



Planning & Zoning Board Regular Meeting

Agenda

November 4, 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. Minutes of October 7, 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. SPR #25-13. Request of Shravan Kandula and Savina Aneja for: Approval to construct a new, two-story, 6,440 square-foot, single-family home located at 2020 Venetian Way on Lake Maitland, zoned R-1AAA. 5 minutes
- b. SUB #25-03. Request of Mollie and Andrew Samaan for: Approval to divide the property at 1210 Alberta Drive, zoned R-1AA, into two separate lots. 15 minutes
- c. ZTA #25-05. Request of The City of Winter Park for: An Ordinance to create a new Section 58-98 to establish regulations and procedures for certified recovery residences requesting reasonable accommodation as required by Chapter 2025-182, Laws of Florida. 5 minutes
- d. ZTA #25-04. Request of The City of Winter Park for: An Ordinance to amend Chapter 58, "Land Development Code"; Revising Article III, "Zoning," Section 58-64, "Nonconforming Lots, Nonconforming Uses, And Nonconforming Structures," to update regulations relating to structural renovation and valuation thresholds; and Amending Article V, "Environmental Protection Regulations," Division 1, "Stormwater Management," to revise performance standards for new development and redevelopment, establish a stormwater utility fee in lieu option for small sites, and update technical and design standards. 15 minutes

5. Action Items**6. Non-Action Items****7. Staff Updates****8. Board Comments****9. Upcoming Agenda Items****10. Adjournment**



Planning & Zoning Board

agenda item 2.a

item type

Consent Agenda

meeting date

November 4, 2025

prepared by

Mary Jean, Administrative Coordinator IV

approved by**subject**

Minutes of October 7, 2025.

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

1. Draft Planning & Zoning Board Regular Meeting Minutes



item type

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

meeting date

November 4, 2025

prepared by

Nicholas Lewis, Planner II

approved by

Allison McGillis, Director of Planning and Zoning

subject

SPR #25-13. Request of Shravan Kandula and Savina Aneja for: Approval to construct a new, two-story, 6,440 square-foot, single-family home located at 2020 Venetian Way on Lake Maitland, zoned R-1AAA.

motion | recommendation

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

- 1) That the trees requested for removal be fully mitigated through the City's Urban Forestry Tree Removal Permit Program.

background

The applicants and homeowners, Shravan Kandula and Savina Aneja, are requesting approval to construct a new, two-story, 6,440 square-foot home located at 2020 Venetian Way on Lake Maitland. The property is zoned R-1AAA, and the unsubmerged portion of the property is 24,253 square feet in size. The proposed impervious lot coverage of 9,449 square feet is 39% of the total lot, which is under the maximum 50% as the code allows. The maximum Floor Area Ratio for properties over 12,500 square feet is 35% of the lot area, or 5,000 square feet, whichever is greater. The applicants' proposal is 6,440 square feet, which is under the maximum 8,488 square feet, meeting this requirement.

Lakefront Lot Review Criteria:

Tree Preservation

The purpose and intent of the lakefront lots section of the code states that existing trees shall be preserved to the degree reasonably possible. There are 22 trees on the property, including 11 cypress trees in the front yard, 11 cypress trees in the rear yard, and one large magnolia in the rear yard. Of the 22 trees, the applicants are requesting the removal of the three closest cypress trees to the proposed pool deck. Urban Forestry's assessment concluded that removal of the three trees would be warranted. The two trees on the north side of the pool deck are

strangled by their current location between the existing structure and planter walls. The tree on the south side of the pool deck is a double-trunk cypress that is splitting down the middle. All three will be significantly impacted by the demolition.

View from the Lake

The code direction is to minimize the height and extent of stem walls or retaining walls facing the lake. Generally, the policy does not permit walls/swimming pool decks facing the lake in excess of three feet in height. This plan complies with that provision. The lot is relatively flat, and no such component is being proposed.

Traditional Views of Neighbors

The code direction is to minimize the degradation of traditional views across properties by new houses, additions, second-story additions, etc., alongside property lines toward the lake that may block traditional views of the neighbors.

The required lakefront setback is made up of the average of the two waterfront structures neighboring the subject property. In this instance, the average of the two neighbors is 75 feet. The applicants are proposing a 78-foot setback, and, due to the curvature of the lake's edge, it is behind both neighboring structures.

Stormwater Retention

The code requires the retention of stormwater. The amount of impervious surface on the lot determines the needed depth/size of the retention. In this case, the applicants are proposing multiple large dwale areas along the side yards to meet this requirement. Additionally, the large number of cypress trees on the lot provides a lot of excess, natural retention on the subject property.

Summary

Overall, the plans meet the intent of the lakefront review criteria.

alternatives | other considerations

fiscal impact

attachments

1. 2020 Venetian Way - Area Map
2. 2020 Venetian Way - Aerial Map
3. 2020 Venetian Way - Survey

4. 2020 Venetian Way - Site Plan
5. 2020 Venetian Way - Plan Set



item type

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

meeting date

November 4, 2025

prepared by

Nicholas Lewis, Planner II

approved by

Allison McGillis, Director of Planning and Zoning

subject

SUB #25-03. Request of Mollie and Andrew Samaan for: Approval to divide the property at 1210 Alberta Drive, zoned R-1AA, into two separate lots.

motion | recommendation

Staff recommendation is for approval.

background

The applicants and homeowners, Mollie and Andrew Samaan, are requesting approval to divide the property at 1210 Alberta Drive, zoned R-1AA, into two separate lots.

The northern lot will be 110 feet wide by 150 feet deep with an area of 19,478 square feet, which meets both the minimum lot width and area requirements for R-1AA lots. The southern lot has an area of 11,250 square feet, which meets the minimum lot area of 10,000 square feet for R-1AA lots. The applicants are requesting a variance to the minimum required lot width for R-1AA lots. The applicants are seeking a 75-foot lot width in lieu of the required lot width of 100 feet.

When an applicant seeks a variance for either lot width or lot area minimum requirements, they must meet the median of the lots within 300 feet of the subject property and are within the same block structure. There are ten comparative properties within this criterion, with lot widths ranging from 60 to 100 feet. Of these ten properties, the median is 75 feet, meeting the applicant's proposal. It is also worth noting that 40% of the properties have a 75-foot lot width, and 70% have either 75 feet in width or less.

If the lot split is approved, the applicants plan to keep the existing home on the northern lot. The southern lot will remain undeveloped for now, until the applicants desire to sell or develop the parcel in the future. A model site plan is provided showing that a new structure can meet all applicable building standards. After the split, the existing home still meets FAR and impervious coverage minimums, as well as the front and street-side setbacks. The existing setback on the eastern side of the structure is currently nonconforming. The only resulting

variance needed to keep the existing structure is the setback along the south side of the structure. The applicants' proposal includes a 12-foot side setback in lieu of the required 20 feet.

alternatives | other considerations

fiscal impact

attachments

1. 1210 Alberta Dr - Area Map
2. 1210 Alberta Dr - Aerial Map
3. 1210 Alberta Dr - Surveys
4. 1210 Alberta Dr - Proposed Site Plan



Planning & Zoning Board

agenda item 4.c

item type

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

meeting date

November 4, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

ZTA #25-05. Request of The City of Winter Park for: An Ordinance to create a new Section 58-98 to establish regulations and procedures for certified recovery residences requesting reasonable accommodation as required by Chapter 2025-182, Laws of Florida.

motion | recommendation

Staff recommendation is for approval.

background

This ordinance amends Chapter 58 of the Winter Park Land Development Code to establish a new Section 58-98 governing certified recovery residences in accordance with Chapter 2025-182, Laws of Florida. It creates a clear and consistent process for certified recovery residences seeking reasonable accommodation from land use or zoning regulations, ensuring compliance with the Fair Housing Amendments Act, the Americans with Disabilities Act, and state law. Applications must be filed with the Planning and Zoning Department, include proof of certification, and specify the regulation from which relief is sought, with determinations required within sixty days or deemed approved. Decisions are based on granting only the minimum accommodation necessary, and conditions may be imposed so long as they remain consistent with applicable law. The ordinance also provides for revocation if a residence loses its certification or ceases operations, with reinstatement available within 180 days, and establishes a right of appeal to the City Commission. Adoption of this ordinance fulfills the City's statutory obligation to adopt such procedures by January 1, 2026.

alternatives | other considerations

fiscal impact

attachments

1. Ordinance Certified Recovery Residences _WP 9-18-2025



item type

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

meeting date

November 4, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

ZTA #25-04. Request of The City of Winter Park for: An Ordinance to amend Chapter 58, "Land Development Code"; Revising Article III, "Zoning," Section 58-64, "Nonconforming Lots, Nonconforming Uses, And Nonconforming Structures," to update regulations relating to structural renovation and valuation thresholds; and Amending Article V, "Environmental Protection Regulations," Division 1, "Stormwater Management," to revise performance standards for new development and redevelopment, establish a stormwater utility fee in lieu option for small sites, and update technical and design standards.

motion | recommendation

Staff recommendation is for approval.

background

This ordinance amends Chapter 58 of the Land Development Code to revise two sections relating to nonconforming structures and stormwater management. The first amendment updates Section 58-64, "Nonconforming Lots, Nonconforming Uses, and Nonconforming Structures," to clarify how valuation thresholds are calculated and to provide flexibility for certain residential and nonresidential renovations that do not expand building footprints or intensify nonconformities, as well as to incentivize adaptive reuse and reinvestment into existing structures rather than demolition and rebuilds.

The second portion revises Article V, Division 1, "Stormwater Management," to modernize performance standards for new development and redevelopment, establish a stormwater utility fee-in-lieu option for small sites, and update technical and design standards to improve drainage and environmental performance citywide. Together, these changes provide consistency between related code sections, enhance clarity for applicants, promote sustainable redevelopment.

alternatives | other considerations

fiscal impact

attachments

1. ORD xxxx-25 Nonconforming Structures