



Lakes & Waterways Board Regular Meeting

Agenda

January 13, 2026 @ 12:00 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. Approval of Minutes**
 - a. Minutes of December 9, 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. Boathouse/Dock Application (BLDR-2025-0792) 375 Virginia Dr. 10 Minutes
 - b. Boathouse/Dock Application (BLDR-2025-1021) 1308 Green Cove Rd. 10 Minutes
 - c. Boathouse/Dock Application (BLDR-2025-0570) 1602 Summerland Ave. 10 Minutes
- 5. Action Items**
- 6. Non-Action Items**
- 7. Staff Updates**
 - a. Winter Park Police Department 10 Minutes
 - b. Lakes Management 10 Minutes
 - c. Upcoming Events 0 Minutes
 - MLK Park Litter Clean-up — January 24th 9am @ MLK Park
 - d. Stormwater Management 10 Minutes
- 8. Board Comments**
 - a. Discussion of Public Comments Received 5 Minutes
- 9. Upcoming Agenda Items**
 - a. Discussion of Upcoming Agenda Items 5 Minutes
- 10. Adjournment**



Lakes & Waterways Board Regular Meeting Minutes

December 9, 2025 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

David F. March, George T. Vietor, Clark Sprinkel, Nicole Seybold, Warren Bloom, E Donald Thomas III

Absent

Ed Webman

Staff Present

Director of Natural Resources and Sustainability Gloria Eby, Assistant Director of Public Works Don Marcotte; Public Works Engineer Shannon Monahan, Lakes Manager Joseph Cordell, Lakes Specialist Daniel Barber, Administrative Assistant Victoria Tabor, Deputy City Attorney Dan Langley

1. Call to Order

The meeting was called to order at 12:03pm. Decorum statement was read

2. Approval of Minutes

- a. Minutes of October 14, 2025

Motion made by Mr. Thomas to approve the minutes, seconded by Mr. Sprinkel. Motion carried unanimously with a 5-0 vote.

3. Public Comments (for items not on the agenda)

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

- a. Boathouse/Dock Application (BLDR-2025-0570) 1602 Summerland Ave.

Mr. Cordell presented the boathouse permit application BLDR-2025-0570, 1602 Summerland Ave. The applicant is Lauren Bagley, and the contractor is Z Properties. The parameters were provided, and it does not satisfy the vegetation requirements; therefore, revegetation would be necessary. Photographs and plans were presented. Ms. Eby informed the board that the specifications comply with the code. The board will observe the viewshed, and there may be references to the Florida State Statute related to the Florida Department of Environmental Protection and their ruling.

The applicant was asked to speak, and the Board Chair invited public comments. Mary Solik, located at 121 S. Orange Ave., Suite 1500, Orlando, Florida, serves as legal

counsel for neighbor Robert Hold at 1600 Summerlin Ave. Mr. Hold has 55 feet of frontage, whereas the Bagley property has over 230 feet of frontage. Mr. Hold does not oppose the construction of the dock but requests that the Bagleys move the dock 15 feet further north so that it would be 25 feet away from the shared property line. This request aims to reduce navigational hazards and improve viewshed. Ms. Eby reminded that public commenters have a 3-minute limit, but the board agreed to extend the time. Ms. Solik cited Winter Park Code 114-31, 114-31A, and 114-31A12, and showed photos of the proposed boat dock location and its shifted position 15 feet north.

Ms. Eby invited the applicant to speak. Zane Williams, 219 W. Comstock Ave on behalf of the applicant asked the board if there were any questions. Mr. Vietor inquired about the applicant's objection to moving the dock as requested by the neighbor. Mr. Williams explained that the dock was designed according to city code with no variances needed, and that, based on the applicant's lifestyle, this was their choice.

The city conducts eelgrass debris removal, and Mr. Cordell confirmed that the staff endeavors to approach as closely as possible with the weedoo to remove the debris. Neighbor Bob Hold, residing at 1600 Summerland Avenue, expressed that his primary concern pertains to safety. He requested that the dock be shifted 15 feet north, considering it prudent for navigation purposes.

Nicole Seybold arrived 12:25 pm.

Mr. March expressed his sympathy towards Mr. Hold. Ms. Eby stated that the board could recommend relocating the dock to protect the viewshed. Attorney Dan Langley, the Deputy City Attorney, outlined the scope of the board's authority, which includes boating hazards, the view of the water from adjacent waterfront properties, and the power to mitigate issues related to navigation, entrances, exits of canals, as well as weirs, dams, and drainage structures. The board has the authority to impose restrictions on the size and placement of the docks, including the location of the dock and boathouses, as well as the modification of the configuration of the docks and related structures, even if these meet the minimum code requirements. Considering the neighbors' testimonies regarding navigation hazards, viewshed concerns, and possibly the location of the drainage structure, the board has the authority to decide on relocating the dock. The neighbors have not compromised, and the board may need to act in their interest.

Mr. Hold explained that the pipe, which appears to be on the opposite side of the applicants' property, is creating a dangerous situation by making the area too shallow. This could lead to boat damage from hitting the shallows. He also mentioned that he would consider the relocation of the dock between 10 and 25 feet.

Motion made by Mr. March to approve the dock permit with the condition that it is moved 25 feet from the property line; seconded by Mr. Thomas. The split vote was 3 in favor and 3 opposed.

The board members who voted against the motion discussed their reasons, which included concerns about violating the city code, interpreting the viewshed, and restrictions related to public design considerations.

Mr. March motioned to table the matter until the next monthly meeting on January 13, 2026; seconded by Mr. Vietor. Motion was approved with a 4-2 vote. Ms. Seybold and Mr. Sprinkel voted no.

b. Boathouse/Dock Application (BLDR-2024-0723) 2170 Fawsett Rd.

Mr. Cordell presented the boathouse permit application BLDR-2024-0723, located at 2170 Fawsett Road. The applicants are Preston and Sarah Copenhaver. The contractor is Creative Deck and Dock, with the permitting agent being Ms. Sheila Cichra. This permit is being reconsidered by the board to evaluate a request for a variance regarding the deck height, proposed to be 1.6 feet above the permissible range of 1 to 2 feet, rather than progressing with a non-conforming dock code violation. Visual documentation, including photographs and plans, was provided alongside correspondence submitted to neighboring property owners. Additionally, a new inspection protocol was established earlier in the construction process by the Lakes team to identify potential issues related to dock or roof heights and overall area measurements.

Attorney Greg Lee represents the applicant. The owner instructed the contractor to construct the dock as tall as permissible without violating the applicable codes. The purpose was not to seek forgiveness rather than permission. A letter from neighbors Dr. Norman and Tara Warner has been received in support of the dock. The opposite side of the dock is owned by the city, which does not oppose the variance. Reconstructing the entire dock would impose a considerable financial burden. The applicant, Mr. Copenhaver, indicates a willingness to pay the penalty fees, which amount to three times the cost of retroactive permitting. The attorney has not been made aware of any other neighbors disputing the variance.

Attorney Langley advised that each case is considered based on its individual merits. Approval of a variance for a specific property does not establish legal precedent nor impose a legal obligation on the city to approve subsequent variances. Mr. Sprinkel inquired whether there are any constraints—such as environmental protections—that might prevent the construction of the dock in accordance with the current code, specifically regarding the existing height. Attorney Lee responded that reconstructing the dock could potentially expose the area to ecological and vegetation damage, and that the needs of the cypress trees would be impacted. Ms. Eby underscored that the approval of the variance is conditional, and when the dock requires replacement, it must be constructed in compliance with applicable standards.

Mr. Thomas motioned to approve the variance, citing 1. environmental impact of reconstruction, 2. the applicant must pay a penalty equal to three times the permit fees for building outside code requirements, and 3. the dock is not grandfathered at its current height. Any reconstruction of the dock

must comply with current code. Mr. Vietor seconded the motion. The motion carried unanimously by a 5-0 vote.

- c. Seawall Application (SAP-2025-0018) 1180 N Park Ave.

Mr. Cordell presented the Seawall with riprap revetment permit application SAP-2025-0018 located at 1180 N. Park Ave. The applicant is Fair Sky LLC, and the contractor is Creative Deck & Dock Inc. The location is on Lake Maitland. The vegetation requirements are satisfied. Parameters and photographs were provided. Staff recommends approval.

Motion made by Mr. Vietor to approve permit SAP-2025-0018; seconded by Mr. March. The motion carried unanimously by a 6-0 vote.

- d. Seawall Application (SAP-2025-0007) 999 Genius Dr.

Mr. Cordell presented the Seawall with additional riprap revetment permit application SAP-2025-0007 at 999 Genius Drive. The applicant is Stuart Kirscht, the permitting agent is Sheila Cichra. The location is on Lake Mizell. Parameters and photographs were provided. Revegetation is required. The seawall extends beneath the house. Staff recommends approval. The stone color is irrelevant; only the size matters. The Lakes department favors riprap over seawalls.

Motion made by Mr. Vietor to approve permit SAP-2025-0018; seconded by Mr. March. The motion carried unanimously by a 6-0 vote.

Mr. Sprinkel requested the remaining items be tabled until the next meeting.

5. Action Items

6. Non-Action Items

7. Staff Updates

- a. Winter Park Police Department Update
- b. Lakes Management Update
- c. Upcoming Events

Orange County Lake Killarney Advisory Board Meeting — December 11th 5pm @ Public Safety Building (500 N Virginia Ave.)

Winter Park Boat Parade — Mr. Cordell announced the boat parade on December 13, 2025 and watch party at Dinky Dock starting at 5 pm. There are slots available to enter boats.

- d. Stormwater Management Update

8. Board Comments

Ms. Seybold inquired about ways to support local vendors for lunches, and Ms. Tabor clarified that vendors are chosen based on their pricing.

- a. Discussion of Public Comments Received

9. Upcoming Agenda Items

- a. Discussion of Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 1:30 p.m.

Approved by the board on _____
/s/ Bahiyah Layton, Board Coordinator

DRAFT



item type

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

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Boathouse/Dock Application (BLDR-2025-0792) 375 Virginia Dr.

motion | recommendation

Staff recommendation for board consideration.

background

Notices of public hearings were mailed out on December 17th, 2025. Please see attached public notices with full tracking of the letter.

alternatives | other considerations

fiscal impact

attachments

1. BLDR-2025-0792 - 375 Virginia Dr
2. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 375 Virginia Dr - 315 Virginia Dr
3. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 375 Virginia Dr - 381 Virginia Dr



LAKE SHORELINE
BOATHOUSE/DOCK APPLICATIONS

BLDR-2025-0792

375 Virginia Dr

- Applicant: Teresa Doggett
- Contractor: Hodgskin Outdoor Living
- Permitting Agent: Sheila Cichra
- Structure: Boathouse
- New/Existing: New
- Waterbody: Lake Virginia

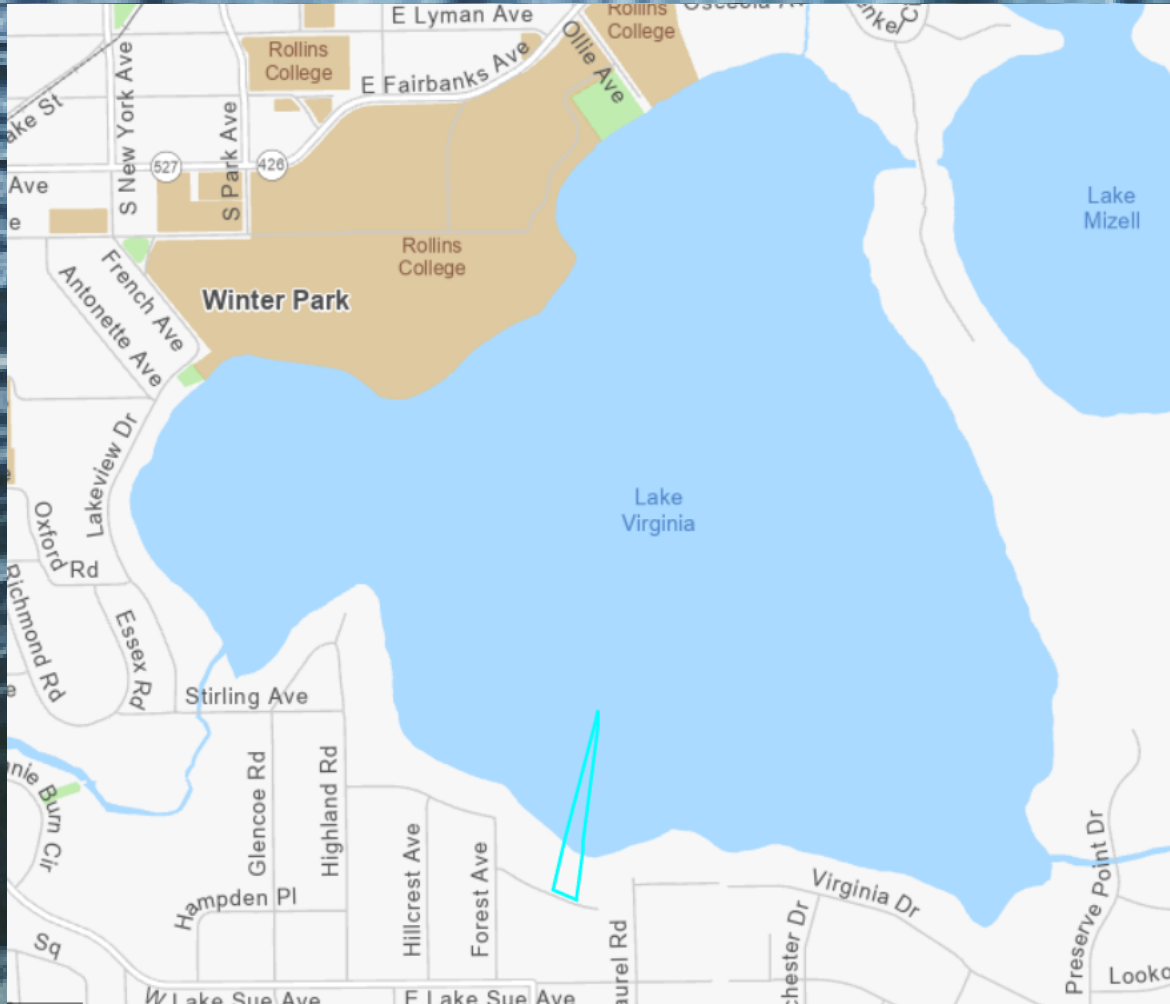
Parameters

Dock Parameter	Proposed	Allowed	Variance Req.?
Total Area (ft ²)	694	600max	Yes
Length from OHW (ft)	30	30'	No
Height of Roof (ft above deck)	11	11 max	NA
Height of Deck (ft above OHW)	1-2	2 max	No
Enclosures?	60	80 ft ² max (no plumbing/water allowed)	NA
Side Yard Setback(s) (ft)	10	10' min (5' with Letter of No Objection)	No
Meet Vegetation Criteria?	No, requires revegetation	50% may be cleared	N/A

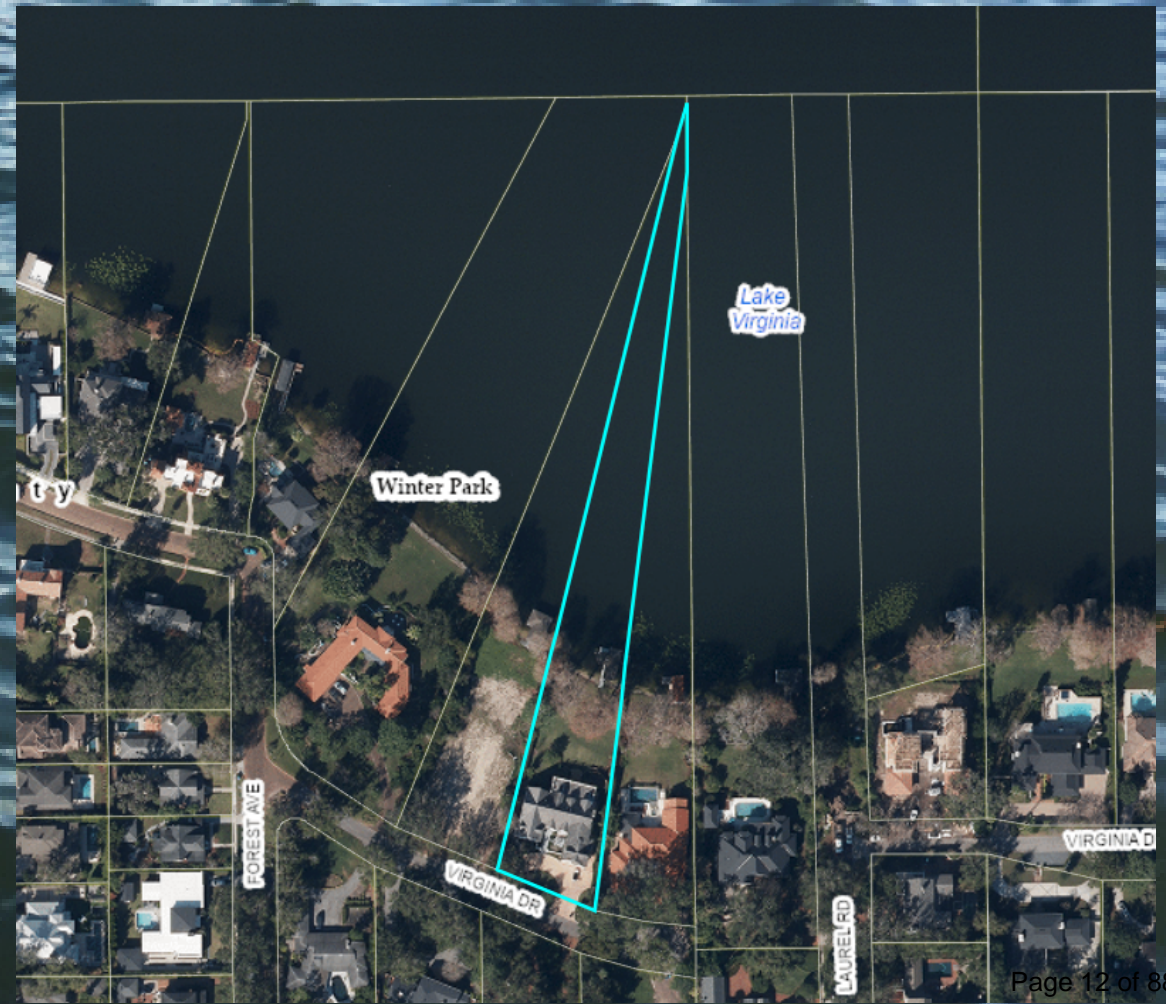
Staff Recommendation: For Board Consideration
Reviewed by: Joey Cordell
Notice of Public Hearing Sent: December 17th, 2025

Map View

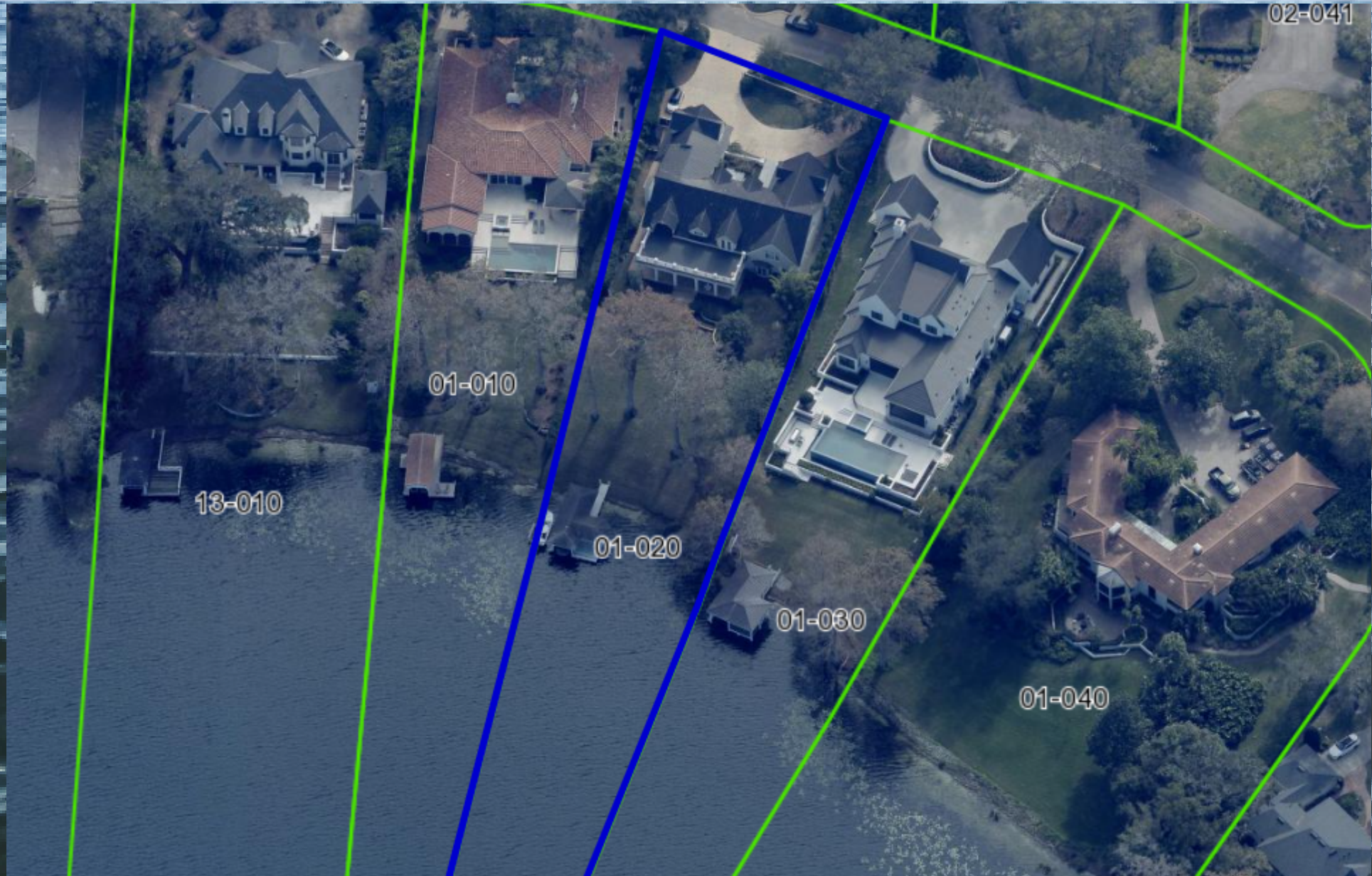
Basemap



Aerial View



Birdseye View



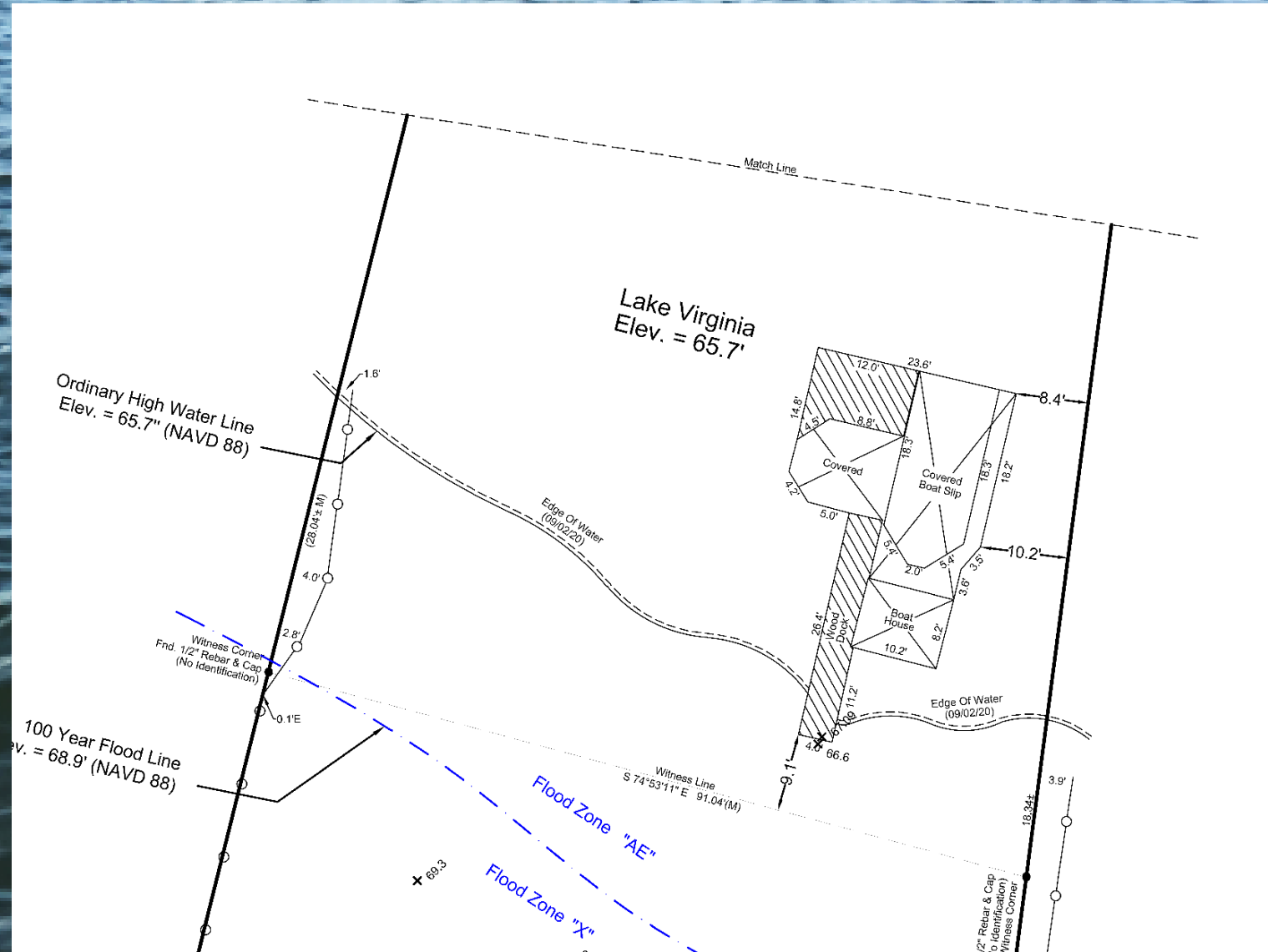
Photos



Photos

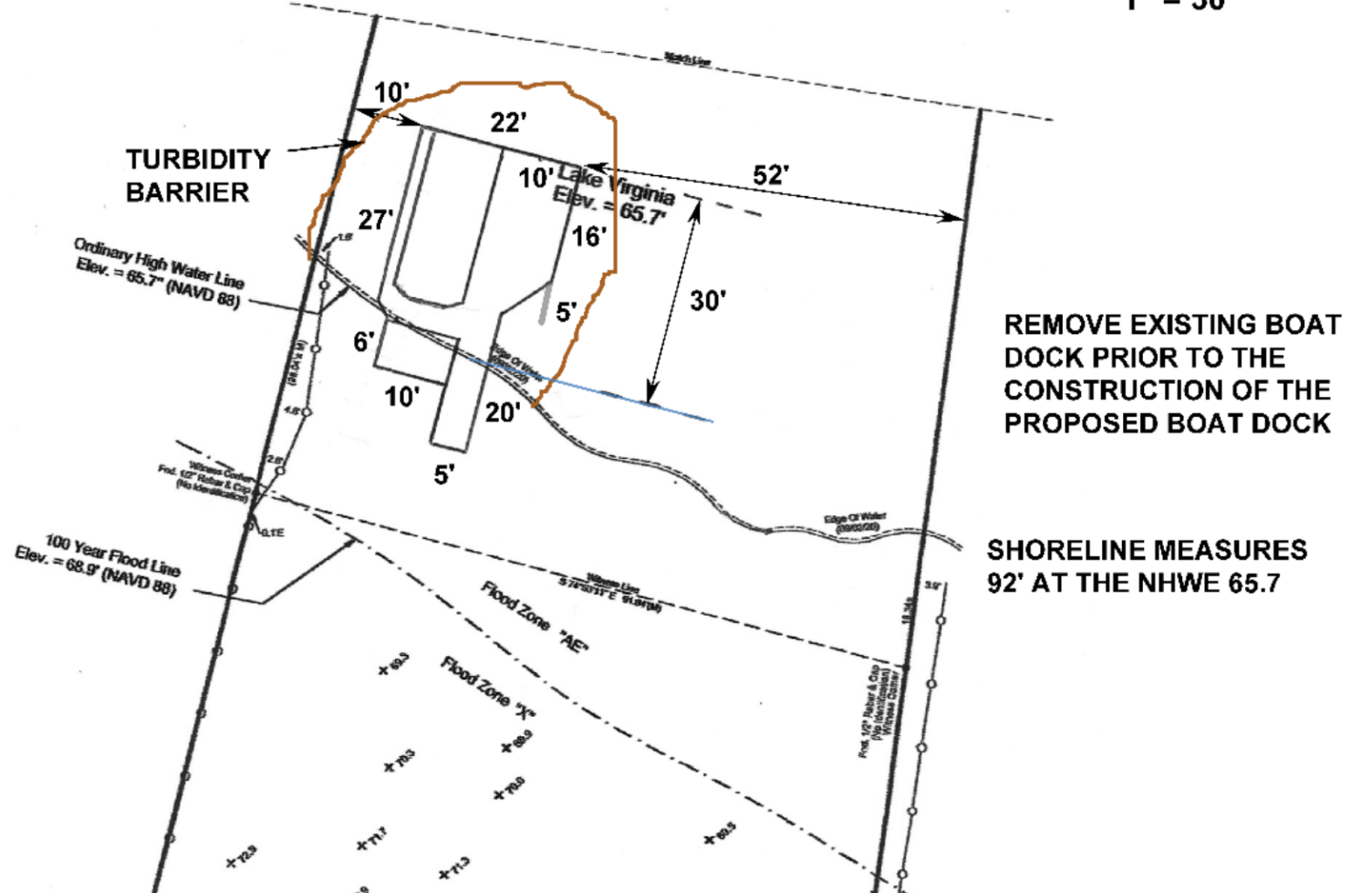
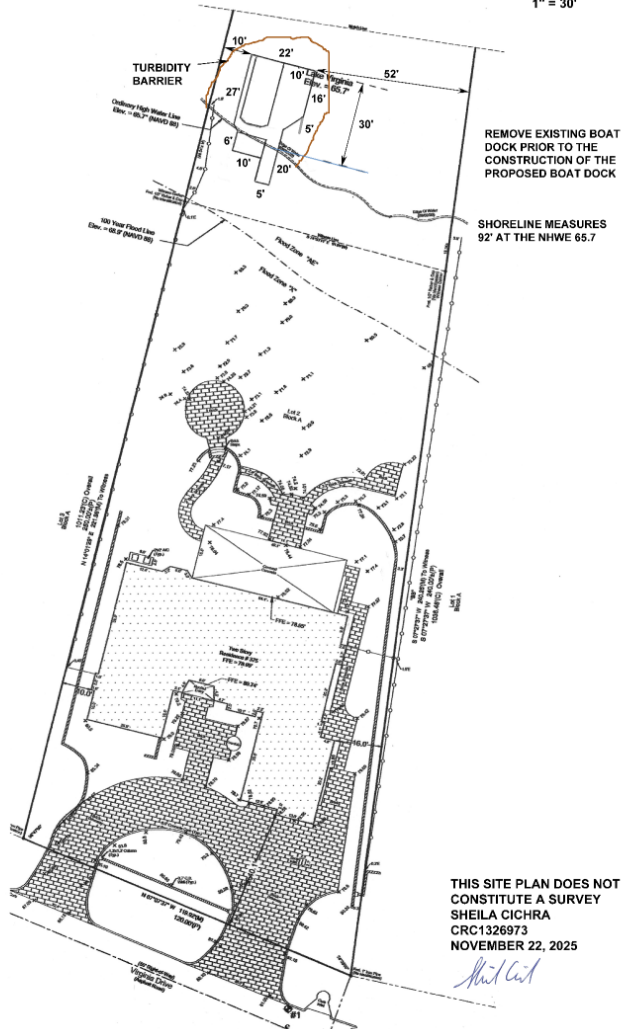


Survey



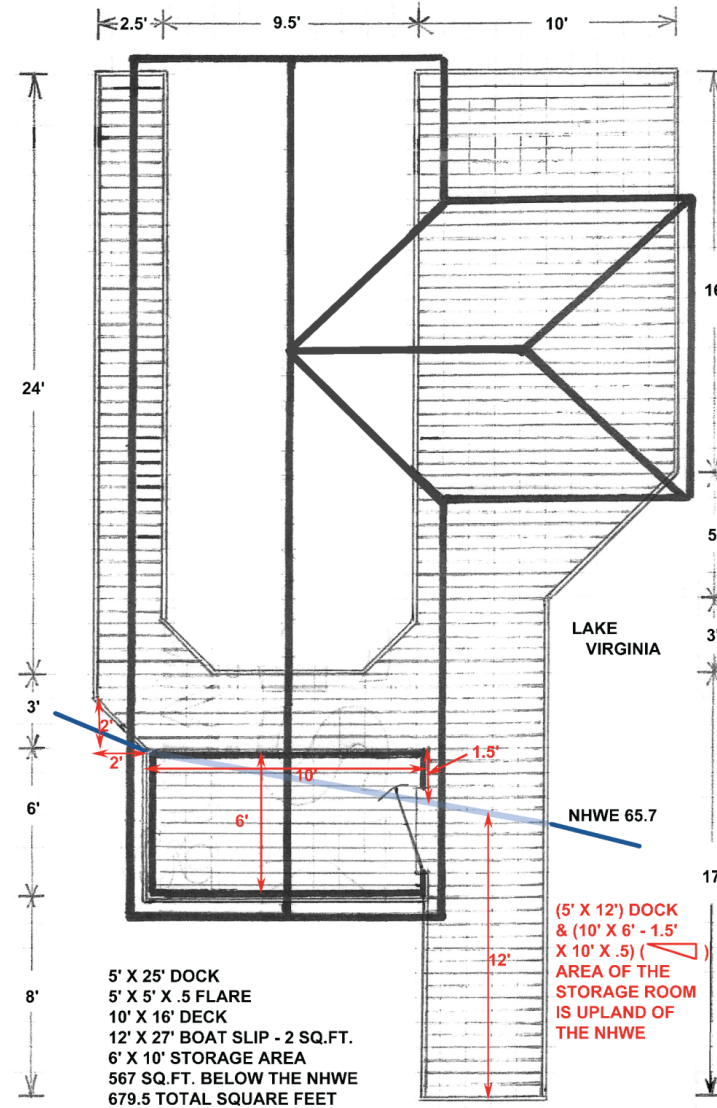
Site Plan

DOGGETT BOAT DOCK SITE PLAN
375 VIRGINIA DRIVE
WINTER PARK, FL 32789



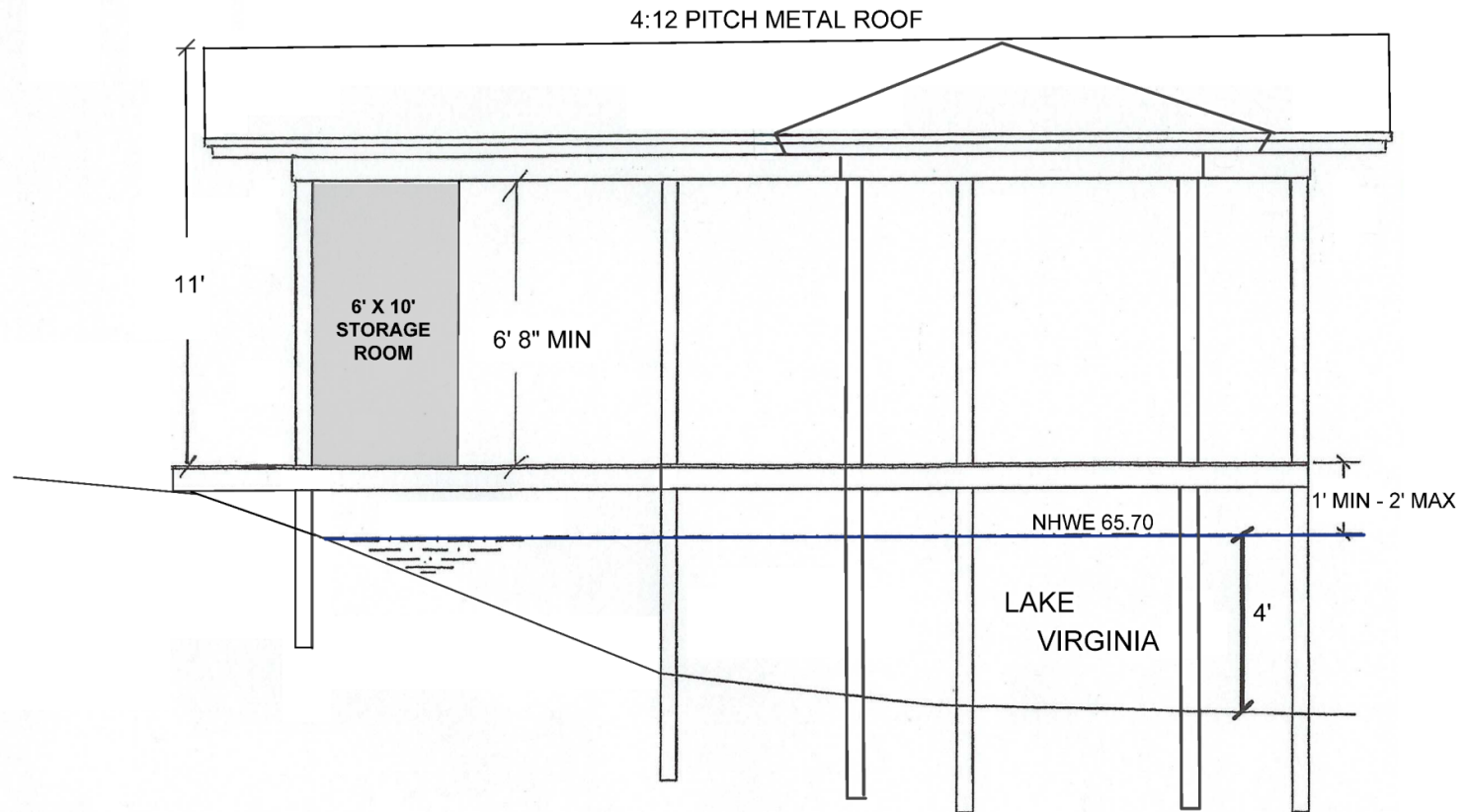
Plans

DOGGETT BOAT DOCK PLAN VIEW - 375 VIRGINIA DRIVE, WINTER PARK, FL 32789

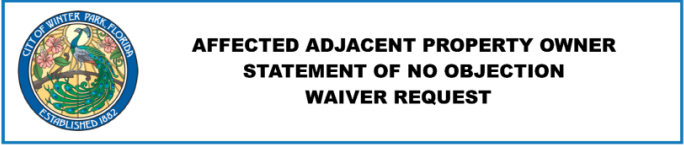


Plans

DOGGETT BOAT DOCK ELEVATION
375 VIRGINIA DRIVE
WINTER PARK, FL 32789



Variance Documentation



Dear Permit Applicant,

The City of Winter Park Code Sec.114-31 provides the following criteria for boat dock construction:

"All new docks and boathouses shall be constructed no closer than ten (10) feet from a side lot line, as measured on the land and may not extend beyond the property line extended into the lake for that distance of the structure. This side setback can be reduced to five (5) feet if written approval is presented from the adjacent property owners, but may not extend beyond the projected property line extended."

"All new docks and boathouses shall not extend over thirty (30) feet into the water from the elevations specified in this article. However, on Lake Killarney the maximum distance may be fifty (50) feet."

"The highest point of a boathouse or gazebo roof or any railing shall not exceed eleven (11) feet and the roofs must be pitched with a minimum 2:12 slope on all sides of the peak, so as to eliminate flat roofs and use of such areas as sundecks. The height shall be measured from the surface of the dock or floor to the highest point of the roof or railing. In addition, the surface of any dock, sundeck or floor of any boathouse, gazebo, etc., shall not be more than two (2) feet above the elevations specified in this subsection."

In order to secure a statement of no objection to deviations from the Code from the adjacent landowner for your boat dock, you must present the attached form with signed, dated and sealed plans for your boat dock to your neighbor so they can make an informed decision. Signed, dated and sealed plans, should include:

- ✓ Site Survey
- ✓ Site Plan
- ✓ Dock Plans
- ✓ Plan View and Elevation

Completed notarized statement of no objection forms must be uploaded to the permitting portal as part of the permit request.

**AFFECTED ADJACENT PROPERTY OWNER
STATEMENT OF NO OBJECTION
WAIVER**

This waiver is to be completed by the affected adjacent property owner and serve as written approval following City of Winter Park Code Sec.114-31 that states: "If the request includes a variance from any of the terms of this section regarding the setbacks, height or size of a structure, then a signed letter or email of no objection from the abutting or affected shoreline property owner(s). The letter or email of no objection must identify the variance request on the site plan for the proposed dock and a copy of the site plan and site plan must be attached to the letter."

I, SERGIO DAVID RIVERA [Affected Adjacent Property Owner Name], residing at
381 Virginia Drive [Address], on Lake Virginia [Name of Lake],
have reviewed my adjacent property owner's proposed dock construction plans dated 11/22/2025, for the property located at 375 Virginia Drive [Address], and have no objections.

The dock construction plans include a side setback waiver request of N/A feet, in lieu of the minimum 10 feet required by Code.

The dock construction plans include a length of dock waiver request for a dock N/A feet in length, in lieu of the maximum 30 (50 on Lake Killarney) feet.

The dock construction plans include a height waiver request for a dock N/A feet in height, in lieu of the maximum 11 feet.

Other non-conforming structure parameter: The dock construction plans include a total square footage waiver from 600 square feet to 679.5 square feet.

Signature: ✓ [Signature] Date: 12/8/2025
Print Name: SERGIO DAVID RIVERA

Attach Orange County Property Appraiser Property Card of the affected adjacent property to this form as proof of ownership.
See attached

ACKNOWLEDGEMENT:

STATE OF FLORIDA

COUNTY OF Orange

The foregoing instrument was acknowledged before me this 08 day of December 2025, by Sergio Rivera.

ELIZABETH RYAN
Notary Public
State of Florida
Comm# HH531348
Expires 5/27/2028

[Signature]
(Signature of Notary Public – State of Florida)

Personally Known OR Produced Identification

Type of Identification Produced FL DL

Personally appeared Online Notarization

Variance Documentation



AFFECTED ADJACENT PROPERTY OWNER STATEMENT OF NO OBJECTION WAIVER REQUEST

Dear Permit Applicant,

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"All new docks and boathouses shall be constructed no closer than ten (10) feet from a side lot line, as measured on the land and may not extend beyond the property line extended into the lake for that distance of the structure. This side setback can be reduced to five (5) feet if written approval is presented from the adjacent property owners, but may not extend beyond the projected property line extended."

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- ✓ Site Survey
- ✓ Site Plan
- ✓ Dock Plans
- ✓ Plan View and Elevation

Completed notarized statement of no objection forms must be uploaded to the permitting portal as part of the permit request.



AFFECTED ADJACENT PROPERTY OWNER STATEMENT OF NO OBJECTION WAIVER

This waiver is to be completed by the affected adjacent property owner and serve as written approval following City of Winter Park Code Sec.114-31 that states: "If the request includes a variance from any of the terms of this section regarding the setbacks, height or size of a structure, then a signed letter or email of no objection from the abutting or affected shoreline property owner(s). The letter or email of no objection must identify the variance request on the site plan for the proposed dock and a copy of the site plan and site plan must be attached to the letter."

I, David Reiff [Affected Adjacent Property Owner Name], residing at 315 Virginia Drive [Address], on Lake Virginia [Name of Lake], have reviewed my adjacent property owner's proposed dock construction plans dated 11/22/2025, for the property located at 375 Virginia Drive [Address], and have no objections.

The dock construction plans include a side setback waiver request of N/A feet, in lieu of the minimum 10 feet required by Code.

The dock construction plans include a length of dock waiver request for a dock N/A feet in length, in lieu of the maximum 30 (50 on Lake Killarney) feet.

The dock construction plans include a height waiver request for a dock N/A feet in height, in lieu of the maximum 11 feet.

Other non-conforming structure parameter: The dock construction plans include a total square footage waiver from 600 square feet to 679.5 square feet.

Signature: David Reiff Date: 11/30/2025

Print Name: David Reiff

Attach Orange County Property Appraiser Property Card of the affected adjacent property to this form as proof of ownership.

See attached

ACKNOWLEDGEMENT:

Virginia
STATE OF ~~FLORIDA~~ ARC

COUNTY OF Chesapeake

The foregoing instrument was acknowledged before me this 30th day of November

2025, by David Reiff

(NOTARY SEAL)

April Ridley-Cutts
(Signature of Notary Public – State of ~~Florida~~ ARC
Virginia)

Personally Known OR Produced Identification

Type of Identification Produced driver's license

Personally appeared Online Notarization



Notarized remotely online using communication technology via Proof.



401 South Park Avenue • Winter Park, FL

407-697-7829 • cityofwir



WINTER PARK
300 N NEW YORK AVE
WINTER PARK, FL 32789-9998
www.usps.com

12/17/2025

09:58 AM

December 17th, 2025

Property Owner
David Reiff
Kimberly Reiff
3322 Oberlin Avenue
Orlando, FL 32804

9589 0710 5270 3499 8848 75

U.S. Postal Service
CERTIFIED MAIL
Domestic Mail Only

For delivery information, visit usps.com

Certified Mail Fee \$

EXTRA SERVICES & FEES (check box, add fee as appropriate)

Return Receipt (hardcopy) \$

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$

Total Postage and Fees \$

Sent To _____

Street and Apt. No., or PO Box No. _____

City, State, ZIP+4® _____

PS Form 3800, January 2023 PSN 7530

TRACKING NUMBERS

9589 0710 5270 3499 8848 75

9589 0710 5270 3499 8848 82

9589 0710 5270 3499 8848 99

This is to inform you that a neighboring property at **375 Virginia Drive**, Winter Park, FL 32789, has submitted a new permit application for a boathouse/dock with a variance for size.

The **Lakes & Waterways** Board will review and vote for or against these plans at their regular meeting on **Tuesday, January 13th, 2026**, beginning at **12:00 PM** in the Commission Chamber at City Hall, 401 South Park Ave., Winter Park, FL 32789. Please check the City's meeting page at <https://cityofwinterpark.org/government/meetings/> for the meeting status and to access the agenda.

To view the permit plans, go to <https://cityofwinterpark.org/self-service/> and search for permit number: **BLDR-2025-0792**.

If you have any questions about this matter, please call the Lakes Division at 407-691-7829 or attend the meeting on the date specified.

NOTE: If a person decides to appeal any decision made by the Board regarding any matter discussed at such meeting or hearing, they will need a record of the proceedings. To do so, they may need to ensure that a verbatim record is made, which includes the testimony and evidence on which the appeal is based. (F.S. 286.0105)

Persons with disabilities requiring assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours prior to the event meeting.

Tracking Number:

9589071052703499884875



Copy



Add to Informed Delivery

Latest Update

Your item has been delivered to the original sender at 1:07 pm on December 23, 2025 in WINTER PARK, FL 32789.

Get More Out of USPS Tracking:



USPS Tracking Plus®

Delivered

Delivered, To Original Sender

WINTER PARK, FL 32789

December 23, 2025, 1:07 pm

Arrived at USPS Regional Facility

LAKE MARY FL DISTRIBUTION CENTER

December 22, 2025, 7:51 pm

Arrived at USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER

December 22, 2025, 9:53 am

Arrived at USPS Regional Facility

FORT MYERS FL DISTRIBUTION CENTER

December 21, 2025, 5:19 pm

Addressee Unknown

ORLANDO, FL 32804

December 18, 2025, 3:29 pm

Departed USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER

December 17, 2025, 9:08 pm

Arrived at USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER

December 17, 2025, 8:33 pm

Departed Post Office

WINTER PARK, FL 32789

December 17, 2025, 6:28 pm

USPS in possession of item

WINTER PARK, FL 32789

December 17, 2025, 9:58 am

City of Winter Park - Public Hearing Notice



Victoria Tabor

To: [redacted]

Reply
 Reply All
 Forward

Thu 12/18/2025 8:51 AM

General\All Employees (unrestricted)

2026.01.13 Lakes & Waterways Boat House Permit Notice for 375 Virginia Dr - 315 Virginia Dr.pdf 93 KB

Good Morning David Reiff & Kimberly Reiff,

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Thank you 😊

	<p>Victoria Tabor Administrative Coordinator III Natural Resources & Sustainability</p>
<p>City of Winter Park 401 South Park Avenue Winter Park, FL 32789 cityofwinterpark.org</p>	<p>P: 407.599.3479</p>



401 South Park Avenue • Winter Park, Flo

407-697-7829 • cityofwint



WINTER PARK
300 N. NEW YORK AVE
WINTER PARK, FL 32789-9998
www.usps.com

12/17/2025

09:58 AM

December 17th, 2025

Property Owner
Kerri L Malett
Sergio D Rivera
381 Virginia Drive
Winter Park, FL 32789

9589 0710 5270 3499 8848 82

PS Form 3800, January 2023 PSN 7530	City/State, ZIP+4®	Street and Apt. No., or PO Box No.	Sent To	Total Postage and Fees	Postage	Extra Services & Fees (check box, add fee as appropriate)	Certified Mail Fee	For delivery information, visit usps.com	U.S. Postal Service™ CERTIFIED MAIL® Domestic Mail Only
						<input type="checkbox"/> Return Receipt (hardcopy) \$ <input type="checkbox"/> Return Receipt (electronic) \$ <input type="checkbox"/> Certified Mail Restricted Delivery \$ <input type="checkbox"/> Adult Signature Required \$ <input type="checkbox"/> Adult Signature Restricted Delivery \$			

TRACKING NUMBERS
 9589 0710 5270 3499 8848 75
 9589 0710 5270 3499 8848 82
 9589 0710 5270 3499 8848 99

This is to inform you that a neighboring property at **375 Virginia Drive**, Winter Park, FL 32789, has submitted a new permit application for a boathouse/dock with a variance for size.

The **Lakes & Waterways** Board will review and vote for or against these plans at their regular meeting on **Tuesday, January 13th, 2026**, beginning at **12:00 PM** in the Commission Chamber at City Hall, 401 South Park Ave., Winter Park, FL 32789. Please check the City's meeting page at <https://cityofwinterpark.org/government/meetings/> for the meeting status and to access the agenda.

To view the permit plans, go to <https://cityofwinterpark.org/self-service/> and search for permit number: **BLDR-2025-0792**.

If you have any questions about this matter, please call the Lakes Division at 407-691-7829 or attend the meeting on the date specified.

NOTE: If a person decides to appeal any decision made by the Board regarding any matter discussed at such meeting or hearing, they will need a record of the proceedings. To do so, they may need to ensure that a verbatim record is made, which includes the testimony and evidence on which the appeal is based. (F.S. 286.0105)

Persons with disabilities requiring assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours prior to the event meeting.

Tracking Number:

9589071052703499884882



Copy



Add to Informed Delivery

Latest Update

Your item was picked up at the post office at 1:22 pm on December 22, 2025 in WINTER PARK, FL 32789.

Get More Out of USPS Tracking:



USPS Tracking Plus®

Delivered

Delivered, Individual Picked Up at Post Office

WINTER PARK, FL 32789
December 22, 2025, 1:22 pm

Notice Left (No Authorized Recipient Available)

WINTER PARK, FL 32789
December 20, 2025, 4:13 pm

In Transit to Next Facility

December 19, 2025

Arrived at USPS Regional Facility

LAKE MARY FL DISTRIBUTION CENTER
December 18, 2025, 7:12 pm

Departed USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER
December 17, 2025, 9:08 pm

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Departed Post Office


WINTER PARK, FL 32789
December 17, 2025, 6:28 pm

USPS in possession of item

WINTER PARK, FL 32789
December 17, 2025, 9:58 am


Email Sent

City of Winter Park - **Public Hearing Notice**

 Victoria Tabor
To: [REDACTED]

Thu 12/18/2025 8:58 AM

General\All Employees (unrestricted)

 2026.01.13 Lakes & Waterways Boat House Permit Notice for 375 Virginia Dr - 381 Virginia Dr.pdf 95 KB

Good Morning Sergio Rivera & Kerri Malett,

This is to inform you that a neighboring property at **375 Virginia Drive, Winter Park, FL 32789**, has submitted a new permit application for a boathouse/dock, including a variance for size.

The Lakes & Waterways Board will review and vote for or against these plans at their regular meeting on **Tuesday, January 13th, 2026, beginning at 12:00 PM** in the Commission Chamber at City Hall, 401 South Park Ave., Winter Park, FL 32789. Please check the City's meeting page at <https://cityofwinterpark.org/government/meetings/> for the meeting status and to access the agenda.


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Persons with disabilities who require assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours before the event.

Thank you 😊

 <p>City of Winter Park 401 South Park Avenue Winter Park, FL 32789 cityofwinterpark.org</p>	<p>Victoria Tabor Administrative Coordinator III Natural Resources & Sustainability</p> <p>P: 407.599.3479</p>
---	---

Mr. Rivera Response

From: SERGE RIVERA [REDACTED]
Sent: Thursday, December 18, 2025 11:54 AM
To: Victoria Tabor <vtabor@cityofwinterpark.org>
Subject: Re: [EXTERNAL] City of Winter Park - **Public Hearing Notice**

Thank you Ms tabor for the notice. We signed and notarized a form for her stating our support for their request. I believe it's part of her submittal to the City. We'll try to make the meeting to voice our support if it's needed.

Happy Holidays

Serge Rivera

Sent from my iPhone

**item type**

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

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Boathouse/Dock Application (BLDR-2025-1021) 1308 Green Cove Rd.

motion | recommendation

Staff recommendation for approval.

background

Notices of public hearings were mailed out on December 17th, 2025. Please see attached public notices with full tracking of the letter.

alternatives | other considerations**fiscal impact****attachments**

1. BLDR-2025-1021 - 1308 Green Cove Rd
2. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 1308 Green Cove Rd - 1310 Green Cove Rd
3. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 1308 Green Cove Rd - 1401 N New York Ave



LAKE SHORELINE
BOATHOUSE/DOCK APPLICATIONS

BLDR-2025-1021

1308 Green Cove Rd

- Applicant: William and Jennifer Finfrock
- Contractor: Creative Deck and Dock
- Permitting Agent: Sheila Cichra
- Structure: Boathouse/Dock
- New/Existing: Existing
- Waterbody: Lake Maitland

Parameters

Dock Parameter	Proposed	Allowed	Variance Req.?
Total Area (ft ²)	595	600max	No
Length from OHW (ft)	30	30'	No
Height of Roof (ft above deck)	11	11 max	NA
Height of Deck (ft above OHW)	1-2	2 max	No
Enclosures?	57	80 ft ² max (no plumbing/water allowed)	NA
Side Yard Setback(s) (ft)	7	10' min (5' with Letter of No Objection)	No
Meet Vegetation Criteria?	No, requires revegetation	50% may be cleared	N/A

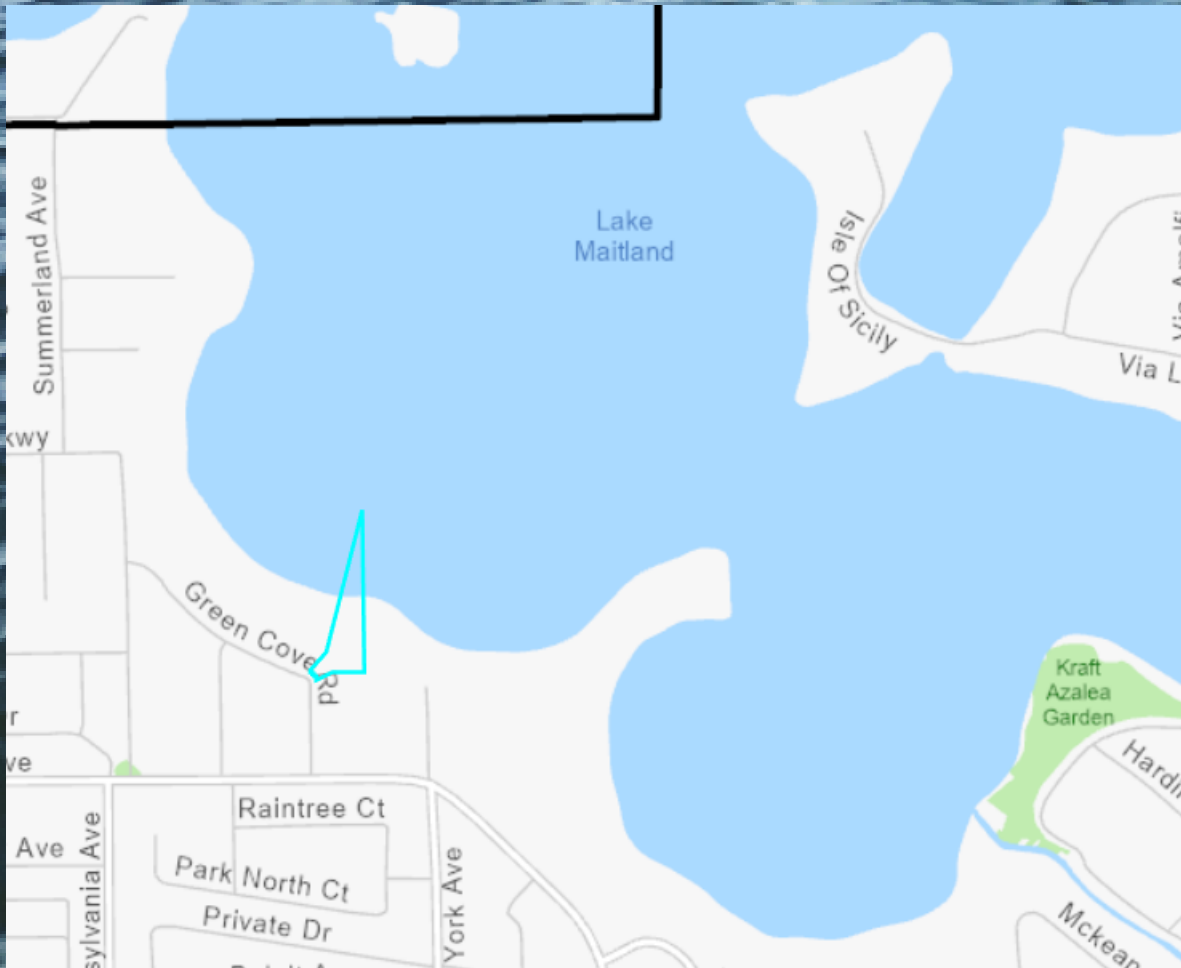
Staff Recommendation: Approval

Reviewed by: Joey Cordell

Notice of Public Hearing Sent: December 17th, 2025

Map View

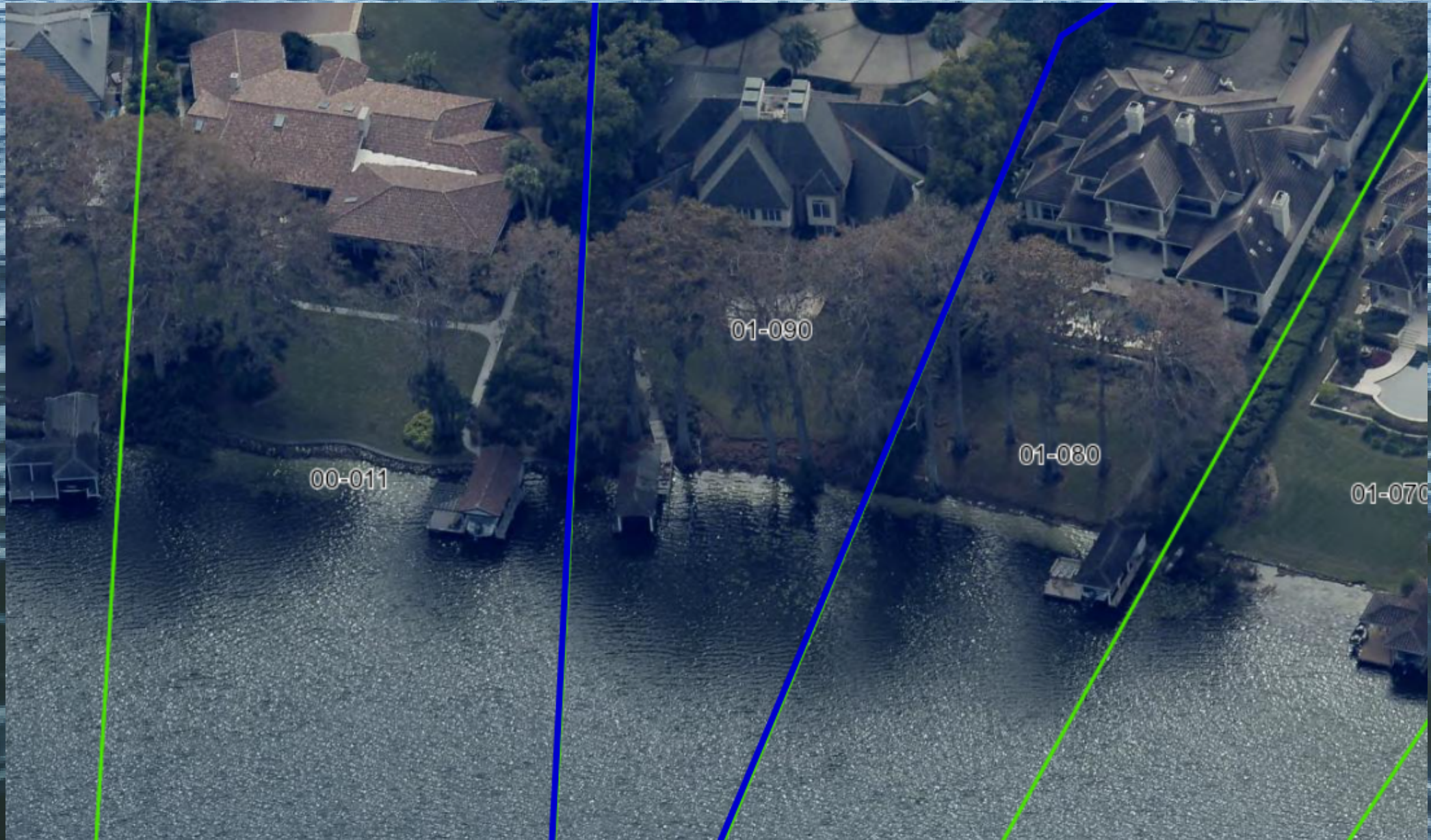
Basemap



Aerial View



Birdseye View



Photos



Photos



Survey

LEGAL DESCRIPTION:

LOT 9, BLOCK A, CAMWOOD SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK R, PAGE 61, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

TREE LEGEND:



SURVEYOR'S NOTES:

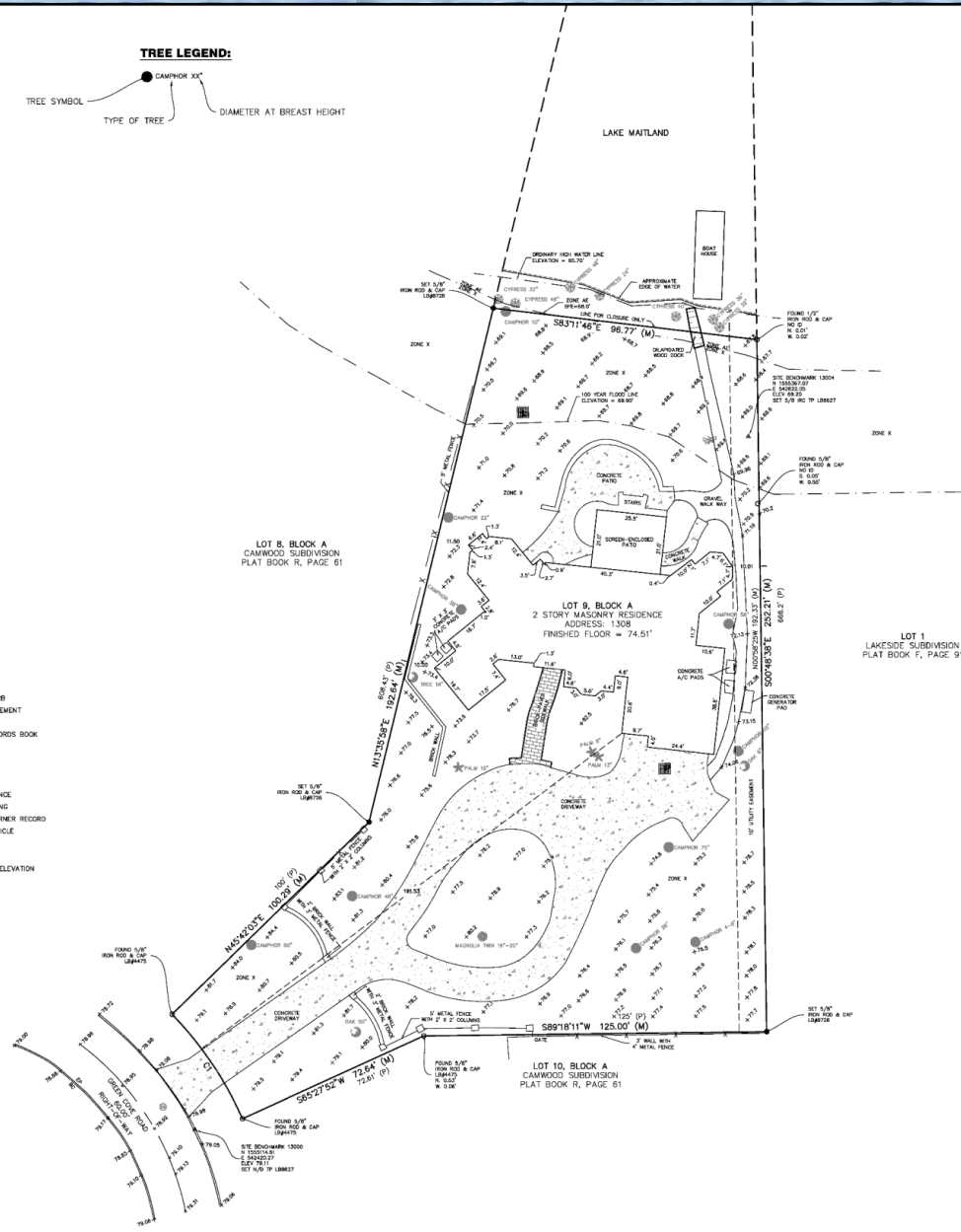
- TYPE OF SURVEY: BOUNDARY SURVEY. ANY USE OF THIS SURVEY FOR PURPOSES OTHER THAN WHICH IT WAS INTENDED, WITHOUT WRITTEN VERIFICATION, WILL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO THE SURVEYOR. NOTHING HEREIN SHALL BE CONSTRUED TO GIVE ANY RIGHTS OR BENEFITS TO ANYONE OTHER THAN THOSE CERTIFIED TO.
- OBSERVED VISIBLE UTILITIES ENTER THROUGH ADJOINING PUBLIC RIGHT-OF-WAY OR EASEMENT OF RECORD.
- NO INSTRUMENTS OF RECORD REFLECTING EASEMENTS, RIGHTS-OF-WAY, AND/OR OWNERSHIP WERE FURNISHED TO OR PURCHASED BY THE UNDERSIGNED OTHER THAN THOSE LISTED IN THE ABOVE REFERENCED TITLE COMMITMENT OR AS OTHERWISE SHOWN HEREON. EASEMENTS OR RESTRICTIONS OF RECORD OTHER THAN THOSE SHOWN HEREON MAY EXIST.
- UNLESS OTHERWISE SHOWN HEREON, UNDERGROUND UTILITY LINES, IMPROVEMENTS, STRUCTURES, OR FOUNDATIONS WERE NOT LOCATED. THIS DOCUMENT SHOULD NOT BE RELIED UPON FOR EXAMINATION OR CRITICAL DESIGN FUNCTIONS WITHOUT FIELD VERIFICATION OF UNDERGROUND UTILITY LOCATIONS, UTILITIES OTHER THAN THOSE SHOWN HEREON MAY EXIST.
- NO FIELD DELINEATION OR INFORMATION CONCERNING THE EXISTENCE OF WETLANDS WAS PROVIDED TO THIS SURVEYOR. THEREFORE, THE SURVEY DEPICTED HEREON IS NOT INTENDED TO SHOW THE LOCATION OR EXISTENCE OF ANY WETLAND OR JURISDICTIONAL AREAS, OR AREAS OF PROTECTED SPECIES OF VEGETATION EITHER NATURAL OR CULTIVATED, OR LAKE INTRUSION.
- UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER OR AN ELECTRONIC SIGNATURE THAT IS IN COMPLIANCE WITH FLORIDA ADMINISTRATIVE CODE 34-17.062, THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID.
- ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- ADJOINING PROPERTY OWNERS SHOWN HEREON ARE BASED ON INFORMATION OBTAINED FROM THE ORANGE COUNTY PROPERTY APPRAISER WEB SITE AND IS FOR INFORMATIONAL PURPOSES ONLY.
- HORIZONTAL INFORMATION SHOWN HEREON IS BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE (9602), NORTH AMERICAN DATUM OF 1983 (NAD 83), 2011 ADJUSTMENT.
- VERTICAL INFORMATION SHOWN HEREON IS BASED ON ORANGE COUNTY BENCHMARK DESIGNATION "1645018" PUBLISHED ELEVATION BEING 84.1295', NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
- THE LANDS SHOWN HEREON LIE WITHIN ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN), & WITH PORTIONS LYING WITHIN ZONE AE (BASE FLOOD ELEVATION = 66.0') ACCORDING TO "FIRM" MAP NO. 12055C0202 DATED SEPTEMBER 25, 2009. THE ABOVE STATEMENT IS FOR INFORMATION ONLY AND THIS SURVEYOR ASSUMES NO LIABILITY FOR THE CORRECTNESS OF THE CITED MAPS. IN ADDITION, THE ABOVE STATEMENT DOES NOT REPRESENT THIS SURVEYOR'S OPINION OF THE PROBABILITY OF FLOODING.
- SITE ADDRESS: 1308 GREEN COVE ROAD, WINTER PARK, FLORIDA 32789.
- DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
- RECORD DOCUMENTS REFERENCED BY THIS SURVEY ARE PER REGULTY NATIONAL TITLE INSURANCE COMPANY, TITLE SEARCH REPORT, ORDER NUMBER 12552736, WITH AN END DATE OF AUGUST 26, 2025 AT 11:00 PM.

SYMBOL AND ABBREVIATION LEGEND:

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> ☐ CABLE TELEVISION VAULT ⊞ ELECTRICAL CABINET ⊞ ELECTRICAL METAL LIGHT POLE ⊞ ELECTRICAL METER ⊞ ELECTRICAL PANEL ⊞ ELECTRICAL RISER ⊞ ELECTRICAL JUNCTION BOX ⊞ ELECTRICAL TRANSFORMER PAD ⊞ IRRIGATION VALVE ⊞ MISCELLANEOUS CLEANOUT ⊞ RECLAIMED WATER VALVE ⊞ GREASE TRAP MANHOLE ⊞ SANITARY SEWER MANHOLE ⊞ STORM DRAIN CATCH BASIN | <ul style="list-style-type: none"> ⊞ STORM DRAINAGE MANHOLE ⊞ SET IRON ROD L10#627 ⊞ SET NAIL & DISK L10#627 ⊞ BACKFLOW PREVENTER ⊞ FIRE DEPARTMENT CONNECTION ⊞ FIRE HYDRANT ⊞ WATER METER ⊞ WATER VALVE ⊞ SIGN-FIRE DEPARTMENT CONNECTION ⊞ SIGN-HANDICAP PARKING SPACE ⊞ SIGN-STOP ⊞ YARD DRAIN ⊞ BRICK PAVERS ⊞ CONCRETE | <ul style="list-style-type: none"> BC BACK OF CURB EP EDGE OF PAVEMENT PG. PAGE O.R.B. OFFICIAL RECORDS BOOK P.B. PLAT BOOK Δ DELTA ANGLE R RADIUS L LENGTH C CHORD DISTANCE CB CHORD BEARING C.C.R. CERTIFIED CORNER RECORD EV ELECTRIC VEHICLE (M) MEASURED (P) PLAT BFE BASE FLOOD ELEVATION |
|---|--|--|

CURVE TABLE (M)					
CURVE NO.	RADIUS	LENGTH	DELTA	CHORD	CHORD DIRECTION
C1	130.00	48.11	0207°32'27"	45.87	N33°39'50"W

CURVE TABLE (P)					
CURVE NO.	RADIUS	LENGTH	DELTA	CHORD	CHORD BEARING
C1	130.00	45	019°49'59"	44.78	



16 EAST PLANT STREET
WINTER GARDEN, FLORIDA 34787
(407) 854-5355 FAX (407) 854-5356
admin@allen-company.com

BOUNDARY & TOPOGRAPHIC SURVEY
OF
1308 GREEN COVE ROAD
SECTION 31, TOWNSHIP 21 SOUTH, RANGE 30 EAST
ORANGE COUNTY, FLORIDA

CERTIFIED TO:
WILLIAM THORNTON

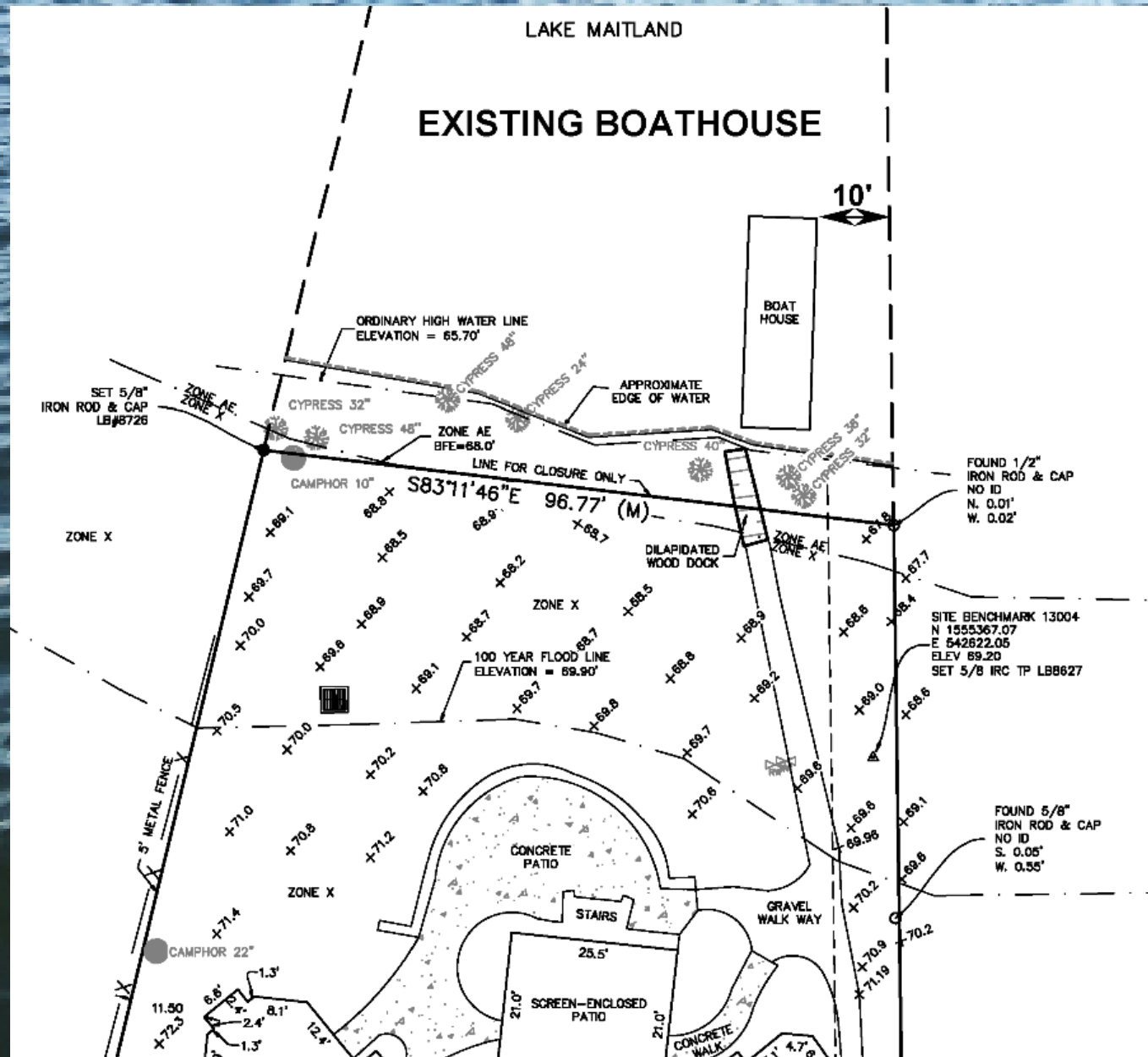
FOR THE LICENSED BUSINESS (PRINT BY):
Digitally signed by Allen & Company, Inc. DN: cn=Allen & Company, Inc., o=Allen & Company, Inc., ou=Professional Surveyors & Mappers, email=allen@allen-company.com, c=US
Date: 2025.10.19 17:23:09 -0400
2025.10.19 17:23:09 -0400

DATE	REVISIONS

JOB # 20250886
DATE: 10/19/2025
SCALE: 1" = 20'
CALC BY: JN
FIELD BY: EJ/MS
DRAWN BY: JN
CHECKED BY: MF

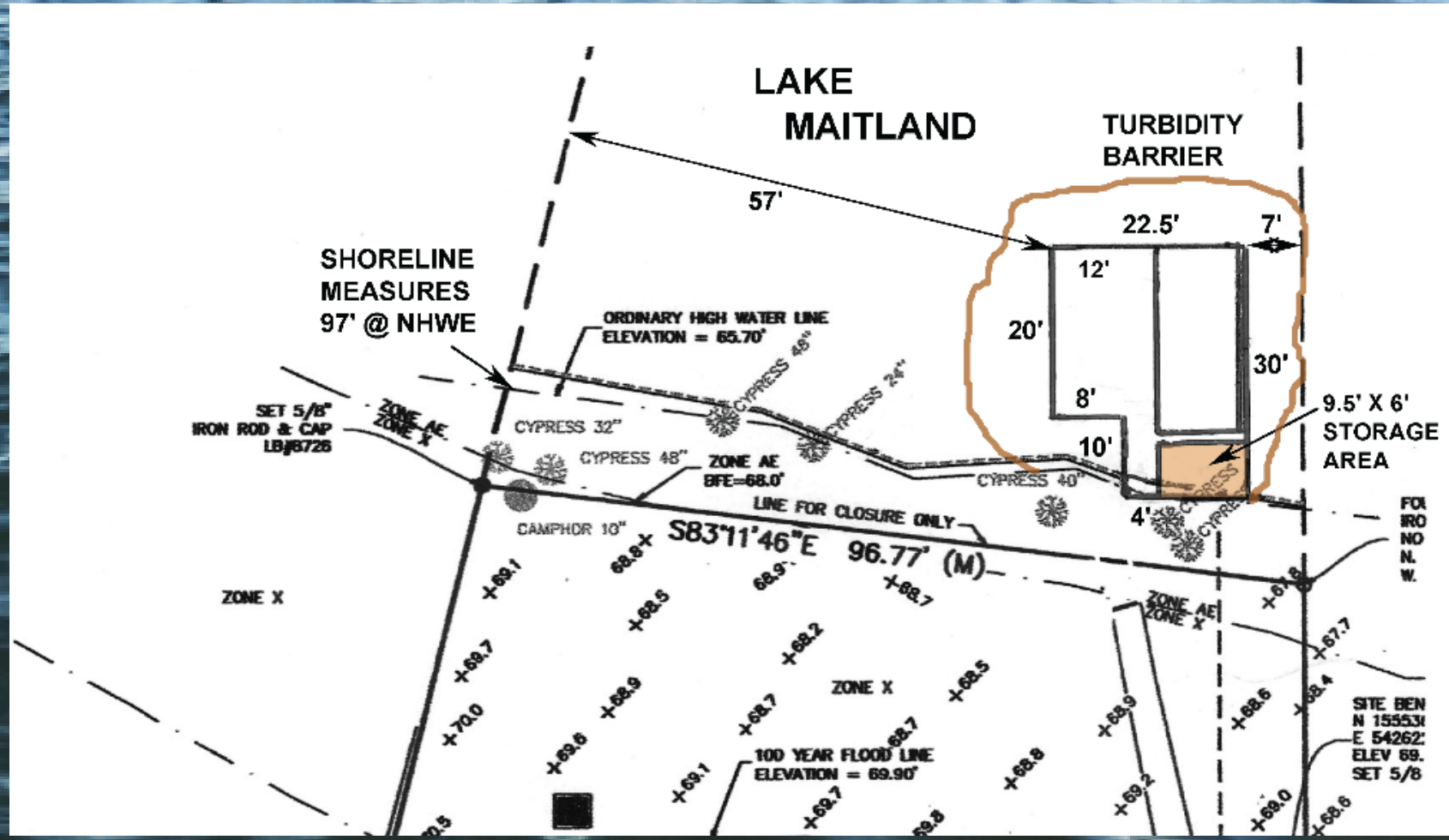
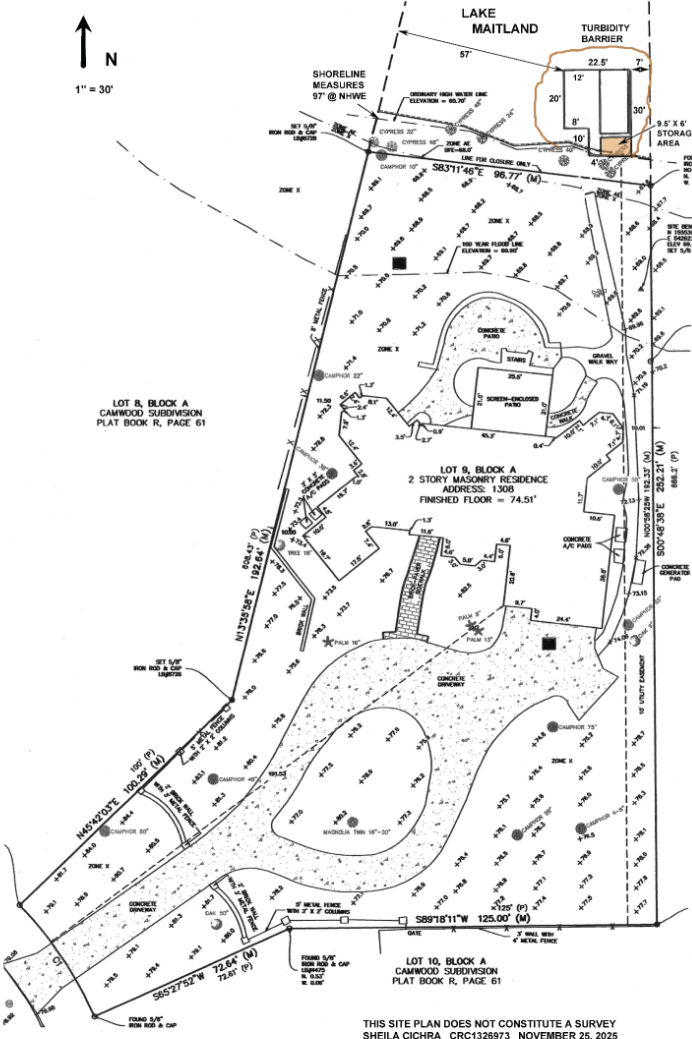
SHEET 1 OF 1

Survey

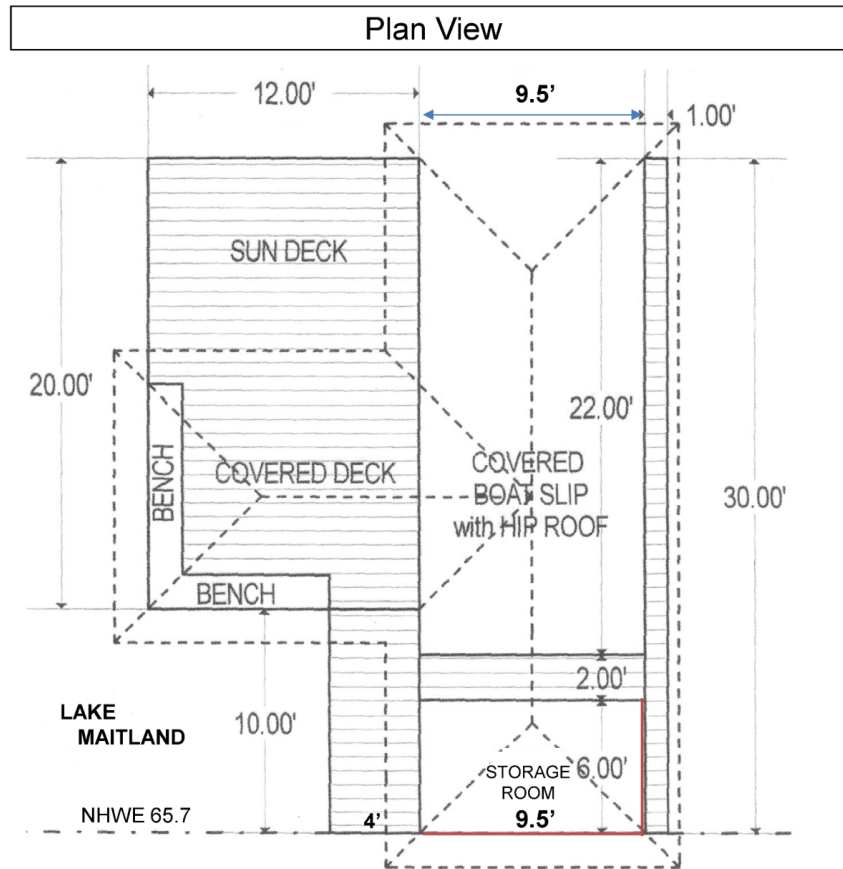


Site Plan

FINFROCK BOAT DOCK SITE PLAN
1308 GREEN COVE ROAD
WINTER PARK, FL 32789



Plans



4' X 10' DOCK
12' X 20' DECK
10.5' X 30' BOATHOUSE
WITH 9.5' X 6' STORAGE ROOM
595 TOTAL SQUARE FEET



Digitally signed
 by Darcy Unroe
 Date: 2025.11.26
 09:00:14 -05'00'

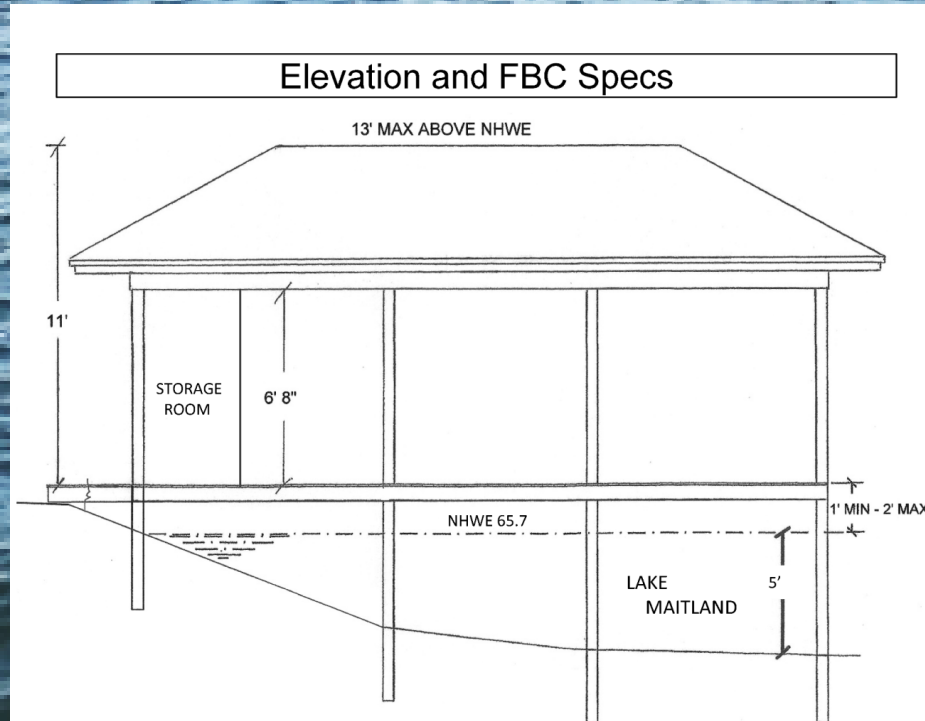
This item has been digitally signed and sealed
 by Darcy Unroe, PE 60929 on the date adjacent to
 the seal. Printed copies of this document
 are not considered signed and sealed and the signature
 must be verified on any electronic copies.

Finrock

1308 Green Cove Road, Winter Park

Darcy Unroe, PE # 60929 P.O. Box 690942, Orlando, FL 32869 (407) 299-0650

Plans



THIS STRUCTURE HAS BEEN DESIGNED TO MEET THE 2023 FLORIDA BUILDING CODE, 8TH EDITION AND ASCE 7- 22 AND 2020 NATIONAL ELECTRIC CODE.

Basic Wind Speed (Vult) – 139 mph

Nominal Wind Speed (3sec Gust) – 108 mph

Risk Category - II

Exposure Category – D

Int Pressure Coef - +/- 0 (Open)

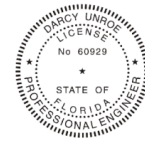
MWRFS Wind Pressure – +23.4/-20.5 psf

Components & Cladding

Zone 1 (Roof): +24.4/-22.4 psf

Zone 2 (Roof) : +37.6/-34.7 psf

Zone 3 (Roof) : +48.7/-44.8 psf



Digitally signed
by Darcy Unroe

Date:

2025.11.26
08:59:58 -05'00'

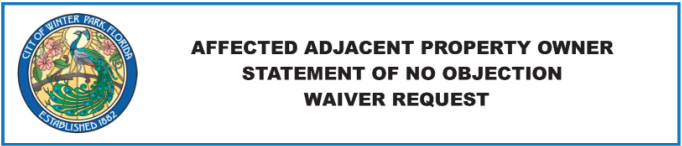
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1308 Green Cove Road, Winter Park

Darcy Unroe, PE # 60929 P.O. Box 690942, Orlando, FL 32869 (407) 299-0650

Variance Documentation



Dear Permit Applicant,

The City of Winter Park Code Sec.114-31 provides the following criteria for boat dock construction:

"All new docks and boathouses shall be constructed no closer than ten (10) feet from a side lot line, as measured on the land and may not extend beyond the property line extended into the lake for that distance of the structure. This side setback can be reduced to five (5) feet if written approval is presented from the adjacent property owners, but may not extend beyond the projected property line extended."

"All new docks and boathouses shall not extend over thirty (30) feet into the water from the elevations specified in this article. However, on Lake Killarney the maximum distance may be fifty (50) feet."

"The highest point of a boathouse or gazebo roof or any railing shall not exceed eleven (11) feet and the roofs must be pitched with a minimum 2:12 slope on all sides of the peak, so as to eliminate flat roofs and use of such areas as sundecks. The height shall be measured from the surface of the dock or floor to the highest point of the roof or railing. In addition, the surface of any dock, sundeck or floor of any boathouse, gazebo, etc., shall not be more than two (2) feet above the elevations specified in this subsection."

In order to secure a statement of no objection to deviations from the Code from the adjacent landowner for your boat dock, you must present the attached form with signed, dated and sealed plans for your boat dock to your neighbor so they can make an informed decision. Signed, dated and sealed plans, should include:

- ✓ Site Survey
- ✓ Site Plan
- ✓ Dock Plans
- ✓ Plan View and Elevation

Completed notarized statement of no objection forms must be uploaded to the permitting portal as part of the permit request.

This waiver is to be completed by the affected adjacent property owner and serve as written approval following City of Winter Park Code Sec.114-31 that states: "If the request includes a variance from any of the terms of this section regarding the setbacks, height or size of a structure, then a signed letter or email of no objection from the abutting or affected shoreline property owner(s). The letter or email of no objection must identify the variance request on the site plan for the proposed dock and a copy of the site plan and site plan must be attached to the letter."

I, MARK E. SAND [Affected Adjacent Property Owner Name], residing at 1401 N New York Avenue [Address], on Lake Maitland [Name of Lake], have reviewed my adjacent property owner's proposed dock construction plans dated 10/24/2025, for the property located at 1308 Green Cove Road [Address], and have no objections.

The dock construction plans include a side setback waiver request of 5 feet, in lieu of the minimum 10 feet required by Code.

The dock construction plans include a length of dock waiver request for a dock N/A feet in length, in lieu of the maximum 30 (50 on Lake Killarney) feet.

The dock construction plans include a height waiver request for a dock N/A feet in height, in lieu of the maximum 11 feet.

Other non-conforming structure parameter: _____

Signature: ✓ Mark E. Sand Date: 11/3/2025

Print Name: MARK E. SAND

Attach Orange County Property Appraiser Property Card of the affected adjacent property to this form as proof of ownership.

ACKNOWLEDGEMENT:

STATE OF FLORIDA

COUNTY OF Orange

The foregoing instrument was acknowledged before me this 3 day of November 2025, by Mark Sand.

S.D.
(Signature of Notary Public – State of Florida)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

Personally appeared Online Notarization _____



401 South Park Avenue • Winter Park, Flo

407-697-7829 • cityofwint



WINTER PARK
300 N NEW YORK AVE
WINTER PARK, FL 32789-9998
www.usps.com

12/17/2025

09:58 AM

December 17th, 2025

Property Owner
Claudia Cook
1310 Green Cove Road
Winter Park, FL 32789

9589 0710 5270 3499 8848 99

PS Form 3800, January 2023 PSN 7530	City, State, ZIP+4®	Street and Apt. No., or PO Box No.	Sent To	Total Postage and Fees	Postage	Adult Signature Restricted Delivery \$	Adult Signature Required \$	Certified Mail Restricted Delivery \$	Return Receipt (hardcopy) \$	Return Receipt (electronic) \$	Extra Services & Fees (check box, add fee as appropriate)	Certified Mail Fee

For delivery information, visit usps.com

Domestic Mail Only

U.S. Postal Service™
CERTIFIED MAIL

TRACKING NUMBERS
9589 0710 5270 3499 8848 75
9589 0710 5270 3499 8848 82
9589 0710 5270 3499 8848 99

This is to inform you that a neighboring property at **1308 Green Cove Road**, Winter Park, FL 32789, has submitted a new permit application for a boathouse/dock.

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Tracking Number:

9589071052703499884899



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Latest Update

Your item was picked up at the post office at 2:35 pm on December 22, 2025 in WINTER PARK, FL 32789.

Get More Out of USPS Tracking:



USPS Tracking Plus®

Delivered

Delivered, Individual Picked Up at Post Office

WINTER PARK, FL 32789

December 22, 2025, 2:35 pm

Notice Left (No Authorized Recipient Available)

WINTER PARK, FL 32789

December 19, 2025, 1:18 pm

Arrived at USPS Regional Facility

LAKE MARY FL DISTRIBUTION CENTER

December 18, 2025, 7:13 pm

In Transit to Next Facility

December 18, 2025

Departed USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER

December 17, 2025, 9:08 pm

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USPS in possession of item

WINTER PARK, FL 32789

December 17, 2025, 9:58 am



401 South Park Avenue • Winter Park, FL

407-697-7829 • cityofwin



WINTER PARK
300 N NEW YORK AVE
WINTER PARK, FL 32789-9998
www.usps.com

12/17/2025

09:58 AM

December 17th, 2025

Property Owner
Mark E Sand
Leslie E Sand
1401 N New York Avenue
Winter Park, FL 32789

9589 0710 5270 3499 8849 05

PS Form 3800, January 2023 PSN 7530

City, State, Zip+4[®]

Street and Apt. No., or PO Box No.

Sent To

Total Postage and Fees

Postage

Adult Signature Required

Adult Signature Restricted Delivery \$

Certified Mail Restricted Delivery \$

Return Receipt (electronic) \$

Return Receipt (hardcopy) \$

Extra Services & Fees (check box, add fee as \$)

Certified Mail Fee \$

For delivery information, visit us at usps.com

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CERTIFIED MAIL®

TRACKING NUMBERS

9589 0710 5270 3499 8848 75

9589 0710 5270 3499 8848 82

9589 0710 5270 3499 8848 99

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9589071052703499884905



Copy



Add to Informed Delivery

Latest Update

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Get More Out of USPS Tracking:



USPS Tracking Plus®



Delivered

Delivered, Left with Individual

WINTER PARK, FL 32789
December 20, 2025, 9:33 am



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WINTER PARK, FL 32789
December 17, 2025, 9:58 am



item type

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

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Boathouse/Dock Application (BLDR-2025-0570) 1602 Summerland Ave.

motion | recommendation

Staff recommendation approval with revegetation.

background

Notices of public hearings were mailed out on December 17th, 2025. Please see attached public notices with full tracking of the letter.

alternatives | other considerations

fiscal impact

attachments

1. BLDR-2025-0570 - 1602 Summerland Ave
2. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 1602 Summerland Ave - 130 S Orange Ave. Orlando
3. 2026.01.13 Lakes & Waterways Boat House Permit Notice for 1602 Summerland Ave - 1600 Summerland Ave



LAKE SHORELINE
BOATHOUSE/DOCK APPLICATIONS

BLDR-2025-0570

1602 Summerland Ave

- Applicant: Lauren Bagley
- Contractor: Z Properties Group, Inc
- Permitting Agent: Chanel Magid, Zane Williams
- Structure: Boathouse/Dock
- New/Existing: New
- Waterbody: Maitland

Parameters

Dock Parameter	Proposed	Allowed	Variance Req.?
Total Area (ft ²)	594ft ²	600max	No
Length from OHW (ft)	24'	30'	No
Height of Roof (ft above deck)	11'	11 max	NA
Height of Deck (ft above OHW)	1-2'	2 max	No
Enclosures?	NA	80 ft ² max (no plumbing/water allowed)	NA
Side Yard Setback(s) (ft)	10'	10' min (5' with Letter of No Objection)	No
Meet Vegetation Criteria?	No	50% may be cleared	N/A

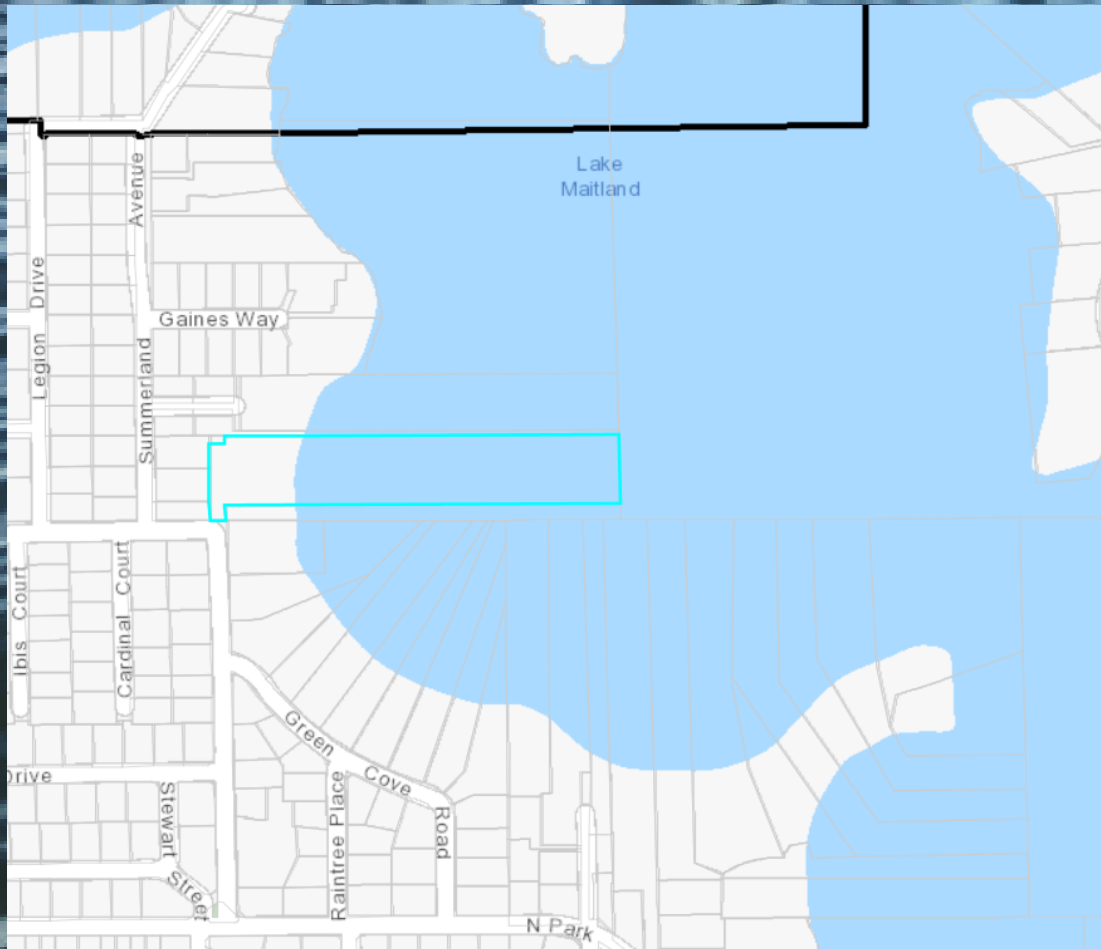
Staff Recommendation: Approval. Requires Revegetation

Reviewed by: Joey Cordell

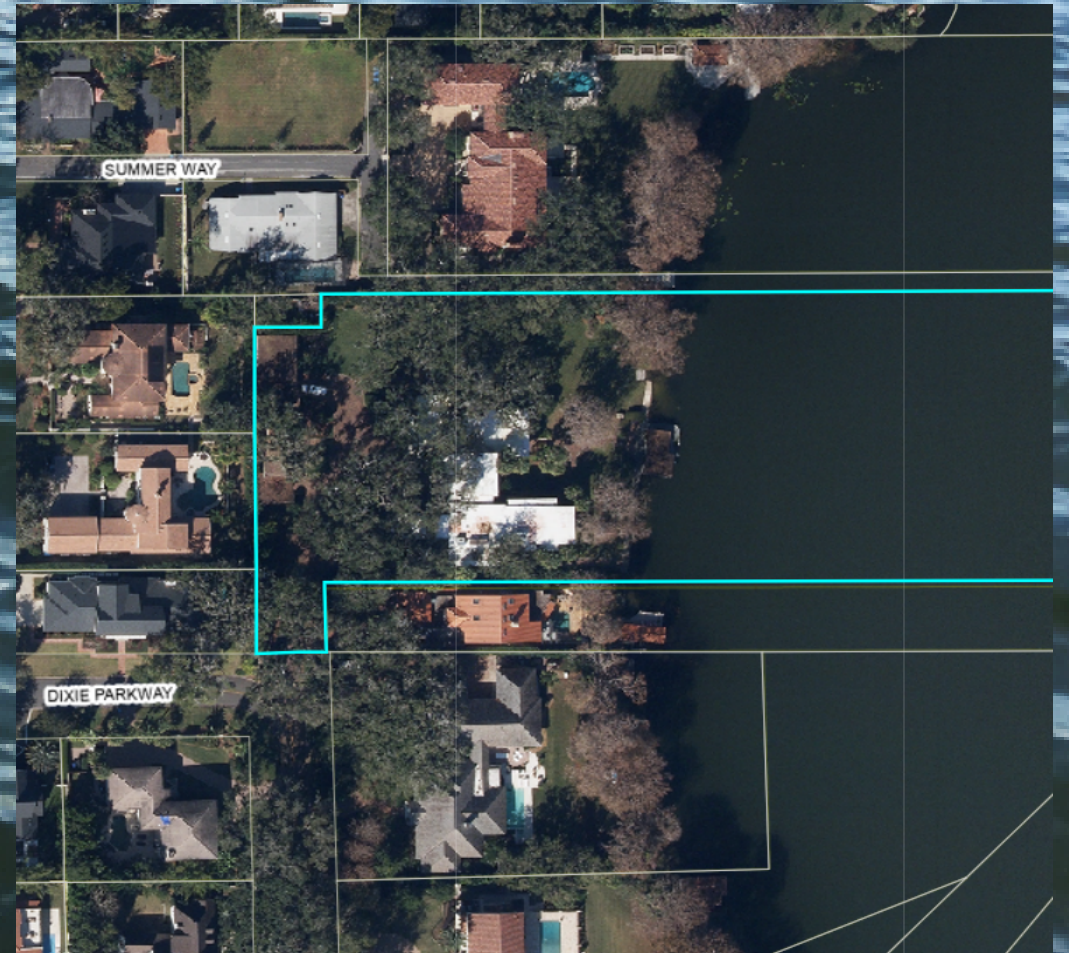
Notice of Public Hearing Sent: December 17th, 2025

Map View

Basemap



Aerial View



Birdseye View



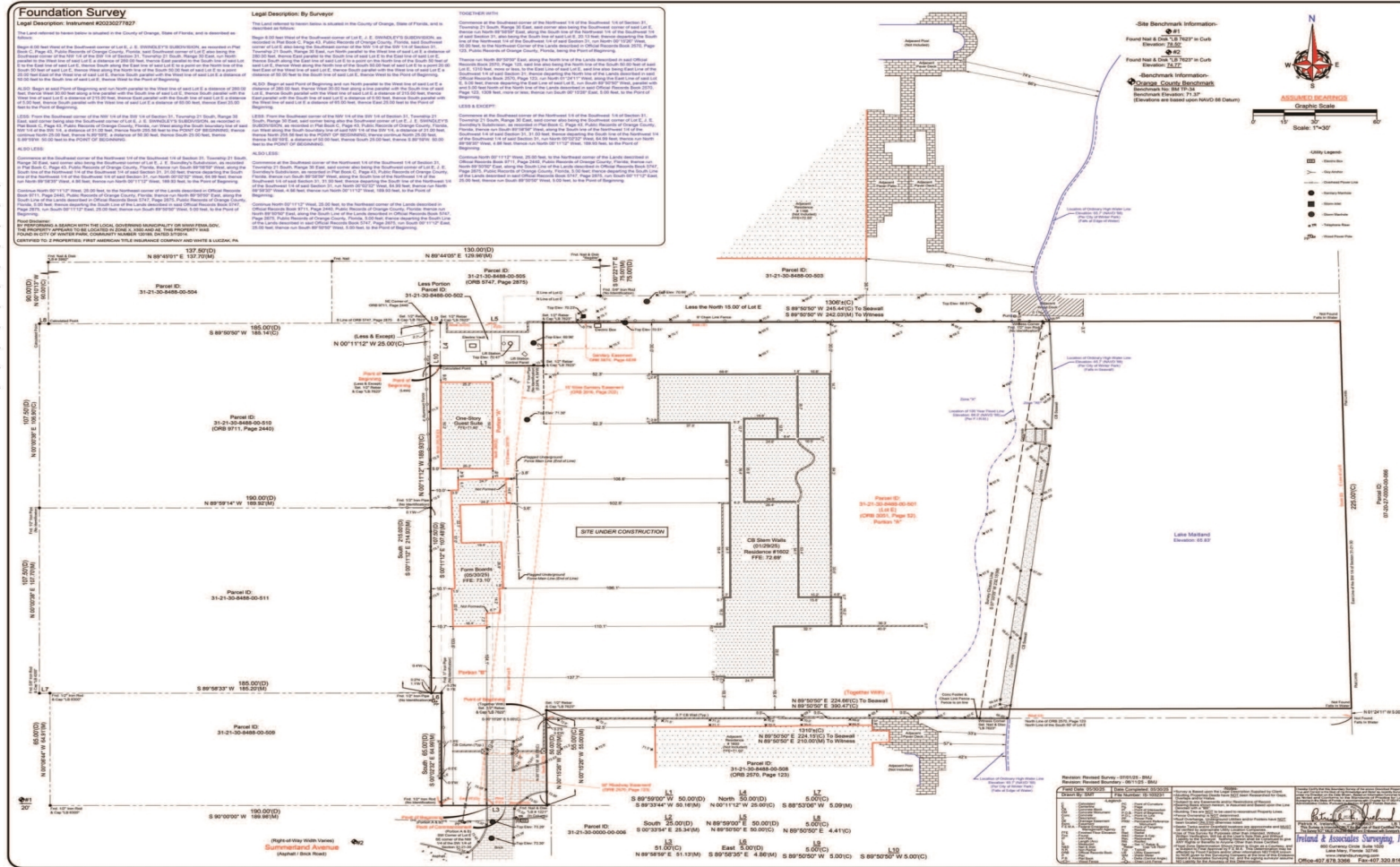
Photos



Photos



Survey



Casa Florida
1602 Summerland Ave.

Project No. _____ Project Number _____
alba
ENGINEERING
C.A. 43956
DANIEL GOUTIER, P.E.
P.O. BOX 547774
ORLANDO, FL 32854
PHONE: (407) 424-8666

Developer
Name: Z PROPERTIES
Address: 219 W. Constock Ave, Winter Park,
FL 32789
Tel: 407 926 3003
Email: zane@zpropertiesinc.com

Design
Name: Z PROPERTIES
Address: 219 W. Constock Ave, Winter Park,
FL 32789
Tel: 407 926 3003
Email: zane@zpropertiesinc.com

Site team:
Name: ALBA ENGINEER
Address: 723 W. Smith Street
Orlando, FL 32804
Tel: (407) 424-8666
Email: dgoutier@alba-eng.com

Titlecase:
Name: K & M TRUSS INC
Address: 2825 E. Cringer Boulevard Trail,
Zephyrus, FL 32799
Tel: (407) 926-4827
Email: ktr@kmttruss.com

Landscape Architect:
Name: _____
Address: _____
Tel: _____
Email: _____

City:
Name: _____
Address: _____
Tel: _____
Email: _____

Public: NOT PART OF PERMIT SET
Name: _____
Address: _____
Tel: _____
Email: _____

Interior Design: NOT PART OF PERMIT SET
Name: _____
Address: _____
Tel: _____
Email: _____

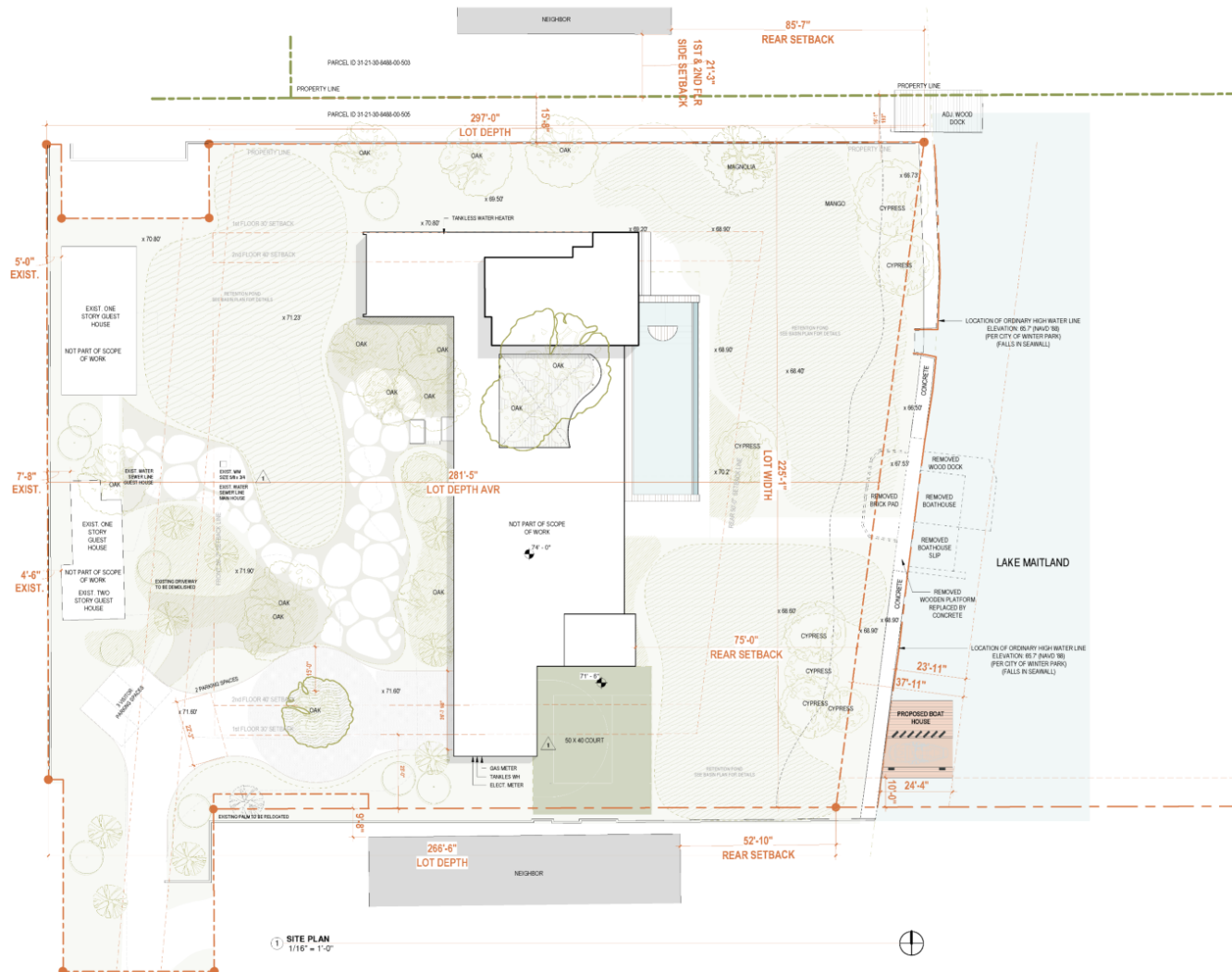
Rev. _____ **Date** _____

Date: 4/18/25

Scale: Survey

Sheet No. A004

Site Plan



1 SITE PLAN
1/16" = 1'-0"



Casa Florida

1602 Summerland Ave

Project No. Project Number

alba
ENGINEERING

DANIEL SCOUTER, P.E.
P. O. BOX 847774
ORLANDO, FL 32854
PHONE: (407) 421-6886

Developer
Name: Z PROPERTIES
Address: 218 W Constock Ave, Winter Park,
Address: FL 32789
Tel: 407 869-3303
Email: Zarin@zpropertiesinc.com

Design:
Name: Z PROPERTIES
Address: 218 W Constock Ave, Winter Park,
Address: FL 32789
Tel: 407 869-3303
Email: Zarin@zpropertiesinc.com

Structure:
Name: ALBA ENGINEER
Address: 201 W. South Street
Address: Orlando, FL 32804
Tel: (407) 421-6886
Email: dsouten@alba-eng.com

Trusses:
Name: K & M TRUSS INC
Address: 2608 N Orange Blossom Trail,
Address: Lakeview, FL 32750
Tel: (407) 868-4551
Email: kmh@kmsusa.com

Landscape Architect:
Name:
Address:
Tel:
Email:

Civil:
Name:
Address:
Tel:
Email:

Pool: NOT PART OF PERMIT SET
Name:
Address:
Tel:
Email:

Interior Design: NOT PART OF PERMIT SET
Name:
Address:
Tel:
Email:

Rev. Date

Date: 4/18/25

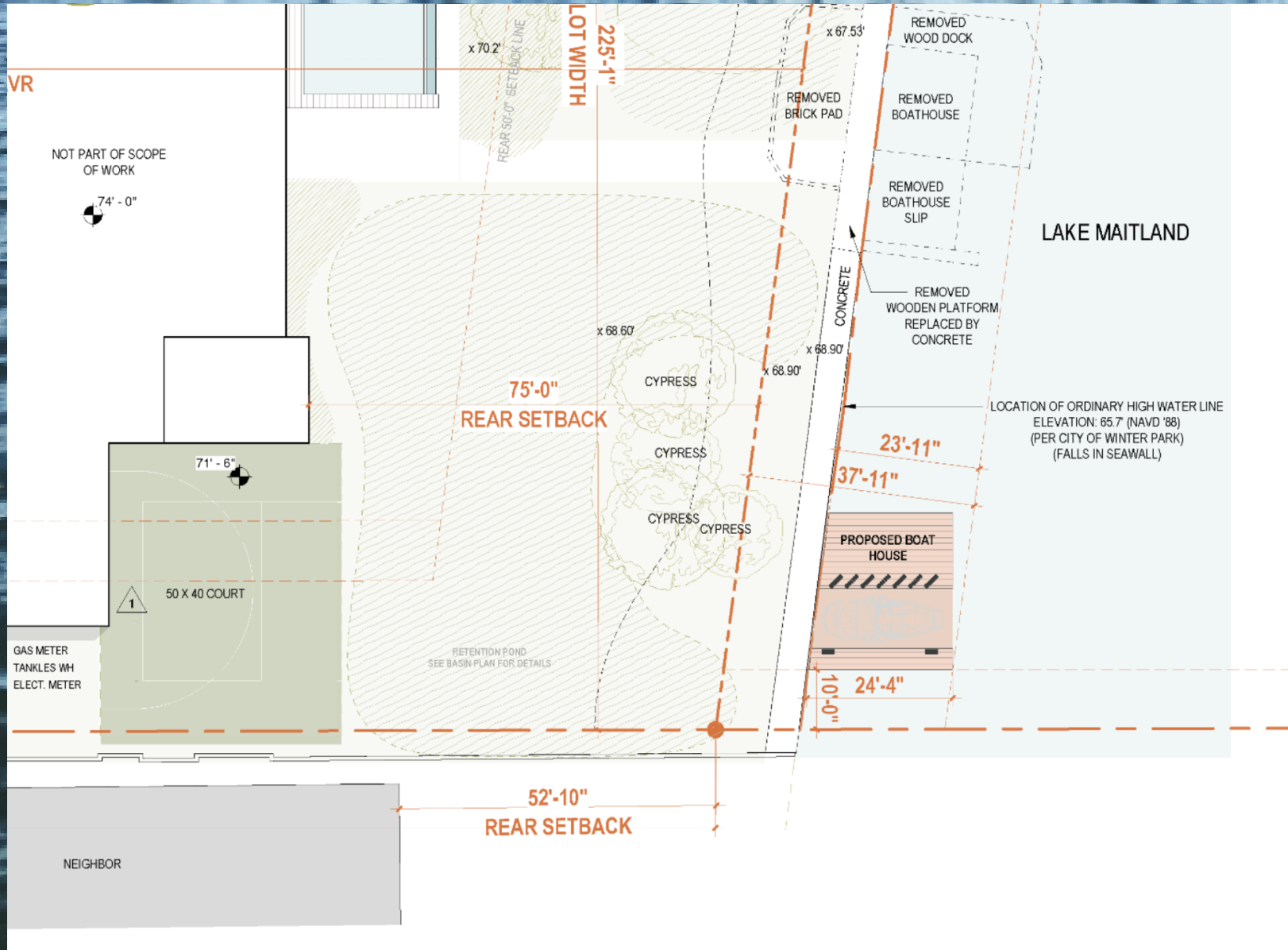
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Site Plan

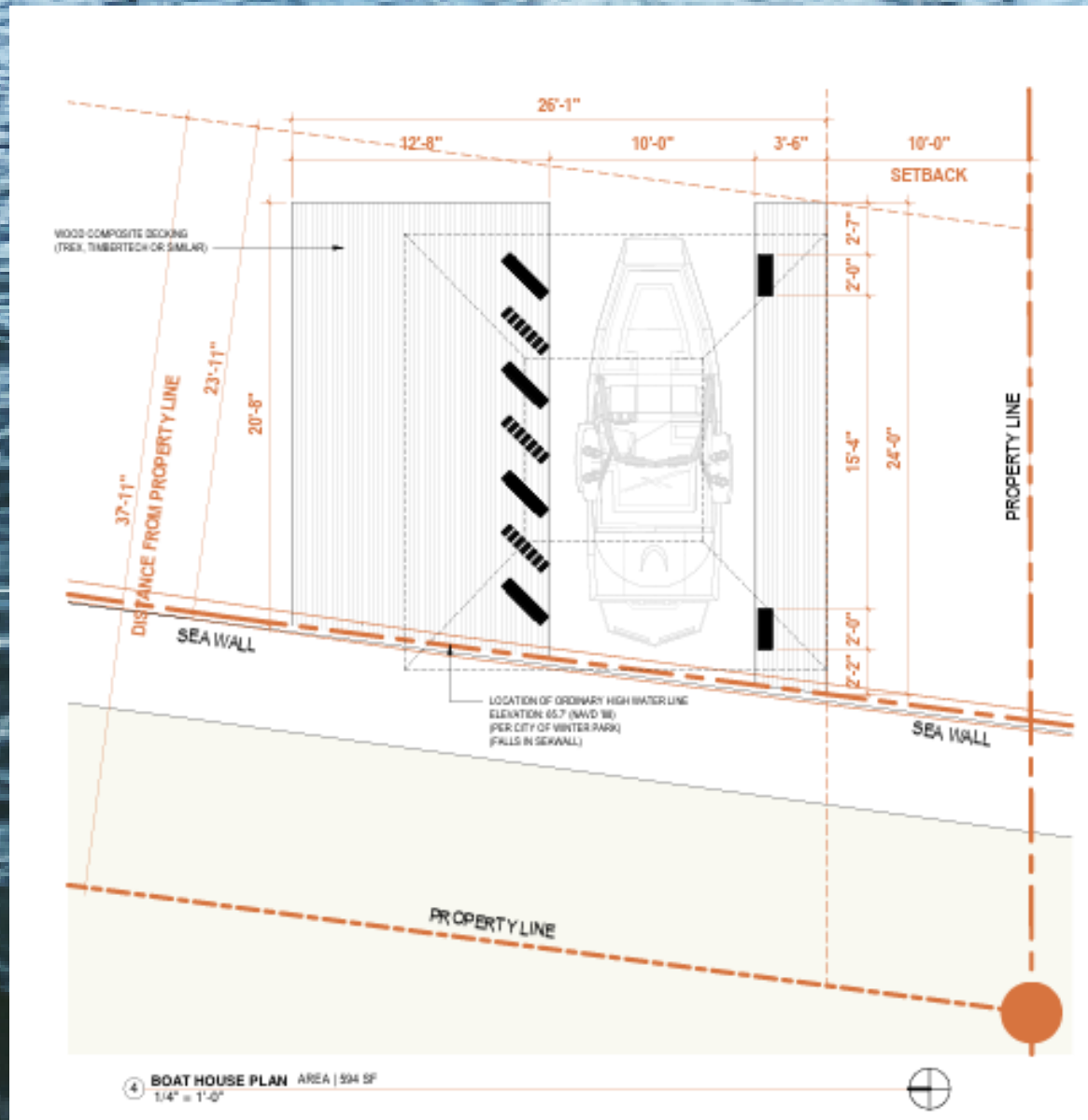
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Sheet No.

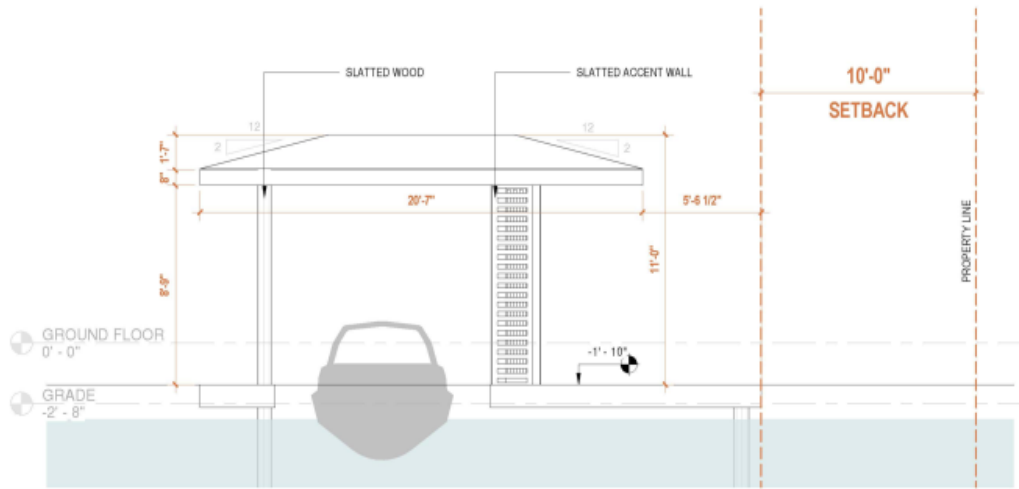
Site Plan



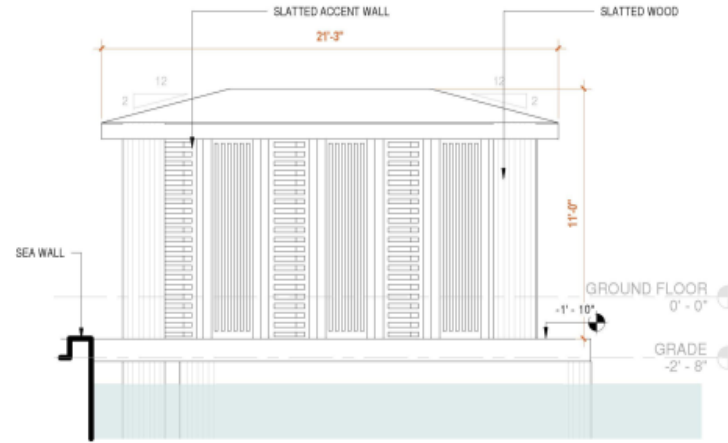
Plans



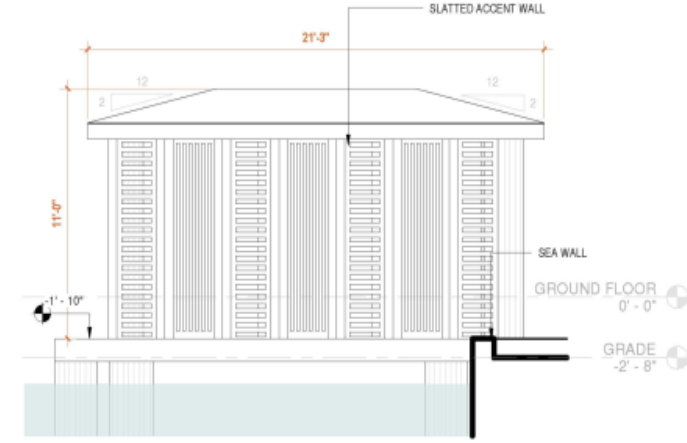
Plans



③ BOAT HOUSE FRONT ELEVATION
1/4" = 1'-0"

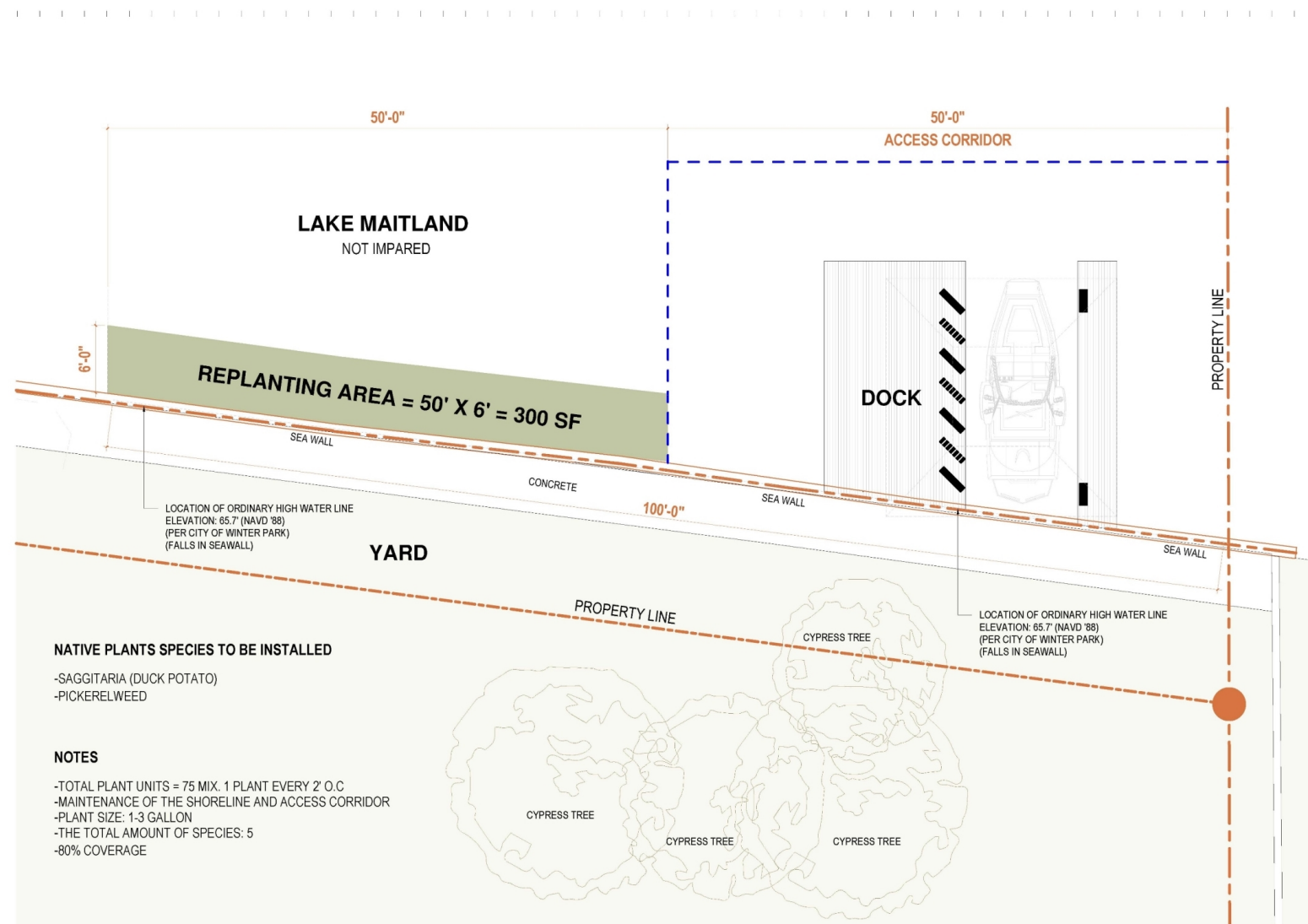


② BOAT HOUSE SIDE ELEVATION
1/4" = 1'-0"



① BOAT HOUSE LEFT SIDE ELEVATION
1/4" = 1'-0"

Revegetation Plan



NATIVE PLANTS SPECIES TO BE INSTALLED

- SAGGITARIA (DUCK POTATO)
- PICKERELWEED

NOTES

- TOTAL PLANT UNITS = 75 MIX. 1 PLANT EVERY 2' O.C
- MAINTENANCE OF THE SHORELINE AND ACCESS CORRIDOR
- PLANT SIZE: 1-3 GALLON
- THE TOTAL AMOUNT OF SPECIES: 5
- 80% COVERAGE



Casa Florida

1602 Summerland Ave

Project No. _____ Project Number _____

Developer:
 Name: Z PROPERTIES
 Address: 719 W Cornbrook Ave, Winter Park, FL 32789
 Address: 427 626 3303
 Tel: 407 626 3303
 Email: Zane@zpropertiesinc.com

Design:
 Name: Z PROPERTIES
 Address: 719 W Cornbrook Ave, Winter Park, FL 32789
 Address: 427 626 3303
 Tel: 407 626 3303
 Email: Zane@zpropertiesinc.com

Structure:
 Name: ALBA ENGINEER
 Address: 731 W Smith Street, Orlando, FL 32804
 Address: (407) 421-4896
 Tel: (407) 421-4896
 Email: albae@alba-eng.com

Trusses:
 Name: K & M TRUSS INC
 Address: 2908 N Orange Blossom Trail, Zephyrus, FL 32790
 Address: (407) 880-4561
 Tel: (407) 880-4561
 Email: kmt@kmttruss.com

Landscape Architect:
 Name: _____
 Address: _____
 Address: _____
 Tel: _____
 Email: _____

Civil:
 Name: _____
 Address: _____
 Address: _____
 Tel: _____
 Email: _____

Pools: NOT PART OF PERMIT SET
 Name: _____
 Address: _____
 Address: _____
 Tel: _____
 Email: _____

Interior Design: NOT PART OF PERMIT SET
 Name: _____
 Address: _____
 Address: _____
 Tel: _____
 Email: _____

Rev.	Date

Date: 7/1/2025 10:47:58 AM

Scale: 1/4" = 1'-0"

Revegetation Plan

A106

1 REVEGETATION PLAN
 1/4" = 1'-0"



401 South Park Avenue • Winter Park, FL

407-697-7829 • cityofwipark.org



WINTER PARK
300 N NEW YORK AVE
WINTER PARK, FL 32789-9998
www.usps.com

12/17/2025

09:58 AM

December 17th, 2025

Property Owner
Robert Yeager
1662 Summer Way LLC
**130 S Orange Avenue
STE. 300**

~~Winter Park, FL 32789~~
Orlando, FL 32801

9589 0710 5270 3499 8848 12

PS Form 3800, January 2023 PSN 7530	
City, State, ZIP+4®	
Street and Apt. No., or PO Box No.	
Sent To	
Total Postage and Fees	
Postage	
<input type="checkbox"/> Adult Signature Restricted Delivery \$	
<input type="checkbox"/> Certified Mail Restricted Delivery \$	
<input type="checkbox"/> Return Receipt (hardcopy) \$	
<input type="checkbox"/> Return Receipt (electronic) \$	
Extra Services & Fees (check box, add fee as appropriate) \$	
Certified Mail Fee	
For delivery information, visit usps.com	
U.S. Postal Service CERTIFIED MAIL Domestic Mail Only	

TRACKING NUMBERS
9589 0710 5270 3499 8848 75
9589 0710 5270 3499 8848 82
9589 0710 5270 3499 8848 99

This is to inform you that a neighboring property at **1602 Summerland Avenue**, Winter Park, FL 32789, has submitted a new permit application for a boathouse/dock.

The **Lakes & Waterways** Board will review and vote for or against these plans at their regular meeting on **Tuesday, January 13th, 2026**, beginning at **12:00 PM** in the Commission Chamber at City Hall, 401 South Park Ave., Winter Park, FL 32789. Please check the City's meeting page at <https://cityofwinterpark.org/government/meetings/> for the meeting status and to access the agenda.

To view the permit plans, go to <https://cityofwinterpark.org/self-service/> and search for permit number: **BLDR-2025-0570**.


If you have any questions about this matter, please call the Lakes Division at 407-691-7829 or attend the meeting on the date specified.

NOTE: If a person decides to appeal any decision made by the Board regarding any matter discussed at such meeting or hearing, they will need a record of the proceedings. To do so, they may need to ensure that a verbatim record is made, which includes the testimony and evidence on which the appeal is based. (F.S. 286.0105)

Persons with disabilities requiring assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours prior to the event meeting.

Tracking Number:


9589071052703499884912

 Copy  Add to Informed Delivery

Latest Update

As of 7:19 am on December 27, 2025, your item is available for redelivery or pickup. You may Schedule a Redelivery or your item can be picked up at DOWNTOWN ORLANDO, 51 E JEFFERSON ST, ORLANDO, FL 328019998 M-F 0700-1700 by January 6, 2026.

Get More Out of USPS Tracking:

 USPS Tracking Plus®

Delivery Attempt: Action Needed

Available for Redelivery or Pickup

DOWNTOWN ORLANDO
51 E JEFFERSON ST
ORLANDO FL 32801-9998
M-F 0700-1700
December 27, 2025, 7:19 am

Reminder to Schedule Redelivery of your item

December 27, 2025

Available for Pickup

DOWNTOWN ORLANDO
51 E JEFFERSON ST
ORLANDO FL 32801-9998
M-F 0700-1700
December 22, 2025, 4:51 am

No Access to Delivery Location

ORLANDO, FL 32801
December 19, 2025, 1:20 pm

In Transit to Next Facility

December 18, 2025

Departed USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER
December 17, 2025, 9:08 pm

Arrived at USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER
December 17, 2025, 8:30 pm

Departed Post Office

WINTER PARK, FL 32789
December 17, 2025, 6:28 pm

USPS in possession of item

WINTER PARK, FL 32789
December 17, 2025, 9:58 am

City of Winter Park - Public Hearing Notice



Victoria Tabor

To: [redacted]

☀️ 😊 ↩️ Reply ↩️ Reply All → Forward 👤 ⋮

Thu 12/18/2025 4:29 PM

General\All Employees (unrestricted)

2026.01.13 Lakes & Waterways Boat House Permit Notice for 1602 Summerland Ave - 130 S Orange Ave. Orlando.pdf 95 KB

Good Afternoon Mr. Yeager,

This is to inform you that a neighboring property at **1602 Summerland Avenue, Winter Park, FL 32789**, has submitted a new permit application for a boathouse/dock.

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Persons with disabilities who require assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours before the event.

Thank you 😊

 <p>City of Winter Park 401 South Park Avenue Winter Park, FL 32789 cityofwinterpark.org</p>	<p>Victoria Tabor Administrative Coordinator III Natural Resources & Sustainability</p> <p>P: 407.599.3479</p>
---	---

Tracking Number:

9589071052703499884929



Copy



Add to Informed Delivery

Latest Update

Your item was picked up at the post office at 10:14 am on December 20, 2025 in WINTER PARK, FL 32789.

Get More Out of USPS Tracking:



USPS Tracking Plus®



Delivered

Delivered, Individual Picked Up at Post Office

WINTER PARK, FL 32789
December 20, 2025, 10:14 am



Notice Left (No Authorized Recipient Available)

WINTER PARK, FL 32789
December 19, 2025, 1:27 pm



Arrived at USPS Regional Facility

LAKE MARY FL DISTRIBUTION CENTER
December 18, 2025, 7:13 pm



In Transit to Next Facility

December 18, 2025



Departed USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER
December 17, 2025, 9:08 pm



Arrived at USPS Regional Facility

ORLANDO FL DISTRIBUTION CENTER
December 17, 2025, 8:33 pm



Departed Post Office

WINTER PARK, FL 32789
December 17, 2025, 6:28 pm



USPS in possession of item

WINTER PARK, FL 32789
December 17, 2025, 9:58 am



[Hide Tracking History](#)

City of Winter Park - **Public Hearing Notice**



Victoria Tabor

To: [Redacted]

☀️ 😊 ↩️ Reply ↩️ Reply All → Forward 👤 ⋮

Thu 12/18/2025 4:30 PM

🔒 General\All Employees (unrestricted)

2026.01.13 Lakes & Waterways Boat House Permit Notice for 1602 Summerland Ave - 1600 Summerland Ave.pdf 92 KB ▾

Good Afternoon Mr. Hold,

This is to inform you that a neighboring property at **1602 Summerland Avenue, Winter Park, FL 32789**, has submitted a new permit application for a boathouse/dock.

The **Lakes & Waterways Board** will review and vote for or against these plans at their regular meeting on **Tuesday, January 13th, 2026, beginning at 12:00 PM** in the Commission Chamber at City Hall, 401 South Park Ave., Winter Park, FL 32789. Please check the City's meeting page at <https://cityofwinterpark.org/government/meetings/> for the meeting status and to access the agenda.

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Persons with disabilities who require assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours before the event.

Thank you 😊



City of Winter Park
401 South Park Avenue
Winter Park, FL 32789
cityofwinterpark.org

Victoria Tabor
Administrative Coordinator III
Natural Resources & Sustainability

P: 407.599.3479



Lakes & Waterways Board

agenda item 7.a

item type

Staff Updates

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Winter Park Police Department

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

None



Lakes & Waterways Board

agenda item 7.b

item type

Staff Updates

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Lakes Management

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

1. Lakes Update 2026.01.13



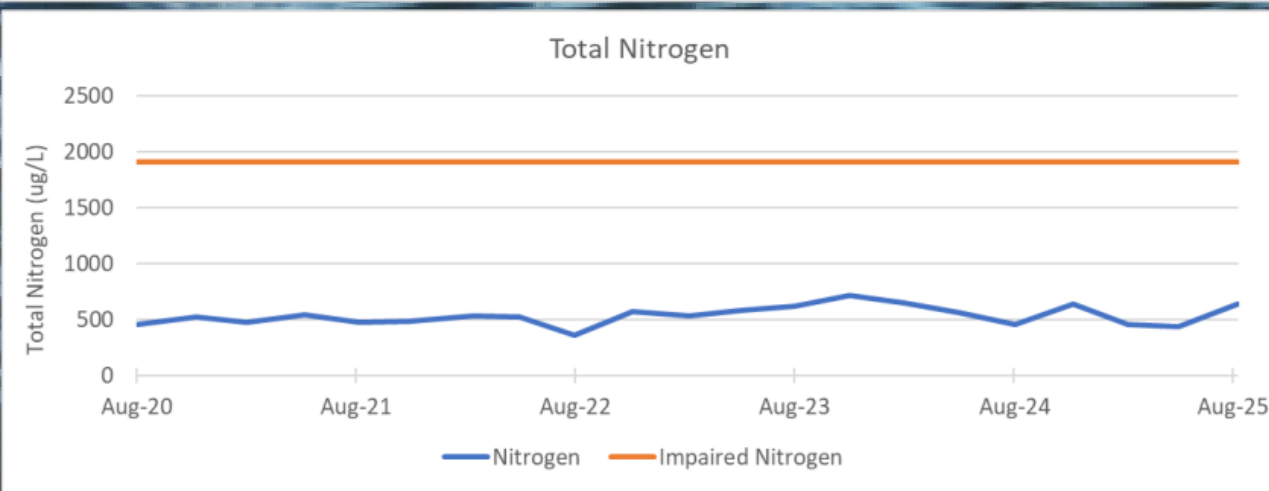
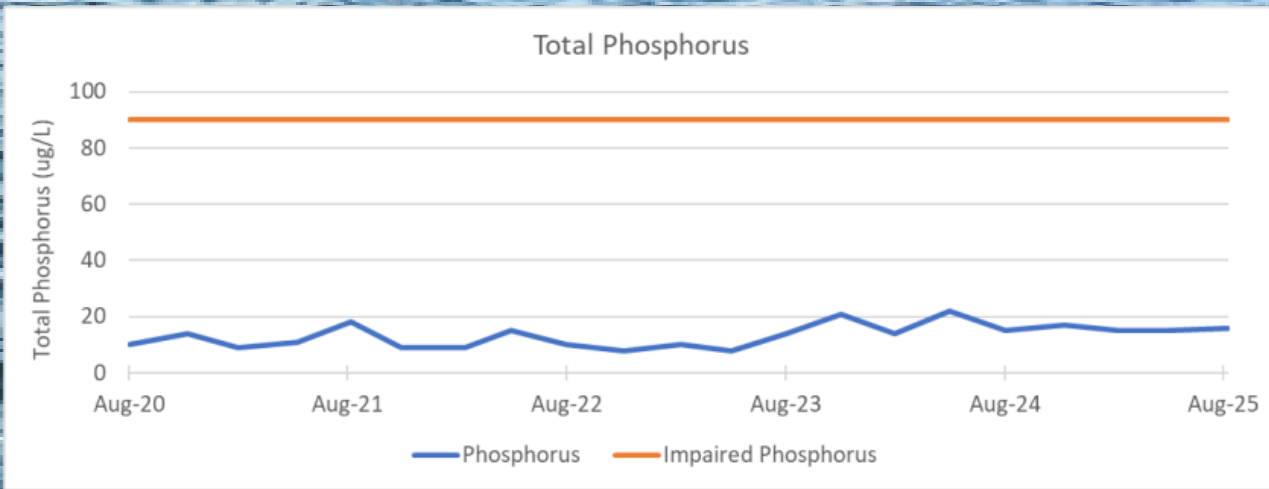
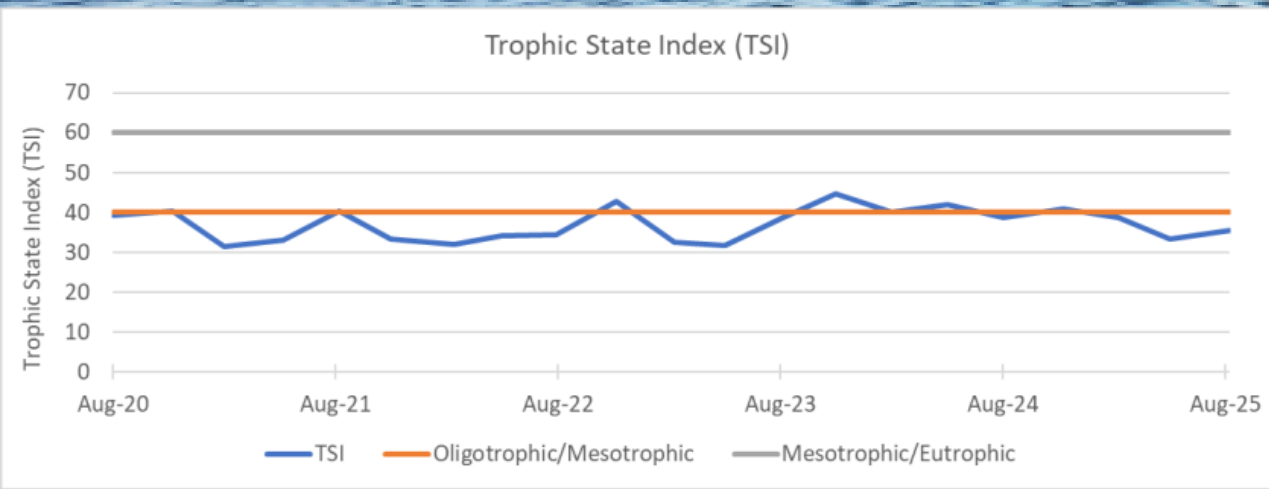
Lakes and Waterways Advisory Board

January 2026

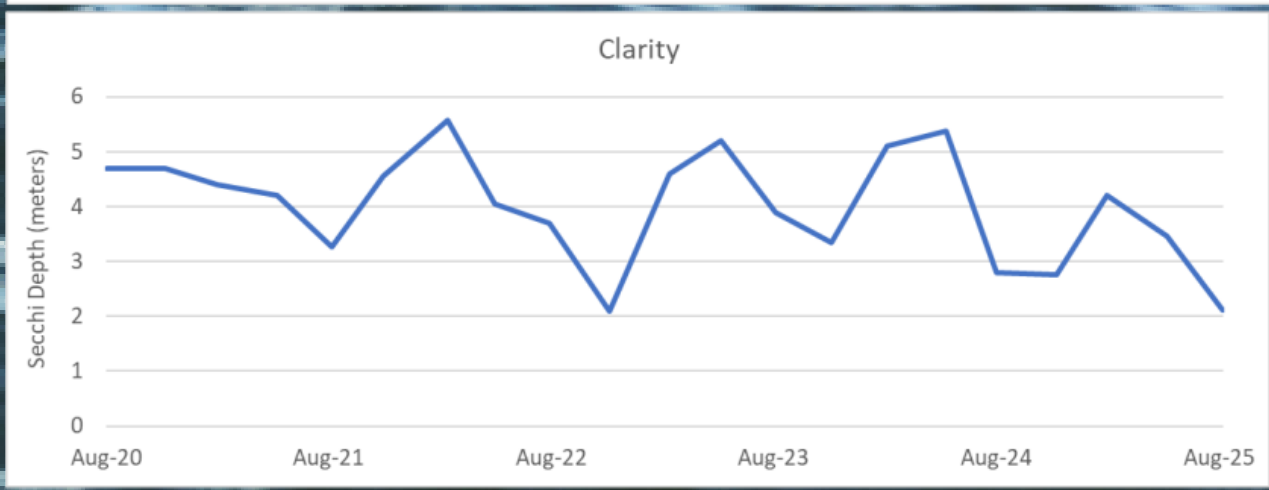
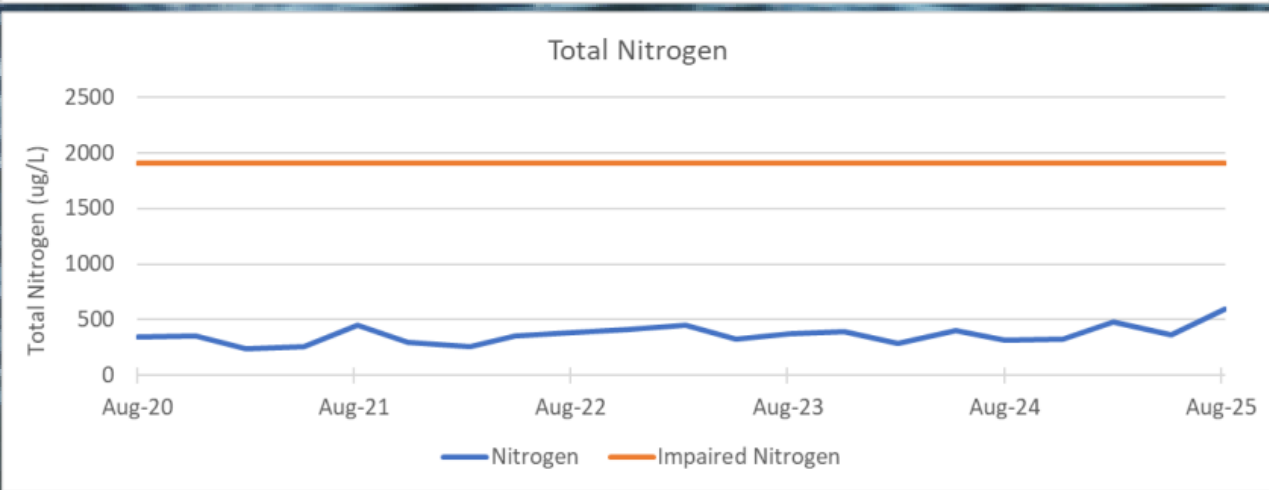
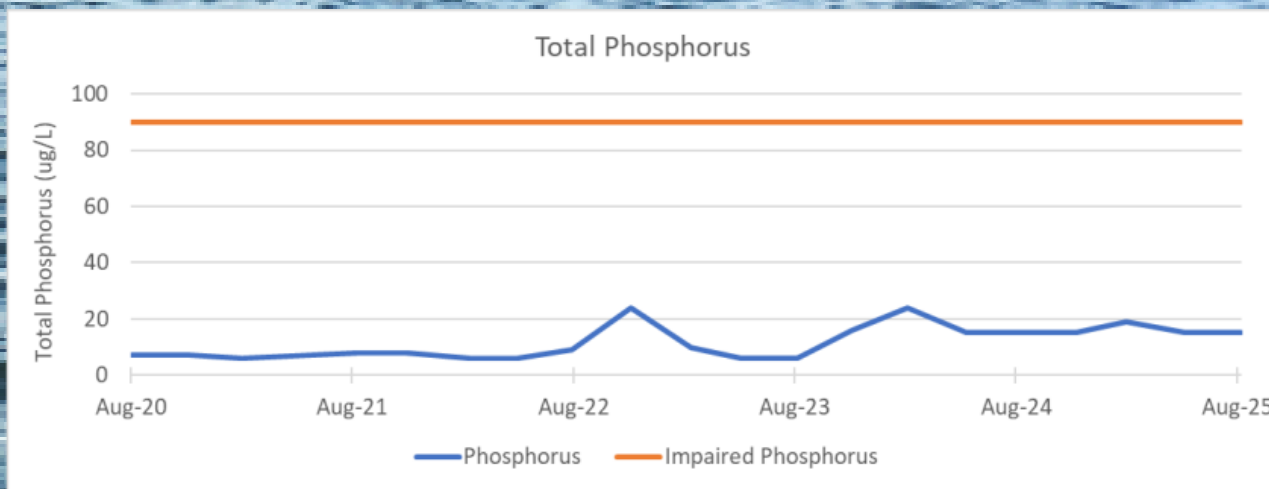
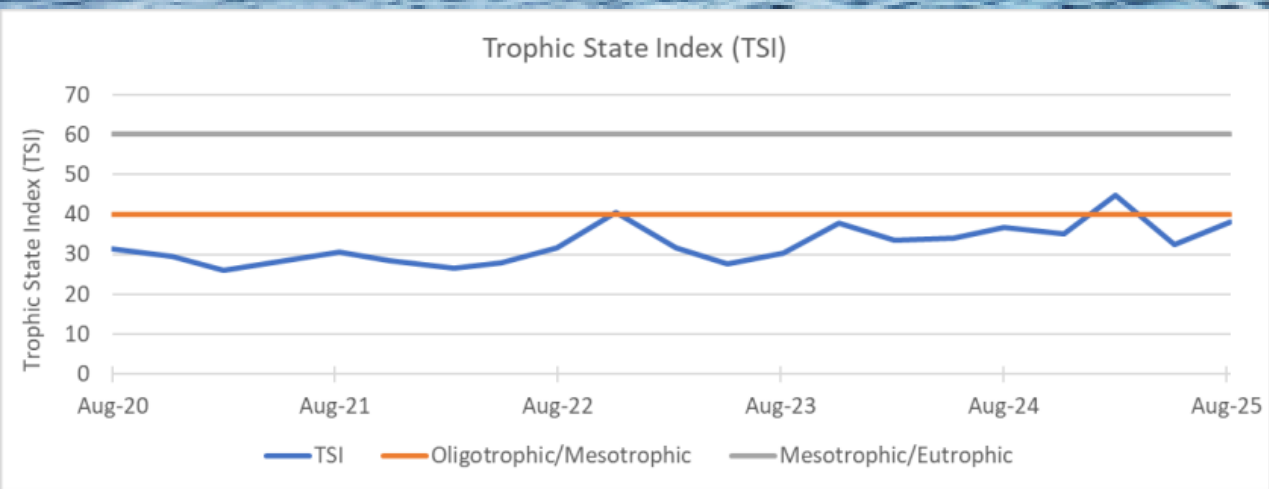
Lakes Updates

- Aquatic Plant Management Treatment Updates
 - Mizell – Hydrilla
 - Virginia – Hydrilla
 - Virginia & Howell Creek – Crested Floating Heart
 - Lake Sue – Hydrilla
 - Howell Branch Preserve – Invasive Plants
 - Killarney – Access Corridors
 - Baldwin – Cuban Bulrush
 - Small Treatments
- Weedoo Operations - Tussocks
- Plant of the Month
- Upcoming Events:
 - Howell Branch Litter Cleanup – Jan 24th (1205 Howell Branch Rd)

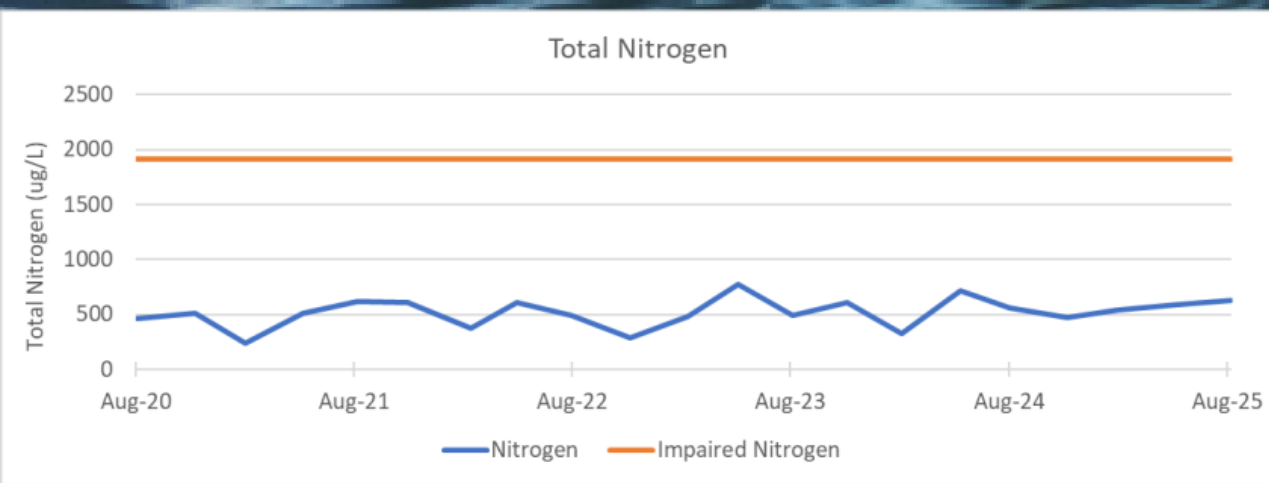
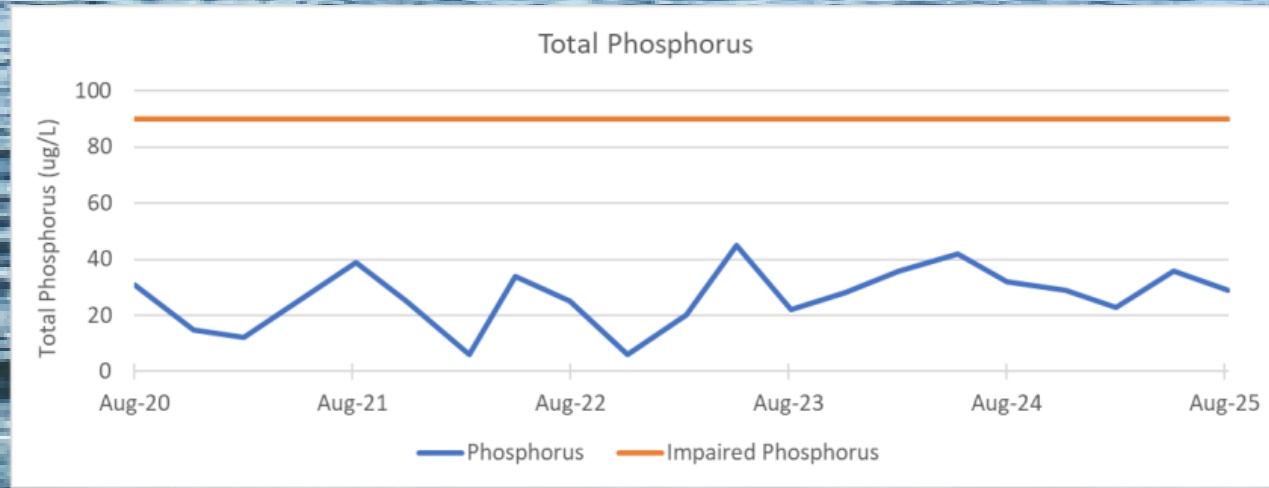
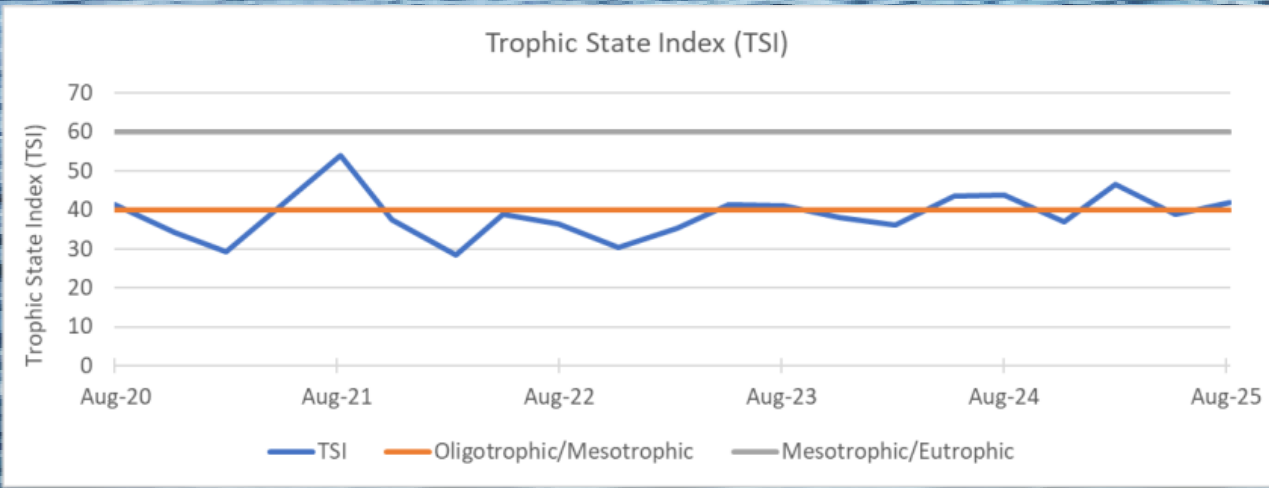
Lake Bell



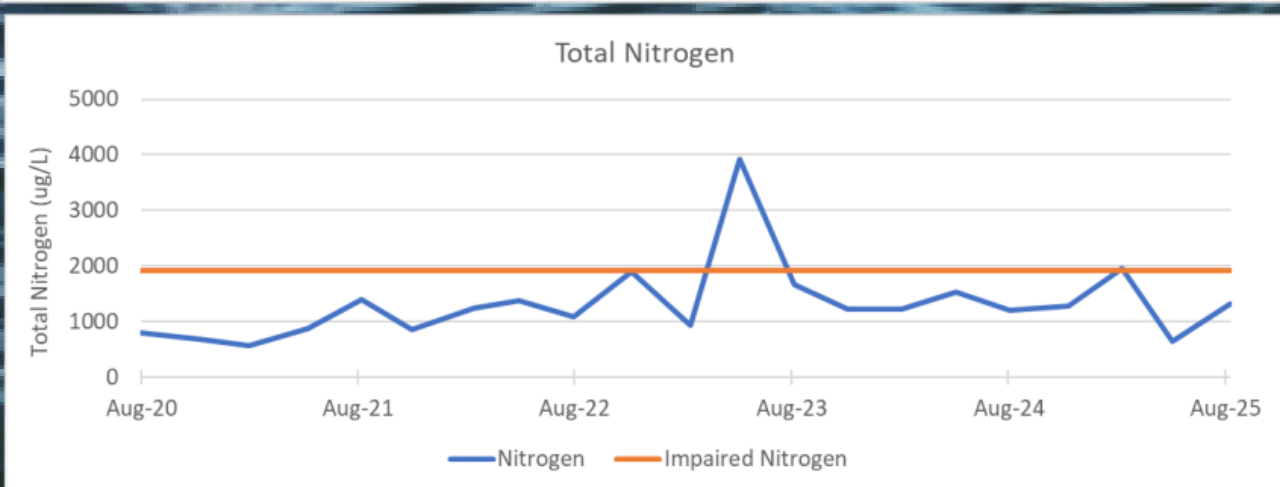
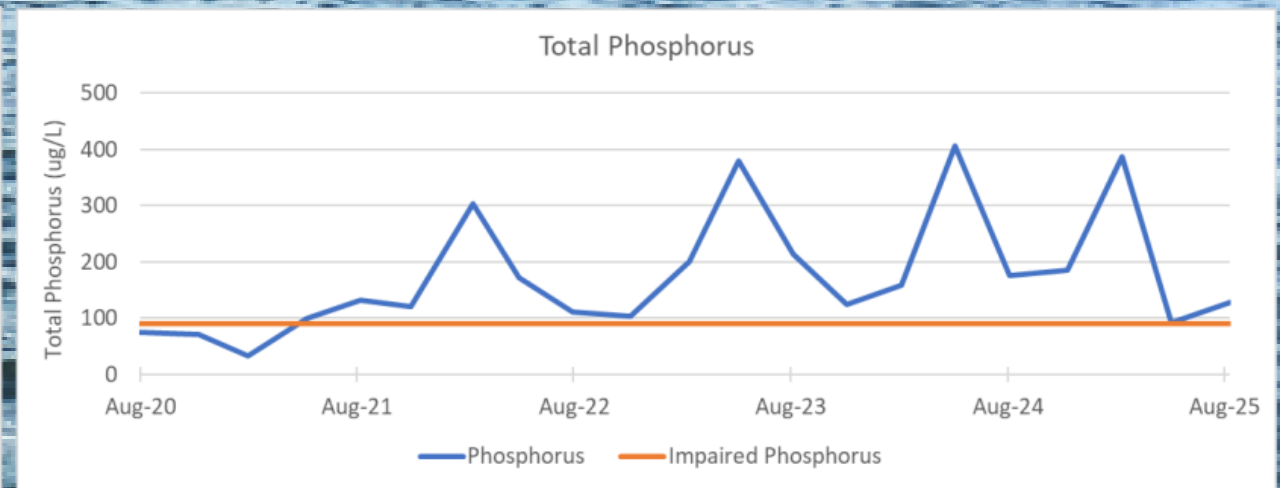
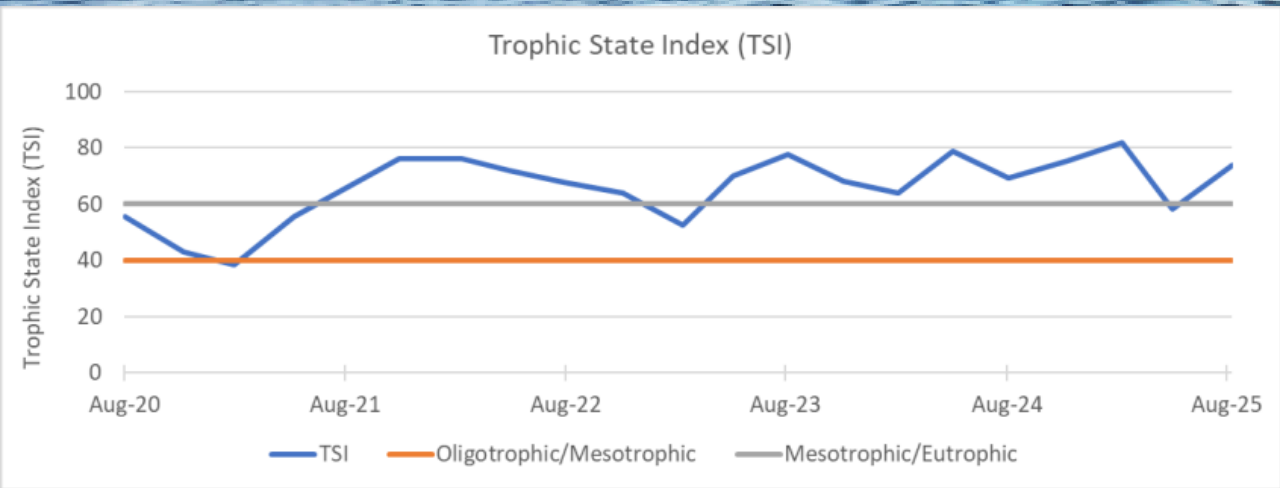
Lake Knowles



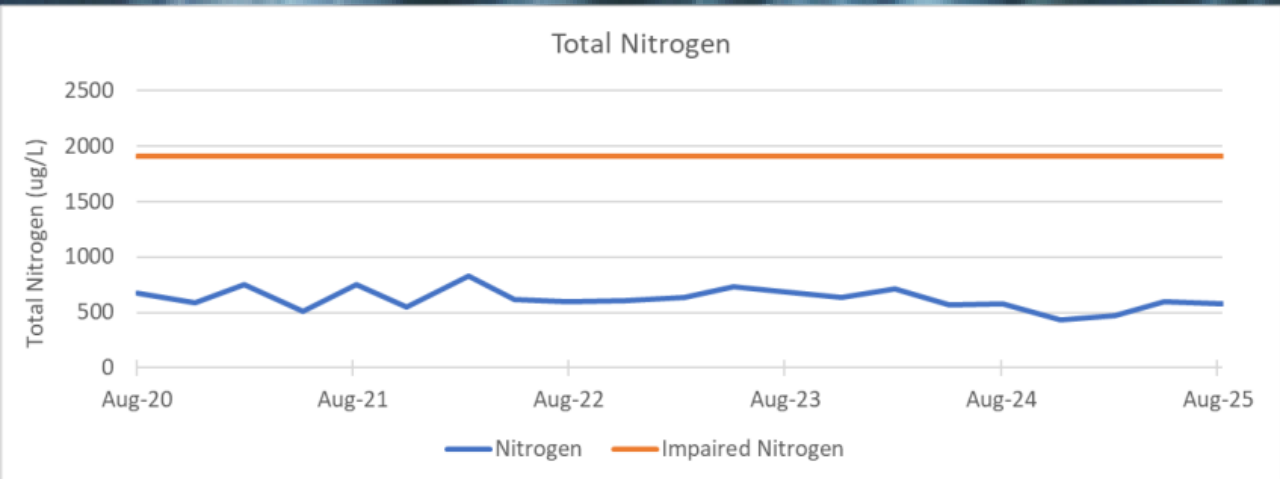
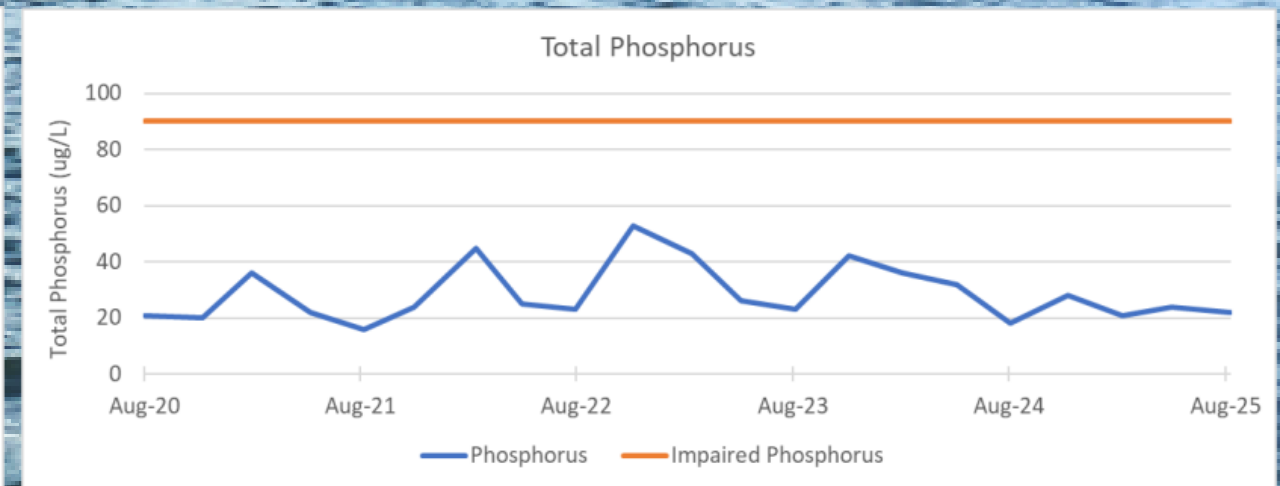
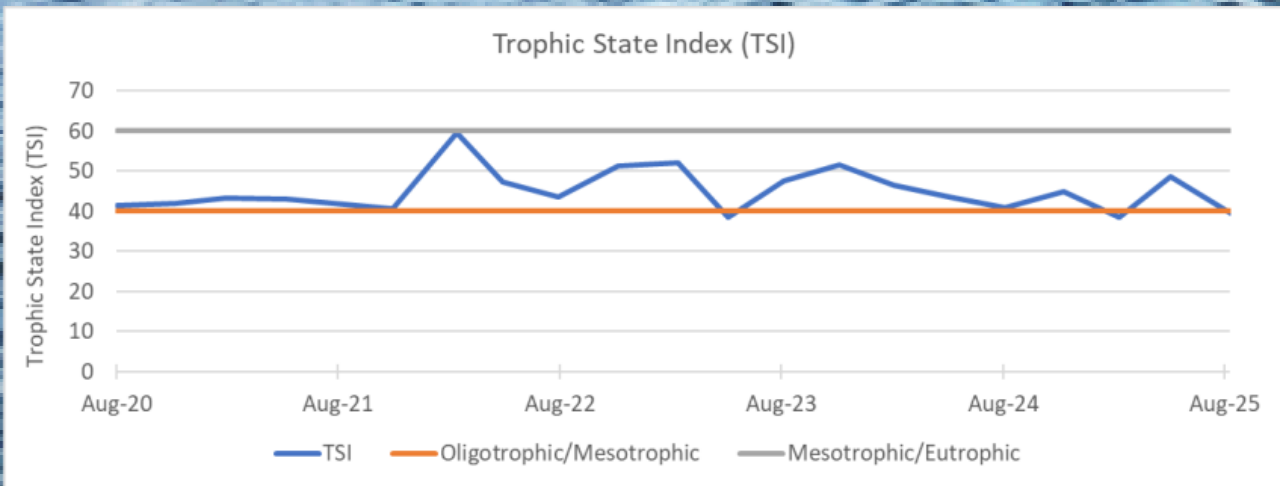
Lake Wilbar



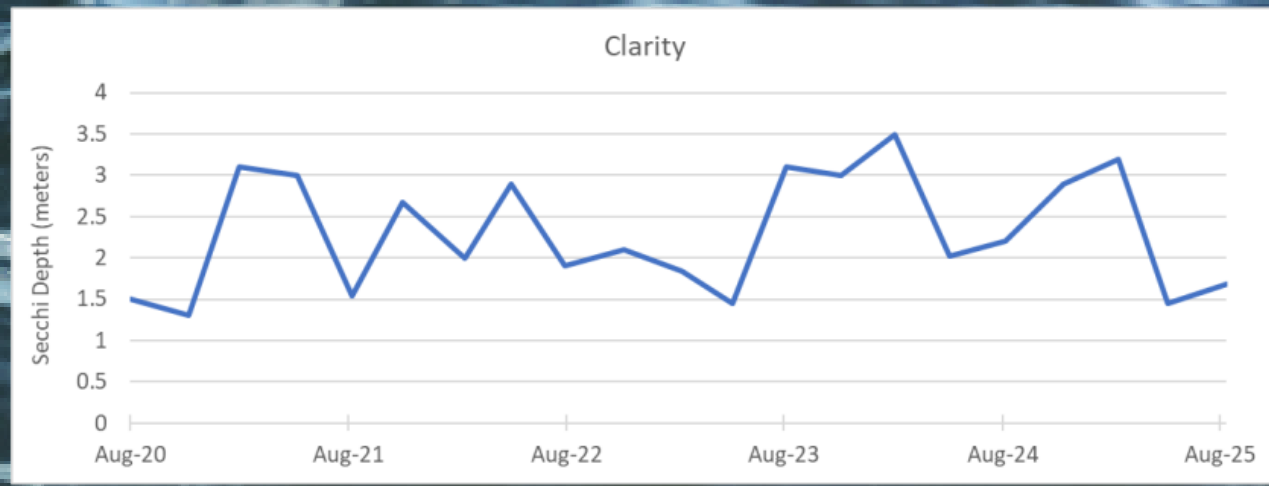
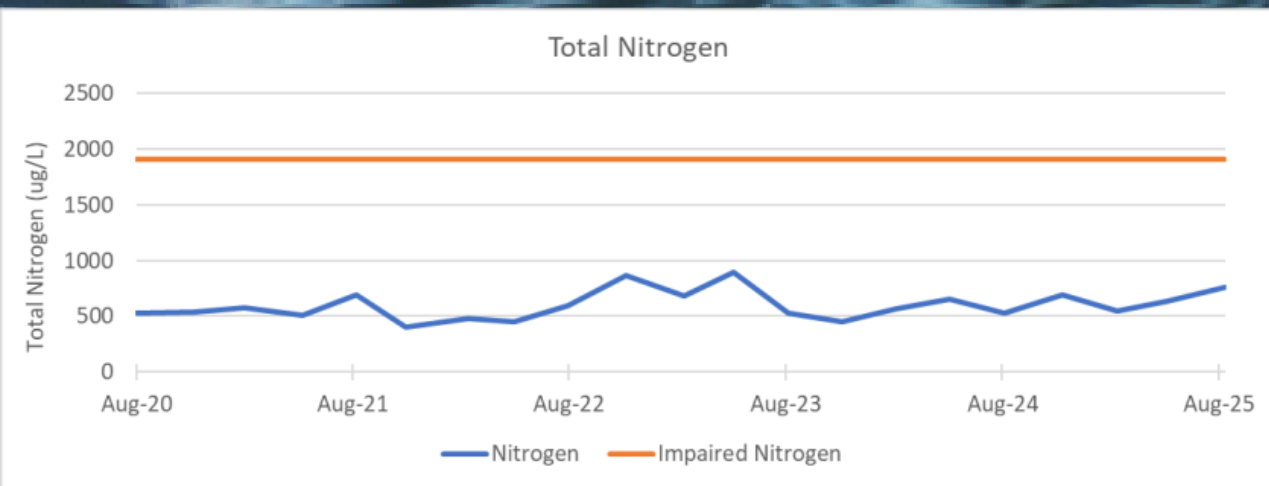
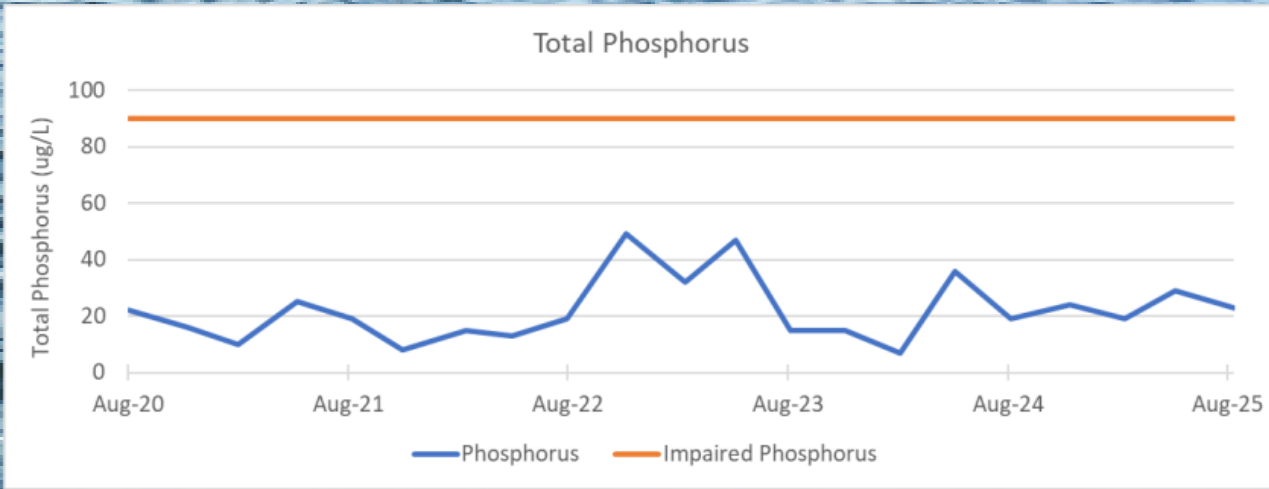
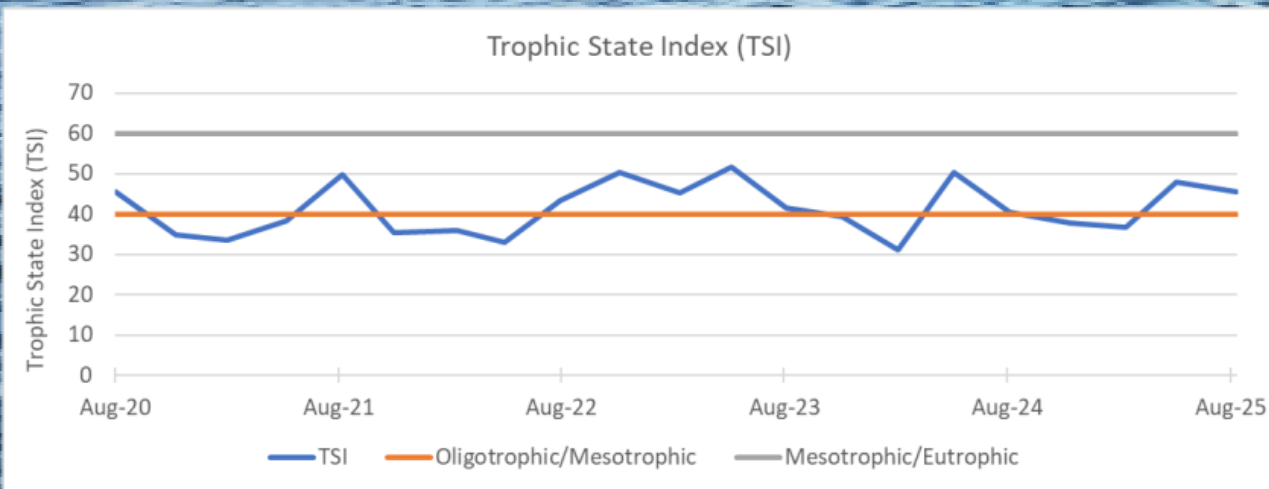
Lake Midget



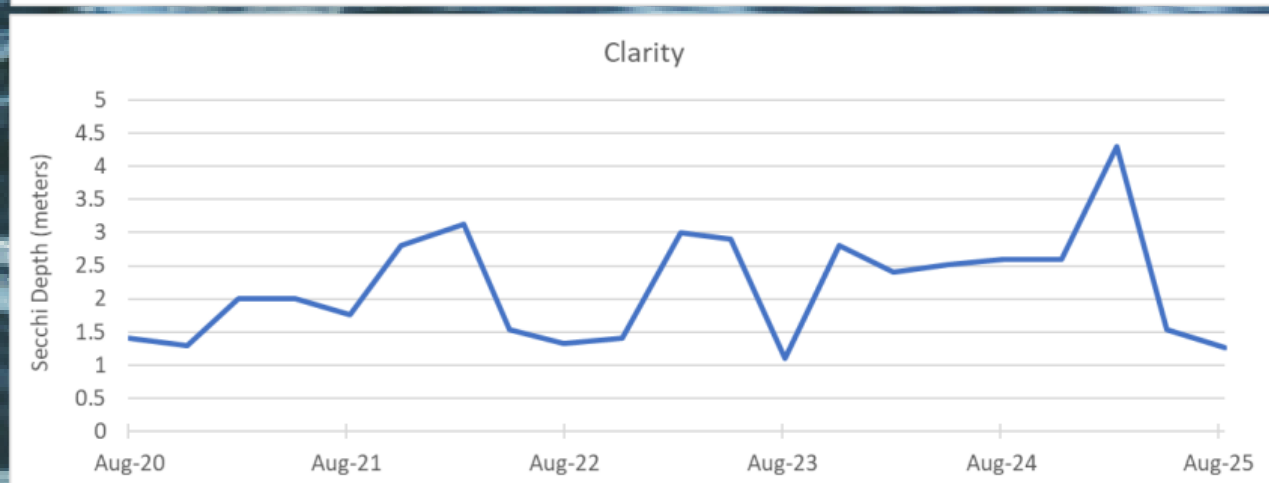
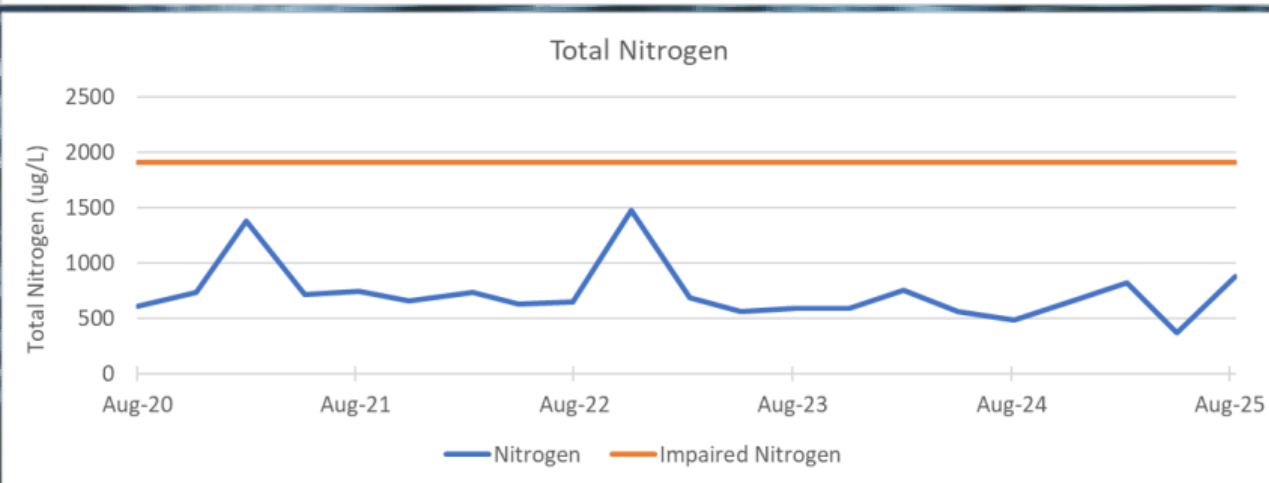
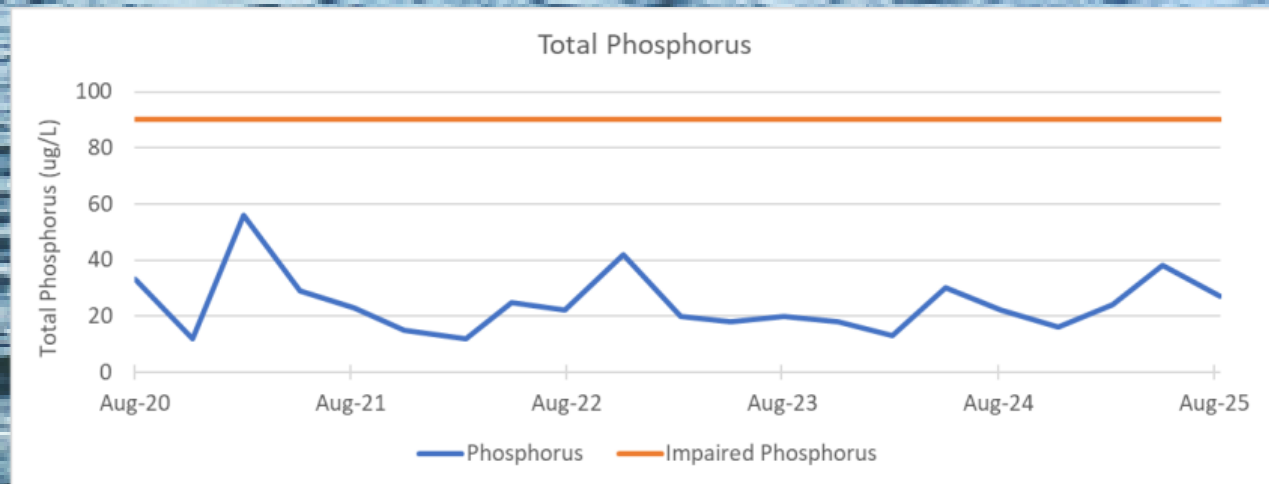
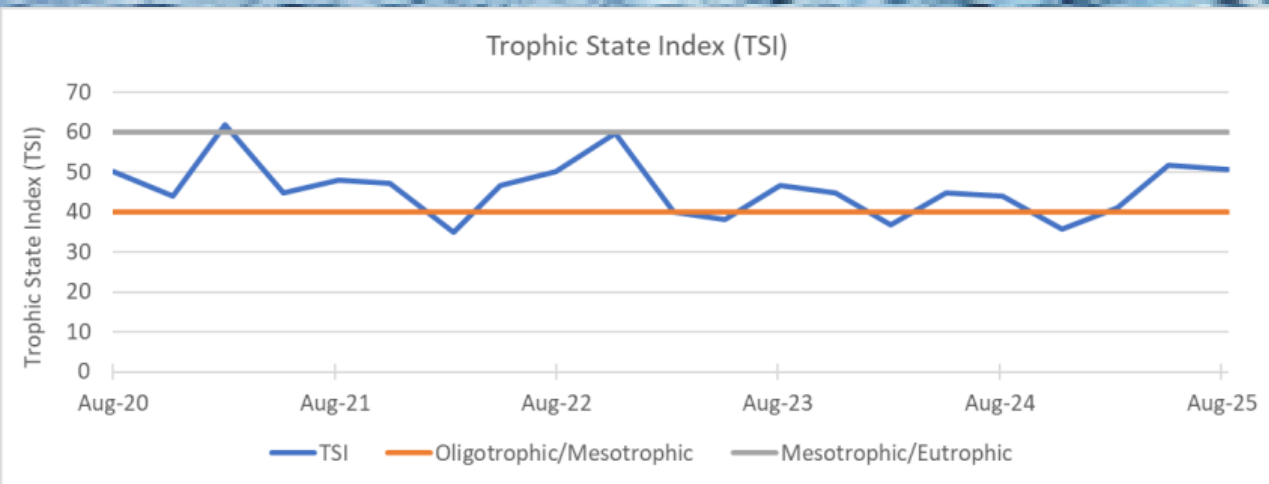
Lake Rose



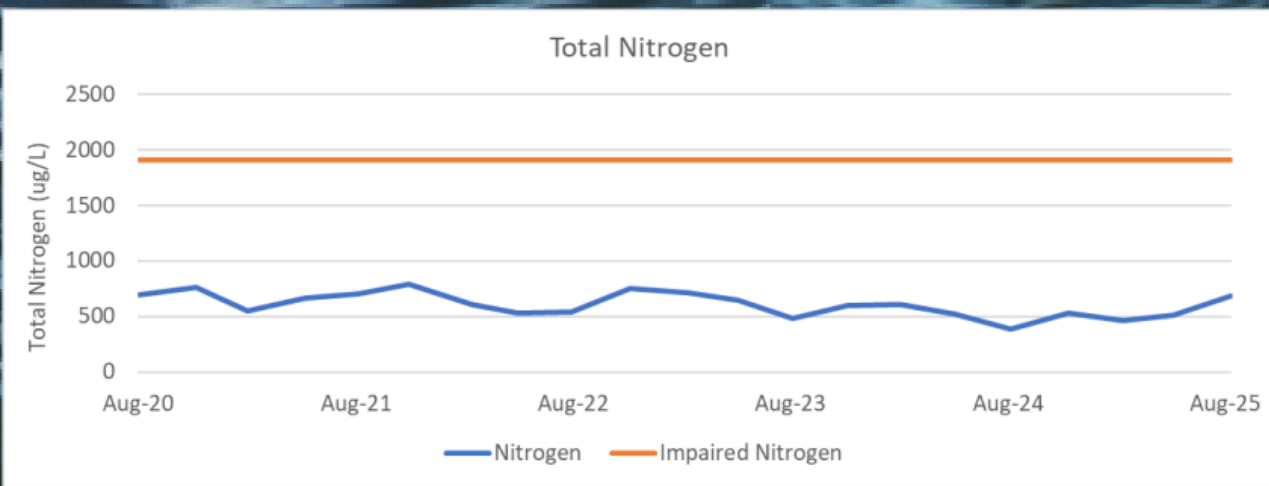
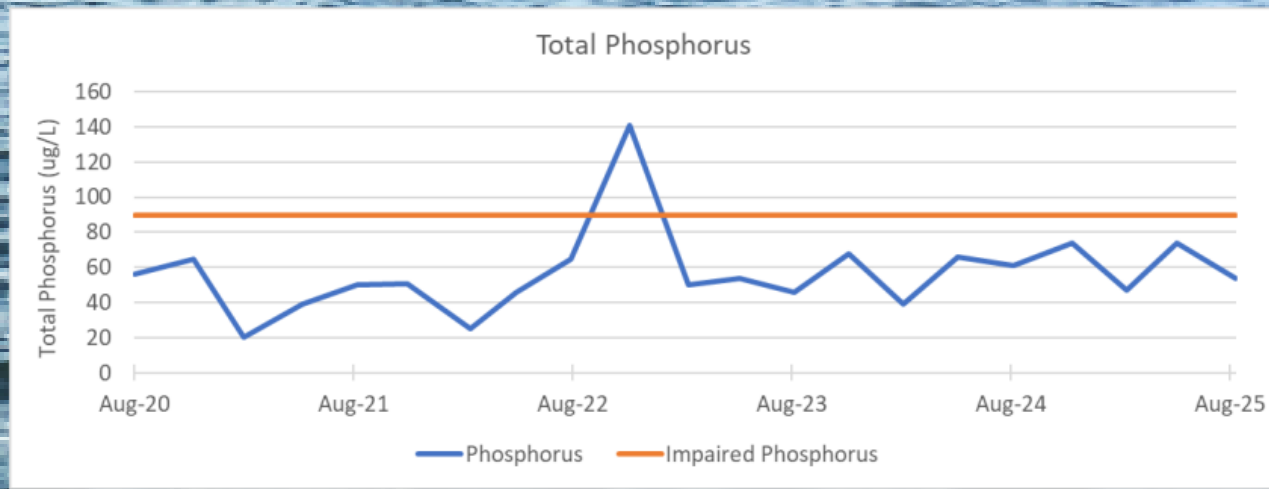
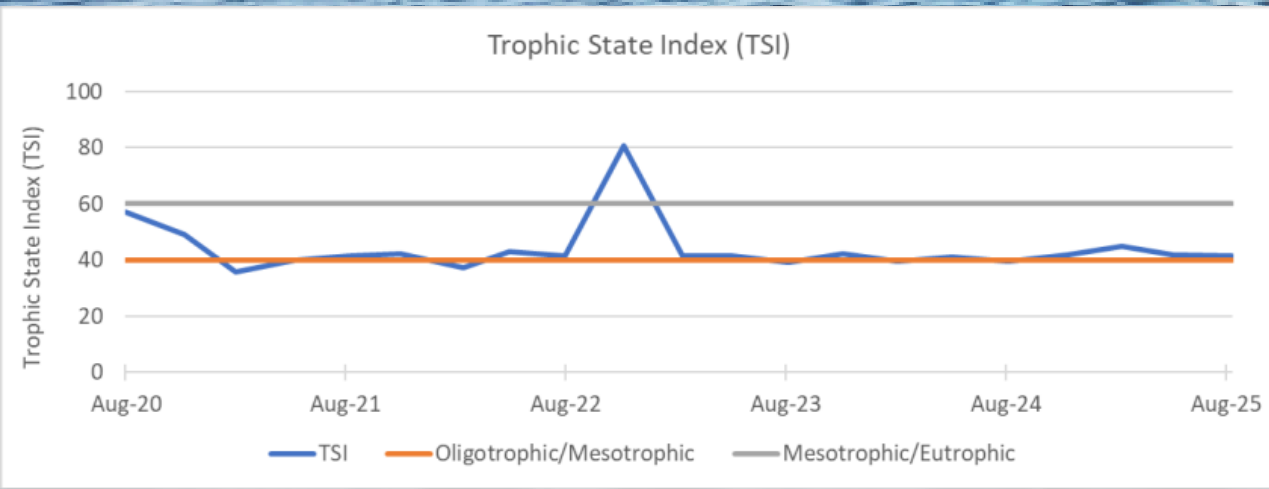
Lake Temple



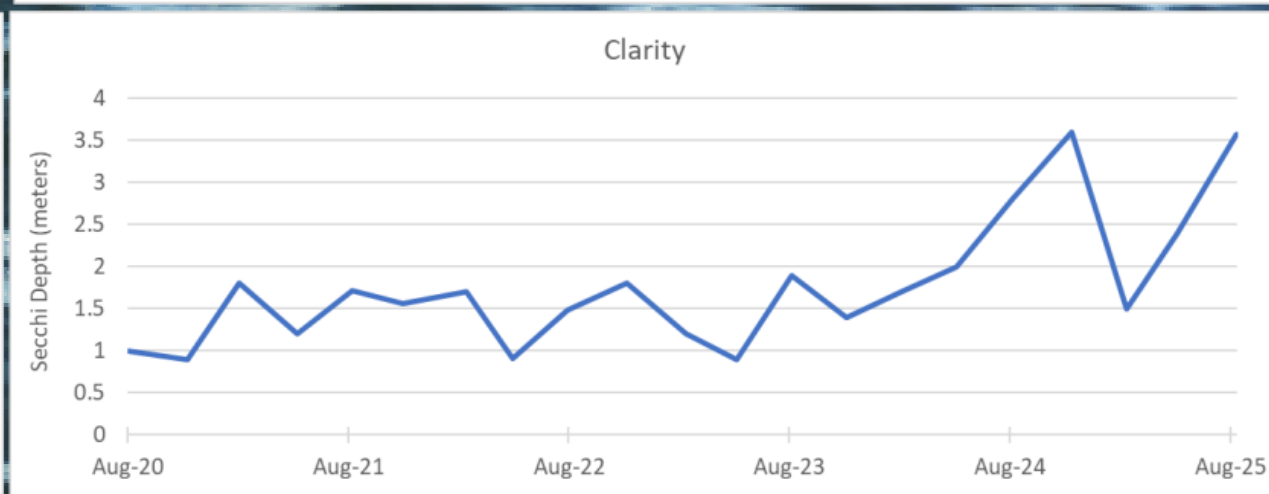
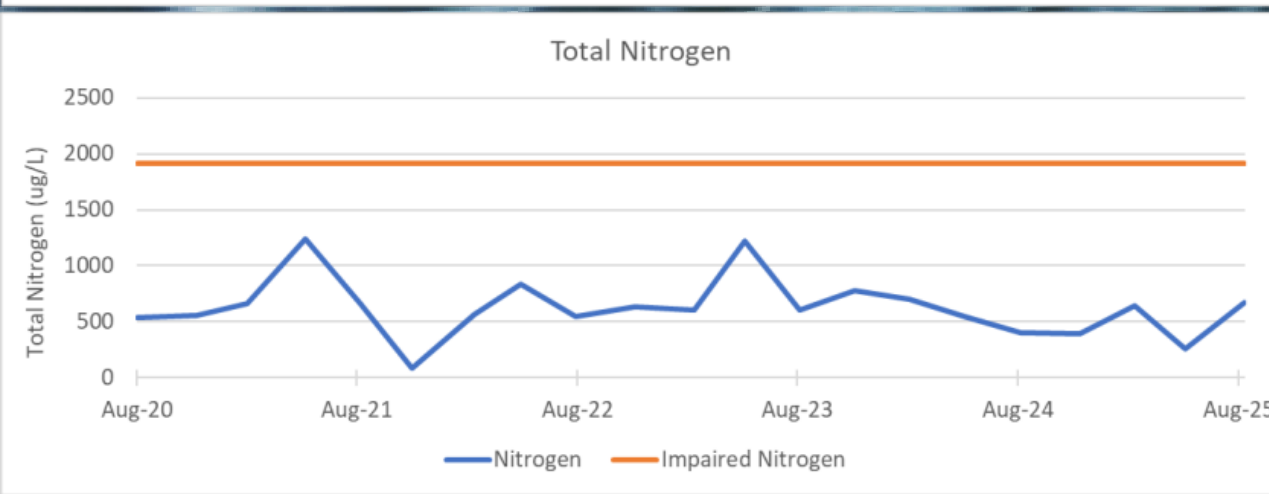
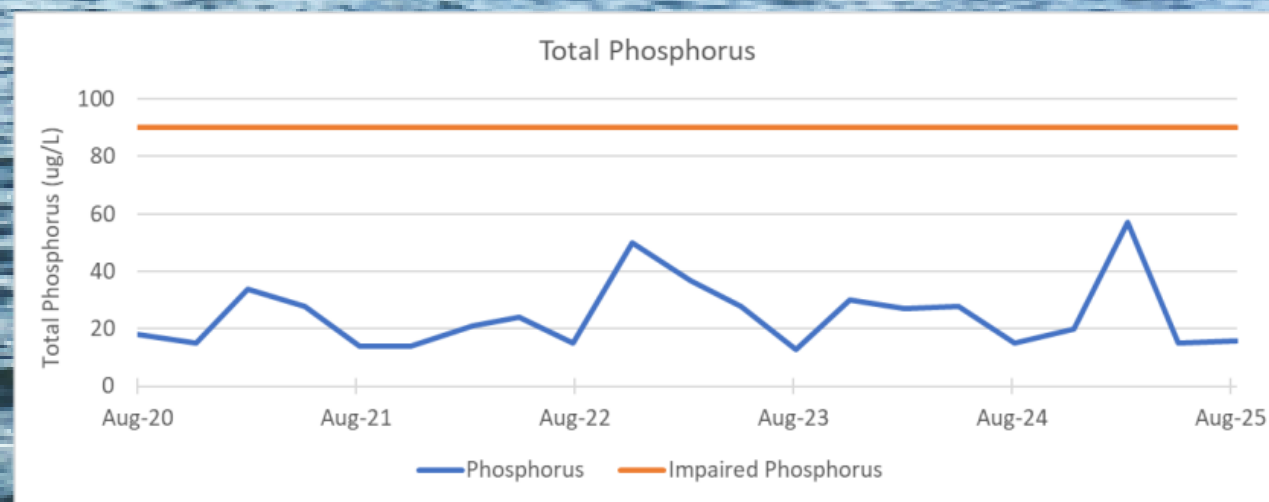
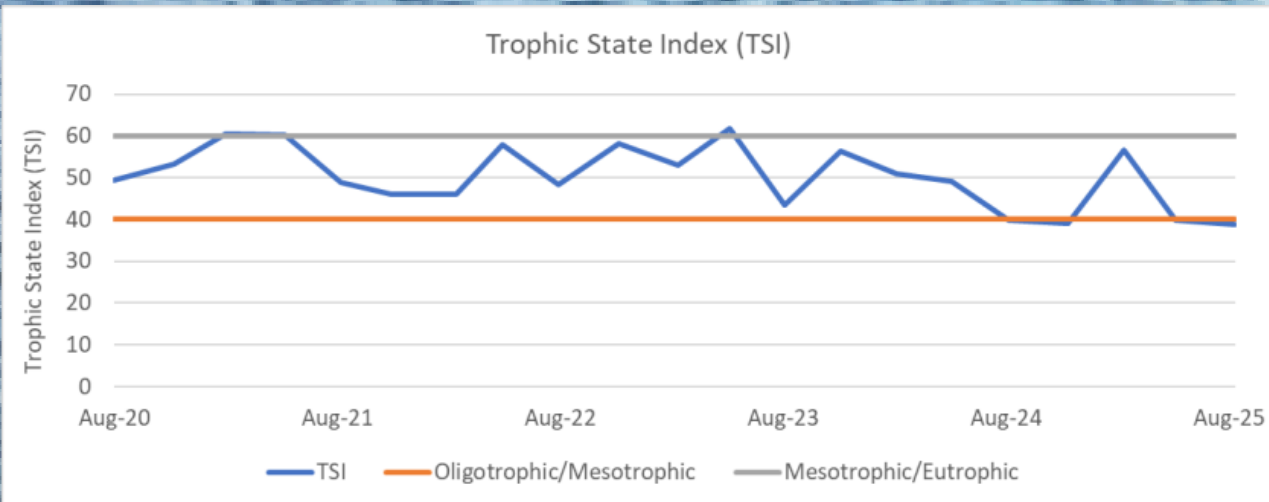
Lake Tuscany



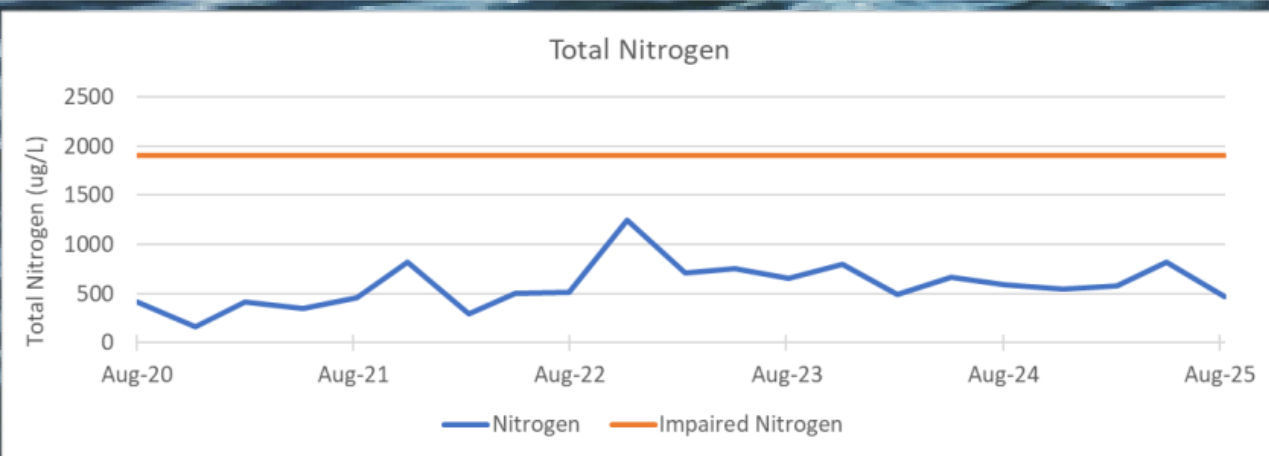
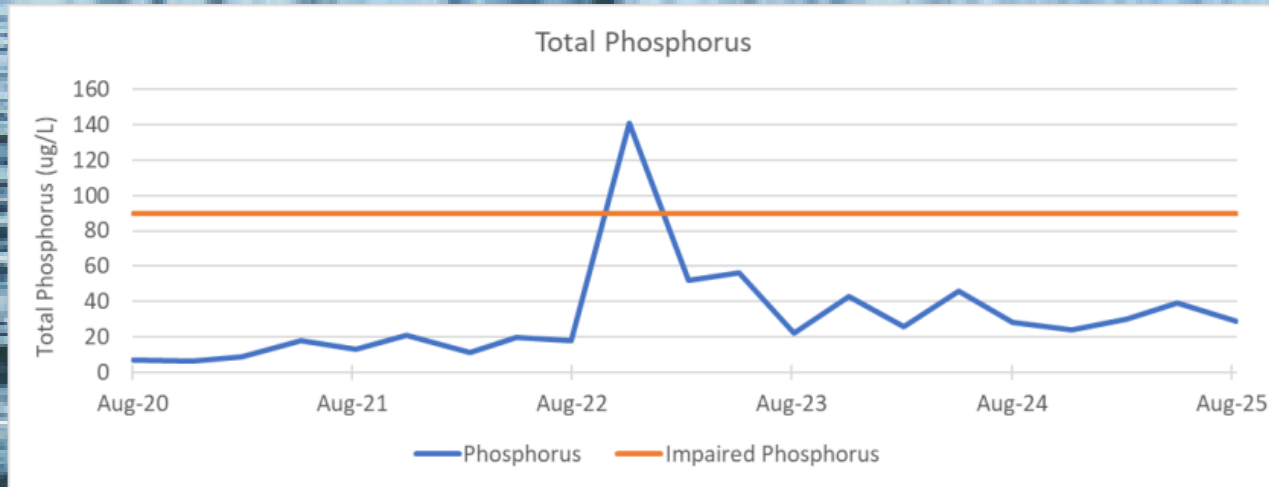
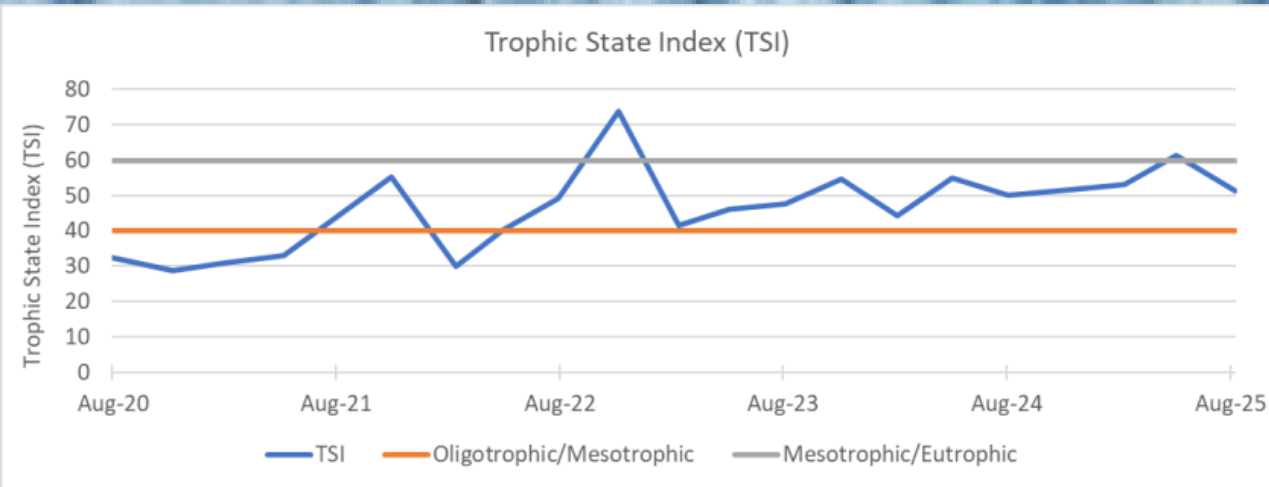
WPRC Pond



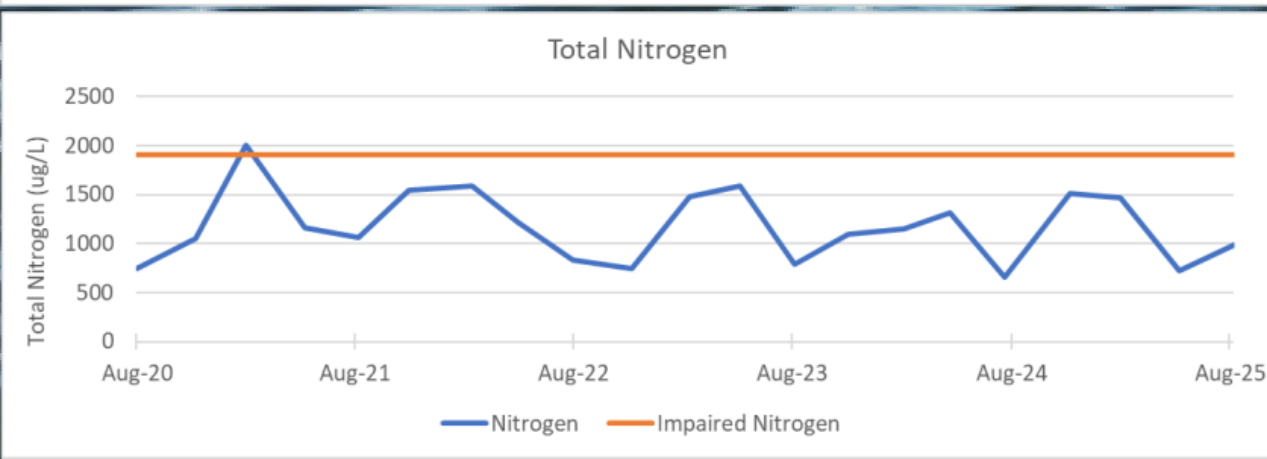
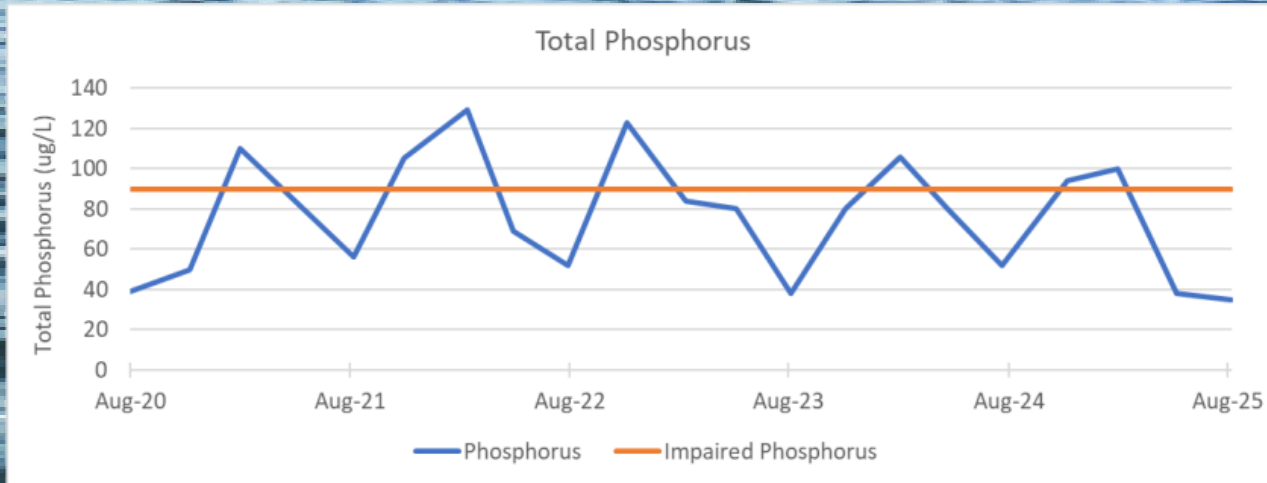
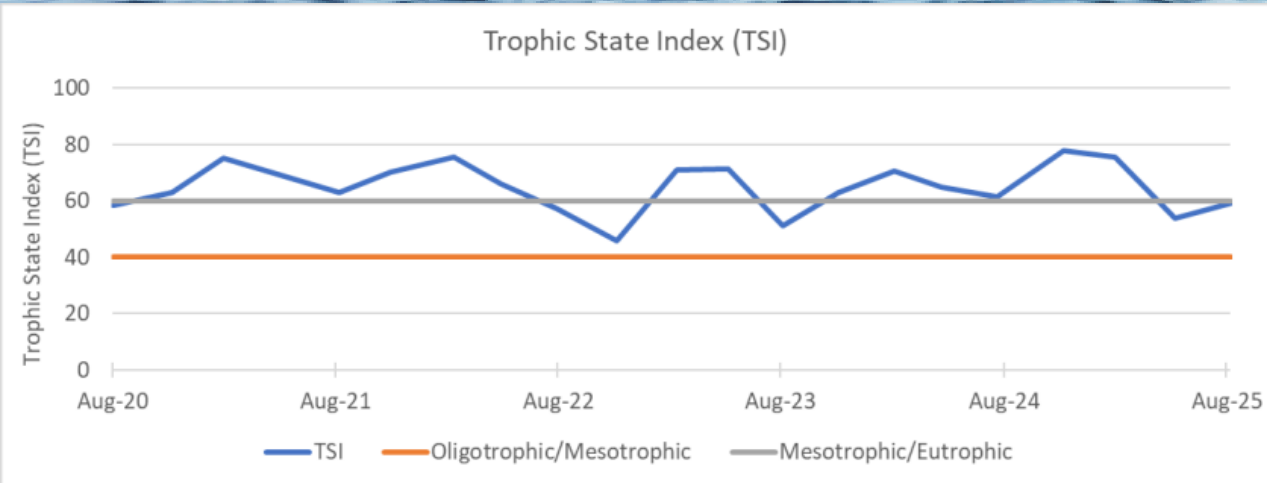
Lake Sylvan



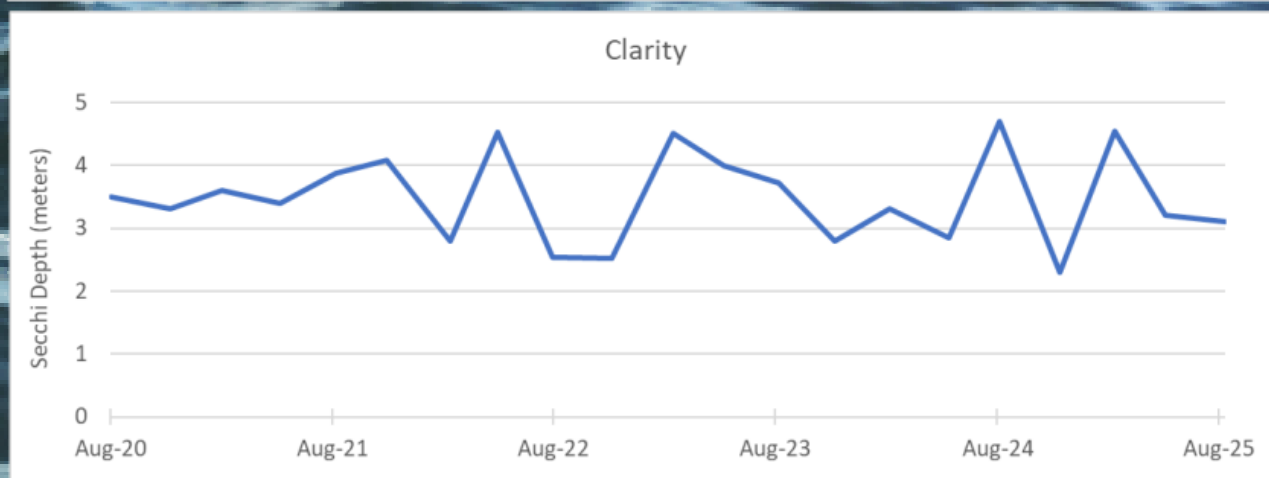
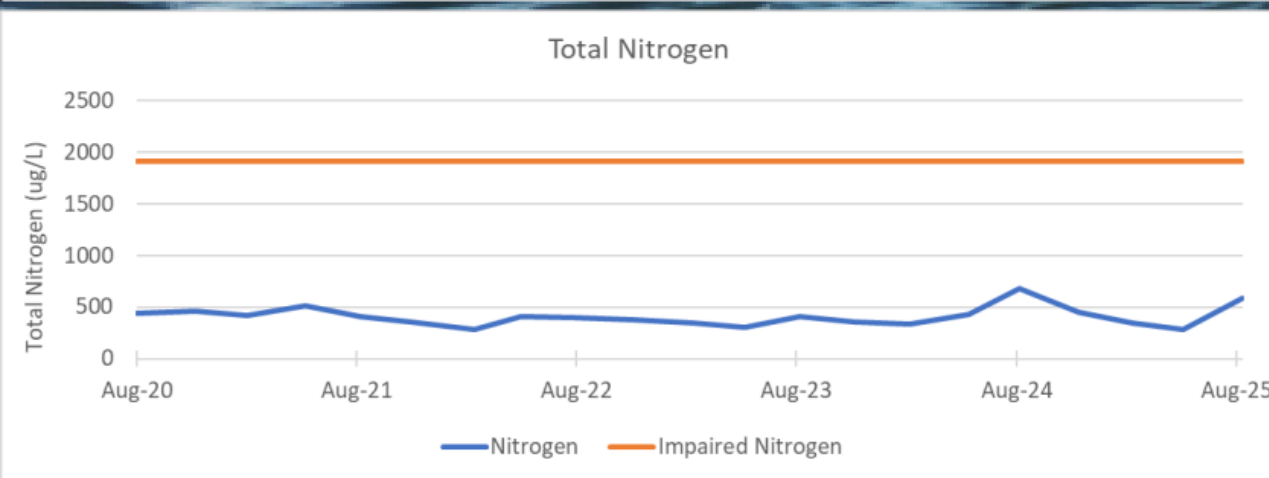
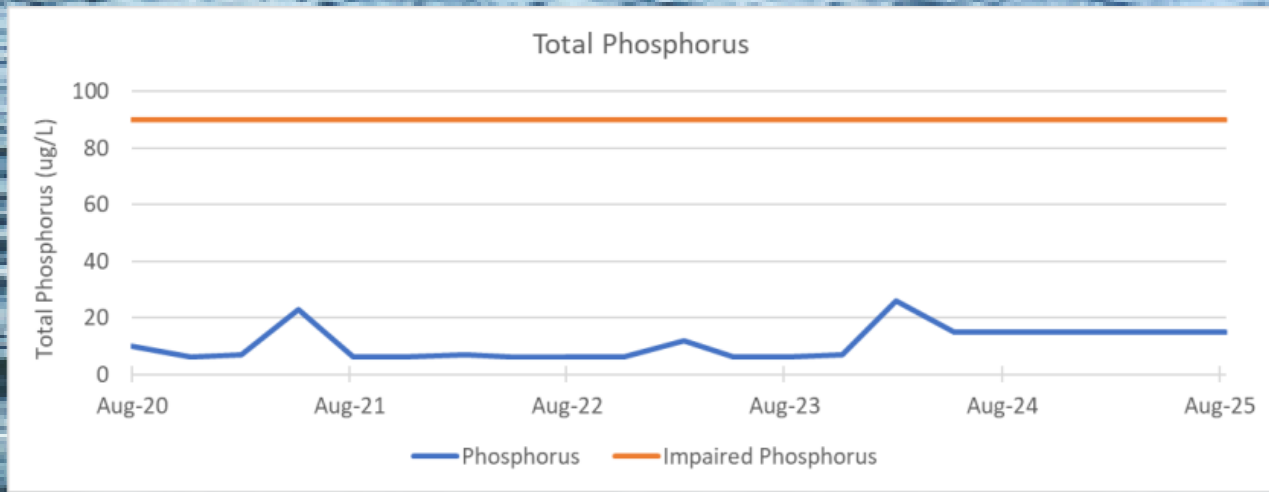
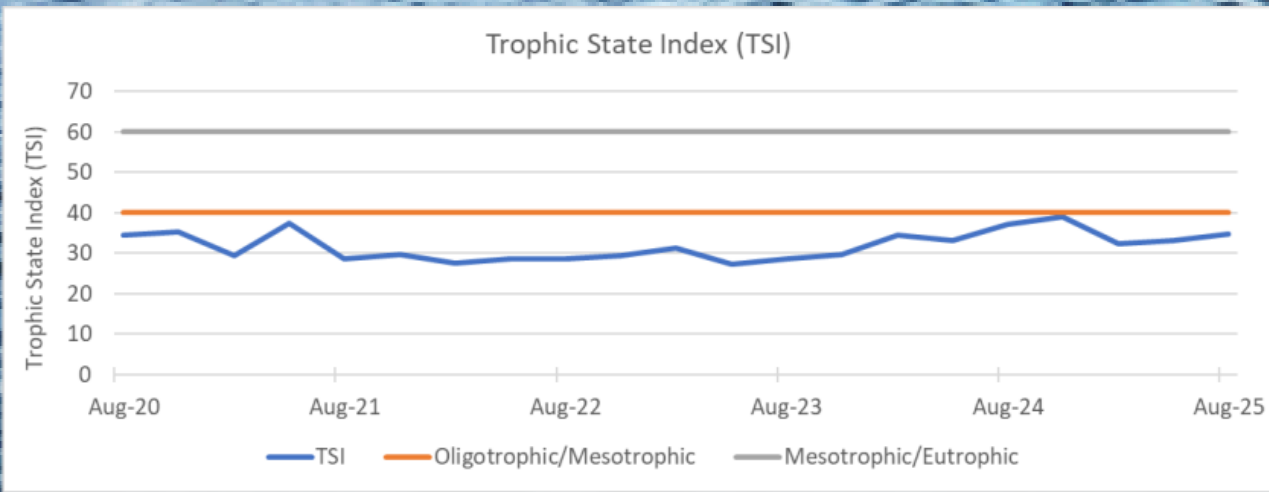
Lake Chelton



Lake Forrest



Lake Spier



Plant of the Month

Cypress Trees (*Taxodium Sp.*)



Plant of the Month

Cypress Trees (*Taxodium Sp.*)



Taxodium ascendens
Photo by Mary Keim



Taxodium distichum

photo by Dennis Woodland
University of Wisconsin

Native to Southeastern United States

Characteristics: A large, slow growing tree that grows to the heights of 35 to 120 feet and to a diameter of 3 to 7 feet. Prefers wet soils but can tolerate dry soils, and don't have a preference of pH. The Cypress trees produce cones that mature and can release 2 to 34 seeds. Cypress knees, once believed their purpose was to provide oxygen to the roots, are thought to provide structural support and stabilization.

Intriguing Facts:

- Only 2 *Taxodium* Cypress tree species in the US
- Can survive anywhere throughout the continental US, but prefers warmer summers
- The bald cypress was designated the official state tree of Louisiana in 1963

**item type**

Staff Updates

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Upcoming Events

- MLK Park Litter Clean-up — January 24th 9am @ MLK Park

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

None



item type

Staff Updates

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Stormwater Management

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

1. SW Update 1.26

Stormwater Staff Update

Stormwater CIP – Fiscal Year 2026

Drainage Improvements - Recent years of unusually heavy rainfall events have revealed several substandard drainage conditions in various locations throughout the City.	Annually Funded	\$335,388	Several in-house drainage improvements projects for 2025-26 - Completed - Lake Knowles Cir/ Edgewater Ave Pipe Replacement Ongoing - Stormwater Outfall Dredging as needed
			Upcoming
			Spruce Ave Pipe Replacement
			Shultz Ave Pipe Repair
			Cherokee Ave drainage improvements
			Harmon Ave Pipe Replacement
Seminole County Ditch Piping (along Arbor Park Dr) – Drainage ditch behind the homes along Arbor Park Drive has a shared drainage basin with Seminole County. Funding is provided for the design and construction to pipe the ditch.	2016	\$532,418	The Interlocal Agreement was approved by the City Commission and by the Seminole County Commission. 90% plans completed and submitted to Seminole County. Permit documents are being prepared. Estimated start date May 2026.
Stirling Bridge Replacement	2024	\$17,243	Design is underway.
Killarney Dr - Drainage & Street Improvements	2025	\$24,840	Combine failing outfalls into one outfall, includes new inlets. Site remediation is complete.
Palmer Ave at Old England - Drainage Improvements-Phase 1	2025	\$249,500	Replacement outfall at Old England Ave, north of Palmer Ave. Permit received. Work is scheduled for Early 2026.
Mayflower - Drainage Ditches Dredging	2025	\$120,000	Dredging of drainage ditches that begin at the Mayflower property to the north. To be paid by NRCS grant. Debris removal work has commenced.
Lake Spier Drainwell	2024	\$110,700	Both wells installed and online. Site remediation is underway.
Fawsett Road CDS Unit	2026	\$550,000	New CDS unit to treat the outfall that discharges to Lake Sue. 60% plans complete.
Curb Implementation	2026	\$80,000	Curb installation at various locations.
Golfside Dr Pipe Replacement	2026	\$600,000	Replace culvert under Golfside Dr to improve drainage upstream. Survey is complete.



Lakes & Waterways Board

agenda item 8.a

item type

Board Comments

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Discussion of Public Comments Received

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

None



item type

Upcoming Agenda Items

meeting date

January 13, 2026

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Discussion of Upcoming Agenda Items

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None