES (PUBLIC HEARING)**

- 5.A.** Ordinance 25-15 - Expedited process for issuing residential building permits before a final plat

Planning Director Carson presented a request to approve Ordinance 25-15 to amend City of Winter Garden Code Section 110-60 governing expedited process for issuing building permit in accordance with section 177.073, Florida Statutes. The new section will stipulate that building permits for residential properties may be submitted before the final plat is recorded if the applicant meets certain conditions. The purpose of this ordinance is to align the City’s code with Florida Statutes. Staff recommends approval of Ordinance 25-15.

Board members inquired if this ordinance allows applicants to submit before final plat approval but does not guarantee them approval before final plat approval? City staff explained that after an applicant receives their pre-plat approval they can submit up to 75% of the lots that were approved in that pre-plat submittal, and they have to meet certain conditions.

Neither the Board nor Public had any questions or concerns regarding this item.

***Motion by Board Member Hawthorne to approve Ordinance 25-15. Seconded by Board Member Ewing and carried unanimously 5-0.***

Chairman Will Hawthorne adjourned the meeting at 7:32 pm. Adjourned to the regular Planning and Zoning Board meeting on Monday, July 7, 2025 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, Winter Garden, Florida.

ATTEST:

/S/

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Recording Secretary Ellen King

APPROVED:

/S/

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Chairman Will Hawthorne