



Board of Adjustments Regular Meeting

Agenda

September 16, 2025 @ 5:00 PM

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 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 August 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. BOA #25-09. Request of Roman Petra and Sarah Hardimon for variance approval from Section 58-65(f)(6), to allow a 30-foot front setback in lieu of the required 43-foot front setback and from Section 58-71(h)(7), to allow a 15-foot street-side setback to the garage in lieu of the required street-side setback of 20 feet to the garage in conjunction with the proposed single-family home located at 1861 Laurel Road, zoned R-1AA. 15 minutes
 - 5. Non-Action Items**
 - 6. Staff Updates**
 - 7. Board Comments**
 - 8. Upcoming Agenda Items**
 - 9. Adjournment**



Board of Adjustments

agenda item 2.a

item type

Consent Agenda

meeting date

September 16, 2025

prepared by

Mary Bush, Administrative Coordinator III

approved by**subject**

Approve the minutes of August 19, 2025.

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

1. Draft Board of Adjustments Regular Meeting Minutes



Board of Adjustments Regular Meeting Minutes

August 19, 2025 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Clary, Robert Trompke, Aimee Hitchner, Jeanne Reynaud, Jim Fitch,
Christopher Morrison

Absent

Frank Pruitt

Staff Present

City Attorney Hillary Griffith, Director of Planning & Zoning Allison McGillis, Planner II
Nicholas Lewis, Planner I Corinna Lundgren, Administrative Coordinator Mary Bush

1. Call to Order

Chairman Trompke called the meeting to order at 5:00 p.m.

2. Approval of Minutes

- a. Minutes of July 15, 2025.

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

Motion made by Michael Clary, seconded by Jim Fitch, to approve the July 15, 2025
regular meeting minutes.

The motion carried by a 6-0 vote. (Frank Pruitt was absent from the meeting.)

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. BOA #25-04. Request of Lance Earl with FG Schaub Custom Homes for variance approval from Section 58-71 subsection (n)(2), to allow a 6-foot-high fence within the front and street-side yards in lieu of the maximum height of 3 feet for fences within front and street-side yards in conjunction with the

proposed fence located at 1442 Place Vendome zoned R-1A.

Mr. Lewis provided a summary of the request. He noted that the subject property is a corner lot with frontages along Place Vendome (front) and Chantilly Avenue (street-side). He indicated that there is an existing line of trees along the Chantilly Avenue property line. He also indicated that a fence was previously located 10 feet back from the front property line and roughly 5.5 feet into the street-side right-of-way. This fence was legally nonconforming and was removed when the previous home was demolished by the applicant, relinquishing the legally nonconforming status and, thus, requiring the applicant to request variance approval to put the fence back. The applicant expressed that the reason for the request was to help her mother, who has Alzheimer's Disease, safely remain on the property. Mr. Lewis noted that because the actions of the applicant led to the previous fence's removal, and the fact that there are options to effectively achieve the applicant's desired result, granting the applicant's proposed request could confer a special privilege regarding the portion of the fence within the front yard area. However, there are several conditions and circumstances unique to the street-side yard over and above the fence's prior existence that are not the fault of the applicant. Therefore, staff did not believe that the request along the street-side property line would allow for a special privilege to any other lands, structures, or buildings in the same zoning district.

Staff recommendation was for approval with the following condition:

- That the portion of the proposed fence within the front yard be adjusted to meet the maximum height for fences within front yards of 3 feet.

Discussion ensued regarding whether there was a fence on the west side of the property, whether anything in the code would preclude a 6-foot hedge along the front of the property, if comments had been received from any of the neighbors, and the type of enforcement the city has on conditions of approval.

The applicant's representative, David Brescia, addressed the Board. He noted the applicant had recently considered and agreed to bring the front fence an additional 10 feet back off the property line to make it a total of about 20 feet off of the road to address some of the sight line and road visibility concerns that had been brought up. He then went on to provide some background and the applicant's reason for the request. He emphasized the applicant's desire to create a safe place to live for her mother, who suffers from Alzheimer's Disease.

A brief discussion ensued about which floor the bedrooms would be on in the new house.

The Board heard public comment from the following residents:

In favor:

Robert DuChemin at 1440 Place Vendome, Winter Park, FL 32789.

Opposed:

Jason Johnson at 2431 Versailles Avenue, Winter Park, FL 32789; Mark Kaczmarek at 1443 Place Vendome, Winter Park, FL 32789; Mark Allen at 2317 Chantilly Avenue, Winter Park, FL 32789; Marie Ciaravino at 2341 Chantilly Avenue, Winter Park, FL 32789; Jason Frye at 2251 Chantilly Avenue, Winter Park, FL 32789; and Debbie McKinney at 1421 Bessmor Road, Winter Park, FL 32789.

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

Mr. Brescia addressed the Board and noted that it was the applicant's intent to maintain any fence or hedge that was allowed by the request, that there would be significant space at the corner of the property line with the proposed additional 10 feet in front setback, and that it has been very difficult to deter the applicant's mother from doing things that might risk her safety including climbing tall objects.

Another representative of the applicant, David Graham, addressed the Board. He noted that he and Mr. Brescia live 20 minutes from the property and would be able to assist with keeping up the esthetics of the house and property. He also noted that the applicant would be willing to remove the 6-foot front yard fence when it would be no longer needed.

The Board shared their thoughts on the request and, overall, did not approve of a 6-foot fence within the front yard.

Motion made by Aimee Hitchner, seconded by Jeanne Reynaud, for variance approval from Section 58-71 subsection (n)(2), to allow a 6-foot-high fence within the front and street-side yards in lieu of the maximum height of 3 feet for fences within front and street-side yards in conjunction with the proposed fence located at 1442 Place Vendome zoned R-1A, with the following condition:

- **That the portion of the proposed fence within the front yard be adjusted to meet the maximum height for fences within front yards of 3 feet.**

The motion carried by a 6-0 vote. (Frank Pruitt was absent from the meeting.)

- b. BOA #25-07. Request of Jim Bartlett with Jim Bartlett

Construction Inc. for variance approval from Section 58-65 subsection (f)(6), to allow a 28-foot front setback in lieu of the required 84-foot front setback in conjunction with the proposed home located at 2313 Loch Lomond Drive, zoned R-1A.

Mr. Lewis provided a summary of the request. He indicated that the city's subdivision lot split regulations prohibit the lot from being split. He also indicated that based on the existing home, the property has a code required 84-foot front setback on a 136-foot lot. He then explained that over half of the required lot area is within the front yard area, so factoring in a 25-foot setback and over 20-foot street-side setbacks, the lot is basically not buildable under those conditions. Mr. Lewis noted that the average front setback of the area was determined to be 26 feet, and the applicant was seeking a 28-foot front setback for the property. He then reviewed the applicant's proposed site plan and indicated that it met the required 18-foot first floor side setbacks, the 25-foot first floor rear setbacks, floor area ratio, and impervious coverage. He also explained that because of the lot's unique circumstances, being the only significant outlier within the block structure, and the intent of the city's front setback provision to ensure compatibility, staff did not believe that the request would allow for a special privilege to any other lands, structures, or buildings in the same zoning district regarding the variance requested.

Staff recommendation was for approval.

The Board inquired about whether the lot had been larger when the existing house was built and thereafter split and whether the lot had been part of a previous annexation into the city.

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

Motion made by Michael Clary, seconded by Christopher Morrison, for variance approval from Section 58-65 subsection (f)(6), to allow a 28-foot front setback in lieu of the required 84-foot front setback in conjunction with the proposed home located at 2313 Loch Lomond Drive, zoned R-1A.

The motion carried by a 6-0 vote. (Frank Pruitt was absent from the meeting.)

- 5. Non-Action Items**
- 6. Staff Updates**
- 7. Board Comments**
- 8. Upcoming Agenda Items**

9. Adjournment

The meeting adjourned at 6:17 p.m.

ATTEST:

/s/ Mary Bush, Board Secretary



Board of Adjustments

agenda item 4.a

item type

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

meeting date

September 16, 2025

prepared by

Nicholas Lewis, Planner II

approved by

Allison McGillis, Director of Planning and Zoning

subject

BOA #25-09. Request of Roman Petra and Sarah Hardimon for variance approval from Section 58-65(f)(6), to allow a 30-foot front setback in lieu of the required 43-foot front setback and from Section 58-71(h)(7), to allow a 15-foot street-side setback to the garage in lieu of the required street-side setback of 20 feet to the garage in conjunction with the proposed single-family home located at 1861 Laurel Road, zoned R-1AA.

motion | recommendation

Staff recommendation is for approval of the variances requested, subject to the following condition(s):

- (1) that the 30-foot front setback be amended to a 33-foot front setback.

background

The applicants and homeowners, Roman Petra and Sarah Hardimon, are requesting variance approval to allow a front setback of 30 feet in lieu of the required 43-foot front setback and a 15-foot street-side setback for the garage in lieu of the required 20-foot minimum to garages or carports. The property is zoned R-1AA.

Variance Review Criteria:

Special Conditions and Circumstances

In order for a variance to be granted, special conditions and circumstances must exist which are peculiar to the land, structures, or buildings involved and are not applicable to other lands, structures, or buildings in the same zoning district.

The subject property is a narrow corner lot with a 43-foot front setback based on the existing structure. At 150 feet deep, the required front setback takes up nearly one-third of the entire lot. Additionally, there is a large oak tree roughly 10 feet off the rear property line with a canopy that hangs largely over the applicants' property that both the applicants and the City

are desirous to preserve. Ordinarily, on corner lots, a detached garage allows some forgiveness on more strenuous setbacks because a 10-foot rear setback is allowed as opposed to the ordinary 25-foot required rear setback. The large front setback and the necessary distance required to preserve the tree leaves a limited building pad and removes the detached garage allowance entirely. The applicants are seeking the requested variances to preserve the specimen oak tree while also allowing for flexibility regarding the building pad.

Deprivation of Rights

The second requirement for granting a variance is that the literal interpretation of the provisions of the zoning code would deprive the applicant of the rights commonly enjoyed by other properties in the same zoning district.

A literal interpretation of Section 58-65(f)(6) requires a front setback of 43 feet. The front setback is determined by taking the greater of either 20% of the lot depth or the setback of the existing structure. The existing structure setback at 43 feet exceeds the 20% number (30 feet). Therefore, based on the requirements of the code, the required setback is 13 feet greater than the 20% requirement.

The intent of the front setback provision is to ensure compatibility with the neighboring block structure. In this case, the average setback of the structures on the same side of the block is 37.5 feet. The applicants are requesting a front setback of 30 feet, which is greater than the average of the neighboring structures but provides some relief to the front setback requirement and allows the applicants to be 13 feet away from the oak. This is nearly the desired setback of 15 feet as indicated by the City's Urban Forestry Division. However, Urban Forestry also indicated that although they would prefer 15 feet, the minimum setback from the tree they would be comfortable with is 10 feet. Considering both the tree preservation and the front setback compared to the neighbors as important circumstances, staff is proposing a condition that the front setback request be amended to a 10-foot request as opposed to the requested 13 feet. This brings the proposed front setback closer to the average while still maintaining a safe distance for preservation of the tree.

A literal interpretation of Section 58-65(h)(7) requires a minimum front or street-side setback to a garage or carport of 20 feet. In this case, although a 20-foot setback is achievable, the street-side setback allows for additional room away from the tree and tree canopy. The request brings the detached garage in line with the required street-side setback of the principal structure.

Actions of the Applicant

The special conditions and circumstances must not result from the actions of the applicant.

The existing house was built in 1950, and the required front setback and the mature oak were established prior to the applicants' purchase of the property in 2006. Therefore, the lot conditions were not caused by any action of the applicants.

Special Privilege

The last requirement necessary to grant a variance request is that the variance will not confer onto the applicant any special privilege denied by the zoning ordinance to other lands, structures, or buildings in the same zoning district. No nonconforming use of the neighboring lands, structures, or buildings in other zoning districts shall be considered grounds for the issuance of a variance.

Because of the lot's unique circumstances, being a narrow corner lot with a significantly large front setback, and the presence of the specimen oak tree in the rear of the property, staff does not believe that the request would allow for a special privilege to any other land, structures, or buildings in the same zoning district regarding the variances requested.

Summary

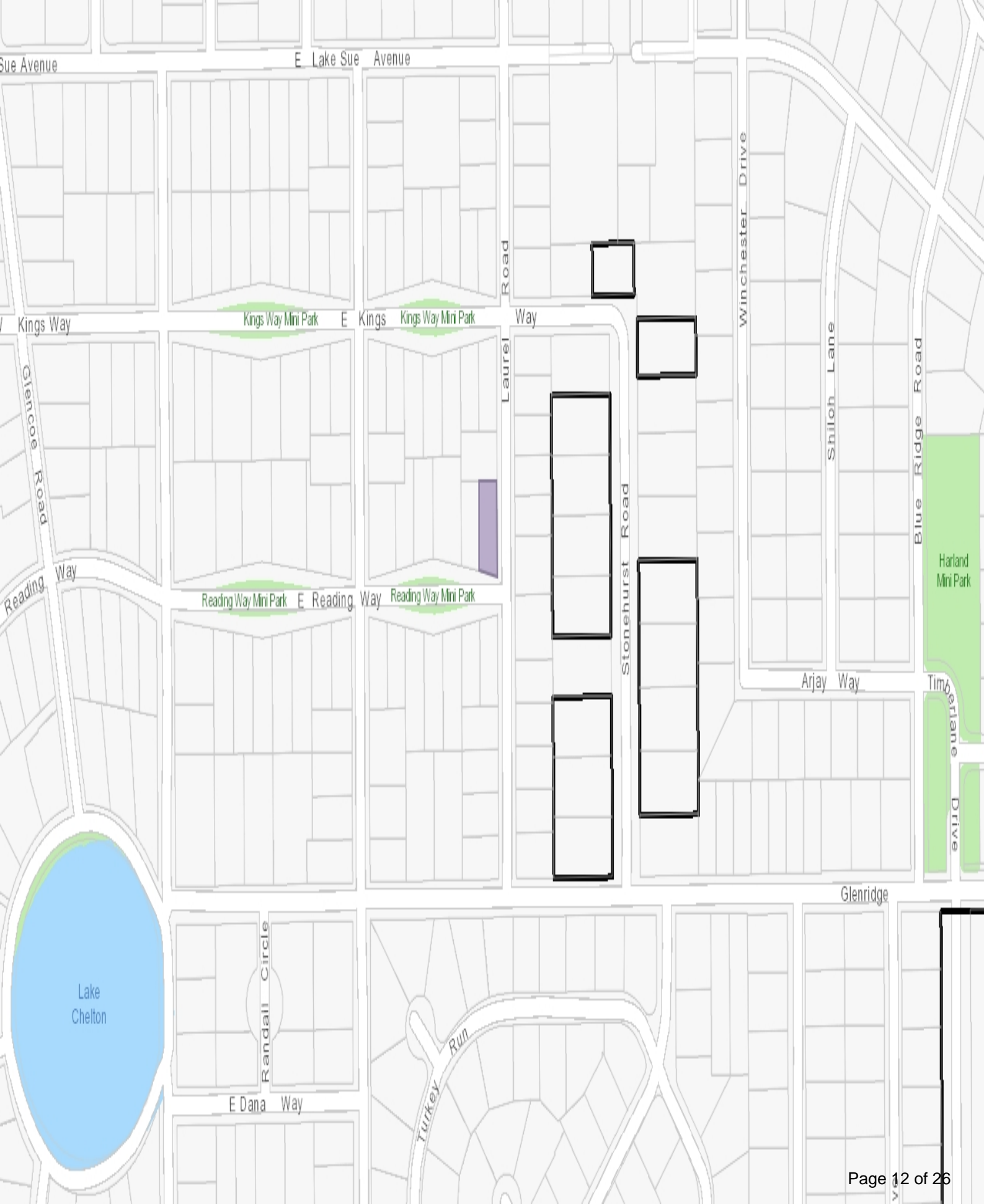
Staff believes that with the added condition of approval amending the front setback request from 30 feet to 33 feet, the applicant meets the four criteria required to grant the variances requested.

alternatives | other considerations

fiscal impact

attachments

1. 1861 Laurel Rd - Area Map
2. 1861 Laurel Rd - Aerial Map
3. 1861 Laurel Rd - Neighbor Letter Map
4. 1861 Laurel Road - Survey
5. 1861 Laurel Road - Site Plan
6. 1861 Laurel Road - Applicant Submittal
7. 1861 Laurel Rd - Applicant Pictures
8. 1861 Laurel Rd - Neighbor Letters



Sue Avenue

E Lake Sue Avenue

Kings Way

Kings Way Mini Park

E Kings

Kings Way Mini Park

Way

Glencoe Road

Laurel Road

Winchester Drive

Shiloh Lane

Blue Ridge Road

Harland Mini Park

Reading Way

Reading Way Mini Park

E Reading

Way Reading Way Mini Park

Stonehurst Road

Arjay Way

Timberlane Drive



Lake Chelton

Randall Circle

E Dana Way

Turkey Run

Glenridge



WINTER PARK ROAD

E READING WAY

ROAD

Unincorporated



WINTER PARK

Unincorporated

E READING WAY

LAUREL ROAD

BOUNDARY & TOPOGRAPHIC SURVEY

LEGAL DESCRIPTION:

LOT 9, BLOCK H, CHARMONT, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK L, PAGE 93, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

FLOOD INFORMATION:

BY PERFORMING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WWW.FEMA.GOV, THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF WINTER PARK, COMMUNITY NUMBER 120188, DATED 9-25-2009.

CERTIFIED TO:

ALAIR HOMES ORLANDO



1861 LAUREL ROAD, WINTER PARK, FLORIDA 32789

-Site Benchmark Information-



Set Nail & Disk "LB 7623" in Asphalt
Elevation: 113.44'

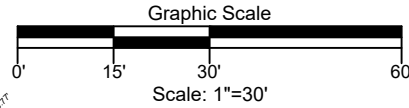
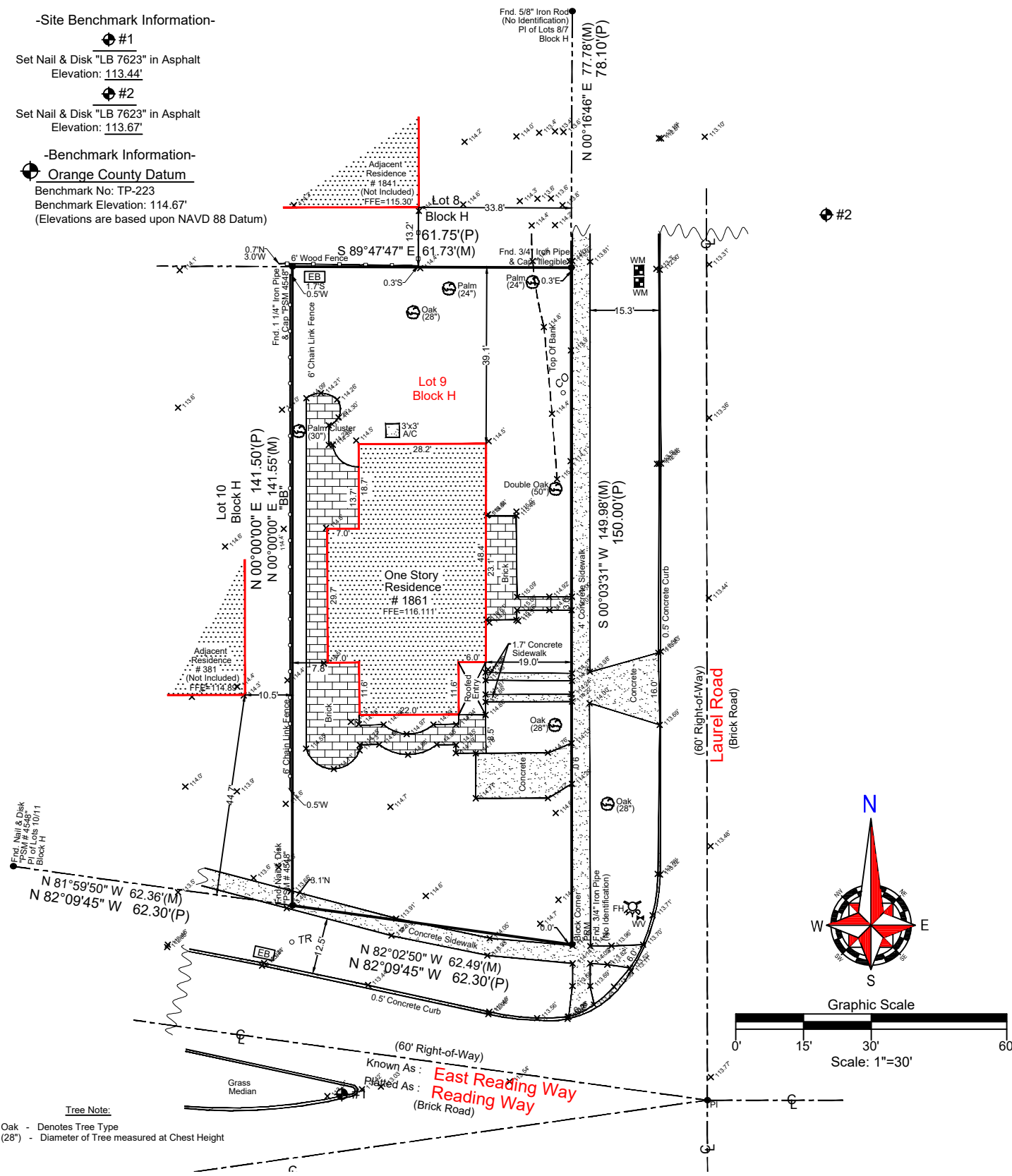


Set Nail & Disk "LB 7623" in Asphalt
Elevation: 113.67'

-Benchmark Information-

Orange County Datum

Benchmark No: TP-223
Benchmark Elevation: 114.67'
(Elevations are based upon NAVD 88 Datum)



Tree Note:
Oak - Denotes Tree Type
(28") - Diameter of Tree measured at Chest Height

Field Date: 5/5/2025 Date Completed: 05/07/25
Drawn By: S.T. File Number: IS-142321 TOPO

-Legend-

C	- Calculated	PC	- Point of Curvature
C	- Centrifuge	Pg	- Page
CB	- Concrete Block	PI	- Point of Intersection
CM	- Concrete Monument	P.O.B.	- Point of Beginning
Conc.	- Concrete	P.O.L.	- Point on Line
D	- Description	PP	- Power Pole
DE	- Drainage Easement	PRM	- Permanent Reference Monument
Esmt.	- Easement	PT	- Point of Tangency
F.E.M.A.	- Federal Emergency Management Agency	R	- Radius
FFE	- Finished Floor Elevation	Rad.	- Radial
Fnd.	- Found	R&C	- Rebar & Cap
IP	- Iron Pipe	Rec.	- Recovered
L	- Length (Arc)	Rfd.	- Roofed
M	- Measured	Set	- Set 1/2" Rebar & Cap "LB 7623"
N&D	- Nail & Disk	Rebar	- Cap "LB 7623"
N.R.	- Non-Radial	Typ.	- Typical
ORB	- Official Records Book	UE	- Utility Easement
P	- Plat	WM	- Water Meter
P.B.	- Plat Book	Δ	- Delta (Central Angle)
□	- Wood Fence	○	- Chain Link Fence

-NOTES-

- >Survey is based upon the Legal Description Supplied by Client.
- >Abutting Properties Deeds have NOT been Researched for Gaps, Overlaps and/or Hiatus.
- >Subject to any Easements and/or Restrictions of Record.
- >Bearing basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB".
- >Building Ties are NOT to be used to reconstruct Property Lines.
- >Fence Ownership is NOT determined.
- >Roof Overhangs, Underground Utilities and/or Footers have NOT been located UNLESS otherwise noted.
- >Septic Tanks and/or Drainfield locations are approximate and MUST be verified by appropriate Utility Location Companies.
- >Use of This Survey for Purposes other than Intended, Without Written Verification, Will be at the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be construed to give ANY Rights or Benefits to Anyone Other than those Certified.

-POINTS OF INTEREST-

NONE VISIBLE

I hereby Certify that this Boundary Survey of the above Described Property is True and Correct to the Best of my Knowledge and Belief as recently Surveyed under my Direction on the Date Shown, Based on Information furnished to Me as Noted and Conforms to the Standards of Practice for Land Surveying in the State of Florida in accordance with Chapter 6J-17.052 Florida Administrative Codes, Pursuant to Section 472.027 Florida Statutes.

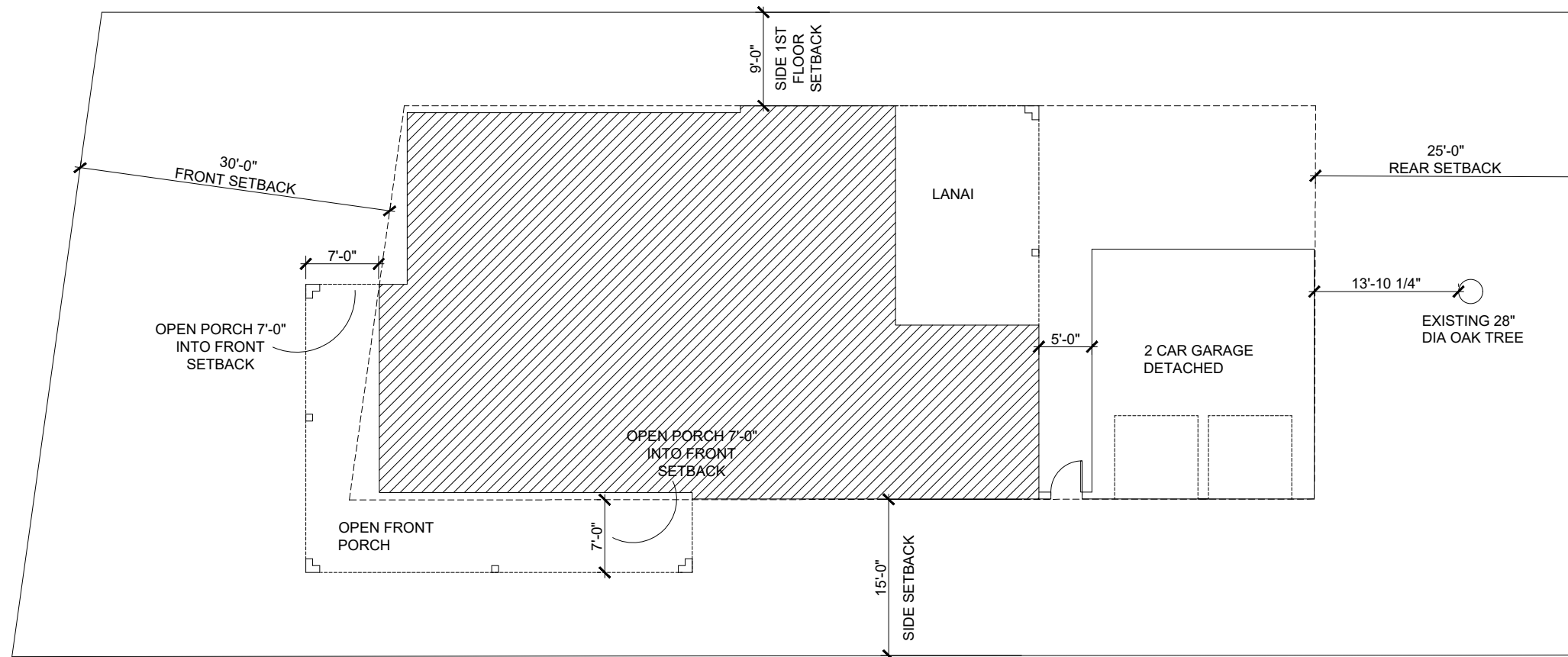


Patrick K. Ireland

PATRICK IRELAND 6637 LB: 7623

This survey is intended ONLY for the use of said certified parties. This survey is NOT valid without signature and embossed with Surveyors Seal.

Ireland & Associates Surveying, Inc.
800 Currency Circle | Suite 1020
Lake Mary, Florida 32746
www.irelandsurveying.com
Office-407.678.3366 Fax-407.320.8165



PROJECT: PETRA RESIDENCE
 DRAWING NAME: CONCEPT SITE PLAN WITH SETBACKS
 DATE: 08/15/25
 SQUARE FOOTAGE: -





PLAN SNAPSHOT REPORT BOA-2025-0009 FOR CITY OF WINTER PARK

Plan Type: Board of Adjustments	Project:	App Date: 08/15/2025
Work Class: Board of Adjustments/Variance Application	District: Winter Park	Exp Date: NOT AVAILABLE
Status: Submitted - Online	Square Feet: 0.00	Completed: NOT COMPLETED
Valuation: \$0.00	Assigned To: Lewis, Nick	Approval Expire Date:

Description: Requesting front and street variances for tree preservation.

Parcel: 302207125208090	Main	Address: 1861 Laurel Rd Winter Park, FL 32789-5842	Main	Zone:
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Owner Roman Petra Mobile: (314) 496-2441	Applicant Sarah Hardimon 1861 Laurel Road Winter Park, FL 32789 Home: (314) 601-5700 Business: (314) 601-5700 Mobile: (314) 601-5700
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Plan Custom Fields

Is the property on waterfront?	No	Section	No	Subsection
Zoning		Is this property on historic registry or district?		Describe variance
				<ol style="list-style-type: none"> 1. 13 ft front setback variance – This is to preserve a mature Live Oak tree located near the rear of the property. We are proposing front set back at 30 ft - 35 ft (because of angled front property line). 2. 5 ft street side setback variance – For a detached garage, aligning both the house and garage street side setbacks at 15 ft. This is also to preserve a mature Live Oak tree located near the rear of the property, and to accommodate the uniqueness of the lot and its restrictions.
How long have you owned the property?	19 years	How long have you occupied the property?	19 years	Special Condition
				<ol style="list-style-type: none"> 1. Live Oak Tree Preservation <p>A mature Live Oak tree, estimated to be approximately 100 years old and capable of surviving another century, is located just 10 feet from the rear property line. The proposed development would require its removal unless accommodations are made. Urban Forestry recommends a minimum 10-foot buffer, ideally 15</p>

feet, to preserve the tree’s health. To respect this guidance, the build pad must shift forward into the front setback. The requested 13-foot variance remains within the Zoning Code and aligns more closely with Urban Forestry’s ideal buffer recommendation.

2. Lot Configuration and Stringent Setbacks
The lot presents significant challenges due to its narrow width and angled front property line. As a corner lot, it is subject to an unusually large front setback, resulting in approximately 1/3 of the lot’s depth being designated as non-functional front yard space. This configuration severely limits the usable backyard area, impacting the livability and functionality of the proposed residence.

3. Right-of-Way Constraints
The property is further constrained by substantial right-of-way requirements: 15 feet on the street side and approximately 12 feet on the front side. These areas are non-functional and cannot be utilized for residential purposes, further reducing the effective buildable area of the lot.

Rights/Priv

1. Loss of Tree Preservation Opportunity
Without the ability to shift the residence forward into the front setback, the development would require the removal of a mature Live Oak tree located near the rear property line. This tree is estimated to be capable of surviving another century and contributes significantly to the environmental and aesthetic value of the property. Many properties in the district benefit from preserving mature trees without such restrictive setbacks.

2. Reduced Usable Yard Space
Due to the stringent front setback requirements, approximately 1/3 of the lot’s depth is designated as non-functional front yard space. This significantly limits the usable area for outdoor living and recreation. The applicant seeks to convert a portion of this non-functional space into a usable backyard, a privilege commonly enjoyed by neighboring properties with more flexible lot configurations.

3. Detached Garage Placement
A detached garage is proposed to enhance the functionality and layout of the residence—an amenity that is prevalent among both corner and interior lots in the neighborhood. However, current setback rules push the garage inward, further reducing usable backyard space. A 15-foot variance would allow the garage to be positioned in a manner that would convert otherwise non-functional space into a practical backyard area. Additionally, the 15-foot street-side right-of-way provides a substantial

buffer between the garage and street traffic and maintaining safety for our request.

PLAN SNAPSHOT REPORT (BOA-2025-0009)

<p>Hardship</p>	<p>1. Live Oak Tree Preservation A mature Live Oak tree, estimated to be approximately 100 years old and capable of thriving for another century, is located just 10 feet from the rear property line. The proposed development would necessitate its removal unless the build pad is shifted forward into the front setback. Urban Forestry recommends a minimum 10-foot buffer, ideally 15 feet, to preserve the tree's health. Our request for a 13-foot front setback variance allows us to meet this recommendation more closely while remaining within the Zoning Code. The hardship lies in balancing tree preservation with buildable space, a challenge not faced by properties without such unique feature of this property.</p> <p>Lot Configuration and Setback Constraints The lot is unusually narrow and features an angled front property line. As a corner lot, it is subject to a significant front setback, which consumes approximately 1/3 of the lot's depth as non-functional front yard space. This severely limits the usable area for a backyard, impacting the livability and functionality of the home. The hardship is the inability to utilize a significant portion of the lot, unlike other properties in the district with more favorable configurations.</p> <p>3. Detached Garage Placement A detached garage is proposed to provide a cohesive and functional layout consistent with many neighboring properties. However, current streetside setback requirements push the</p>	<p>garage inward, forcing the loss of functional backyard space. A 15-foot street-side variance would allow the garage to be placed in a manner that converts non-functional front yard space into usable backyard space. The lot's 15-foot street-side right-of-way also provides a substantial buffer between the garage and street.</p>	<p>Limited Variance</p>	<p>We request that the existing Live Oak tree be preserved with adequate space to ensure its long-term health and viability. This tree has the potential to thrive for another century and is a valuable natural asset to the property and surrounding community.</p> <p>To accommodate both the preservation of the tree and compliance with the Zoning Code, our proposed variance reflects a buffer that is slightly less than the ideal standard recommended by Urban Forestry. We believe this adjustment strikes a reasonable balance between environmental stewardship and regulatory alignment.</p>
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PLAN SNAPSHOT REPORT (BOA-2025-0009)

Attachment File Name	Added On	Added By	Attachment Group	Notes
Petra 250814-Concept 01 Site Plan.pdf	08/15/2025 18:04	Hardimon, Sarah		Site Plan
Signed_VarianceBOAChecklist.pdf	08/15/2025 18:04	Hardimon, Sarah		Signed Checklist
Survey1861LaureWP.pdf	08/15/2025 18:04	Hardimon, Sarah		Survey
Signature_Sarah_Hardimon_8/15/2025.jpg	08/15/2025 18:04	Hardimon, Sarah		Uploaded via CSS
Petra 250814-Concept 01 Site Plan.pdf	08/15/2025 18:13	Hardimon, Sarah		Site Plan
Signed_VarianceBOAChecklist.pdf	08/15/2025 18:13	Hardimon, Sarah		Signed Checklist
Survey1861LaureWP.pdf	08/15/2025 18:13	Hardimon, Sarah		Survey
1841 Laurel Road.png	08/16/2025 14:32	Hardimon, Sarah		Signed Checklist
1910 Laurel Road.png	08/16/2025 14:32	Hardimon, Sarah		Signed Checklist
1911 Laurel Road.png	08/16/2025 14:32	Hardimon, Sarah		Signed Checklist
331 East Reading Way.png	08/16/2025 14:32	Hardimon, Sarah		Signed Checklist
381 East Reading Way.png	08/16/2025 14:32	Hardimon, Sarah		Signed Checklist

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00062871	Residential Variance Application Fee	\$200.00	\$200.00
Total for Invoice INV-00062871		\$200.00	\$200.00
Grand Total for Plan		\$200.00	\$200.00

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Board of Adjustments Review v.1	Approved	08/15/2025	08/18/2025		No	No
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Zoning Review	Building & Permitting Services	Lewis, Nick	Approved	08/15/2025	08/18/2025	08/18/2025

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1			
Board of Adjustments Review v.1	Receive Submittal	08/15/2025	0:00
Issue Invoice v.1	Generic Action		
Final Decision v.1			
Board of Adjustments Decision v.1	Generic Action		

Tree Location



Tree Setbacks



Front Setbacks



Front ROW



Street-Side Setbacks






StreetSide ROW







331 E Reading Way

1841 Laurel Rd

Neighbor Variance Request Inbox ☆

 Kenneth J. Idle Aug 6
to me ▾   

 me Aug 6
Dear Gregory and Kerri- We hope this message finds...

 Gregory Dryden Aug 7
to me ▾   

Roman, it was nice speaking with you this morning. My wife and I have no issue with you seeking a variance. You're welcome to share my response with the city. Congrats on the new build!

Roman and Sarah, Kerri and I are supportive of your request. Your plans appear to be a much better fit for the lot than required by the setback requirements. We especially appreciate your efforts to preserve the live oak between our homes.

If there is anything we can do to assist you, please let us know.

Greg

...

...

<Image_250806_085945.jpeg>

Kenneth "Jayme" Idle | Partner
Board Certified in Construction Law by the Florida Bar

Kirwin Norris, P.A.
[840 S. Denning Drive](#)
[Suite 200](#)
[Winter Park, Florida 32789](#)

Roman Petra
rpetra973@gmail.com
<VARIANCE REQUEST.pdf><
Survey1861LaureWP.pdf>

 Reply  Forward 

1910 Laurel Rd

Mail Delivery Subsystem Aug 7
Delivery incomplete. There was a problem with the recipient's mailbox.

b Bruce Woodruff Aug 7
to me

Roman and Sarah,

As close proximity neighbors for as long as you've lived in your house, we know your property and your home proposal very well. We approve of all your plans including all the variances requested, including as well your treatment of the 100 year old live oak. Thank you for preserving the integrity of the neighborhood and your lot. Your home should be a real bright spot on our street.

Bruce & Michaelle Woodruff

Bruce C. Woodruff, CLU

Investment Adviser Representative

Bruce Woodruff and Associates

[3101 Maguire Boulevard, Suite 256](#)

[Orlando, FL 32803](#)

[Office 407.894.2321](#)

Cell 407.256.9865 (Please do not text this number)

Text 407.894.2321

Reply Forward

1911 Laurel Rd

Neighbor Variance Request Inbox

R me Aug 6
Frank and Katy- We hope this message finds you well....

Frank Cambareri Aug 6
to me, Katherine

Hello Roman and Sarah,
We have received your email informing of your intentions to build a new home on your lot on the corner of Reading Way and Laurel Rd. This is exciting news! We understand your intent to obtain a variance to preserve a Live Oak tree on the property and to accommodate the angled front property line to optimize the building area of the lot.

All of the variance suggestions you have made are understood. We have no concerns with the variances you have proposed and believe your suggestions will greatly enhance the appearance and balance of the finished home on your corner lot. We can relate to the challenges you have as our lot is very similar directly across the street on the opposing corner.

If anybody from the Planning and Zoning department have any questions, they may reach me at the number listed below. We look forward to watching your plans develop and wish you the best of luck on your new project!

Kind regards,
Frank and Katy Cambareri
[1911 Laurel Rd.](#)
[Winter Park, FL 32789](#)
407-376-0926

Reply Reply all Forward

381 E Reading Way



zstrong strongmgmt.com Aug 6
to me ^



From zstrong strongmgmt.com zstrong@strongmgmt.com

To Roman Petra rpetra973@gmail.com

Date Aug 6, 2025 at 5:48 PM



Standard encryption (TLS)

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Roman,

My wife and I have reviewed your plans, and walked the site, and we have no objections to what you've proposed.

Thank you, and please let us know if you have any questions or need additional documentation from us.

Zander