



Planning & Zoning Board Regular Meeting Minutes

March 3, 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

City Attorney Dan Langley, Asst. Director of Planning & Zoning/Zoning Official John Harbilas, Planner II Nicholas Lewis, Planner I Corrinna Lundgren, Administrative Coordinator Mary Jean

1. Call to Order

Vice-Chair Bornstein called the meeting to order at 5:00 p.m.

2. Consent Agenda

- a. Minutes of February 3, 2026.

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

Motion made by David Bornstein, seconded by Alex Stringfellow, to approve the February 3, 2026, regular 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 #26-02. Request of Redmon Design Company for approval to construct a new, two-story, 11,426 square-foot, single-family home located at 1308 Green Cove Road on Lake Maitland, zoned R-1AAA.

Mr. Lewis provided a summary of the request. He reviewed the area map, aerial, survey, proposed site plan, grading plan, floor plans, and elevations for the request. He indicated that the request met the requirements for floor area ratio, impervious coverage, front and side setbacks, and storm water retention. He also indicated that all trees on the property would be preserved. He added that views from the lake and neighbor views would not be affected.

Staff recommendation was for approval.

The Board asked for clarification of any variances being requested.

Motion made by Bill Segal, seconded by Charles Steinberg, for approval to construct a new, two-story, 11,426 square-foot, single-family home located at 1308 Green Cove Road on Lake Maitland, zoned R-1AAA.

The motion carried unanimously by a 7-0 vote.

- b. SPR #26-01. Request of Dillon Muto with Floridian Construction Group for approval to construct a new, two-story, 5,119 square-foot, single-family home located at 313 Sylvan Drive on Lake Sylvan, zoned R-1A.

Mr. Lewis provided a summary of the request. He noted that a letter of approval had been received from the neighbor to the north of the applicant's lot. He also noted that the applicant's lot is the narrowest lakefront lot on the east side of Sylvan Drive. He then added that the applicant was seeking a front setback matching the 35-foot setback of the neighbor to the south and a 9-foot side setback in lieu of 11 feet to make room for a side entry garage. Mr. Lewis went on to note that of the six specimen trees on the lot, the applicant was proposing to remove the 28" laurel oak in the front yard and the smaller 10" sycamore in the rear yard. He indicated that the city's Urban Forestry department had assessed and recommended that both trees were candidates for removal. He also indicated that views from the lake would not be affected, and the request would not severely impact either neighbor's traditional lake view. He added that there are multiple shallow swales along the lakefront portion of the lot and two other proposed swales in the front yard to meet the required stormwater retention.

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 why staff did not consider the detached accessory structure when determining the effects on neighbor views, the age of the 32" sycamore tree that will remain on the property, clarification of the setbacks for the applicant's lot and the

adjacent lots, code requirements for the lot's setbacks, neighbor responses to the request, extending the tree barricade limit to accommodate the full root system of the remaining sycamore tree, whether Urban Forestry considered the proposed site plan in respect to the remaining sycamore tree, and clarification of the amount of clearance around the root system of the remaining sycamore tree.

The applicant, Dillon Muto of Floridian Construction Group at 1521 Harris Circle, Winter Park, FL 32789, addressed the Board and noted that he was available to answer any questions.

Discussion then ensued about the applicant's flexibility regarding adjustments to the tree barricade around the remaining sycamore tree or the location of the pool. Clarification of the applicant's statement of where the hardscape could end at the rear porch and the type of retaining wall that might be built were also discussed.

The Board heard public comment from the following resident in favor of the request:

Paul Conway of 301 Sylvan Drive, Winter Park, FL 32789.

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

Motion made by Alex Stringfellow, seconded by Michael Dick, for approval to construct a new, two-story, 11,426 square-foot, single-family home located at 1308 Green Cove Road on Lake Maitland, zoned R-1AAA, with the following conditions:

- **That the two trees requested for removal be fully mitigated through the City's Urban Forestry Tree Removal Permit Program; and**
- **That the remaining sycamore tree be protected pursuant to conditions to be imposed by the City's Urban Forestry Department at time of permitting, which may require adjusting the location of the pool retaining walls, decking, and other hardscaping.**

The motion carried unanimously by a 7-0 vote.

- c. SUB #26-02. Request of Z Properties for subdivision approval, to divide the property at 436 North Knowles Avenue, zoned R-3, into two single family lots. Based on proposed lot size, each home to be developed under the R-2 provisions. Setback and lot coverage variances are also being requested.

Mr. Harbilas provided a summary of the request. The existing parcel measures 70 feet in width by 150 feet in depth. Mr. Harbilas indicated that under the property's R-3 zoning and Medium Density Residential Future Land Use designation, the code specifies

that R-2 standards for development of single-family would apply. He added that the applicant had used R-2 standards but was seeking three variances. The first variance was for the required 7-foot setback for the interior property line between the two proposed homes, where the stair towers for each home would be at 1.5 feet from the interior lot line. The next variance was due to most of the structure for each home being on the first floor. The applicant asked for 45% rather than the maximum 40% building coverage. The third variance requested was a reduced front setback of 25 feet in lieu of the required 35 feet to incorporate front-facing garages due to the narrowness of the new lots.

Staff recommendation was for approval.

Discussion ensued about the style and appearance of the proposed homes and their uniformity with the neighborhood, what staff discusses with applicants about the architectural style of their projects before their hearings, the removal of the existing 3 street trees on the property, whether the front yard or the full lot is taken into consideration regarding permeability on R-2 lots, if any artificial turf was included in the application, and clarification of the requested garage side setback. Discussion continued about the setback between the two proposed homes, clarification of the required first floor and second floor setbacks, the city's code regarding variance requests for lot dimensions, requiring the applicant to plant street trees, the accuracy of the applicant's renderings, and concerns with the closeness of the two proposed homes.

The applicant, Zane Williams of 219 West Comstock Avenue, Winter Park, FL 32789, addressed the Board and noted that he was available to answer any questions.

Discussion ensued about the proposed material to be used for the driveway of the homes, the aesthetics of the proposed buildings, whether the rendering details would exactly match what is actually built, what is proposed between the two homes, and if there would be any windows on the walls facing each home.

The Board heard public comment from the following residents:

Opposed: Linda Kulmann of 257 E. Canton Avenue, Winter Park, FL 32789.

Did not confirm favor of or opposition to the request: Mary Hines of 237 E. Canton Avenue, Winter Park, FL 32789; and Linda Eriksson of 535 N. Interlachen Avenue #303, Winter Park, FL 32789.

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

Discussion ensued about the code requirements for street trees, the location of the existing trees to be removed, what could be permitted on the lot without needing

Planning & Zoning Board approval, the size of the proposed lots in comparison with neighboring lots, whether staff provides architectural style recommendations to applicants, if just the act of splitting a lot necessitates a Planning & Zoning Board hearing, and adding canopy trees into the proposed design.

Motion made by David Bornstein, seconded by Vashon Sarkisian, for subdivision approval, to divide the property at 436 North Knowles Avenue, zoned R-3, into two single family lots, with requested setback and lot coverage variances and each home to be developed under the R-2 provisions, with the following conditions:

- **a minimum of two canopy trees or understory trees be placed on the property as may be necessary,**
- **and the design should remain substantially as presented.**

The motion carried by a 6-1 vote. (In Favor: Jason Johnson, David Bornstein, Vashon Sarkisian, Alex Stringfellow, Bill Segal, and Charles Steinberg. Opposed: Michael Dick.)

5. Action Items

6. Non-Action Items

7. Staff Updates

- a. Discuss joint work session with Historic Preservation Board on April 28th at noon regarding 1020 Palmer Avenue, and if P&Z wants the applicant to be a speaking participant.

Mr. Harbilas indicated that the Historic Preservation Board had requested a joint work session with the Planning & Zoning Board to discuss the 1020 Palmer Avenue request.

Discussion ensued and the value of the joint work session was questioned. It was noted that the Planning & Zoning Board and the Historic Preservation Board have different roles-one focused on policy and land use (including a proposed comprehensive plan amendment), and the other on preservation. Concerns were raised that the meeting could become unfocused, redundant, or turn into an informal decision-making setting.

Board members did see potential value in a discussion only if it produced concrete information- specifically, whether there is a realistic plan or resources to preserve the house in the request. Without that, many felt the meeting would not be productive.

There was a consensus not to proceed with a joint work session with the Historic Preservation Board unless that Board can present a clear, concrete plan or viable option

for preserving the structure. Staff indicated that they would inform the Historic Preservation Board that a joint work session is unnecessary unless substantive new information is available.

8. Board Comments

Mr. Dick expressed satisfaction with staff's updated permitting checklists for Building & Permitting and Planning & Zoning, which address issues with transformer placement and screening. He believes these improvements should prevent similar problems in the future and do not need to be formalized into code. He indicated that his only remaining concern is the maintenance of existing transformers across the city, which falls outside the Planning & Zoning Board's responsibilities. Mr. Dick plans to follow up with the Electric Utility department on that issue but considers the matter effectively resolved for the Board.

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 6:49 p.m.

ATTEST:

/s/ Mary Jean, Recording Secretary