



# Development Review Committee Regular Meeting

## Agenda

**May 15, 2025 @ 11:00 AM**

City Hall Commission Chambers  
401 S. Park Avenue

### welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at [cityofwinterpark.org/meetings/](http://cityofwinterpark.org/meetings/) and include virtual meeting instructions.

### assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

### please note

Times are projected and subject to change.

- 
- 1. Call to Order**
  - 2. Consent Agenda**
    - a. Approve the minutes of March 19, 2025. 1 minute
  - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
  - 4. Public Hearings (Public participation and comment on these matters must be in person.)**
    - a. Request of Benjamin Partners, LTD to: Amend the Ravaudage Planned Development boundary, to include 1101 Lewis Drive, and additional associated entitlements of 6,597 square feet of commercial and two (2) residential units. 15 minutes
  - 5. Staff Updates**
  - 6. Board Comments**
  - 7. Adjournment**



# Development Review Committee

# agenda item 2.a

**item type**

Consent Agenda

**meeting date**

May 15, 2025

**prepared by**

Corinna Lundgren, Planner I

**approved by****subject**

Approve the minutes of March 19, 2025.

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

1. Draft Development Review Committee Regular Meeting Minutes



# Development Review Committee Regular Meeting Minutes

**March 19, 2025 at 10:00 AM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Senior Planner John Harbilas, Director of Building, Permitting Services and Code Compliance Gary Hiatt, Director of Parks and Recreation Jason Seeley, Assistant City Manager Michelle del Valle

## **Absent**

## **Staff Present**

### **1. Call to Order**

Chairman Harbilas called the meeting to order at 10:01 a.m.

### **2. Consent Agenda**

- a. Approve the minutes of October 2, 2024. 1 minute

Motion made by Jason Seeley, seconded by Don Marcotte, to approve the October 2, 2024 meeting minutes.

The motion carried by a 4-0 vote.

### **3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**

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

### **4. Public Hearings (Public participation and comment on these matters must be in person.)**

- a. Request of Benjamin Partners, LTD for: Development Plan 30 minutes  
Approval to modify the previously approved plan for 14 three-story townhomes at 1150 Bennett Avenue to a mixed-use, three-story project consisting of eight (8) townhomes, 13 apartments, and 5,500-square feet of commercial space, within the Ravaudage Planned Development.

Mrs. McGillis provided an overview of the item. She noted that the townhomes will be 40 feet in height, and the mixed-use commercial portion of the project will be 46 feet. She also noted the parking requirement is 53 parking spaces, which will be met in various locations of the site. The townhomes will each have two parking space garages. There are 16 spaces located in the alley behind the project, three parking spaces on Glendon Parkway, and 16 spaces on Bennett Avenue. The Development Order allows on-street spaces to count toward the off-street requirement of one space for every two spaces created. She then reviewed the open space requirement for the project of the 21 residential units, which is 4,803 square feet. The applicant is proposing to satisfy that requirement within the master stormwater pond area. She addresses staff's concern about the tightness of the sight and color material variation of the architecture.

Staff recommendation was for approval with the following conditions:

- Prior to a Certificate of Occupancy for the project, the proposed Bennett Avenue streetscape improvements be completed.
- That additional color variation, material changes, or pattern differentiation be introduced across the facade. This could include alternating color schemes between townhome units, introducing textured or accent materials at intervals (e.g., stone, brick, or wood-look panels), or varying the stucco tones and trim details to clearly define individual units, on both sides of the project (east/west).
- The project must incorporate the required bicycle parking spaces per Orange County codes.
- The applicant shall provide either at least 10% of the multi-family residential units built to be certified affordable housing (equates to 1 unit) and comply with the DO requirements for execution and reporting, or pay a fee in lieu of the requirement into the city's affordable housing trust fund at \$0.50/square foot for the multi-family square footage or to a non-profit affordable housing entity to provide for use within the city, subject to approval by the city.
- All back of house items like the electric meter connections, transformer/switch gear, metering, etc. be effectively screened from the rights-of-way and the park/pond area to the east.

A brief discussion with the committee ensued about the parking and how the units count toward the market and affordable housing buckets. The whole stretch on Bennett with on-street parking will need to be completed, as 32 spaces need to be created to allow for the 16 spaces to go to the project.

The committee asked the applicant to speak about the tree size, the sheet flow to the East, and other civil concerns about the East side of the site. The applicant, Dan Bellows, addressed the committee, indicating the tree wells are the same as the ones on Benjamin and Kindel Avenues. He notes that the sheet flow of the additional parking

spaces on the West side will hit the existing Miami curb in the inlets on the East side, which are treated into the pond. Mr. Bellows assured the committee that he would provide a plan for Public Works department approval, addressing any crowning concerns.

Scott Webber from ACI Architects addresses the board to speak on concerns of the material variations of the building.

A brief discussion with the committee about the applicant meeting with the Building department to ensure there are no conflicts with the design and the building code. Board member Gary Hiatt, commented that they have met with the applicant earlier in the project and will meet again to take a closer look once plans have been submitted.

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

**Motion made by Michelle del Valle, seconded by Don Marcotte, for Development Plan Approval to modify the previously approved plan of 14 three-story townhomes at 1150 Bennett Avenue to a mixed-use, three-story project consisting of eight (8) townhomes, 13 apartments, and 5,500-square feet of commercial space, within the Ravaudage Planned Development, with the following conditions:**

- **Prior to a Certificate of Occupancy for the project, the proposed Bennett Avenue streetscape improvements be completed.**
- **That additional color variation, material changes, or pattern differentiation be introduced across the facade. This could include alternating color schemes between townhome units, introducing textured or accent materials at intervals (e.g., stone, brick, or wood-look panels), or varying the stucco tones and trim details to clearly define individual units, on both sides of the project (east/west).**
- **The project must incorporate the required bicycle parking spaces per Orange County codes.**
- **The applicant shall provide either at least 10% of the multi-family residential units built to be certified affordable housing (equates to 1 unit) and comply with the DO requirements for execution and reporting, or pay a fee in lieu of the requirement into the city's affordable housing trust fund at \$0.50/square foot for the multi-family square footage or to a non-profit affordable housing entity to provide for use within the city, subject to approval by the city.**
- **All back of house items like the electric meter connections, transformer/switch gear, metering, etc. be effectively screened from the rights-of-way and the park/pond area to the east.**

**5. Staff Updates**

**6. Board Comments**

**7. Adjournment**

The meeting adjourned at 10:21 am.

ATTEST:

---

/s/ Corinna Lundgren, Committee Secretary



# Development Review Committee

# agenda item 4.a

## item type

Public Hearings (Public participation and comment on these matters must be in person.)

## meeting date

May 15, 2025

## prepared by

Allison McGillis, Director of Planning and Zoning

## approved by

Allison McGillis, Director of Planning and Zoning

## subject

Request of Benjamin Partners, LTD to: Amend the Ravaudage Planned Development boundary, to include 1101 Lewis Drive, and additional associated entitlements of 6,597 square feet of commercial and two (2) residential units.

## motion | recommendation

Staff recommendation is for approval.

## background

The applicant, or master developer for the Ravaudage Planned Development (PD), has purchased 1101 Lewis Drive, which is bounded by the Ravaudage PD Boundary (see attached map). The applicant is requesting to add this property into the Ravaudage PD. This addition would result in added entitlements of 6,597 square feet of commercial and two (2) residential units.

In terms of remaining units, with the addition of this property, Ravaudage has entitlements for 683 market-rate units and 56 affordable housing units. Of the 683 units, 546 have been constructed and 36 have been approved for development but not permitted, leaving 101 units remaining. Of the 56 units, only one has been approved for but not permitted.

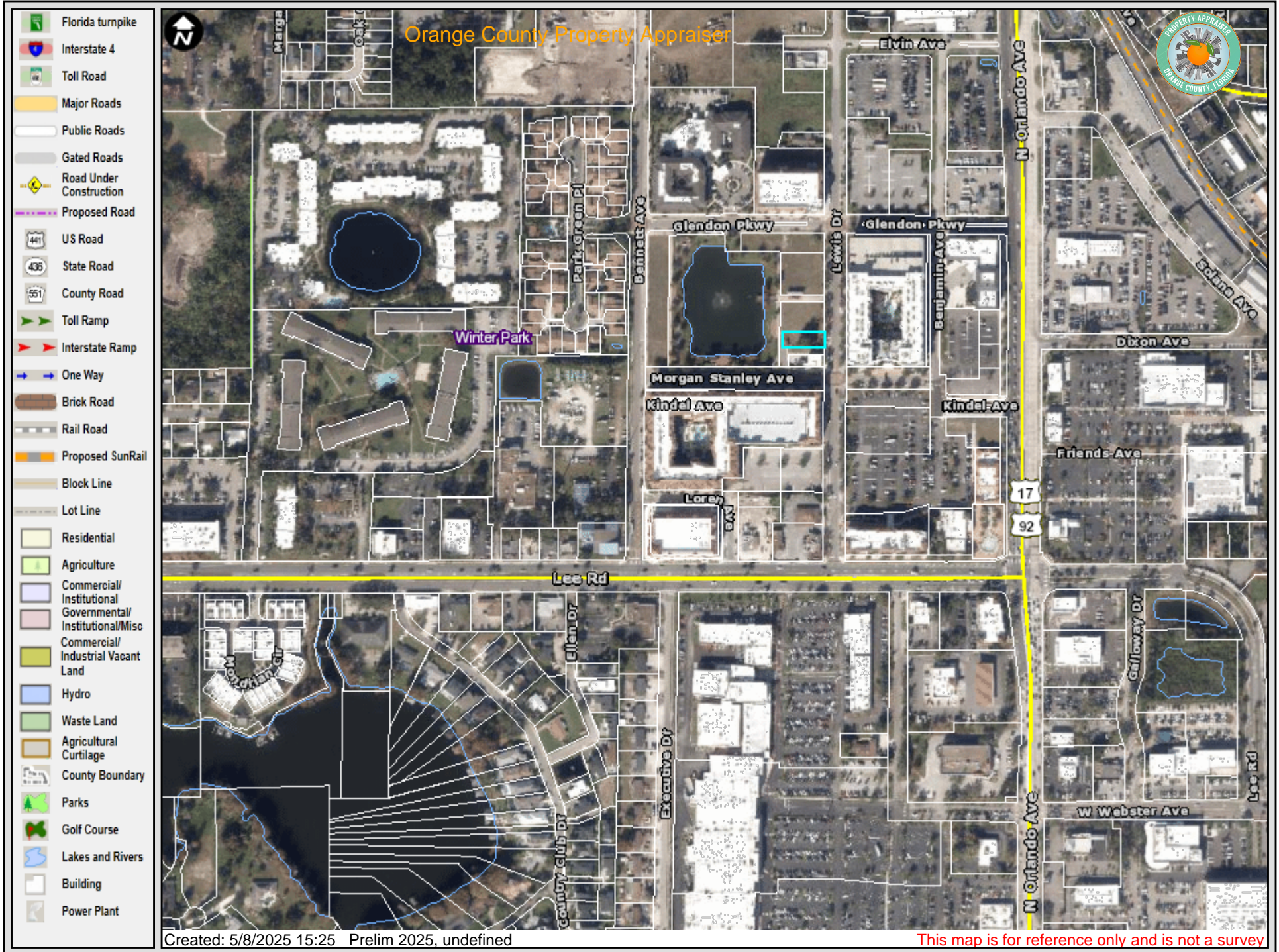
If approved by DRC, the next step is for the Planning and Zoning Board to recommend approval to the Commission for the amendment to the Future Land Use and zoning designation of this property from Low-Density Residential/R-2 to Orange County Planned Development/OCPD.

## alternatives | other considerations

## fiscal impact

## **attachments**

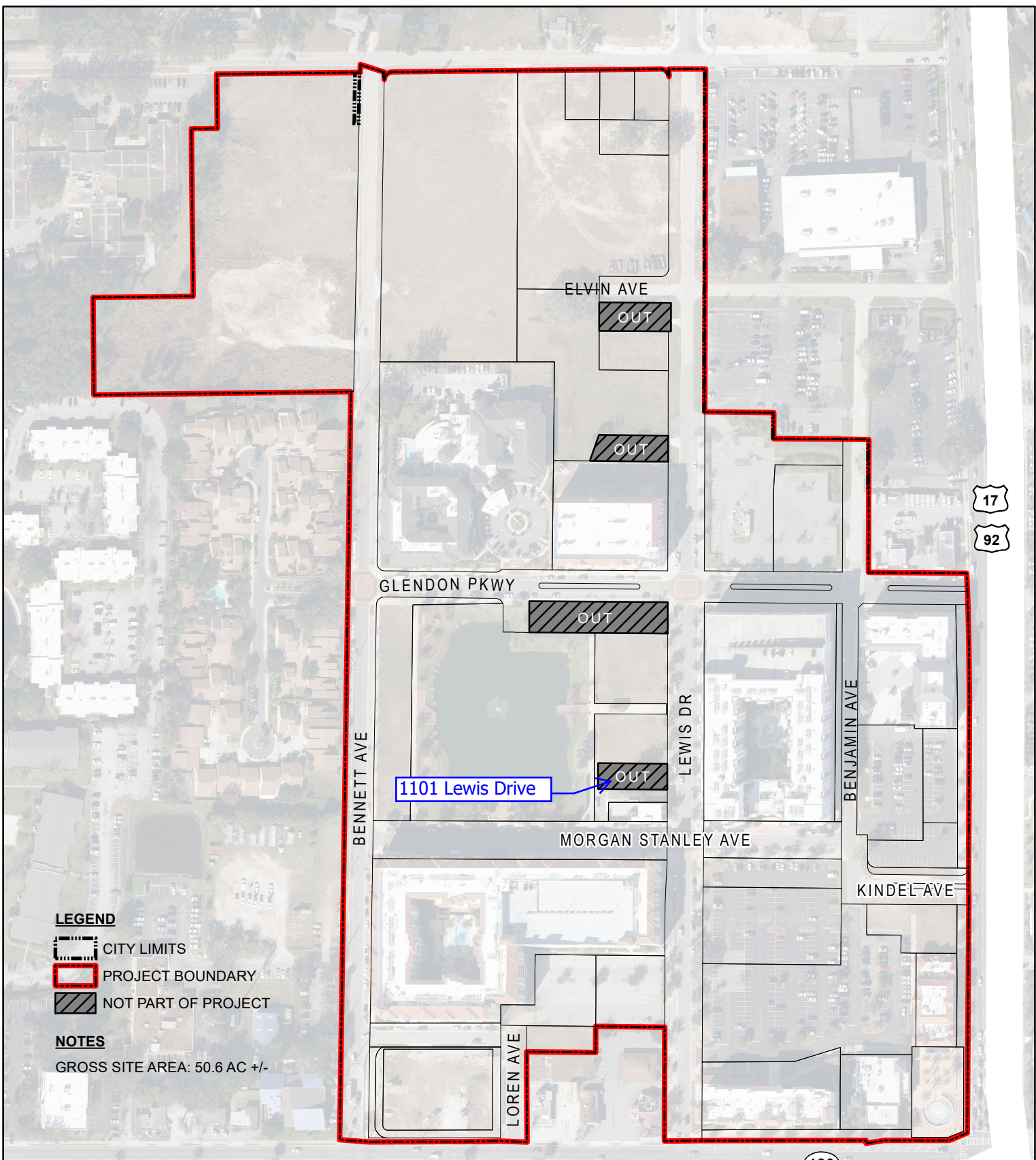
1. Location Map Aerial
2. Aerial Map
3. 1101 Lewis Drive - Ravaudage Map
4. DRC app 1101 Lewis Dr bring into Rav PD





Created: 5/8/2025 15:25 Prelim 2025, undefined




This map is for reference only and is not a survey



17  
92

423

**LEGEND**

-  CITY LIMITS
-  PROJECT BOUNDARY
-  NOT PART OF PROJECT

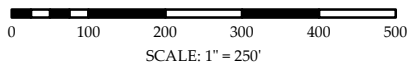
**NOTES**

GROSS SITE AREA: 50.6 AC +/-



**RAVAUDAGE  
LAND USE PLAN  
WINTER PARK, FLORIDA**

**SHEET A-1  
PROJECT LOCATION**



# DRC Meeting Application



<b>who to contact</b>	<b>Allison McGillis, Planning Director</b> amcgillis@cityofwinterpark.org	ph 407.599.3665 401 S. Park Ave.	fax 407.599.3499 Winter Park, FL 32789
-----------------------	--	-------------------------------------	---

**Submittal Date:** 04/20/2025      **Tentative DRC Date:** \_\_\_\_\_

**Project Name:** 1101 Lewis Drive

**Project Address:** 1101 Lewis Drive Winter Park, Fla

**Request Type:**

- Concept Plan or Preliminary Plan
- Change Determination - Previously Approved Plan Revision / Development Order Modification
- Final Plan Submittal
- Preliminary Review Item / DRC Discussion Item

**Project Type:**    Commercial    Office    Residential    Mixed-Use

**PLEASE SPECIFY BELOW, IN DETAIL, YOUR REQUEST FOR CONSIDERATION BY THE DRC**  
( OR ATTACH LETTER)

Request to add 1101 Lewis Drive to the Ravaudage Planned Development and increase the development order entitlements. This addition would result in added entitlements of 6,597 square feet of commercial and two (2) residential units.

Applicant/ Authorized Agent: Benjamin Partners, ltd    Phone: 407-620-3005    Email: W1454@aol.com

Signature: \_\_\_\_\_ Address: \_\_\_\_\_

Owner: Dan Bellows    Phone: 407-620-3005    Email: W1454@aol.com

Signature:     Address: P.O. Box 350 Winter Park, FL 32790

**Fee Payment Schedule**

All DRC application fees are paid to the Planning Department located on the second floor of City Hall, 401 S. Park Avenue, Winter Park, FL 32789. All Checks are to be made payable to the City of Winter Park.

- Concept Plan or Preliminary Plan —\$300.00**
- Final Plan Submittal / Development Order Modification — \$500.00**
- Plan Revision / Preliminary Review Item / Staff Discussion — \$200.00**

**REQUIRED BACKUP MATERIALS**

Please consult with planning staff at the required pre-application conference.  
One hard-copy 11 by 17 and electronic plan set (PDF) of required backup materials.