



# 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.

Minutes approved by the Board on February 3, 2026.

ATTEST:

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/s/ Mary Jean, Recording Secretary