



Board of Adjustments Regular Meeting Minutes

June 16, 2026 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Clary, Frank Pruitt, Christopher Morrison, Aimee Hitchner, Eric Penaranda

Absent

Jeanne Reynaud, Jim Fitch

Staff Present

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

1. Call to Order

Vice Chair Clary called the meeting to order at 5:06 p.m.

2. Consent Agenda

- a. Minutes of May 19, 2026.

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

Motion made by Chris Morrison, seconded by Frank Pruitt, for approval of the May 19, 2026, meeting minutes.

The motion carried unanimously by a 5-0 vote. (Jeanne Reynaud and Jim Fitch were absent from the meeting.)

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

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

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

- a. BOA #26-06. Request of Ellison Pools for variance approval from Sec 58-65(f)(7), to allow a 9-foot first-floor side setback in lieu of the required first-floor side setback of 11 feet, in conjunction with the proposed rear porch addition to the existing single-family home, located at 1640 Cypress Point Lane, zoned R-1A.

Mr. Lewis introduced the new Board member, Eric Penaranda, who was appointed by City Commissioner Elizabeth Ingram.

Mr. Lewis then provided a summary of the hearing item. He explained that while the applicant's proposed screen enclosure complies with all setback, height, and size requirements, the attached covered patio is classified as part of the principal structure and therefore must meet the required 11-foot first-floor side setback. Because of the existing layout of the house, pool, pool deck, and mechanical equipment, complying with the full 11-foot setback would require an awkward and impractical design change where the screen enclosure meets the covered roof. Mr. Lewis noted that the home currently meets all setback requirements, the existing improvements were built in 1980 before the current owners purchased the property in 2025, and the requested variance is intended to create functional covered outdoor space rather than provide a special privilege.

Staff recommendation was for approval.

Discussion ensued about any response received from the impacted neighbor and clarification of the expansion of the hardscape and pool deck.

The applicant, Kyle Ellison, of 803 Cordova Drive, Orlando, 32804, addressed the Board. Mr. Ellison explained that the project would add a screen enclosure and covered patio over the existing pool as part of a larger home renovation. He said the design follows the existing pool layout and that meeting the full setback requirement would create an awkward design. He also noted that the adjacent neighbor had no objections and clarified that the pool deck would be extended beneath the new covered patio and screen enclosure.

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

Motion made by Frank Pruitt, seconded by Eric Penaranda, for variance approval from Sec 58-65(f)(7), to allow a 9-foot first-floor side setback in lieu of the required first-floor side setback of 11 feet, in conjunction with the proposed rear porch addition to the existing single-family home, located at 1640 Cypress Point Lane, zoned R-1A.

The motion carried unanimously by a 5-0 vote. (Jeanne Renaud and Jim Fitch were absent from the meeting.)

5. Non-Action Items

6. Staff Updates

Mr. Lewis reminded the Board of the upcoming Board Appreciation event scheduled for July 18, 2026.

7. Board Comments

8. Upcoming Agenda Items

Mr. Lewis noted that the selection of Chair and Vice Chair would be on the July regular meeting agenda.

9. Adjournment

The meeting adjourned at 5:23 p.m.

ATTEST:

/s/ Mary Jean, Board Administrator