



# City Commission Regular Meeting

## Agenda

**June 24, 2026 @ 3:30 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/](http://cityofwinterpark.org/meetings/) and include virtual meeting instructions.

### decorum

As a courtesy to those present, please silence your mobile devices. If you must take a phone call, please excuse yourself and step outside.

Members of the public shall observe the same rules of propriety, decorum and good conduct applicable to members of the Board. Persons making remarks or exhibiting behavior that disrupts the orderly conduct of this meeting will be subject to removal from the meeting.

### 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. Meeting Called to Order**

**2. Invocation - Wes Hamil, Director of Finance**

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**5. Mayor’s Report**

- a. Proclamation: Lakes Appreciation Month 5 minutes

**6. City Manager’s Report**

**7. City Attorney’s Report**

**8. Non-Action Items**

**9. Public Comments | 5 p.m. or soon thereafter**

(If the meeting ends earlier than 5 p.m., public comments will be at the end of the meeting. Three minutes are allowed for each speaker.)

**10. Consent Agenda**

- a. Approve the minutes of the regular meeting, June 10, 2026. 1 minute

- b. Approve the following piggyback contracts: 1 minute

- 1. Core & Main, LP - City of Boynton Beach #WH22-048 - Pipe Fittings and Accessories; Requesting additional funds to purchase various commodities for supporting City operations. Contract Term: Through October 4, 2026; Not to Exceed: \$750,000
- 2. EPIC Engineering & Consulting Group, LLC - City of Oldsmar #2024-005-RFP - Enterprise Asset Management Software and Implementation; Simplify i3 Asset Management for the Water & Wastewater Department. Contract Term: Through November 3, 2030; Not to Exceed: \$250,000

- c. Approve the following contracts: 1 minute

- 1. IFB26-3 - Frymyer Construction & Development, Inc. - Winter Park Library and Events Center Parking Lot Expansion. Requesting additional funds for Change Orders necessary for project completion; Not to Exceed \$79,539
- 2. RFP8-24 - Amendment 2 - A Budget Tree Service, Inc. - Tree

Pruning and Removal Services; For as-needed tree pruning and removal to support City operations. Contract Term: Through June 14, 2027; Not to Exceed: \$500,000

**11. Action Items Requiring Discussion**

- a. Pension Board Appointment 1 minute

**12. Public Hearings: Quasi-Judicial Matters**

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

- a. Ordinance 3366-26 - 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). (2nd Reading). 5 minutes
- b. CU #26-03. Request of El Car Wash Florida, LLC for: Conditional Use approval to construct a new, 3,700 square foot automated car wash facility at 2011 Aloma Avenue and 416 Lander Road, zoned C-3. **The applicant has withdrawn this request and will be resubmitting a revised Conditional Use application.**

**13. Public Hearings: Non Quasi-Judicial Matters**

(Public participation and comment on these matters may be virtual or in-person.)

- a. Ordinance - 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 also known as "Merrywood". (1st Reading) 45 minutes
- b. Amendment to Fee Schedule for building permit fees 5 minutes

**14. City Commission Reports**

**15. Summary of Meeting Actions**

**16. Adjournment**



City Commission

# agenda item 5.a

**item type**

Mayor's Report

**meeting date**

June 24, 2026

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Randy Knight, City Manager

**subject**

Proclamation: Lakes Appreciation Month

**motion | recommendation**

**background**

**alternatives | other considerations**

**fiscal impact**

**attachments**

None



**item type**

Consent Agenda

**meeting date**

June 24, 2026

**prepared by**

Kim Breland, Deputy City Clerk

**approved by**

Randy Knight, City Manager

**subject**

Approve the minutes of the regular meeting, June 10, 2026.

**motion | recommendation**

**background**

**alternatives | other considerations**

**fiscal impact**

**attachments**

1. CC-min -2026-06-10



# City Commission Regular Meeting Minutes

**June 10, 2026 at 3:30 PM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Mayor Sheila DeCiccio; Commissioners Elizabeth Ingram, Craig Russell, and Warren Lindsey; City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and City Clerk Rene Cranis. Absent: Commissioner Cruzada.

### **1. Meeting Called to Order**

Mayor DeCiccio called the meeting to order at 3:30 p.m.

### **2. Invocation - Pastor Preston Free - Encounter Christian Church**

### **3. Pledge of Allegiance**

### **4. Approval of Agenda**

**Motion made by Commissioner Lindsey to approve the agenda, seconded by Mayor DeCiccio. The motion carried unanimously by a 4-0 vote. Commissioner Cruzada was absent.**

### **5. Mayor's Report**

#### **a. Proclamation: Code Enforcement Officers' Appreciation Week**

Mayor DeCiccio presented the proclamation for Code Enforcement Officers' Appreciation Week, June 1 to June 5, 2026, to Susanne Porras, Director of Code Compliance. Ms. Porras expressed gratitude and introduced members of the Code Compliance team.

#### **b. Proclamation: Juneteenth**

Mayor DeCiccio read the proclamation honoring Juneteenth and discussed related events. Representatives from the Winter Park Library, Crealde School of Art, Hannibal Square Heritage Center, and the Equity Council Corp. accepted the proclamation.

Mayor DeCiccio reported the appointment of Alison Hanshaft to the Keep Winter Park Beautiful & Sustainable Board.

### **6. City Manager's Report**

#### **a. International Code Council Building Safety Month Video Competition**

Building & Permitting Director Gary Hiatt presented a video produced by Events & Marketing Coordinator Stephanie Silva, which received first place in the International Code Council's Building Safety Month competition. Ms. Silva spoke about the competition and the video. Commissioner Lindsey acknowledged the significance of the library, reviewed a letter to the editor of the Orlando Sentinel from a Lake Mary resident concerning the potential impact on libraries, and announced upcoming programs at the library.

The following information was provided in response to questions.

- Work continues on updating the 2013 historic resource directory.
- Conditions at WP 9 continue to improve. While additional costs were incurred to repair the greens, costs for a contractor to assume maintenance responsibilities for the next 3–4 months were offset by reductions in payroll expenses.
- The Certificate of Occupancy for the new maintenance buildings has been issued.
- Activity on youth and athletic programs and facilities, including increased usage of Showalter Field and volleyball and pickleball courts by various leagues.

## **7. City Attorney's Report**

Attorney Ardaman stated that the Orange County Sheriff's Office is evaluating a proposed county-wide ordinance to regulate micromobility dirt-bikes and e-scooters. The Commission must decide whether to establish a separate local ordinance or coordinate with the county's regulation. Discussion followed on how the county ordinance would impact the city and the importance of having an ordinance in place before the start of the next school year. Police Chief Tim Volkerson provided information on the City of Winter Garden's efforts and ordinance prohibiting micromobility users on the West Orange Trail within Winter Garden. He explained current regulations and supported local enforcement, issuing warnings for first violations and citations and fines for subsequent violations.

The Weiss Sirota Law firm is considering a lawsuit challenging the homestead amendment and offered to provide information to anyone interested in being a plaintiff.

## **8. Non-Action Items**

### **a. Park Avenue Refresh Project: Phase 2 Update**

Director of Communications Clarissa Howard, project manager, acknowledged contractors and consultants involved and provided an update on Phase I. Alex Stringfellow from Stringfellow Planning & Design presented the plans, design features, and timeline for Phase II, addressing questions about design choices and bollard placement. Mrs. Howard confirmed that Phase I remains within budget and on schedule, and she discussed communication efforts with Park Avenue businesses regarding construction and parking.

## **9. Public Comments | 5 p.m. or soon thereafter**

Nikki Seybold, 800 N. Interlachen Avenue, addressed parking concerns near the Alford Inn and the new Rollins Museum, as well as the increased traffic on Interlachen Avenue caused by the ongoing construction projects. She proposed alternative parking options and suggested relocating underutilized EV charging stations at the train station. Mayor DeCiccio asked that staff review the construction parking.

## **10. Consent Agenda**

- a. Approve the minutes of the regular meeting, May 27, 2026
- b. Approve the minutes of the work session, May 28, 2026.
- c. Approve the following piggyback contracts:
  1. Hale Innovation, LLC - City of St. Cloud #RFP 2025-083 - Grant Management Services; Requesting additional funds for the CDBG-DR grant

- for the Water and Wastewater Lift Station at Ravaudage & Wymore Project; Contract Term: Through October 7, 2028; Not to Exceed: \$300,000
2. Hubbard Construction Company - Amendment 3 - Orange County #Y23-127 - Furnish Asphalt Products; For the purchase of asphalt products used in the maintenance and repair of City streets and infrastructure. Contract Term: Through May 31, 2028; Not to Exceed: \$1,400,000
- d. Approve the following contracts:
1. RFQ7-24 - Amendment 3 - Southeastern Surveying & Mapping Corporation - Professional Survey Consulting Services; For professional consulting services to support city staff with active and potential future projects. Each task order will be brought to City Commission for approval, with the funding source listed. Contract Term: Through June 9, 2027

**Motion made by Mayor DeCiccio to approve the Consent Agenda, seconded by Commissioner Russell. The motion carried unanimously by a 4-0 vote. Commissioner Cruzada was absent.**

### **11. Action Items Requiring Discussion**

### **12. Public Hearings: Quasi-Judicial Matters**

### **13. Public Hearings: Non Quasi-Judicial Matters**

- a. Ordinance 3367-26 Adopting the Second Amendment and extending the Solid Waste and Recyclables Collection Franchise Agreement between the City and Waste Pro of Florida, Inc. (2nd Reading)

Attorney Ardaman read the ordinance by title. Director of Natural Resources and Sustainability Gloria Eby responded to questions regarding contracted services and support for the city's special collection events, rates, and customer satisfaction. Commissioner Lindsey proposed that the city consider implementing a fee for credit card payments. Mr. Knight mentioned that this is currently under review by staff. There were no public comments.

**Motion made by Commissioner Russell to adopt Ordinance 3367-26, seconded by Lindsey. Upon a roll call vote, Commissioners Ingram, Russell and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously by a 4-0 vote. Commissioner Cruzada was absent.**

### **14. City Commission Reports**

Mayor DeCiccio -

- Read an email from a resident regarding pleasant daily walks in the city.

Commissioner Ingram -

- Asked for information regarding College Quarter noise complaints and the length of time to present cases to the Code Compliance Board. Chief Volkerson stated that the city cannot investigate or pursue noise complaints without a complainant or victim. This information was shared at a recent neighborhood meeting, which facilitated the timely investigation of complaints.

Commissioner Russell -

- A community meeting regarding transportation and mobility issues has been scheduled for June 11, 2026, at 6:00 p.m. at the Community Center.

Commissioner Lindsey -

- Thanked Attorney Ardaman and Commissioner Russell for their work on a multi-mobility ordinance. Chief Volkerson cited statistics on injuries resulting from multi-mobility accidents.
- Recognized the Planning and Zoning Board and Planning and Zoning Director Allison McGillis for their work and professionalism in managing planning and zoning matters.

### **15. Summary of Meeting Actions**

- Proclamations were presented for Code Enforcement Officers' Appreciation Week and Juneteenth.
- Alison Hanshaft was appointed to the Keep Winter Park Beautiful and Sustainable Advisory Board.
- Video for International Code Council Building Safety Month was presented.
- Received status on the update of the historic preservation directory.
- Discussed micromobility ordinance; staff to look at Orange County timeline and draft a separate ordinance for adoption prior to next school year.
- Park Ave Refresh project update.
- Public comment on construction parking on Interlachen and parking suggestions and solutions.
- Approved the Consent Agenda.
- Adopted Ordinance amending and extending the solid waste franchise with Waste Pro.

### **16. Adjournment**

The meeting adjourned at 5:23 p.m.

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Mayor Sheila DeCiccio

ATTEST:

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Deputy City Clerk Kim Breland



**item type**

Consent Agenda

**meeting date**

June 24, 2026

**prepared by**

**approved by**

**subject**

Approve the following piggyback contracts:

**motion | recommendation**

**background**

**alternatives | other considerations**

**fiscal impact**

**attachments**

None



**item type**

Consent Agenda

**meeting date**

June 24, 2026

**prepared by**

Rebecca Watt, Contract Agent  
Jennifer Maier, Procurement Manager

**approved by**

Randy Knight, City Manager

**subject**

1. Core & Main, LP - City of Boynton Beach #WH22-048 - Pipe Fittings and Accessories; Requesting additional funds to purchase various commodities for supporting City operations. Contract Term: Through October 4, 2026; Not to Exceed: \$750,000
2. EPIC Engineering & Consulting Group, LLC - City of Oldsmar #2024-005-RFP - Enterprise Asset Management Software and Implementation; Simplify i3 Asset Management for the Water & Wastewater Department. Contract Term: Through November 3, 2030; Not to Exceed: \$250,000

**motion | recommendation**

Commission approve items as presented and authorize Mayor to execute.

**background**

1. The Water & Wastewater Department is requesting additional funds under this piggyback agreement for the continued purchase of pipe fittings, accessories, and related commodities necessary to support the operation, maintenance, and repair of the City's water and wastewater infrastructure.
2. Simplify i3 is a Computerized Maintenance Management System (CMMS) software that will replace the Water & Wastewater Utilities department's paper-based work order process with a centralized digital platform. The system will be used by the Water Plants, Wastewater Plant, and Utility Maintenance to create, assign, track, and document maintenance activities, including work order tracking, preventive maintenance scheduling, asset management, reporting, etc.

**alternatives | other considerations**

**fiscal impact**

1-2. Water & Wastewater Fund

**attachments**

None



City Commission

# agenda item 10.c

**item type**

Consent Agenda

**meeting date**

June 24, 2026

**prepared by**

**approved by**

**subject**

Approve the following contracts:

**motion | recommendation**

**background**

**alternatives | other considerations**

**fiscal impact**

**attachments**

None



**item type**

Consent Agenda

**meeting date**

June 24, 2026

**prepared by**

Rebecca Watt, Contract Agent

**approved by**

Randy Knight, City Manager

**subject**

1. IFB26-3 - Frymyer Construction & Development, Inc. - Winter Park Library and Events Center Parking Lot Expansion. Requesting additional funds for Change Orders necessary for project completion; Not to Exceed \$79,539
2. RFP8-24 - Amendment 2 - A Budget Tree Service, Inc. - Tree Pruning and Removal Services; For as-needed tree pruning and removal to support City operations. Contract Term: Through June 14, 2027; Not to Exceed: \$500,000

**motion | recommendation**

Commission approve items as presented and authorize Mayor to execute.

**background**

1. Additional funding is requested to cover the change orders necessary for project completion. Change Order No. 1 was previously approved by the City Manager under delegated authority; however, the cumulative value of all change orders now exceeds the City Manager's approval authority and therefore requires City Commission approval. The additional work was identified during construction and was necessary to address site conditions and ensure proper functionality of the completed improvements. Work included sidewalk and curb replacement, retaining wall and wheel-stop installation for compact-car parking, valley gutter repairs, concrete replacement to correct stormwater drainage deficiencies, and the removal and replacement of existing concrete and brick pavement areas.
2. A formal solicitation was issued to award this contract. This is the second of four allowable renewals pursuant to the original contract.

**alternatives | other considerations**

**fiscal impact**

1. Community Redevelopment Fund
2. General Fund

**attachments**

None



**item type**

Action Items Requiring Discussion

**meeting date**

June 24, 2026

**prepared by**

Kim Breland, Deputy City Clerk

**approved by**

Randy Knight, City Manager

**subject**

Pension Board Appointment

**motion | recommendation**

Appoint Mr. Michael Poole to the Police Pension Board.

**background**

Appointments to the pension boards must be approved by vote of the Commission.

Staff is recommending the appointment of Michael Poole to the Police Officers' Pension Board, whose application is attached.

**alternatives | other considerations**

**fiscal impact**

**attachments**

1. Poole, Michael PO Pension Board Application

# Citizen Board Application

## Profile

Michael \_\_\_\_\_ Poole \_\_\_\_\_  
 First Name Middle Last Name  
 Initial Suffix

mwpoole5@gmail.com \_\_\_\_\_  
 Email Address

**Please note:** *Physical address only - no P.O. Box.*

1671 Summerland Drive \_\_\_\_\_  
 Home Address Suite or Apt

Winter Park \_\_\_\_\_ FL \_\_\_\_\_ 32789  
 City State Postal Code

### How long have you lived in Winter Park?

40 \_\_\_\_\_

Business: (407) 620-2337 \_\_\_\_\_  
 Primary Phone Alternate Phone

### Are you a City resident?

Yes  No

### Do you own property in the City?

Yes  No

### Are you a registered voter?

Yes  No

### Are you employed by the City?

Yes  No

## Your Requested Boards (select 3)

### Which Boards would you like to apply for?

Winter Park Police Officers' Pension Board: Submitted

**This board requires members to file a Financial Disclosure Form annually. Are you willing to comply with this requirement?**

Yes  No

**Please list all city boards for which you have attended a meeting.**

**Are you currently serving on a City board?**

Yes  No

**If so, which one?**

**Have you previously served on a City board?**

Yes  No

**If so, which one(s)?**

KWPB & Sustainability, UAB, Broadband

**Why are you interested in serving on a City board?**

support my community

**Do you have any potential conflicts of interest that may arise while serving on one of these boards?**

Yes  No

**If yes, please provide details:**

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## **Education and Work Experience**

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### **Education Background**

BA and MBA

**Current employment status: \***

Self-Employed

**Current profession, or previous profession, if retired.**

Finance

PCE Management

Employer

President

Job Title

**Employer Address**

200 E. New England Av, Suite 400, Winter Park, Fl 32789

**Current Professional License/Certification/Registration**

FINRA Licenses: 7,14,79,24,27

**Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.**

finance, management, industry knowledge

Upload a Resume

**Community Involvement**

**Please provide your community involvement**

**Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.**

**Please provide any additional information about yourself that relates to the board(s) you have selected.**

**Acknowledgements:**

**I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.**

Yes  No

**Disclosures**

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Florida law allows certain persons to request that an agency not publicly disclose specific identification and/or location information contained in any of its agency records. Please contact the City Clerk's office at 407-599-3277 or email CityClerk@cityofwinterpark.org to request more information or the city's Public Records Exemption Request Form.



**item type**

Public Hearings: Quasi-Judicial Matters

**meeting date**

June 24, 2026

**prepared by**

Allison McGillis, Director of Planning and Zoning

**approved by**

**subject**

Ordinance 3366-26 - 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). (2nd Reading).

**motion | recommendation**

P&Z Board recommendation is for approval.

**background**

**UPDATE** from 5/27 - Requires a Supermajority vote of the Commission, back on the agenda for June 24 (Second Reading)

**UPDATE** from 5/13 - language added limiting ordinance to apply only to Orange County Public School properties.

**REVISED:** Codification, severability and conflict sections have been revised as a result of discussion and motion made on first reading.

This proposed amendment to the Public and Quasi-Public (PQP) zoning district is 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. A conceptual sketch illustrating the proposed single-family lot layout has been prepared for discussion purposes and is attached. 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. Earlier this year, Habitat for Humanity and the Orange County School Board presented this partnership concept to the City Commission, which expressed support for a text amendment to facilitate the provision of affordable housing for teachers and school staff. Accordingly, 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.

## **alternatives | other considerations**

## **fiscal impact**

## **attachments**

1. Ordinance 3366-66 PQP Permitted Uses Addition Revised 5.14.26
2. Business Impact Estimate
3. OCPS Partnership Map

**ORDINANCE NO. 3366-26**

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA 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) LIMITED TO ORANGE COUNTY PUBLIC SCHOOL PROPERTIES, PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Winter Park deems it necessary for the general welfare of the City to amend the City of Winter Park Land Development Code as set forth in this Ordinance;

**WHEREAS**, the City Commission hereby finds that this Ordinance serves a legitimate government purpose and is in the best interests of the public health, safety, and welfare of the citizens of Winter Park, Florida;

**WHEREAS**, the City Commission hereby finds that the land development regulations adopted herein are consistent with the Comprehensive Plan;

**NOW THEREFORE, BE IT ENACTED** by the City Commission of the City of Winter Park, Florida, after due notice and public hearing, that:

**SECTION 1.** That Chapter 58 "Land Development Code", Article III, "Zoning" of the Code of Ordinances, Section 58-79 "Public and Quasi-Public (PQP)" is hereby amended as shown below (underlined language are additions; ~~stricken through~~ language are deletions; subsections not included are not being modified):

**Sec. 58-79. Public and Quasi-Public (PQP) district.**

(b) *Permitted uses.* The following buildings or uses and additions thereto are permitted uses:

- (9) Detached single-family dwelling units developed in accordance with the R-1A development standards set forth in Section 58-65(f) limited to Orange County Public School properties.

**SECTION 2. CODIFICATION.** Section 1 of this Ordinance shall be incorporated into the Winter Park City Code. Any section, paragraph number, subsection number, letter, and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical, and other similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance or City Code may be made.

**SECTION 3. SEVERABILITY.** The provisions of this Ordinance are declared to be separable and if any section, paragraph, sentence or word of this Ordinance or the application thereto any person or circumstance is held invalid, that invalidity shall not affect other sections or words or applications of this Ordinance. If any part of this Ordinance is found to be preempted or otherwise superseded, the remainder shall nevertheless be given full force and effect to the extent permitted by the severance of such preempted or superseded part.

**SECTION 4. CONFLICTS.** If any ordinance or part thereof is in conflict herewith, this Ordinance shall control to the extent of the conflict.

**SECTION 5. EFFECTIVE DATE.** This Ordinance shall take effect immediately upon its passage and in accordance with Florida law.

**ADOPTED** at a regular meeting of the City Commission of the City of Winter Park, Florida held in City Hall, Winter Park, on this \_\_\_ day of \_\_\_\_\_, 2026.

By: \_\_\_\_\_  
Mayor Sheila DeCiccio

ATTEST:

By: \_\_\_\_\_  
Rene Cranis, City Clerk

# City of Winter Park, Florida Business Impact Estimate

Posted Date: \_\_\_\_\_

Proposed ordinance's title/reference:

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA 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), PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

This Business Impact Estimate (BIE) is provided in accordance with Section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Winter Park takes the position that a business impact estimate is not required by state law for the proposed ordinance.<sup>1</sup> The City of Winter Park may, at its discretion, complete a Business Impact Estimate even for a proposed ordinance that falls under one of the following exemptions. This Business Impact Estimate may be revised following its initial posting.

If the ordinance is exempt, please check the appropriate box below. Continue to Page 2, if a BIE is required.

- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement; or
- The proposed ordinance is enacted to implement the following:
  - a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  - b. Comprehensive Plan Amendments and land development regulation amendments initiated by an application by a private party other than the City of Winter Park;

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<sup>1</sup> See Section 166.041(4)(c), Florida Statutes.

- c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City of Winter Park hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): This ordinance arises from 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. The property is currently zoned Public and Quasi-Public (PQP), which does not allow residential development except as accommodations associated with permitted institutional uses, such as college dormitories, hospital beds, nursing homes, or assisted living facilities. This ordinance proposes a zoning text amendment to the PQP district to add a new permitted use allowing detached single-family dwelling units developed in accordance with the R-1A development standards established in Section 58-65(f) of the City Code, specifically to facilitate this affordable housing partnership.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Winter Park, if any:  
(a) An estimate of direct compliance costs that businesses may reasonably incur; None  
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and None  
(c) An estimate of the City of Winter Park regulatory costs, including estimated revenues from any new charges or fees to cover such costs. None

If any of the above are applicable, please explain: None, this Ordinance does not affect businesses.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None, this Ordinance does not affect businesses.

4. Additional information the governing body deems useful (if any): This Ordinance does not affect businesses.





**item type**

Public Hearings: Quasi-Judicial Matters

**meeting date**

June 24, 2026

**prepared by**

**approved by**

Randy Knight, City Manager

**subject**

CU #26-03. Request of El Car Wash Florida, LLC for: Conditional Use approval to construct a new, 3,700 square foot automated car wash facility at 2011 Aloma Avenue and 416 Lander Road, zoned C-3. **The applicant has withdrawn this request and will be resubmitting a revised Conditional Use application.**

**motion | recommendation**

**background**

**alternatives | other considerations**

**fiscal impact**

**attachments**

None



**item type**

Public Hearings: Non Quasi-Judicial Matters

**meeting date**

June 24, 2026

**prepared by**

Allison McGillis, Director of Planning and Zoning

**approved by**

Randy Knight, City Manager

**subject**

Ordinance - 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 also known as "Merrywood". (1st Reading)

**motion | recommendation**

P&Z Board recommendation is for approval of the applicant's request.

**background**

The applicant and contract purchaser of 1020 Palmer Avenue, Tara Tedrow, is requesting a Comprehensive Plan text amendment to create a new policy that would allow the split of the approximately 3.67-acre lakefront property into two residential lots as long as specific criteria is met.

The justification statement provided by the applicant argues that the current Comprehensive Plan prohibition on splitting lakefront lots was intended to prevent excessive subdivision of lakefront properties, but that the subject property represents a unique circumstance due to its size and zoning. The applicant contends that under the existing regulations, the property could accommodate a single residence of approximately 56,000 square feet based on the permitted floor area ratio, which they state would be significantly larger than surrounding homes and inconsistent with the scale and character of the city. The proposed policy would instead allow two lots with a minimum size of 1.5 acres each, each maintaining at least 150 feet of lake and street frontage, while capping the combined gross floor area of development on both lots at 40,000 square feet. The applicant asserts that this would reduce the potential development intensity currently allowed on the property and result in development that is more compatible with surrounding residential character. The justification statement further maintains that the request is consistent with Comprehensive Plan goals related to neighborhood character, housing diversity, and compatibility, while having minimal impact on population density, infrastructure, and public services. The applicant also emphasizes that the proposed amendment is narrowly tailored to this specific property and would not broadly alter

the city's existing lakefront subdivision policies. The policy is proposed as follows:

**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 lot exists as of October 1, 2025), into two resultant lots subject to the following standards:

(1) each lot shall have a minimum of 150 linear feet of frontage on both the lake boundary line and right-of-way boundary line;

(2) each lot shall be a minimum of 1.5 acres in size; and

(3) the total gross floor area developed 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 site plan review and in no event shall either lot's gross floor area exceed 35% FAR.

While the applicant is proposing a reduction in the overall development potential of the property, staff noted that the property also contains a 1938 residence designed by James Gamble Rogers II that is listed on the Florida Master Site File, but is not currently designated on the City's historic register. Staff expressed concerns during the P&Z Board meeting regarding the potential demolition or loss of the historic residence, as well as the broader precedent associated with permitting additional lakefront lot splits. Staff also presented an alternative policy approach that would allow limited exceptions to the City's lakefront subdivision prohibition only when tied to the preservation and designation of distinguished historic homes and structures constructed prior to 1950. Staff noted that this policy was previously utilized to preserve another James Gamble Rogers II residence located at 1290 N. Park Avenue.

The staff proposed alternative policy amendment would have modified existing Policy 1-5.1.1 to allow exceptions to the lakefront subdivision prohibition only where the historic structure is preserved and designated on the Winter Park Register of Historic Places, and where specific minimum lot width and upland area standards are met. Following public hearing and discussion, the P&Z Board voted to recommend approval (4-2) of the applicant's proposed Comprehensive Plan amendment creating Policy 1-5.1.8, rather than the alternative approach presented by staff.

### **alternatives | other considerations**

Staff recommended the idea of an alternate policy in an attempt to still permit a lot split, but allow the preservation of Merrywood:

**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,~~

- That there is no increase in the number of lakefront lots, and that the lakefront lot is not a 'flag lot', or
- One new lakefront lot may be created if the resulting two lakefront lots are each at least 110 feet wide at the street and at the lake, and both lots have at least 52,000 square feet of upland area.

## fiscal impact

## attachments

1. Ordinance\_ Policy Addition for Lakefront lot splits
2. Business Impact Estimate
3. Location Map
4. Aerial Map
5. WP Comp Plan Text Amendment Justification Statement (1020 Palmer Ave)(15502561.2)
6. Fwd\_ [EXTERNAL] Letter - Owner
7. 1020 Palmer Ave - Demo Permit Signed
8. s39WM7\_174767\_survey\_r1
9. 1020 PALMER AVE COMP PLAN LOT SPLIT - 2 LOT OPTION - 10.1.25
10. 1020 PALMER AVE LOT SPLIT - 55,991 SF OPTION 2 - 10.1.25 (002)
11. Riverside-WestIndies\_Front-Dusk
12. stucco-home-clay-roof-tiles-french-door-e05060a8-966a56882e6347
13. 1020 Palmer - front
14. 1020-Palmer\_002 - front view
15. OR00779 - FMSF
16. [EXTERNAL] 1020 Palmer avenue lot split CPA #25-05
17. [EXTERNAL] 1020 Palmer Ave, CPA 25-05
18. [EXTERNAL] Merrywood House and lot split
19. [EXTERNAL] Palmer\_Letter of Support
20. 20260407105831610 - Jason Johnson letter
21. [EXTERNAL] CPA #25-05 - Tara Tedrow
22. [EXTERNAL] "Merrywood" - 1020 Palmer Avenue - Opposed to Lot Split without Historic Designation
23. [EXTERNAL] 1020 Palmer Ave Letter of Support
24. Merrywood lot split letter - p and z
25. [EXTERNAL] 1020 Palmer (Merrywood) Comments for review

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING 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, PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the Winter Park City Commission adopted its Comprehensive Plan on February 14, 2024 via Ordinance 3291-24, and

**WHEREAS**, the City received an application requesting a text amendment to the Future Land Use Element to the Comprehensive Plan; and

**WHEREAS**, the Winter Park Planning and Zoning Board, acting as the designated Local Planning Agency, has reviewed and recommended adoption of the proposed text amendment to the Comprehensive Plan, having held an advertised public hearing on June 2, 2026, provided for participation by the public in the process and rendered its recommendations to the City Commission; and

**WHEREAS**, the Winter Park City Commission has reviewed the proposed text amendment to the Comprehensive Plan and held advertised public hearings at which the City Commission has provided for public participation in the process in accordance with the requirements of state law and the procedures adopted for public participation in the planning process; and

**WHEREAS**, proper notice has been given for all public hearings on the proposed text amendment to the Comprehensive Plan; and

**WHEREAS**, the City Commission desires to amend the Comprehensive Plan, Future Land Use Element, in order to add a new policy within the Future Land Use Element to permit the subdivision or lot split of lakefront property with a minimum of 3.5 acres subject to specific conditions; and

**WHEREAS**, such text amendment meets the criteria established by Chapter 166, Florida Statutes, is internally consistent with the Goals, Objectives and Policies of the Comprehensive Plan, and is otherwise in compliance with law.

**NOW THEREFORE, BE IT ENACTED** by the City Commission of the City of Winter Park, Florida, after due notice and public hearing, that:

**SECTION 1.** That Chapter 58 "Land Development Code", Article I, "Comprehensive Plan" Future Land Use Element is hereby amended to add a new Policy

1-5.1.8 as shown below (underlined language are additions; ~~stricken through~~ language are deletions; subsections not included are not being modified):

**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 lot exists as of October 1, 2025), into two resultant lots subject to the following standards:

- (1) each lot shall have a minimum of 150 linear feet of frontage on both the lake boundary line and right-of-way boundary line;
- (2) each lot shall be a minimum of 1.5 acres in size; and
- (3) the total gross floor area developed 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 site plan review and in no event shall either lot's gross floor area exceed 35% FAR.

**SECTION 2. CODIFICATION.** Section 1 of this Ordinance shall be incorporated into the City of Winter Park Comprehensive Plan. Any section, paragraph number, subsection number, letter, and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical, and other similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance or City Code may be made.

**SECTION 3. SEVERABILITY.** The provisions of this Ordinance are declared to be separable and if any section, paragraph, sentence or word of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity shall not affect other sections or words or applications of this Ordinance. If any part of this Ordinance is found to be preempted or otherwise superseded, the remainder shall nevertheless be given full force and effect to the extent permitted by the severance of such preempted or superseded part.

**SECTION 4. CONFLICTS.** If any ordinance or part thereof is in conflict herewith, this Ordinance shall control to the extent of the conflict.

**SECTION 5. EFFECTIVE DATE.** The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administrative Commission enters a final order determining the adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administrative Commission, this amendment may nevertheless be made effective by the adoption of a

resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

**ADOPTED** at a regular meeting of the City Commission of the City of Winter Park, Florida held in City Hall, Winter Park, on this \_\_\_\_ day of \_\_\_\_\_, 2026.

By: \_\_\_\_\_  
Mayor Sheila DeCiccio

ATTEST:

By: \_\_\_\_\_  
Rene Cranis, City Clerk

# City of Winter Park, Florida Business Impact Estimate

Posted Date: \_\_\_\_\_

Proposed ordinance's title/reference:

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING 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, PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

This Business Impact Estimate (BIE) is provided in accordance with Section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Winter Park takes the position that a business impact estimate is not required by state law for the proposed ordinance.<sup>1</sup> The City of Winter Park may, at its discretion, complete a Business Impact Estimate even for a proposed ordinance that falls under one of the following exemptions. This Business Impact Estimate may be revised following its initial posting.

If the ordinance is exempt, please check the appropriate box below. Continue to Page 2, if a BIE is required.

- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement; or
- The proposed ordinance is enacted to implement the following:
  - a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  - b. Comprehensive Plan Amendments and land development regulation amendments initiated by an application by a private party other than the City of Winter Park;
  - c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

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<sup>1</sup> See Section 166.041(4)(c), Florida Statutes.

d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City of Winter Park hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): N/A

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Winter Park, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

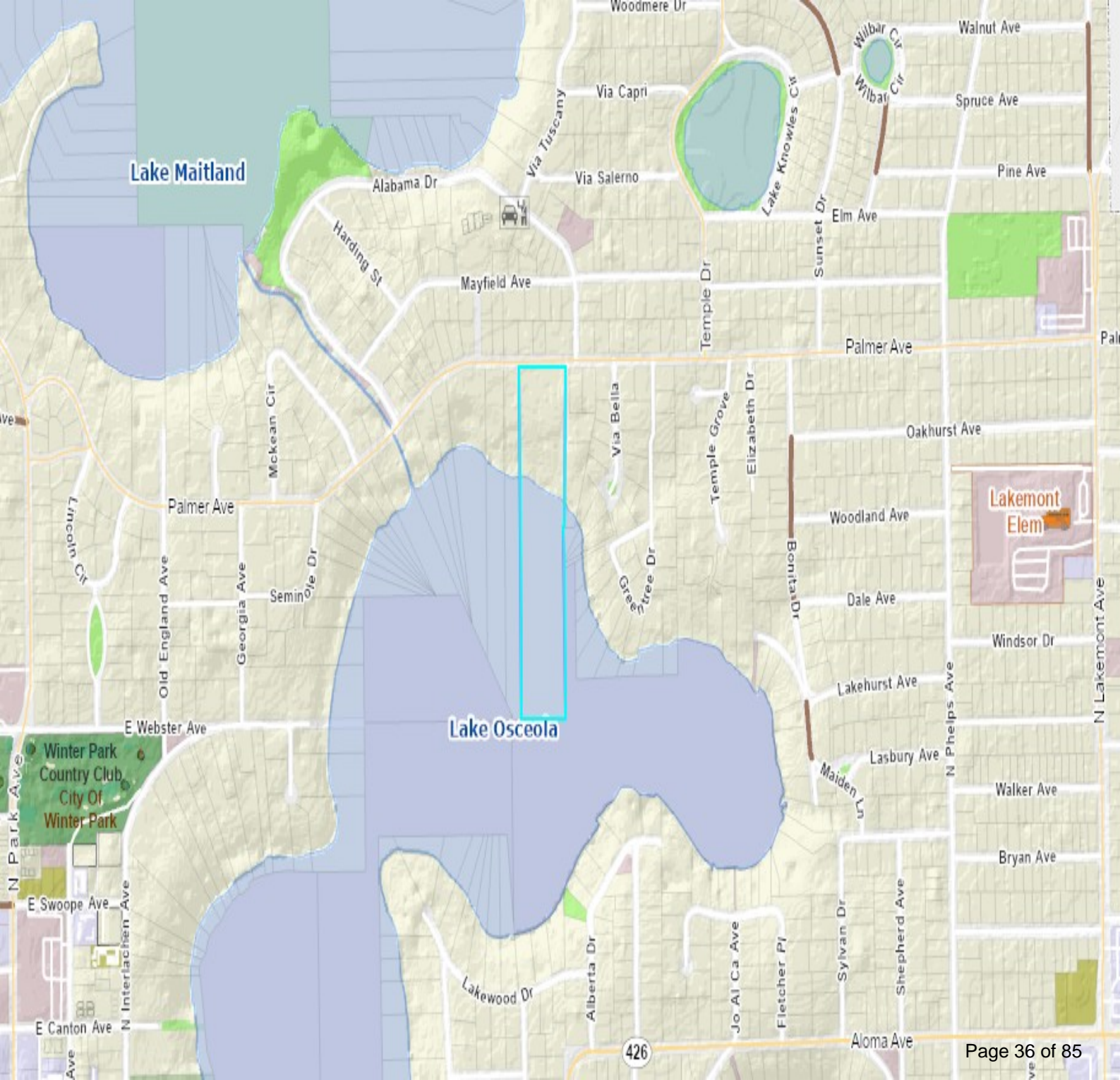
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible;

(c) An estimate of the City of Winter Park regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

If any of the above are applicable, please explain: N/A

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: N/A

4. Additional information the governing body deems useful (if any): This Ordinance does not affect businesses.



Lake Maitland

Lake Osceola

Lakemont  
Elem

Winter Park  
Country Club  
City Of  
Winter Park



## Comprehensive Plan Policy Text Amendment Justification Statement

### 1020 Palmer Avenue

Pursuant to Policy 1-5.1.1 of the City’s Comprehensive Plan, the City is currently prohibited from allowing any lakefront lot owner to effectuate a split of their property. This policy was well intentioned to create unique lakefront lot experiences in the City and to prevent lakefront property owners from trying to split lots into as many smaller lots as possible. This request would create a new Comprehensive Plan policy (the “Proposed Policy”) that would take into consideration the unique circumstances of 1020 Palmer Avenue (the “Subject Property”), while respecting that desire for unique lakefront properties, as well as the goals and policies of the Comprehensive Plan as a whole. The Proposed Policy would read as follows:

***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 lot 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 gross floor area 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 site plan review and in no event shall either lot’s gross floor area exceed a 35% FAR.***

The current 3.67-acre Subject Property’s Single Family Residential Future Land Use designation would permit a 35% FAR, resulting in potentially 55,991 square feet of total gross floor area. The largest home in the City is on Palmer Avenue and has a gross floor area of over 36,000 square feet. The Subject Property could have a home 55% larger than that home.

**To further put this into perspective, the City’s new library and event space total 53,355 square feet. The home that could be built on the Subject Property under today’s Comprehensive Plan would be larger than both buildings combined on the City’s library campus and would dwarf every home in Winter Park.** Below are a few examples of what a 56,000 square foot house could look like include:

1. Spelling Manor in LA: 56,000 SF



2. Michael Jordan's Former Mansion in Chicago: 56,000 SF



3. Chateau Montagel in Alabama: 54,000 SF



4. Home in Utah: 50,000 SF



The square footage of the homes shown above would be permitted by right today based on the current acreage and FAR of the Subject Property. These homes are completely out of scale with the entire City of Winter Park.

Moreover, City code in Section 58-65 provides the following justification for the establishment of specific FAR limitations:

**(1) Floor area ratio (FAR).**

**a. Limitations on allowable floor area are established for the following purposes:**

- 1. To provide adequate living space for single-family dwellings;**
- 2. To assure that the overall bulk and mass of all buildings on each site will be harmoniously related to the size of the building sites on which they are constructed;**
- 3. To prevent out-of-scale developments that are inconsistent with the preservation of neighborhood character and open space.**

To say that a 56,000 SF home would on Palmer Avenue would be out-of-scale is a gross understatement.

The Proposed Policy, however, would reduce the currently allowable FAR by nearly 30% between the two lots. It would also ensure that the properties meet the Land Development Code Section 58-65(e)(3) requirement for 150' of lake and street frontage. Moreover, the two lots resulting from this Proposed Policy would each be a minimum of 1.5 acres, which are significant sized lots that respect the lakefront diversity that the Comprehensive Plan aims to protect.

Pursuant to Land Development Code Section 58-6(a)(2), in order to process a Comprehensive Plan text amendment the City shall consider two relevant factors; each of which is justified below:

1. **The need and justification for the change; and**

The Subject Property is the largest single tract residential lakefront lot in the City of Winter Park. However, the proposal results in two very large lakefront home sites and will respect the scale of development permitted on adjacent lots. The mass and scale of the current allowable home size on one lot

would be completely out of character with the City as a whole. While the City encourages a diversity of housing sizes and permits very large homes to be built per applicable standards, the splitting of the Subject Property will not impact any other lots in the City and will permit two homes to be built that would keep more in line with the character of the City as a whole.

2. The relationship of the proposed amendment to the goals, objectives and policies text of the city's comprehensive plan, with appropriate consideration as to whether the proposed change will further, or at least not be contrary to the comprehensive plan.

Policy 1-2.3.1 permits Single Family Residential Future Land Use designated properties to have up to 5 dwelling units per acre. Were the Subject Property not on the lake, the City would permit 18.35 dwelling units under the Future Land Use designation metrics. The Proposed Policy would result in 1 dwelling unit per a minimum of 1.5 acres, which has no notable impact on the City's population and results in a truly de minimis demand on public services and infrastructure.

Policy 1-7.1.1 of the Comprehensive Plan guides the City to review its land use policies: **“Trends in the magnitude, distribution, and characteristics of population and land use shall serve as indicators of possible changes in land use needs. . . Land use Codes shall be refined as needed in order to remain responsive to evolving problems and issues.”** The Proposed Policy is specific to a unique issue in the City and given the overall compliance with other City Land Development Code and Comprehensive Plan policies, the City is able to be responsive to the same through the proposed text amendment.

The Proposed Policy also meets the following goals and policies of the Comprehensive Plan:

- A. **GOAL 1-1: MAINTAIN THE CITY'S CHARACTER *Ensure the City of Winter Park maintains its traditional scale and residential character* . . .**
- B. **GOAL 3-1: QUALITY RESIDENTIAL ENVIRONMENT *Allocate land area to accommodate a supply of housing responsive to the diverse housing needs of the existing and future population and assist the private sector to responsively meet demand for quality housing in neighborhoods protected from incompatible uses and served by adequate public facilities.***
- C. **Policy 3-1.1.1: Regulations to Support Housing Diversity. *The City's Future Land Use Map shall allocate land resources that shall accommodate a range of housing densities and structure types to accommodate current and future population needs.***
- D. **OBJECTIVE 1-5.2: Preserve the Quality & Character of Winter Park's Neighborhoods. *By recognizing and maintaining the variety of neighborhoods and housing types available throughout the City, the City will protect and conserve the diverse range of residential opportunities.***
- E. **Policy 1-5.2.1: Maintain the Scale & Character of Neighborhoods *The City shall accommodate redevelopment activity in a manner that does not produce residential development that substantially alter the scale or character of a street. The aim shall be to create opportunities for redevelopment that complement the features of the existing neighborhood.***

The City has a strong history of protecting the residential character of its neighborhoods. This Proposed Policy still provides for large lakefront lots, which make Winter Park so special, while preventing a house that would be entirely out of scale with anything in the entire City.

**From:** [Tedrow, Tara](#)  
**To:** [Allison McGillis](#)  
**Subject:** Fwd: [EXTERNAL] Letter  
**Date:** Monday, June 1, 2026 1:55:53 PM  
**Attachments:** [image066618.png](#)

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Please see below from the owner. Thank you!

Begin forwarded message:

**Tara Tedrow**

*Shareholder*

215 N. Eola Dr. | Orlando, FL 32801

**D:** 407.418.6361 | **P:** 407.843.4600

[Email](#) | [Website](#) | [Bio](#) | [vCard](#)



LOCAL ROOTS. BROAD REACH. <sup>SM</sup>

**From:** Cathy Gilmer <cathyloveslily@gmail.com>  
**Date:** June 1, 2026 at 12:43:47 PM EDT  
**To:** "Tedrow, Tara" <Tara.Tedrow@lowndes-law.com>  
**Subject:** Letter

**CAUTION: THIS IS AN EXTERNAL EMAIL**

Dear Mayor and Commissioners,

My name is Cathy Gilmer and the Merrywood house at 1020 Palmer was my family's home, from the time I was 6 years old in 1976, until my mother passed away in 2025.

Over roughly the last decade, during which time I was the primary caregiver for both of my parents from the time they fell ill until the time they died, we had many discussions regarding the fate of the house after they were gone during which time it was made very clear that the house (and the land it sits on) was my brother and I's inheritance from them.

During the last few years of my mother's life the house began to experience issues that have made the house unlivable including burst water pipes and severe leaking, not to mention the

house still runs on oil, which is not easily obtained, leading to a lack of heat or hot water. Over the last year we have looked into what it would take to restore, preserve or even make the house livable again and the unfortunate fact is that we (and even the most well-intentioned preservationists who have toured the home) do not have the finances to undertake such a project. The truth of the matter is that every day the house remains standing costs money we don't have, falls into further disrepair and is not contributing anything to the community. It is basically a waste.

On top of all of this we have had to deal with several break-ins and thefts from people who feel they have the right to take memories and pieces of our family's history, which for anyone that has experienced anything like this knows, is an emotionally taxing experience. While this might just be a house to some people, it was the house I grew up in; my family's home. A house which everyone now has an opinion on and feels they have a right to, and yet, nobody seems to care about the people that lived and grew up in it.

My parents never designated this home as historic for a reason. Many rightfully want the house to be preserved, but no one wants to or is able to pay for it. This is an unfair position to put us in, especially given the efforts over the past year to find someone to preserve the house. I was shocked to find out that a nearly four acre lot couldn't become two estate lots- it defied common sense that you'd have to keep such an oversized lot forever. We are grateful that many people in the community rallied together around the house, but demolition is the only viable path forward and will occur regardless of the outcome of the lot split. Since the home is going to be torn down, a property sized like ours would permit the construction of the largest mega-mansion this City may ever see built. Having grown up on this lot I can tell you firsthand that the lot split would create two extremely large lots for appropriately sized homes that keep with the character of the community. This property was always meant to be what my parents left my brother and I as their passing gift- while this may be a fun project for people to talk about, in reality, this is a livelihood for our families. We fully support the lot split request before you and would appreciate your approval of the same.

Thank you,  
Cathy Gilmer

**Notice of Confidentiality:** This e-mail communication and the attachment(s) hereto, if any, are intended solely for the information and use of the addressee(s) identified above and may contain information which is legally privileged from disclosure and/or otherwise confidential. If a recipient of this e-mail communication is not an addressee (or an authorized

representative of an addressee), such recipient is hereby advised that any review, disclosure, reproduction, re-transmission or other dissemination or use of this e-mail communication (or any information contained herein) is strictly prohibited. If you are not an addressee and have received this e-mail communication in error, please advise the sender of that circumstance either by reply e-mail or by telephone at (800) 356-6818, immediately delete this e-mail communication from any computer and destroy all physical copies of same.

**Replies Filtered:** Any incoming reply to this e-mail communication or other e-mail communication to us will be electronically filtered for "spam" and/or "viruses." That filtering process may result in such reply or other e-mail communications to us being quarantined (i.e., potentially not received at our site at all) and/or delayed in reaching us. For that reason, we cannot guarantee that we will receive your reply or other e-mail communications to us and/or that we will receive the same in a timely manner. Accordingly, you should consider sending communications to us which are particularly important or time-sensitive by means other than e-mail.

[v4.30]



401 South Park Avenue • Winter Park, Florida 32789

407-599-3237 • 407-599-3499 fax  
cityofwinterpark.org

**Building &  
Permitting  
Services**

## DEMOLITION APPLICATION AND AFFIDAVIT

PROJECT ADDRESS: 1020 Palmer Ave SUITE/UNIT # \_\_\_\_\_  
 TAX / PARCEL I.D. NUMBER: 05-22-30-0036-03-010  
 PROPERTY OWNER: RAYMOND GILMER III AND CATHLEEN GILMER PHONE: 4074186361  
 PROPERTY OWNER'S ADDRESS: c/o Tara Tedrow, 215 N Eola Dr, Orlando, FL 32801  
 PROPERTY OWNER'S EMAIL: tara.tedrow@Lowndes-law.com  
 CONTRACTOR NAME: Sorenson Construction PHONE: (407) 905-8190  
 CONTRACTOR'S ADDRESS: 1331 Green Forest Ct, Suite #4, Winter Garden, FL 34787  
 CONTRACTOR ST.REG./CERT.# #CGC056690 EXPIRATION DATE: 08/31/2026  
 CONTACT PERSON: Bob Sorenson PHONE: (407) 905-8190  
 EMAIL: bobthebuilder@sorensonconstruction.com

Description of Work: i.e. Complete Demo of:  Residential Bldg.  Commercial Bldg.

Is this a historic property:  Yes  No

I hereby affirm that I will comply with all of the following requirements:

The demolition notice yard sign will be picked up at the City of Winter's Building Department on the day of application and will be properly posted on-site within the boundary of the property visible to the public. If it is residential demolition, the yard sign will be posted for a minimum of 30 days, prior to permitting issuance. If the property is designated historic, the yard sign will be posted for 60 days, prior to permitting issuance.

A State Certified Pest Control Company will be retained to ensure the building is free of infestation by rodents. Certification will be included in this application.

All work will be completed within thirty (30) days after the issuance of the demolition permit. All demolition permits expire thirty (30) days from the issuance of the demolition permit unless an extension is granted.

For commercial or multifamily demolition or dwellings on redeveloping commercial property, the Notice of Asbestos Removal Form will be completed and mailed to Orange County prior to issuance of the demolition permit, with a copy attached. This will be applicable to any dwelling when asbestos is present.

Visible 4" minimum size address numbers will be posted on the job site in accordance with FBC Section 501.2.

Before obtaining the permit, protective measures for watering down the site, to ensure dust is contained on the property, will be in place.



401 South Park Avenue • Winter Park, Florida 32789

407-599-3237 • 407-599-3499 fax  
cityofwinterpark.org

**Building & Permitting Services**

To properly cap sewer and/or water connections at the property line, Winter Park's Utility Billing Department will be contacted prior to removing any sewer and water line(s) from the building. Contact the Utility Billing Department @ 407-599-3220 for applicable disconnect fees.

The site will be maintained after demolition has been completed, such as to prevent overgrowth (less than 12" high), remove debris and maintain general cleanliness of the site.

An engineering inspection will be arranged, prior to and after demolition.

No tree will be removed without obtaining a tree removal permit in advance. Prior to demolition, a tree protection barrier will be placed and maintained as necessary to prevent damaging protected trees on, or adjacent to the subject property.

The Septic tank will be cleaned out and either removed or location flagged prior to structure demolition. Circle applicable method.

Ozone-depleting compounds will be evacuated from all air conditioning and refrigeration equipment by an EPA-certified technician (Section 608 of the Clean Air Act - 7/1/92).

Any underground storage tanks, fuel oil, propane and/or other hazardous materials, when removed, will be emptied prior to structure demolition. If the gas line from the Gas Company is/was available, this will be properly disconnected. Circle applicable conditions.

Temporary erosion and sediment control measures will be erected and maintained until the suitable ground cover is established, at which these measures will be removed and properly disposed of.

Signature: \_\_\_\_\_  
Owner

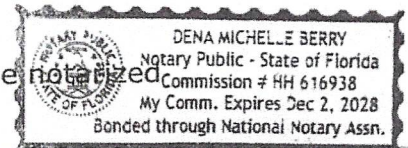
Signature: *Robert Sorenson*  
Contractor

The foregoing instrument was acknowledged before me the \_\_\_/\_\_\_/\_\_\_ by \_\_\_\_\_ who is personally known to me and/or who produced \_\_\_\_\_ as identification and who did not take an oath.

The foregoing instrument was acknowledged before me the 2/25/26 by Robert Sorenson who is personally known to me and/or who produced N/A as identification and who did not take an oath.

Notary as to Owner \_\_\_\_\_  
Commission No. \_\_\_\_\_  
State of FL. County of \_\_\_\_\_  
My Commission expires: \_\_\_\_\_  
(SEAL)

Notary as to Contractor *Dena Michelle Berry*  
Commission No. HH616938  
State of FL. County of ORANGE  
My Commission expires: 12/2/2028  
(SEAL)



Pursuant to Florida State Statute 713.135(7), all signatures must be notarized



401 South Park Avenue • Winter Park, Florida 32789

407-599-3237 • 407-599-3499 fax  
cityofwinterpark.org

### Building & Permitting Services

To properly cap sewer and/or water connections at the property line, Winter Park's Utility Billing Department will be contacted prior to removing any sewer and water line(s) from the building. Contact the Utility Billing Department @ 407-599-3220 for applicable disconnect fees.

The site will be maintained after demolition has been completed, such as to prevent overgrowth (less than 12" high), remove debris and maintain general cleanliness of the site.

An engineering inspection will be arranged, prior to and after demolition.

No tree will be removed without obtaining a tree removal permit in advance. Prior to demolition, a tree protection barrier will be placed and maintained as necessary to prevent damaging protected trees on, or adjacent to the subject property.

The Septic tank will be cleaned out and either removed or location flagged prior to structure demolition. Circle applicable method.

Ozone-depleting compounds will be evacuated from all air conditioning and refrigeration equipment by an EPA-certified technician (Section 608 of the Clean Air Act - 7/1/92).

Any underground storage tanks, fuel oil, propane and/or other hazardous materials, when removed, will be emptied prior to structure demolition. If the gas line from the Gas Company is/was available, this will be properly disconnected. Circle applicable conditions.

Temporary erosion and sediment control measures will be erected and maintained until the suitable ground cover is established, at which these measures will be removed and properly disposed of.

Signature: [Handwritten Signature]  
Owner

Signature: \_\_\_\_\_  
Contractor

The foregoing instrument was acknowledged before me the 2/20/26 by Raymond Gliner III who is personally known to me and/or who produced Valid VA Drivers license as identification and who did not take an oath.

The foregoing instrument was acknowledged before me the   /  /   by \_\_\_\_\_ who is personally known to me and/or who produced \_\_\_\_\_ as identification and who did not take an oath.

**Notary as to Owner** Connor Payne

**Notary as to Contractor** \_\_\_\_\_

Commission No. 342172

Commission No. \_\_\_\_\_

State of <sup>VA</sup>FL. County of Albemarle

State of FL. County of \_\_\_\_\_

My Commission expires: June 30<sup>th</sup> 2028

My Commission expires: \_\_\_\_\_

(SEAL)



Pursuant to Florida State Statute 713.135(7), all signatures must be notarized



401 South Park Avenue • Winter Park, Florida 32789

407-599-3237 • 407-599-3499 fax  
cityofwinterpark.org

# Building & Permitting Services

To properly cap sewer and/or water connections at the property line, Winter Park's Utility Billing Department will be contacted prior to removing any sewer and water line(s) from the building. Contact the Utility Billing Department @ 407-599-3220 for applicable disconnect fees.

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The Septic tank will be cleaned out and either removed or location flagged prior to structure demolition. Circle applicable method.

Ozone-depleting compounds will be evacuated from all air conditioning and refrigeration equipment by an EPA-certified technician (Section 608 of the Clean Air Act - 7/1/92).

Any underground storage tanks, fuel oil, propane and/or other hazardous materials, when removed, will be emptied prior to structure demolition. If the gas line from the Gas Company is/was available, this will be properly disconnected. Circle applicable conditions.

Temporary erosion and sediment control measures will be erected and maintained until the suitable ground cover is established, at which these measures will be removed and properly disposed of.

Signature: Cathleen Gilmer  
Owner

Signature: \_\_\_\_\_  
Contractor

The foregoing instrument was acknowledged before me the 02/23/26 by Cathleen Gilmer who is personally known to me and/or who produced

The foregoing instrument was acknowledged before me the \_\_\_/\_\_\_/\_\_\_ by \_\_\_\_\_ who is personally known to me and/or who produced

\_\_\_\_\_ as identification and who did not take an oath.

\_\_\_\_\_ as identification and who did not take an oath.

Notary as to Owner Debra Tassel

Notary as to Contractor \_\_\_\_\_

Commission No. HH 725634

Commission No. \_\_\_\_\_

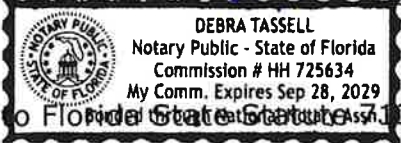
State of FL. County of Orange

State of FL. County of \_\_\_\_\_

My Commission expires: Sept. 28, 2029

My Commission expires: \_\_\_\_\_

(SEAL)



(SEAL)

Pursuant to Florida State Statute 713.135(7), all signatures must be notarized



**LOT B**

**FRONT**  
AVERAGE DEPTH 478.75' X 20%= 95.75'

**SIDE**  
AVERAGE WIDTH 162.9'

**1ST FLOOR 30%** = 48.8' / 2  
24.4' EA SIDE

**2ND FLOOR 40%** = 65.1' / 2  
32.5' EA SIDE

**REAR**  
120'

**FAR**  
74,975 SF Lot  
**REDUCED HOME SIZE OF 20,000 SF**  
**SHOWN, SUBJECT TO COMP PLAN**  
**AMENDMENT POLICY**

**LOT A**

**FRONT**  
AVERAGE DEPTH 543.4' X 20%= 108.6'

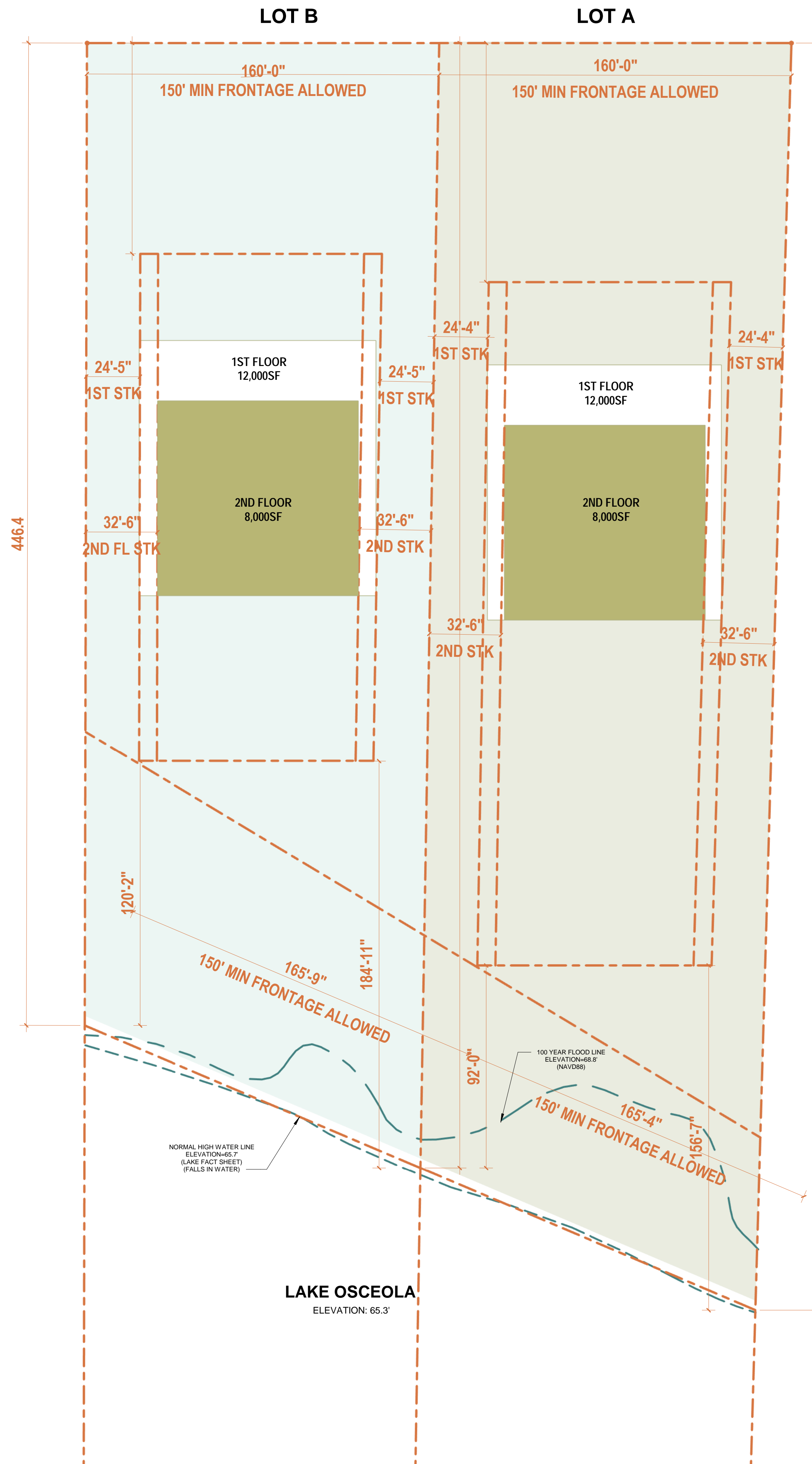
**SIDE**  
AVERAGE WIDTH 162.5'

**1ST FLOOR 30%** = 48.75' / 2  
24.3' EA SIDE

**2ND FLOOR 40%** = 65' / 2  
32.5' EA SIDE

**REAR**  
92'

**FAR**  
85,000 SF Lot  
**REDUCED HOME SIZE OF 20,000 SF**  
**SHOWN, SUBJECT TO COMP PLAN**  
**AMENDMENT POLICY**



① **SITE PLAN**  
1/32" = 1'-0"

**Lot Split**

1020 PALMER AVE, WINTER PARK, FL

Project No. \_\_\_\_\_ Project Number \_\_\_\_\_

**Developer**  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Tel: \_\_\_\_\_  
Email \_\_\_\_\_

**Design:**  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Tel: \_\_\_\_\_  
Email \_\_\_\_\_

**Structure:**  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Tel: \_\_\_\_\_  
Email \_\_\_\_\_

**Trusses:**  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Tel: \_\_\_\_\_  
Email \_\_\_\_\_

**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

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF Z PROPERTIES INC., AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT THE EXPRESS WRITTEN CONSENT OF Z PROPERTIES INC.

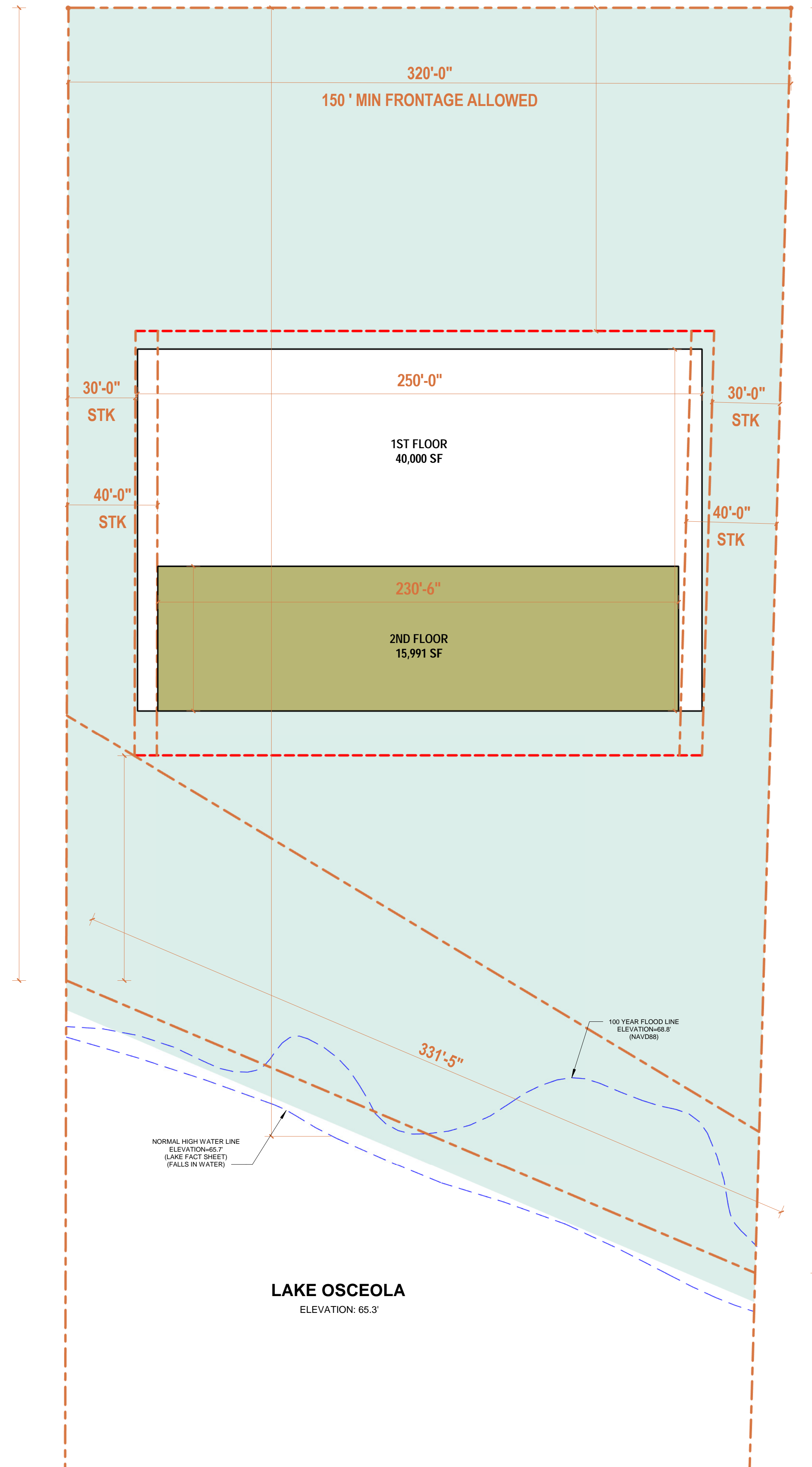
Date \_\_\_\_\_ 10/ 2025

Scale \_\_\_\_\_ 1/32" = 1'-0"

**Lot Split Diagram**

**A010**

Sheet No. \_\_\_\_\_



**LOT A**

**FRONT**  
 AVERAGE DEPTH 514.5' X 20%= 102.9'

**SIDE**  
 LOT WIDTH PER CODE 200FT  
 200 X 30%= 60' / 2 = 30' EA

200 X 40% = 80' / 2 = 40' EA

**REAR**  
 99.5'

**FAR**  
 35% OF LOT =  
**55,991 SF MAX ALLOWED**

1ST FLOOR 40,000 SF  
 2ND FLOOR 15,991 SF

**TOTAL 55,991 SF**

**Lot Split**

1020 PALMER AVE, WINTER PARK, FL

Project No. \_\_\_\_\_ Project Number \_\_\_\_\_

**Developer**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Design:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Structure:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Trusses:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Landscape Architect:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Civil:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

**Pools: NOT PART OF PERMIT SET**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

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

Rev.	Date

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF Z PROPERTIES INC., AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT THE EXPRESS WRITTEN CONSENT OF Z PROPERTIES INC.

Date \_\_\_\_\_ 10/ 2025

Scale \_\_\_\_\_ 1/32" = 1'-0"

**Lot Split Diagram OP 2**

**A011**

Sheet No. \_\_\_\_\_

① **SITE PLAN OP 2**  
 1/32" = 1'-0"









**SEE SITE FILE STAFF FOR ORIGINAL PHOTO(S) OR MAP(S)** FLORIDA MASTER SITE FILE  
SITE INVENTORY FORM

Site No. WP055 8 OR 779

Site Name MASON, A. W. HOUSE Survey Date 0685  
Address of Site 1020 PALMER AVENUE WINTER PARK, FLORIDA  
Instructions for locating \_\_\_\_\_

Location ALABAMA SUB C  
Subdivision name block no. lot no.

County ORANGE  
District name if applicable \_\_\_\_\_  
Owner of Site: Name \_\_\_\_\_  
Address \_\_\_\_\_

Type of ownership private Recording date \_\_\_\_\_  
Recorder: Name & Title Wernkli, Phillip A.  
Address Florida Preservation Services  
PO Box 13892 Tallahassee, Fl 32317

Condition of Site:	Integrity of Site:	Original Use <u>PRIVATE RESIDENCE</u>
Check One	Check One or More	Present Use <u>PRIVATE RESIDENCE</u>
<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Altered	Dates <u>+1926-27</u>
<input type="checkbox"/> Good	<input checked="" type="checkbox"/> Unaltered	Cultural/Phase <u>American</u>
<input type="checkbox"/> Fair	<input checked="" type="checkbox"/> Original Use	Period _____
<input type="checkbox"/> Deteriorated	<input type="checkbox"/> Restored/Date	
	<input type="checkbox"/> Moved/Date	

NR Classification Category Building Date Listed on NR \_\_\_\_\_

Threats to Site:  
Check one or more

<input type="checkbox"/> Zoning	<input type="checkbox"/> Transportation
<input checked="" type="checkbox"/> Development	<input type="checkbox"/> Fill
<input type="checkbox"/> Deterioration	<input type="checkbox"/> Dredge
<input type="checkbox"/> Borrowing	
<input type="checkbox"/> Other (See Remarks Below)	

Areas of Significance: Architecture

Significance: \_\_\_\_\_

This house is an excellent example of the Mission Style in Winter Park. These styles were common on the north side of Lake Osceola on the large estates of this period. It was built in 1926 for A. W. Mason, owner of the Winter Park Auto Company. Mason was a city commissioner in the 1920s. The house contributes to the Golfview/Interlachen Historic District.





## HISTORICAL STRUCTURE FORM

**Site #8:** OR00779

**First site form recorded for this site?** Update form for a site previously recorded at FSF

**Identifying code (field date):** 200010

**Recorder #:**

**Field Date:** 10/20/2000

**Form Date:** 11/03/2003

**Site name(s):** 1020 PALMER AVENUE

**[Other name(s)]:**

**Mult. list #:**

**Survey names:** WINTER PARK ARCHITECTURAL SURVEY

**Survey #:**

**National register category:** Building(s)

## LOCATION & IDENTIFICATION

**Street Number/Direction/Name/Type/Suffix Direction:** 1020/\*\*/PALMER/Avenue/\*\*

**Cross streets nearest/between:** BONITA/PHELPS

**City/town:** WINTER PARK

**In current city limits?** Definitely outside city limits

**County:** ORANGE

**Tax parcel #:**

**Subdivision name:**

**Block:**

**Lot no.:**

**Ownership type:** Private-individual

**Name of pubtract (e.g., park):**

**Route to (or vicinity of):**

## MAPPING

**USGS map name/year of publication or revision:** ORLANDO EAST/1975

**Township/Range/Section/Qtr:**

**Irregular section:**

**Landgrant:**

**UTM Zone/Easting/Northing:**

**Plat or other map (map's name, location):**

## DESCRIPTION

**Style:** Mediterranean Revival: ca. 1880-1940

**[Other style]:**

**Exterior plan:** Irregular

**[Other exterior plan]:**

**No. stories:** 2

**Structural system(s):** Masonry: don't use; specify brick, block, or stone

**[Other structural system(s)]:**

**Foundation types:** Continuous

**[Other foundation type]:**

**Foundation materials:** Poured concrete footing

**[Other foundation materials]:**

**Exterior fabrics:** Stucco

**[Other exterior fabrics]**

**Roof types:** Hip; Gable

**[Other roof types]:**





**From:** [Jerome Henin](#)  
**To:** [Allison McGillis](#)  
**Subject:** [EXTERNAL] 1020 Palmer avenue lot split CPA #25-05  
**Date:** Tuesday, June 2, 2026 10:30:28 AM

---

Dear Mayor, Commissioners, and Members of the Planning & Zoning Board:

As the adjacent property owner located 950 Palmer Avenue, I am writing in support of CPA #25-05 and the proposed lot split for 1020 Palmer Avenue.

This application presents a unique circumstance involving a 3.67-acre lakefront property that is substantially larger than most residential parcels in Winter Park.

The applicant's proposal is carefully crafted and limited to a specific property meeting stringent criteria, including minimum lot sizes of 1.5 acres, substantial lake and street frontage, and a cap on the total gross floor area of development. These restrictions ensure that the resulting homesites remain consistent with the scale and character of Winter Park's lakefront neighborhoods. It is VERY important to refrain from allowing the mistakes created by the most recently constructed homes on Palmer avenue which forever negatively impacted the charm and wellbeing of the neighborhood and permanent nuisances.

Importantly, the proposal would reduce the overall development intensity currently permitted on the property. Under existing regulations, the site could accommodate a single residence approaching 56,000 square feet. The proposed amendment instead limits the combined gross floor area on both lots to 40,000 square feet, resulting in development that is more compatible with the surrounding community and less visually impactful than what could otherwise be constructed.

The request does not seek to open the door to widespread subdivision of lakefront properties. Rather, it addresses a rare property with unusual dimensions and characteristics. The proposed standards are sufficiently specific and restrictive to ensure that the amendment remains narrowly focused while preserving the City's long-standing commitment to maintaining the quality and character of its lakefront areas.

The proposal also promotes thoughtful land use by creating two substantial estate-sized lots while maintaining significant open space, generous frontage, and low overall density. In doing so, it strikes a reasonable balance between private property rights and the community's interest in preserving Winter Park's distinctive character. As directly concerned neighbors, we much rather have 2 new families within 2 more reasonable Estate homes rather than one single monstrosity that cannot fit the character and charms that was created by the heritage of James Gamble Roger homes such as ours which is celebrating being a 100 years old this year.

For these reasons, I respectfully urge you to approve CPA #25-05 and support the proposed lot split at 1020 Palmer Avenue.

Thank you for your consideration.

Respectfully,

**Jerome Henin**

President

*Quotes of the week: "Be yourself; everyone else is already taken."*

— Oscar Wilde

HENIN Group | P.O. Box 940 | Winter Park, FL 32790  
Office: (407) 644-8595 Mobile: (321) 663 3478  
1065 West Morse blvd. Winter Park, FL 32789

[linkedin.com/in/jeromehenin](https://www.linkedin.com/in/jeromehenin)

[Henin Group | Real Estate Development | Winter Park, USA](#)

Real Estate Development in Florida by Henin Group and all the different departments of real estate.  
Residential, Commercial, Development, Construction, Immigration,



[www.heningroup.com](http://www.heningroup.com)

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**From:** [Michael Spencer](#)  
**To:** [Mary Jean](#); [Allison McGillis](#)  
**Cc:** [Mayor and Commissioners](#)  
**Subject:** [EXTERNAL] 1020 Palmer Ave, CPA 25-05  
**Date:** Tuesday, June 2, 2026 11:23:55 AM

---

Dear P&Z Board Members,

As a former member of this board having reviewed and made recommendations for a number of lot split applications with historic designation, I would fully support the city's proposal to allow a designation of the existing Historic Resource and lot split of the referenced case.

I do not support a simple lot split request of a lake front lot and encourage the current board to recommend denial of the request to simply split a lake front lot based on the requirements of the Winter Park land use codes.

As outlined in the staff report, the only feasible exception would be to designate the Historic Resource and allow a split for **one** new property to be achieved.

As always thank you for your time and service to Winter Park.

Michael Spencer  
1509 Orange Ave  
Winter Park, FL 32789

**From:** [srfwp@aol.com](mailto:srfwp@aol.com)  
**To:** [Allison McGillis](#)  
**Subject:** [EXTERNAL] Merrywood House and lot split  
**Date:** Tuesday, June 2, 2026 12:23:31 PM

---

2 June 2026

Allison McGillis  
Director, Winter Park Planning and Zoning Board  
Winter Park, Florida

As a longtime resident of Winter Park and as a practicing architect in Winter Park (both 48 years), I would like to support the City of Winter Park's suggestion of the lot split for the Merrywood house and lot.

I fully agree with the City's proposed variance to the current policy in order to allow for the split with one of the lots containing the existing Merrywood residence.

My reasoning behind the Merrywood lot split: To quote an article by Mr. Eric Johnson in the Vilas County News Review, "The city rarely throws it's history away completely. It repurposes it. Rebuilds around it. Keeps one hand on the past even while the rest of the country sprints toward whatever comes next."

Thank you.

Steve Feller, Architect

**From:** [Mary Hillyer Walther](#)  
**To:** [Allison McGillis](#)  
**Subject:** [EXTERNAL] Palmer/Letter of Support  
**Date:** Tuesday, June 2, 2026 12:29:49 PM

---

Dear Ms. McGillis,

I would have attended in person, but I am due any day now with my second child. However, knowing about the case the City is hearing tonight, I wanted to send an email supporting the applicant's request. I grew up in Winter Park and my family still lives there today, yet I did not know that we even had a nearly 4 acre lakefront lot in the City.

That lot could easily have even 4+ homes on it and the applicant is **only requesting two-which seems like a very reasonable request**, especially given the parameters on the lot split that were noted in the citywide mailer. I have a sister who lives in South Florida and the character and scale of their waterfront properties is so different than what we have here, which is why we all love this City. Allowing for two houses, instead of one home that could potentially be built the size of the Winter Park Library and Event Center, is well supported by the City's vision for residential development.

I cannot see any reason why this lot split should not be approved. Thank you for considering my support!

Best,  
Mary Hillyer Peelen Walther  
407.617.0604

Mr. Jason Johnson, Esq.  
Gunster  
200 South Orange Avenue  
Suite 1400  
Orlando, FL 32801

March 30, 2026

RE: Merrywood House and Lot Split

Dear Mr. Johnson,

As a concerned resident of Winter Park, I wanted to write to thank you for your leadership concerning the ongoing dialogue regarding the Merrywood house and associated lot split. Although the matter remains pending at the moment, having followed the public hearings regarding this matter intently, it is clear that you are evaluating this matter through the proper lens, both from a legal and practical perspective.

In my view, the two questions at issue – (1) the preservation of the Merrywood house, and (2) the requested lot split – have little to do with each other, and should be viewed independently. Whether deliberately or not, it seems that the applicant is attempting to muddy the waters by confusing the lot split issue with the public's general desire to preserve the Merrywood house. To be sure, if there weren't a James Gamble Rogers house on the lot, the lot split request would have been promptly denied. The house being located on the lot shouldn't impact or further complicate that analysis.

The ultimate fate of the Merrywood house is a completely independent issue from the lot split request. The City's code and comprehensive plan are crystal clear on this issue, and certainly could have been drafted to create an exception for architecturally or historically significant homes if that was the intent of the law, or to provide an exception for lots of a sufficient size. I had an occasion to take the boat tour fairly recently, and it is apparent and notable how few of these truly signature lakefront estate lots remain. To me, these estate lots are one of the most unique and historically significant parts of Winter Park, and it would be a shame to see this one carved in half. The only unique and distinguishable feature regarding the Merrywood estate from the buyer's perspective as far as I can determine is the fact that the lot is large enough to build an additional home, but there is nothing otherwise precluding the applicant from just buying a different piece of property if the Merrywood lot is too large (or too expensive) as currently configured.

Further, part of the inherent charm of the Merrywood house is the beautiful estate yard and uninterrupted vistas to the lake. Even if it the home were preserved, the charm and character of the Merrywood house would be significantly diminished by the development of a “McMansion” on the balance of the property. In my opinion, this would actually be the worst case scenario – degrading the charm and character of the Merrywood estate, while shoe-horning another home into the side yard, not to mention adding yet another curb cut onto Palmer Avenue. I may be in the minority, but even if the Merrywood house were demolished, I would prefer to see a proper estate residence built on the property, rather than two new glass boxes of the type that are all over Winter Park.

Like many, I believe it would be of great value to the Winter Park community for the Merrywood house to be preserved. Having only ever driven by, the property certainly seems to be salvageable, but this is not my area of specialty. Ultimately, however, this is an issue about property rights, and, unless the City desires to purchase the Merrywood house, the fate of the property rightly rests with the ultimate purchaser. As noted above, this analysis is separate and independent from the lot split conversation.

I write to encourage you to continue to be a leader on this issue. Whether the Merrywood house stays or goes, the underlying lot should remain as configured consistent with the purpose, intent, and plain language of the Winter Park code, and the City should strongly resist the applicant’s urge to confuse two issues that really have nothing to do with each other.

Thank you,

A concerned resident



ORLANDO FL 328  
1 JAN 2006 PM 2 L

Mr. Jason Johnson  
Gunster  
200 South Orange Avenue  
Suite 1400  
Orlando, Florida 32801

32801-343850



**From:** [Trip Stephens](#)  
**To:** [Allison McGillis](#)  
**Cc:** [Tedrow, Tara](#)  
**Subject:** [EXTERNAL] CPA #25-05 - Tara Tedrow  
**Date:** Monday, June 1, 2026 2:31:57 PM

---

To: Allison McGillis, AICP

Dear Ms. McGillis,

My name is Trip Stephens, and I live at 2218 Venetian Way in Winter Park, FL. I have been a resident of Winter Park for over 24 years.

I am writing in support of proposed Comprehensive Plan Amendment (CPA) #25-05 – 1020 Palmer Avenue, Ms. Tara Tedrow, Applicant. The applicant has demonstrated the highest level of good faith, in her attempts to find a purchaser for the existing home at 1020 Palmer Avenue. Despite these commercially reasonable efforts, no viable purchasers have come forward.

The proposed amendment to the Comprehensive Plan section governing lot splits would achieve a reasonable result, by allowing for the creation of two lots of 150' minimum width, and a maximum home size of 20,000 SF on each resulting lot under current City ordinances and regulations. This result in lot sizes and future home square footages will be very compatible in scale with the homes of surrounding owners on adjacent lots (968 Palmer and 950 Palmer).

A far less desirable outcome would be if the subject lot remains its current size (10+ acres), which would allow, by right, a single home of up to 56,000 SF to be constructed. Such a result is entirely possible, as is evident only a few doors down the street at 926 Palmer where a house of over 36,000 square feet was recently constructed. A 56,000 SF home, if constructed on the subject property, would dwarf the existing “mega mansion” at 926 Palmer. The City of Winter Park doesn’t need another outsized mega-mansion of even larger size on Palmer Avenue, and the approval of the pending application will effectively *eliminate* the possibility of such a negative result.

For the reasons set forth above, I urge the Members of the Planning and Zoning Board to vote “Yes” in support of proposed CPA 25-05. Please circulate this email to each of the P&Z Board Members.

Respectfully submitted,

Trip Stephens



**From:** [Michael Spencer](#)  
**To:** [Mayor and Commissioners](#)  
**Cc:** [Allison McGillis](#); [Mary Jean](#)  
**Subject:** [EXTERNAL] "Merrywood" - 1020 Palmer Avenue - Opposed to Lot Split without Historic Designation  
**Date:** Monday, February 16, 2026 9:11:42 AM

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Mayor and Commissioners, Planning and Zoning Board and Historic Preservation Board:

As a past P&Z Board member and restorer of a Historic Home in Winter Park (Orwin Manor 1924), I would like to provide some thoughts for the upcoming agenda item regarding the James Gamble Rogers "Merrywood" Property located at 1020 Palmer Avenue. Merrywood is a unique and valuable asset to the community and is worth preserving either as it exists or as a lot split with Historic designation pursuant to the Winter Park Codes. I am confident the home can be easily preserved as it is in far better shape than our home when we purchased it some 14 years ago.

While on the P&Z board, we saw a number of lot splits where a home was designated to allow for the split in several neighborhoods including Orwin Manor and a lake front James Gamble Rogers home that was successfully designated and lot split at 1290 N Park Ave with the new lot at 1286 N Park Ave heard at the City Commission meeting on May 22, 2024. Our city codes encourage Historic designation of a resource in exchange for a lot split including lake front lots. Too many times I have heard the threat from an applicant of something bigger/ max use of the property if the city doesn't do what is being asked; this is not a valid argument and it is not the City's responsibility to help a buyer/developer make the economics of their project work, our commission and boards are to advise and review based on the codes. I've also heard that its too expensive or cannot be saved, Merrywood compared to my home is in excellent condition overall and easily updated. For those of you not familiar with our home at 1509 Orange Ave I've included a few before and after photos, when we purchased the property it had to be rewired, replumbed, had never been air conditioned, significant roof leaks and plaster falling off the ceilings to name a few.

I included a few items from our codes are below for consideration, however a general summary is that the Comprehensive Plan and Land Development Codes **prohibit** the split of any lake front lots and only offer a specific opportunity to split a lot only when the Historic resource is designated. The property in question easily fits this category and is the only way a lot split can be allowed. To provide any other reason for a lot split is against the code and opens the City up to a precedent from other property owners seeking a lot split to do so as well not only for lake front but anywhere.

Our comprehensive plan states:

3-1.6 – Preserve Residential Historic or Architectural Resources: "Neighborhood character and housing diversity shall be protected and enhanced by preserving residential structures determined to have historic or architectural significance to the City of Winter Park by the Florida Master Site File survey report entitled *Architectural Survey and National Register Evaluation...*"

In closing, I understand there is a risk that the home is torn down and a by right new home is constructed, but I also know that there is a potential a buyer out there that would purchase and keep the entire property and historic home together or a buyer that is willing to designate the home on the Historic register in exchange for a lot split to build a home on the new lot are all options that exist.

I encourage the commission and the boards to have staff review past successful precedence of these codes in action. You find many successful Historic Designations with a lot split that benefit the city by maintaining a Historic resource and City character as defined in our codes. The application for the "Merrywood" lot split cannot be submitted for approval without a Historic designation.

I appreciate your time in reviewing this important agenda item.

Sincerely,  
Michael Spencer

**Code References:**

**Comprehensive Plan Policy Guidance:** Generally, the policy of the city is **to prohibit the subdivision or split of lakefront properties in order to maintain a low density of development**

on the city's lakefronts and to maintain the unique character of the lakefront environment. There is one exception in the Comprehensive Plan because the city's lakefront lots also hold

some of the more historic and architecturally important buildings that would be worthy of preservation. **The exception allows for a subdivision or split of a lakefront property if it does**

**not result in an added lakefront property, and it preserves via designation on the "Register of Historic Places" the historic and architecturally significant structure.**

**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 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, if the historic designation is achieved**, that there is no increase in the number of lake front lots, and

that the lakefront lot is not a 'flag lot'.

**Sec. 58-376. – Variances and appeals from subdivision regulations.**

(f) **Historic homes and live oak trees. The Planning and Zoning Board and the City Commission may consider the preservation and protection of historic homes and/or the**

**preservation and protection of historic or specimen live oak trees as a special condition and circumstance pursuant to subsection (a)(1) for the purposes of granting variances to minimum**

**lot sizes in conjunction with subdivisions or lot splits. In considering the preservation of an existing building, the Historic Preservation Board shall first determine that the building is**

**recommended for inclusion on the Winter Park Register of Historic Places and such listing and inclusion shall be required as a condition of such lot size variance and related subdivision or lot**

**split approval.** In consideration of the preservation of historic live oak tree(s), any such variance approval and related subdivision or lot split approval shall be conditioned upon the

granting of a tree preservation easement to the City, with terms acceptable to the City, to ensure the preservation of such tree(s).

**Sec. 58-377. - Conformance to the comprehensive plan.**

..... (e) Pursuant to the policies of the comprehensive plan, in the consideration of lot splits, lot consolidations, plats, replats or subdivisions of single-family estate properties, it shall be recognized that, historically, Winter Park is a distinct residential community in part because of the existence of large estate

lots. These existing estate lots, many with historical or architectural significance, provide a character that in turn creates value throughout the surrounding neighborhoods and the community. Thus, preservation of the estate lots maintains the attractive character of Winter Park that helps to set it apart from other cities in Florida. The existence of large estate lots dispersed throughout Winter Park adds great attractiveness, appeal and value to residents and potential buyers as contrasted with newer more uniform homogenous subdivisions. In order to protect these features and values and preserve neighborhood character, **the city shall prohibit any subdivisions or lot splits of estate lots** within areas designated single-family residential except as provided under the comprehensive plan. (f) Pursuant to the policies of the comprehensive plan, in the consideration of lot splits, plats, replats or subdivisions of lakefront estate lots, it is the city's policy to maintain the diversity of sizes of lakefront properties and lakefront estate lots and to **prohibit the subdivision or split of such properties** except as provided under the comprehensive plan. **The city shall preserve low densities along the city's lakefront property, including larger lakefront estate lots in order to perpetuate the unique character of Winter Park that sets it apart from other cities throughout Florida.**

**From:** [Lindsay Winter](#)  
**To:** [Allison McGillis](#)  
**Subject:** [EXTERNAL] 1020 Palmer Ave Letter of Support  
**Date:** Monday, June 1, 2026 9:32:15 PM

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Dear Allison,

I read about the proposed text amendment to permit a lot split at 1020 Palmer Avenue and am writing to express my support of that request. As someone who grew up in Winter Park, I was surprised to learn that an oversized 3.67 acre lakefront lot could not be split into two large lots. I was even more surprised to learn that the current lot size would allow someone to build- without any approval required from the City Council- a home nearly 56,000 SF in size. The City of Winter Park is built around charm and character, but neither of those qualities would be attributed to a home of that magnitude. The scale of a home that large on Palmer Avenue would be overwhelming next to the neighboring residences and to the City at large. This request is not only reasonable, but would fit with the overall intent of the City's policies in its Comprehensive Plan. Please provide this letter to the reviewing boards as a sign of my support. Thank you!

Sincerely,

Lindsay Winter Bellinkoff

--  
Lindsay Winter, Esq.  
University of Miami School of Law, JD  
Southern Methodist University, BBA  
[Lindsay@LindsayBlare.com](mailto:Lindsay@LindsayBlare.com)  
(407) 443-0568



June 2, 2026

Dear Members of the Winter Park Planning and Zoning Board,

We are writing to express our support for the staff proposal to allow a lot split in exchange for placing Merrywood, the Caroline Griggs Plant House, on the Winter Park Register of Historic Places.

We believe this is a reasonable and appropriate preservation incentive. Most importantly, it offers a viable path to save one of Winter Park's significant historic homes.

Designed by James Gamble Rogers II in 1939, Merrywood is an irreplaceable part of Winter Park's architectural legacy. Today, there are only about 50 James Gamble Rogers II structures left in Winter Park. Of those, only about 25 are homes that still retain his signature design elements and are truly indicative of his work, talent, and architectural trademark. Merrywood is one of these houses.

Its scale, craftsmanship, setting, and architectural character make it one of the city's most recognizable historic residential resources. At approximately 7,000 square feet, Merrywood is among Rogers' most substantial residential commissions and one of the few remaining examples of his larger estate-scale work in Winter Park. Its preservation would protect not only a single house, but an important piece of the story of Winter Park's development, design heritage, and sense of place.

Members of our board have toured the house, along with a team of architects familiar with historic structures and preservation work. While none of the architects has reviewed a structural engineer's report, the consensus from those who walked through the home was that Merrywood appeared to be structurally sound. In our view, suggestions that the house cannot be saved are unfounded. More than that, they reflect a lack of vision for what is possible when a community is serious about preserving its most important historic assets.

We also wish to acknowledge our appreciation for Tara Tedrow and her realtors, with whom Friends of Casa Feliz collaborated over the past three months in an effort to attract preservation-minded buyers to Merrywood. They were helpful and collaborative throughout the process, readily enabling showings of the house without difficulty, and we appreciated their spirit of cooperation.

*To be clear, we are not writing to opine on whether this lot split should be permitted in the absence of preserving Merrywood.* Our position is narrower and more specific: if the lot split is being offered as an incentive to secure the permanent protection of Merrywood through listing on the Winter Park Register, then our Governing Boards and City Commission should seriously consider it.

Winter Park has limited tools available to encourage preservation, particularly when significant historic resources are not already protected. In cases like this, where an incentive may make the difference between demolition and preservation, we believe the City should make every reasonable effort to encourage the saving of the historic resource.

Merrywood deserves to be saved. This proposal provides a practical way to do so while ensuring the house receives the local protection it has long merited.

Respectfully,

Members of the Friends of Casa Feliz Board of Directors:

John Bill  
Lucy Boudet  
Phil Eschbach  
Rebecca Gallardo  
Gloria Lindsey  
Donovan Myrie  
Tory Parish  
Eric Ravndal

Betsy Owens, Executive Director

**From:** [Michael Spencer](#)  
**To:** [Mayor and Commissioners](#); [Allison McGillis](#)  
**Subject:** [EXTERNAL] 1020 Palmer (Merrywood) Comments for review  
**Date:** Monday, June 8, 2026 5:26:36 PM

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Mayor and Commissioners,

I attended the P&Z meeting where the request for a lot split at 1020 Palmer Ave (Merrywood) was discussed.

I was surprised at the discussion and outcome/recommendation of the meeting. This is a land use case, much of the board and the applicant have made the condition and salvageability of the historic property the center of the discussion creating a distraction from the core land use case at hand.

I understand the great privilege it is to have an opportunity to own and build on a pristine Winter Park Lake front lot especially since the applicant has ties to the area from the past. The applicant is also a land use attorney and the presentation to the board provided imagery of large homes that would not meet WP Code to try to create what could be on this property if not divided among other misinformation such as the ability to obtain homeowner's insurance (you can get homeowners insurance on a historic home as I have it on my home, the state as a whole is more difficult that is a state wide issue). This was noted by one of the P&Z Board members.

A few thoughts for your consideration:

**1. Code says a split is Prohibited** - Taking the historic asset out of the discussion for a moment, the code states that lot splits of lake front property in this case are prohibited. Of note, the idea of discouraging lot splits has always been in the code, but ~2010 it was changed from strongly discourage to prohibited. This means that the recommendation to the Commission should simply be to **deny** the request based on the code no matter what the opinion is about the historic resource. The idea that a maxed out super mansion could be built on the property is not likely as pointed out by one of the P&Z members where history was noted that historically cases do not build to max FAR. The city could actually gain a beautiful project that makes use of the open spaces to enhance the new build and maintain the contiguous property that has been this size since the 1920s. I also agree with the Chairman of P&Z that a precedent that is not desirable would be set to allow the split. (Bert Harris Act?).

**2. Historic Designation:** During my Tenure on the P&Z Board we successfully allowed several non-lake front lot splits where allowed and encouraged by code with a Historic Designation on the existing larger lot. Many of these applicants did not want to designate but when faced with a denial they made the decision to designate to move the lot split forward, renovated the existing historic home, built a new one on the split lot and I am sure did well financially.

I was alarmed that the P&Z board was so interested in the applicants interest or lack of interest in this case to designate the existing home (Merrywood). The interest of the applicant and homeowner should not be the driving factor in whether the city deviates from the code. I am certain if the city determined that the deviation from

code (refer to Staff suggested language) by allowing a lot split that is prohibited by designation of a historic resource, this applicant or a future applicant would find a way to make it work. I would go so far as to say that the city could allow the demolition of the pool and pool house to allow the split line to be shifted closer to the existing home.

There were many opinions about the historic resource condition and stated “effort” to try to find a buyer however little details were provided as to the price, “deal” points, etc that were offered to potential buyers of Merrywood. If this applicant and homeowner are not motivated to designate, then the effort level was likely minimal and no interested party would be able to move forward.

I would also state from my own perspective having renovated a severely dilapidated property at 1509 Orange Ave, 1924 Historic Designation (which we have lived in for 14+ years) and seeing the Ripples (1920s Historic Designated, similar in size to Merrywood - 2400 Forrest Road) be transformed, that Merrywood could be updated and made into a wonderful property for someone who appreciates the significance of the architecture. It was noted in public comments that the cost to renovate suggested by the applicant was significant because several premier large home builders were asked so of course it was a lot of money because they were quoting price based on what they would do.

**My point is that the lot split is an ask that must come with a benefit to the city and the designation of Merrywood would be the reason for the city allowing the split.**

**3. Lot split without designation:** This is an outcome that I **do not find any justification and do not support**, however if it becomes a consideration I noted that the “selling” point from the applicant, some P&Z comments and public comments that the consideration to allow a split without designation would be a benefit to the city because it would maintain two estate lots over 1 acre and an applicant suggested reduced foot print to 40,000 sf total gross floor area.

The city must have a very well documented reason to consider this as an option. A significant argument represented by the applicant in photos and development block diagram showed a ~56,000 sf max size mansion that could be built on the single parcel if an applicant fully developed the allowable space (again not likely). I believe if this is the reason to consider this option that the developable gross floor area should only be 30,000 square feet to represent a significant reduction in the gross developable area as part of the reasoning for this option. **The P&Z recommendation language should be changed to 30,000 gross sf.**

(Note: Any option that brings Merrywood to demolition should require Casa Feliz access to professional photo documentation and salvage of relevant items for its museum and records).

I appreciate that this is a difficult decision that could affect future lake front property and the greater city as well, it must be considered carefully. I believe the city needs

to evaluate its historic preservation ordinance and education of its boards and residents as well as consider appearance review for the city to assist with the overall look and feel of the city and maintain its unique character. Each loss of a historic home, designated or not, impacts the variety of homes style, size/massing, character/charm and architecture as well as the respective home age that make Winter Park unique.

Sincerely,

Michael Spencer  
Historic Home Owner and former WP P&Z Board Member

**item type**

Public Hearings: Non Quasi-Judicial Matters

**meeting date**

June 24, 2026

**prepared by**

Wes Hamil, Director of Finance

**approved by**

Randy Knight, City Manager

**subject**

Amendment to Fee Schedule for building permit fees

**motion | recommendation**

Approve proposed modifications to building permit fees

**background**

House Bill 803 was signed into law by Governor Desantis and becomes effective July 1, 2026.

One of the provisions of this bill concerns the computation of building permit and inspection fees. These fees may no longer be based on the total estimated cost or valuation of a construction project. Instead of percentage-based valuation, fees must reflect the actual, reasonable cost of providing permit and inspection services.

The attached proposed modifications to the fee schedule comply with the requirements of House Bill 803 by using standardized flat rates per square foot established by the International Code Council or actual contract cost, whichever is greater, to determine the valuation. The permit fee multiplier of 0.0057 in the fee schedule is based on Winter Park's Building Department budget and historical construction valuation. This multiplier will be modified each year based on changes in the budget and previous year's annual construction valuation.

House bill 803 also exempts certain projects estimated to cost less than \$7,500. This portion of the bill is projected to have little impact on permit revenues as few projects are less than the \$7,500 job cost.

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

The impact of these changes in permit fees is projected to be a slight reduction, which will be helpful in reducing the city's carry-forward balance of reserves restricted for enforcing the

Florida Building Code.

**attachments**

1. fee-schedule (revised 6-9-26)

**CITY OF WINTER PARK - FEE SCHEDULE**  
**Effective: October 1, 2025 July 1, 2026**

**BUILDING AND PERMITTING FEES (CONTINUED)**

**Building/Land Development Code (LDC) Fees (Based on valuation of construction\*):**

Base fee:	
Building Code.....	50.00 (C)
Land Development Code.....	30.00 (C)
Valuation* Over \$1,000:	
Building Code.....	0.390% of valuation plus 30.00 **
Land Development Code.....	0.390% of valuation plus 30.00 **
Plan Review Fee: for valuations over \$4,000 except	
Permit requests not requiring plan review	
Building Code.....	½ related permit fee (C)
Land Development Code.....	½ related permit fee (C)
<b>Permit Fees</b>	
Florida Building Code (FBC) .....	0.0057 of valuation *
Land Development Code (LDC) .....	0.0057 of valuation *
Submittal Fees .....	1/3 of Permit Fees (\$100 minimum) **
Technology fee .....	5.00 (C)
Plan review fee for revisions.....	25.00 per page (C)
(or if more than 50% of original plan, then full plan review fee is required, reduction allowed for minor revisions on each page)	
Housing fee per Chapter 2, Article VIII and Resolution 2246-21:	
Restaurants/food/beverage service (per square foot) .....	2.00 (C)
Commercial/office, business (per square foot).....	1.00 (C)
Inspector training .....	0.04% of valuation <b>Permit Fee – FBC</b> (C)
After hours inspection fee.....	250.00/inspection (C)
Early start permit fee .....	150.00 (C)
State Fees (new or remodeled floor area) 2.5% of permit fee amount or \$4 minimum (S)	
Transfer of permit to new contractor or applicant.....	100.00 (C)
Extension/reinstatement of applications and permits .....	150.00 (C)
Site development permit (stand-alone):	
Minimum fee (or 0.2% of the valuation Over \$100,000)** .....	200.00 (C)
Plan Review Fee .....	½ related permit fee (C)
Issuance of Temporary Certificate of Occupancy:	
Single Family Residence .....	200.00 (C)
All Others .....	300.00 (C)

*	Building valuations shall be based on the actual contract cost or the building valuation data based on square footage established by the Building Valuation Data of International Code Council, whichever is greater. Fee computations will be rounded up to the nearest thousand dollars.
**	For fee computations, all valuations are rounded up to the next highest thousand dollars. Submittal fees are nonrefundable and are included in both Permit Fees (Florida Building Code and Land Development Code) calculations.

**CITY OF WINTER PARK - FEE SCHEDULE**  
**Effective: October 1, 2025 July 1, 2026**

**BUILDING AND PERMITTING FEES (CONTINUED)**

After the fact requests - double the variance application fee and triple the building, electrical, plumbing and gas permit fees.

Building permit fees shall be reduced up to 35% Permit Fee – FBC will be reduced 25% when using a private provider for plans review and another 25% for inspections prior to permit issuance. Submittal fee – FBC will not be reduced when private providers are used.

Costs for enforcing the Florida Building Code and Land Development Code related costs shall may be determined annually and allocated for those areas.

Permits where special circumstances require extra inspections not known at the time of plan review, additional fees may be added.

No refunds for the first \$100 of fees paid if requested within 1 year of the date of payment. Refund requests after 1 year from the date of payment will be denied and will not be processed. Refunds applicable only to permits that were not charged Submittal Fees.

**Sub Permits:**

**Electric Permit Fees:**

Residential .....	75.00 (C)
Commercial .....	200.00 (C)

**Gas Permit Fees:**

Residential .....	75.00 (C)
Commercial .....	200.00 (C)

**Mechanical Permit Fees:**

Residential .....	75.00 (C)
Commercial .....	200.00 (C)

**Plumbing Permit Fees:**

Residential .....	75.00 (C)
Commercial .....	200.00 (C)

**Roofing Permit Fees:**

Residential .....	75.00 (C)
Commercial .....	200.00 (C)

**Stand-Alone Trade Permits:**

**Electric Permit Fees:**

Residential up to \$1,000 valuation .....	150.00 (C)
Commercial up to \$1,000 valuation .....	250.00 (C)
Each additional \$1,000 to \$25,000 .....	6.00 (C)
Each additional \$1,000 above \$25,000 .....	3.00 (C)

**CITY OF WINTER PARK - FEE SCHEDULE**  
**Effective: October 1, 2025 July 1, 2026**

**BUILDING AND PERMITTING FEES (CONTINUED)**

**Solar Photovoltaic Building Permit Fee**

Tier 1 .....	50.00 (C)
Tier 2 .....	150.00 (C)

**Tier 2 Interconnection of Customer Owned Renewable Generation Systems.** 240.00 (C)

**Gas Permit Fees:**

Residential up to \$1,000 valuation .....	150.00 (C)
Commercial up to \$1,000 valuation .....	250.00 (C)
Each additional \$1,000 to \$25,000 .....	6.00 (C)
Each additional \$1,000 above \$25,000 .....	3.00 (C)

**Mechanical Permit Fees:**

Residential up to \$1,000 valuation .....	150.00 (C)
Commercial up to \$1,000 valuation .....	250.00 (C)
Each additional \$1,000 to \$25,000 .....	6.00 (C)
Each additional \$1,000 above \$25,000 .....	3.00 (C)

**Plumbing Permit Fees:**

Residential up to \$1,000 valuation .....	150.00 (C)
Commercial up to \$1,000 valuation .....	250.00 (C)
Each additional \$1,000 to \$25,000 .....	6.00 (C)
Each additional \$1,000 above \$25,000 .....	3.00 (C)

**Roofing Permit Fees: \*\***

Roofing permits .....	0.5% of the valuation plus \$80.00 (C)
<b>Residential .....</b>	<b>150.00 (C)</b>
<b>Commercial .....</b>	<b>250.00 (C)</b>

**Building Moving Permits:**

Into or within the City .....	500.00 (C)
Outside the City .....	100.00 (C)

**Reinspection fee:**

For all trades .....	50.00 (C)
Repeat reinspection on same item .....	100.00 (C)
Continued repeat inspection (3 <sup>rd</sup> visit or more) .....	300.00 (C)
Missed inspection .....	100.00 (C)

**Demolition Permits (expires within 30 days):**

1 or 2 family dwellings <b>and accessory buildings</b> .....	150.00 (C)
Accessory buildings .....	50.00 (C)
Other buildings .....	0.6% of valuation or \$100.00, whichever is greater <b>250.00 (C)</b>

**Low Voltage Security Alarm System**..... 40.00 (S)