



Planning & Zoning Board Regular Meeting Minutes

April 7, 2026 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Alex Stringfellow, Jason Johnson, Charles Steinberg, Michael Dick, Vashon Sarkisian

Absent

David Bornstein, Bill Segal

Staff Present

City Attorney Katherine Ruiz, Director of Planning & Zoning Allison McGillis, Asst. Director of Planning and Zoning/Zoning Official John Harbilas, Planner II Nicholas Lewis, Planner I Corrinna Lundgren, Administrative Coordinator Mary Jean

1. Call to Order

Chairman Johnson called the meeting to order at 5:00 p.m.

2. Consent Agenda

- a. Minutes of March 3, 2026.

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

Motion made by Vashon Sarkisian, seconded by Michael Dick, to approve the March 3, 2026, meeting minutes.

The motion carried unanimously by a 5-0 vote. (David Bornstein and Bill Segal were absent from the meeting.)

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 #26-03. Request of Levent Balkir for approval to construct a new, two-story, 3,251 square-foot, single-family home located at 2837 Wright Avenue on Lake Forest, zoned R-1A.

Ms. Lundgren provided a summary of the item. She noted that the request meets all R-1A requirements except for the front setback. She explained that the applicant was asking for 24 feet 10 inches, which is roughly in line with the neighboring properties. She then indicated that all 8 specimen trees on the property would be preserved. She also indicated that neighbor views and the views from the lake would not be affected and that the proposed pool deck elevation was within code requirements. Ms. Lundgren then specified that there is a large swale along the lakefront and other swales around the property to meet the required stormwater retention. She went on to explain that demolition of the existing retaining walls and construction of new retaining walls would impact and potentially destroy certain existing tree root systems.

Staff recommendation was for approval.

Discussion ensued about clarification of the requested variances, whether there would be a retaining wall for the stormwater pond on the pool side, if staff had received any comments from neighbors, a concern with the front-loaded garage on the front elevation, and clarification of how close the front setback is in line with the setbacks of the adjacent neighbors.

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

The Board shared their thoughts about the item and were overall in support of it.

Motion made by Michael Dick, seconded by Alex Stringfellow, for approval to construct a new, two-story, 3,251 square-foot, single-family home located at 2837 Wright Avenue on Lake Forest, zoned R-1A, with the following condition:

- **That the applicant ensures all provisions of the land development code, specifically the provision referring to front-facing garages (Sec. 58-71(h)(7)) are met at the time of building permit.**

The motion carried unanimously by a 5-0 vote. (David Bornstein and Bill Segal were absent from the meeting.)

- b. ZTA #26-01. Request of the City of Winter Park for an Ordinance amending Chapter 58, "Land Development Code", Article III, "Zoning" Section 58-79 "Public and Quasi-Public (PQP) District", to add a new permitted use for detached single-family dwelling units developed in accordance with the R-1A development standards set forth in Section 58-65(f).

Mrs. McGillis provided a summary of the item. She explained that the amendment was prompted by an opportunity for the Orange County School Board to partner with

Habitat for Humanity to develop single-family homes on the northern portion of the former Orange Technical College property located at 901 W. Webster Avenue. She also explained that the subject property is currently zoned PQP, which does not permit residential uses except as accessory accommodations to permitted institutional uses, such as dormitories, hospital beds, nursing homes, and assisted living facilities. She indicated that earlier this year, Habitat for Humanity and the Orange County School Board presented this partnership concept to the City Commission at their March 11, 2026, meeting, which expressed support for a text amendment to facilitate the provision of affordable housing for teachers and school staff. She noted that the proposed amendment would introduce a new permitted use within the PQP district to allow detached single-family dwelling units, provided they are developed in accordance with the R-1A development standards set forth in Section 58-65(f) of the code. She then reviewed the requirements of PQP zoning and how they relate to the request.

Staff recommendation was for approval.

Discussion ensued about whether the applicant could just apply for a conditional use or a one-time authorization, whether R-1A zoning applies to all other PQP parcels in the city, and how the ownership of the homes would work.

Habitat for Humanity's Treasurer, Jeff Briggs of 1140 South Orlando Avenue, Maitland, FL 32751, addressed the Board. Mr. Briggs discussed how the ownership of the homes would work.

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

A brief discussion ensued about the land restriction and how it would be enforced. The Board then shared their thoughts on the item and were overall in support of it.

Motion made by Charles Steinberg, seconded by Alex Stringfellow, for approval of an Ordinance amending Chapter 58, "Land Development Code", Article III, "Zoning" Section 58-79 "Public and Quasi-Public (PQP) District", to add a new permitted use for detached single-family dwelling units developed in accordance with the R-1A development standards set forth in Section 58-65(f).

The motion carried unanimously by a 5-0 vote. (David Bornsetin and Bill Segal were absent from the meeting.)

- c. CU #26-02. Request of Z Development Services for Conditional Use approval to construct four one-story buildings totaling 29,760 square feet at 860 West Fairbanks Avenue (former Orlando RV property), including approval for alcohol sales within 300 feet of residential properties, on property with vested Commercial (C-3)

zoning, together with a Community Benefit Agreement.

Mrs. McGillis provided a summary of the item. She noted that the subject property is the location of the former Holler Orlando RV, located at the southeast intersection of Fairbanks Avenue and Denning Drive and is proposed to be redeveloped as a mixed retail and restaurant commercial center. She explained that at the adoption of the Orange Avenue Overlay, a "vesting" provision was added to the Ordinance to allow property owners who could demonstrate that they would lose economic value due to the regulations included in the Orange Avenue Overlay versus their previous underlying zoning (Commercial (C-3) in this case) to petition to request the ability to develop under the previous C-3 zoning.

At the July 10, 2024, City Commission meeting, approval was granted by a 5-0 vote to allow the applicant's project to be vested under the previous Commercial (C-3) zoning versus the Orange Avenue Overlay (OAO) regulations. At the same meeting, as part of the vesting approval, a Community Benefit Agreement (CBA) was conceptually approved by the City Commission. This agreement provides for a donation of approximately 10.4 feet along the Fairbanks Avenue frontage of the property to the north, and two feet of the subject property frontage, in order to provide land for the future traffic congestion and safety improvement of a westbound left turn lane southbound onto Denning Drive. It also provides for the donation of the three vacant lots at 882; 872 and 862 West Comstock Avenue for a joint stormwater retention and flood control improvement.

Mrs. McGillis then reviewed additional provisions within the CBA and the plans for the project. She indicated that the proposed development consists of a new multi-building commercial project totaling approximately 29,760 square feet of mixed retail and restaurant uses in four buildings, organized along the Fairbanks Avenue frontage with parking behind the buildings, pedestrian circulation, and a central plaza environment. She also indicated that the proposed redevelopment provides access from Holt Avenue and Capen Avenue, intentionally avoiding direct vehicular access to Fairbanks Avenue and Denning Drive. She pointed out that in terms of parking, the project has been evaluated based on the city's code requirements for each use, and the project provides a total of 199 parking spaces, which exceeds the minimum code requirement of 175 spaces. She then went on to note that, in response to staff issues identified during the initial review, the applicant revised the landscape and tree disposition plans, added previously omitted trees to the inventory, and acknowledged that the two oak trees at the corner of Fairbanks/Denning and the two oak trees at the corner of Fairbanks/Capen will be preserved until future transportation improvements on Fairbanks Avenue. This would include a new turn lane from Fairbanks onto Denning being implemented.

Mrs. McGillis indicated that the only waiver requested as part of the application was to allow 9-foot minimum width parking lot landscape islands in certain locations in lieu of the 12-foot minimum width required by code, in order to improve parking efficiency while still accommodating required shade trees. She also indicated that the stormwater design includes a stormwater pond in the southwest corner of the site as well as underground exfiltration under the parking lot, and that the two transformers on the property would be hidden from the rights of way and screened with landscaping. She

then reviewed the elevations for the property.

Staff recommendation was for approval with the following conditions:

- That the Community Benefit Agreement be fully executed prior to issuance of a Certificate of Occupancy.
- That the identified oak trees in the CBA at the Fairbanks/Denning and Fairbanks/Capen intersections be preserved until future transportation improvements commence on Fairbanks Avenue.
- That the design of the pond be refined to incorporate a more naturalized shape, rather than rigid edges, given its visibility from the exterior of the site and its role as a visual component of the overall development.
- That the applicant enhance the streetscape along Holt Avenue between Denning Drive and Capen Avenue to incorporate dedicated on-street parking with landscaped tree islands. This improvement shall be completed prior to a Certificate of Occupancy for the project.

Discussion ensued about the reason for the restricted ingress and egress off Fairbanks Avenue and Denning Drive and whether it could be changed without going back to the Planning & Zoning Board.

The applicant's representative, Bob Ziegenfuss, of Z Development Services at 1201 East Robinson Street, Orlando FL 32801, addressed the Board. Mr. Ziegenfuss discussed the conditions of approval. He provided details about the plans for the oak trees on the property, the proposed walls around the pond, and the proposed streetscape enhancements.

Discussion ensued about how the proposed streetscape enhancements might impact the intended traffic-calming efforts, how the streets could be made more pedestrian friendly, whether the retention pond would be wet or dry, the expected pop off frequency of the exfiltration system, the code required elevation articulations for the project, and the right of way sight lines being consistent with code. Discussion also ensued about the under story tree selections being consistent with the reduction of the landscaped tree islands from 12 feet to 9 feet, the street trees having a minimum 6-inch caliber, whether compensation would be made for the proposed tree removals, how the traffic count was determined for the project's phase two office building, whether phase one of the project stands alone regarding compliance with the required parking, parking accommodations for electric scooters and bikes, and preventing line of sight issues due to on street parking.

The applicant's legal counsel, Frank Hamner at 1011 Wymore Rd, Winter Park, FL 32789, addressed the Board. Mr. Hamner spoke about the history of the project and the applicant's goal for the property. He also discussed how the project incorporates the OAO design standards, alleviates the city's stormwater issues in the area, provides extra parking, utilizes minimal massing, and has provided land for the creation of a left turn lane desired by the city. He then spoke about other written commitments that the applicant had agreed to within the CBA. He also asked for a slight adjustment to staff's fourth condition of approval: to add that Holt Avenue would be further treated to enhance pedestrian safety in that area.

The Board heard public comment from the following residents:

In Favor:

Damien Madsen of 400 S. Park Avenue, Winter Park, FL 32789.

Opposed:

Janet Barnard of 961 N. Kentucky Avenue, Winter Park, FL 32789.

Did not confirm their favor of or opposition to the item:
Vicky Quintanilla of 909 N. Kentucky Avenue, Winter Park, FL 32789; Gary Olson of 909 N. Kentucky Avenue, Winter Park, FL 32789; Sonia McLain of 935 N. Kentucky Avenue, Winter Park, FL 32789; Keith McClain of 935 N. Kentucky Avenue, Winter Park, FL 32789; Olivier Perez of 947 N. Kentucky Avenue, Winter Park, FL 32789; Brian Barnard of 961 N. Kentucky Avenue, Winter Park, FL 32789; Suzy Stein of 1035 N. Kentucky Avenue, Winter Park, FL 32789; and Steve Siegfried of 1041 S. Kentucky Avenue, Winter Park, FL 32789.

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

Discussion ensued about whether westbound turns are allowed northbound on Capen Avenue at Fairbanks Avenue, whether the idea of shutting down Holt Avenue at Denning Drive would be beyond the Board's purview, how impact fees would apply to the project, access to Holt Avenue, having more visual concepts of the project and its potential impacts on the community, finding resolutions for the project's traffic concerns, and the reason for restricting entrance to the property off of Fairbanks Avenue. A brief discussion ensued about what the Board specifically wanted to have the applicant address regarding revisions to the project and the Board having a work session to discuss the project's traffic concerns with staff.

Motion made by Alex Stringfellow, seconded by Michael Dick, to table the item to the May 5, 2026, regular meeting.

The motion carried unanimously by a 5-0 vote. (David Bornstein and Bill Segal were absent from the meeting.)

5. Action Items

6. Non-Action Items

7. Staff Updates

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 7:33 p.m.

Minutes approved by the Board on May 5, 2026.

ATTEST:

/s/ Mary Jean, Recording Secretary