



Planning & Zoning Board Regular Meeting

Agenda

February 3, 2026 @ 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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"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 January 6, 2026. 1 minute
3. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
4. **Public Hearings (Public participation and comment on these matters must be in person.)**
 - a. Request of Tara Tedrow to amend Chapter 58 "Land Development Code" Article, I, "Comprehensive Plan" so as to add a new policy within the text of the Future Land Use Element to permit the subdivision or lot split of lakefront property that meets specific criteria, which will impact 1020 Palmer Avenue. **Applicant will be requesting a continuance of this request to June 2, 2026 to give time to present this request to the Historic Preservation Board; continuance subject to P&Z approval.** 5 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

February 3, 2026

prepared by

Mary Jean, Administrative Coordinator IV

approved by**subject**

Minutes of January 6, 2026.

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

1. Draft Planning & Zoning Board Regular Meeting Minutes



Planning & Zoning Board Regular Meeting Minutes

January 6, 2026 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Alex Stringfellow, David Bornstein, Jason Johnson, Bill Segal, Charles Steinberg, Michael Dick, Vashon Sarkisian

Absent

None

Staff Present

Director of Planning and Zoning Allison McGillis, Asst. Director of Planning and Zoning/Zoning Official John Harbilas, Planner II Nicholas Lewis, Planner I Corinna Lundgren, Administrative Coordinator Mary Jean

1. Call to Order

Chairman Johnson called the meeting to order at 5:02 p.m.

2. Consent Agenda

- a. Minutes of November 4, 2025.

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

Motion made by Bill Segal, seconded by Charles Steinberg, to approve the November 4, 2025 meeting minutes.

The motion carried unanimously by a 7-0 vote.

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

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

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

- a. SPR #25-14. Request of Kelly Miller with J&J Building LLC for approval to construct a new, two-story, 6,342 square-foot, single-family home located at 571 Lake Front Boulevard on Lake Killarney, zoned R-1A.

Mr. Lewis provided a summary of the request. He noted that the property has a shared driveway with the direct neighbor to the south, who has expressed their approval to continue the shared driveway. He went on to review a survey of the existing conditions, the applicant's proposed site plan, floor plan and elevations, the site's impervious coverage, floor area ratio and front yard landscape area, and the applicant's tree analysis for the request. Mr. Lewis then reviewed the lakefront review criteria. He indicated that 18 trees were being preserved, and 5 trees were being removed. The five trees requested for removal were recommended for removal by the city's Urban Forestry department. He then indicated that no components were proposed that would hinder views from the lake or affect any neighbor views. He also noted that there is a large swale along the lakefront with conveyance swales along the property line satisfying stormwater requirements. He added that the remaining 18 trees within the lot also add substantial natural retention on-site.

Staff recommendation was for approval with the following condition:

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

Discussion ensued about what trees the mitigation would be based on and the construction traffic requirements for the project.

The applicant, Kelly Miller at 295 N.E. Ivanhoe Boulevard, Orlando, FL 32804 addressed the Board. She spoke about the way her company, J&J Building LLC, had completed another similar project.

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

Motion made by Charles Steinberg, seconded by Michael Dick, for approval to construct a new, two-story, 6,342 square-foot, single-family home located at 571 Lake Front Boulevard on Lake Killarney, zoned R-1A, with the following condition:

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

The motion carried unanimously by a 7-0 vote.

5. Action Items

6. Non-Action Items

7. Staff Updates

8. Board Comments

Mr. Dick brought up a concern regarding the land development code that governs the placement and locations of utility equipment in the city, particularly transformers and switch gears. A brief discussion ensued, and it was requested that the topic be added to the next work session agenda for review and discussion.

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 5:24 p.m.

ATTEST:

/s/ Mary Jean, Recording Secretary



item type

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

meeting date

February 3, 2026

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

Request of Tara Tedrow to amend Chapter 58 "Land Development Code" Article, I, "Comprehensive Plan" so as to add a new policy within the text of the Future Land Use Element to permit the subdivision or lot split of lakefront property that meets specific criteria, which will impact 1020 Palmer Avenue. **Applicant will be requesting a continuance of this request to June 2, 2026 to give time to present this request to the Historic Preservation Board; continuance subject to P&Z approval.**

motion | recommendation

Staff recommendation is to table the request to bring this discussion to the Historic Preservation Board before continuing.

background

In order to split the lot at 1020 Palmer Ave., applicant Tara Tedrow (and contract purchaser of 1020 Palmer Avenue) is requesting the following policy be added to the Future Land Use Element of the Comprehensive Plan:

Policy 1-5.1.8: Additional Lakefront Lot Considerations. Notwithstanding anything to the contrary contained herein, the City shall permit the subdivision or lot split of a lakefront property with a minimum of 3.5 upland acres, which is zoned R-1AAA, and has a Single Family Residential Future Land Use designation, which exists as of October 1, 2025, into two resultant lots subject to the following standards: (1) each lot shall have 150 feet of frontage on both the lake and street; and (2) each lot shall be a minimum of 1.5 acres each; and (3) the total floor area ratio (FAR) between the two lots may equal, but shall not exceed, 40,000 square feet; provided the final gross floor area of each lot shall be determined at the lakefront site plan review and in no event shall either lot exceed 35% FAR.

Based on this proposed language, as well as the constraints of this policy, it will not allow any other lakefront lot splits within the city with the exception of the request for the lot split of 1020 Palmer Ave.

If the Board decides to move forward with this request and not table the item, staff is recommending the following alternate policy revisions below. However, if the Board decides to move forward with the request, the applicant has the option to withdraw the request prior to a vote.

Policy 1-5.1.1: Preserve Lakefront Estates. To maintain the diversity of sizes of lakefront properties and estates, the City shall prohibit the subdivision or split of such properties to preserve low densities along the City's lakefront property, including larger lakefront estates in order to perpetuate the unique character of Winter Park that sets it apart from other cities throughout Florida. The City may, at its discretion, provide ~~variance~~ an exception to this policy in order to allow for the split of lakefront property into two lots when obtaining the historic designation of distinguished historic homes and other historic structures that are built prior to 1950, under the following circumstances: ~~if the historic designation is achieved,~~

- a. That there is no increase in the number of lakefront lots, and that the lakefront lot is not a 'flag lot', or
- b. One new lakefront lot may be created if the resulting two lakefront lots are each at least 100 feet wide at the street and at the lake, and both lots have at least 50,000 square feet of upland area.

alternatives | other considerations

fiscal impact

attachments

None