



Board of Adjustments Regular Meeting

Agenda

August 18, 2026 @ 5:00 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/ 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).

board member compliance

Board/Committee members when acting within the scope of their public duties are subject to the Florida Sunshine Law (Ch. 286, F.S.), Florida Public Records Act (Ch. 119, F.S.) and state ethics laws (Ch. 112, F.S.). All discussions with any other board member(s) regarding public items that are likely to come before the board/committee must occur on the record during a public meeting. No member shall vote upon, and no appointed member shall attempt to influence, any item considered which would inure to the special private gain or loss of the member, any principal/parent/subsidiary retaining the member, or any relative or business associate of the member. Members must announce their conflict and file a written conflict disclosure with the City Clerk within 15 days of the meeting.

1. Call to Order**2. Consent Agenda**

- a. Minutes of July 21, 2026. 1 minute

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**4. Public Hearings (Public participation and comment on these matters must be in person.)**

- a. BOA-2026-0009. Request of Sarah and Peter Wildeman for: variance approval from Section 58-65 subsection (f)(6), to allow a 25-foot front setback in lieu of the required front setback of 27 feet, and (f)(7) to allow an 8-foot, 3-inch side setback in lieu of the required first floor side setback of 14 feet; as well as variance approval from Section 58-71 subsection (n)(2), to allow a 4-foot front yard fence in lieu of the required 3 feet height for front yard fences in conjunction with the proposed additions to the existing single-family home located at 111 Spring Lane, zoned R-1AA. 10 minutes
- b. BOA-2026-0010. Request of Chloe Ruiz for: variance approval from Section 58-71 subsection (n)(2), to allow a 6-foot-high fence within the street-side yard in lieu of the maximum height of 3-feet for fences within street-side yards in conjunction with the proposed fence located at 1129 Park Green Place, zoned PURD. 10 minutes

5. Non-Action Items**6. Staff Updates****7. Board Comments****8. Upcoming Agenda Items****9. Adjournment**



Board of Adjustments

agenda item 2.a

item type

Consent Agenda

meeting date

August 18, 2026

prepared by

Mary Jean, Administrative Coordinator IV

approved by**subject**

Minutes of July 21, 2026.

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Draft Board of Adjustments Regular Meeting Minutes



Board of Adjustments Regular Meeting Minutes

July 21, 2026 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Clary, Jeanne Reynaud, Frank Pruitt, Jim Fitch, Christopher Morrison, Eric Penaranda

Absent

Aimee Hitchner

Staff Present

City Attorney Katherine Ruiz, Director of Planning & Zoning Allison McGillis, Planner II Nicholas Lewis, Planner I Corinna Lundgren

1. Call to Order

Vice Chair Clary called the meeting to order at 5:03 p.m.

2. Selection of Chair and Vice Chair

Motion made by Jeanne Reynaud, seconded by Frank Pruitt, to nominate Chris Morrison as Chair of the Board. Mr. Morrison accepted the nomination.

By a roll call vote, the motion carried unanimously 6-0. (Aimee Hitchner was absent from the meeting.)

Motion made by Chris Morrison, seconded by Eric Penaranda, to nominate Jeanne Reynaud as Vice-Chair of the Board. Ms. Reynaud accepted the nomination.

By a roll call vote, the motion carried unanimously 6-0. (Aimee Hitchner was absent from the meeting.)

3. Consent Agenda

- a. Minutes of June 16, 2026.

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

Motion made by Michael Clary, seconded by Jim Fitch, for approval of the June 16, 2026, meeting minutes with an amendment to the voting tally of hearing item BOA #26-06.

The motion carried unanimously by a 6-0 vote. (Aimee Hitchner was absent from the

meeting.)

4. 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.

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

- a. BOA #26-07. Request of Ryan and Mary Tindall for variance approval from Section 68-65(f)(7), to allow a 10-foot second-story side setback in lieu of the required second-story side setback of 17 feet in conjunction with the proposed second-story addition to the existing single-family home, located at 2900 Rapidan Trail, zoned R-1A.

Mr. Lewis provided a summary of the request. He explained that the existing mid-century modern home is centrally located on the lot, with an attached garage already set back 8 feet from the property line. The proposed second-story addition would be built above the garage, preserving the home's usable outdoor space and avoiding the extensive structural renovations that would be required if the addition were placed elsewhere to meet the standard setback. He noted that the applicant's proposed design was compatible with the home's existing architecture, incorporates a slight first-floor addition only for a stairwell, and sets the second story back 2 feet from the existing garage wall to provide architectural articulation. He added that the addition also avoids windows on the north side to reduce impacts on neighboring properties. He also indicated that staff had received two letters of support from the adjacent neighbors, and none in opposition. He then reviewed the variance criteria, noting that the circumstances were not created by the applicants and the variance would not confer a special privilege unavailable to similar properties.

Staff recommendation was for approval.

Discussion ensued, and it was clarified that the existing garage has an 8-foot side setback, while the proposed second-story addition would be set back 10 feet, creating a 2-foot offset and avoiding any additional encroachment.

The applicant, Mary Tindall of 2900 Rapidan Trail, Winter Park, FL 32789, addressed the Board. Mrs. Tindall explained that she and her husband, Ryan Tindall, purchased the home in 2017 and were seeking what they believed was the minimum variance needed to accommodate their growing family's needs. She stated that they explored other design options, but the property's layout and setback requirements made them impractical. She emphasized that the proposed addition was designed to preserve the home's mid-century modern character, fit within the neighborhood's varied

architectural styles, and avoid negative impacts on neighboring properties.

The Board then confirmed with Mrs. Tindall that the new second floor would serve as the parents' living space while the children remained downstairs.

Motion made by Michael Clary, seconded by Jim Fitch, for variance approval from Section 68-65(f)(7), to allow a 10-foot second-story side setback in lieu of the required second-story side setback of 17 feet in conjunction with the proposed second-story addition to the existing single-family home, located at 2900 Rapidan Trail, zoned R-1A.

The motion carried unanimously by a 6-0 vote. (Aimee Hitchner was absent from the meeting.)

- b. BOA #26-08. Request of Deborah Teixeira and Ted Larkins for variance approval from Section 58-65(f)(7), to allow an 8.8-foot first-floor side setback in lieu of the required first-floor side setback of 14 feet in conjunction with the proposed additions and renovations to the existing single-family home, located at 1817 Pineview Circle, zoned R-1A.

Mr. Lewis provided a summary of the request. He explained that although the extent of the applicant's renovations would normally require the home to fully comply with current setback standards, the request was based on preserving the home's existing nonconforming setback. He further explained that the property has several unique constraints, including an irregularly shaped lot, wetlands and a 100-year floodplain at the rear, and drainage and utility easements that limit development options. He then indicated that the applicant's proposed project would retain the home's single-story design, convert an existing carport into a garage, add living space while maintaining the existing side setback, and comply with all other zoning requirements. Mr. Lewis determined that requiring full compliance would effectively necessitate demolishing and rebuilding the home in a less suitable location, potentially increasing flood risk and disrupting the established streetscape. He then noted that the property's conditions predate the current owners and the variance would not create a special privilege.

Staff recommendation was for approval.

Discussion ensued about whether any neighbors had commented on the variance request, the project's compliance with impervious surface limits, and the relocation of the HVAC unit.

The applicant, Deborah Teixeira of 1817 Pineview Circle, Winter Park, FL 32789, addressed the Board. Ms. Teixeira explained that she purchased the home in 2020 and extensively renovated it after finding it in poor condition. She further explained that

since marrying, she and her husband now need additional space to accommodate his children when they visit. She emphasized their commitment to preserving the property's surrounding natural area, maintaining the home's single-story mid-century modern character, and keeping the house in its existing location.

Motion made by Michael Clary, seconded by Jeanne Reynaud, for variance approval from Section 58-65(f)(7), to allow an 8.8-foot first-floor side setback in lieu of the required first-floor side setback of 14 feet in conjunction with the proposed additions and renovations to the existing single-family home, located at 1817 Pineview Circle, zoned R-1A.

The motion carried unanimously by a 6-0 vote. (Aimee Hitchner was absent from the meeting.)

6. Non-Action Items

7. Staff Updates

Mr. Lewis presented the city's Board Orientation video on Sunshine Law for the Board to view.

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 5:55 p.m.

ATTEST:

/s/ Mary Jean, Board Administrator



Board of Adjustments

agenda item 4.a

item type

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

meeting date

August 18, 2026

prepared by

Corinna Lundgren, Planner I

approved by

Allison McGillis, Director of Planning and Zoning

subject

BOA-2026-0009. Request of Sarah and Peter Wildeman for: variance approval from Section 58-65 subsection (f)(6), to allow a 25-foot front setback in lieu of the required front setback of 27 feet, and (f)(7) to allow an 8-foot, 3-inch side setback in lieu of the required first floor side setback of 14 feet; as well as variance approval from Section 58-71 subsection (n)(2), to allow a 4-foot front yard fence in lieu of the required 3 feet height for front yard fences in conjunction with the proposed additions to the existing single-family home located at 111 Spring Lane, zoned R-1AA.

motion | recommendation

Staff recommendation is for approval of the variances requested.

background

Due to the house being oriented in the rear portion of the lot, the applicants are requesting approval to construct a 638 square foot addition to the existing single-family home, as well as construction of a new swimming pool and fence on the property located at 111 Spring Lane, with variances for the side and front setbacks and a variance for the fence height of 4 feet to meet pool safety requirements. The applicant meets the required pool and deck setbacks and pool equipment location requirements (provided the front setback variance is granted), so no variance for the swimming pool is being requested except for the fence height to meet Florida Building Code requirements.

Variance Review Criteria**Special Conditions and Circumstances**

For a variance to be granted, special conditions and circumstances must exist which are peculiar to the land, structure, or building involved and are not applicable to other land, structures, or buildings in the same zoning district.

The subject property is unique in depth, as the front property line extends to the middle of a

private lane narrower than a typical street. The residents along Spring Lane pay for and maintain Spring Lane. Therefore, 20 feet of the front yard is a right-of-way easement. Considering that the existing structure is located at the rear of the lot, there is little room for any type of addition, including a pool. The required front setback alone, which is 27.5 feet, takes up roughly a third of the remaining depth of the property. The result is that the addition will need to be extended to the front of the lot. With the carport located on the western side, the only other available space for an addition is on the southeastern side of the lot.

Deprivation of Rights

The second requirement for granting a variance request is that the literal interpretation of the provisions of the zoning code would deprive the applicant of the rights commonly enjoyed by other properties in the same zoning district.

A literal interpretation of Section 58-65(f)(6) requires a front setback of 27 feet, which is the same as the existing home. The applicant's proposal includes a 638 square-foot addition that extends about 29 feet to the front, with a new front setback of 25 feet. Section 58-65(f)(7) requires a side setback of 14 feet. The applicant is following roughly in line with the wall of the existing home. Meeting both the required front and side setbacks would cut the addition by nearly half, which would not be enough for a family of five and additional space for their future needs of caring for aging parents.

A literal interpretation of Section 58-71(n)(2) requires that in front yards, walls and fences shall not exceed three feet in height above the existing grade. Meeting the 3-foot height requirement limits the applicant's ability to both provide additional screening and to meet the minimum safety standards requirement to secure pool areas.

Actions of the Applicant

The special conditions and circumstances must not result from the actions of the applicant.

The existing house was built in 1957, and the required front setback was established before the applicant purchased the property in March 2016. Therefore, the existing setbacks were not caused by any actions of the applicant.

Special Privilege

The last requirement necessary to grant a variance request is that the variance will not confer on the applicant any special privilege denied by the zoning ordinance to other lands, structures, or buildings in the same zoning district. No nonconforming use of the neighboring lands, structures, or buildings in other zoning districts shall be considered grounds for the issuance of a variance.

Because of the lot's unique depth, incorporating a portion of the private lane as the front of the property line, and where the existing home is currently sitting in the rear of the lot, staff does not believe that the request would allow for a special privilege to any other lands, structures, or buildings in the same zoning district regarding the variance requested.

Summary

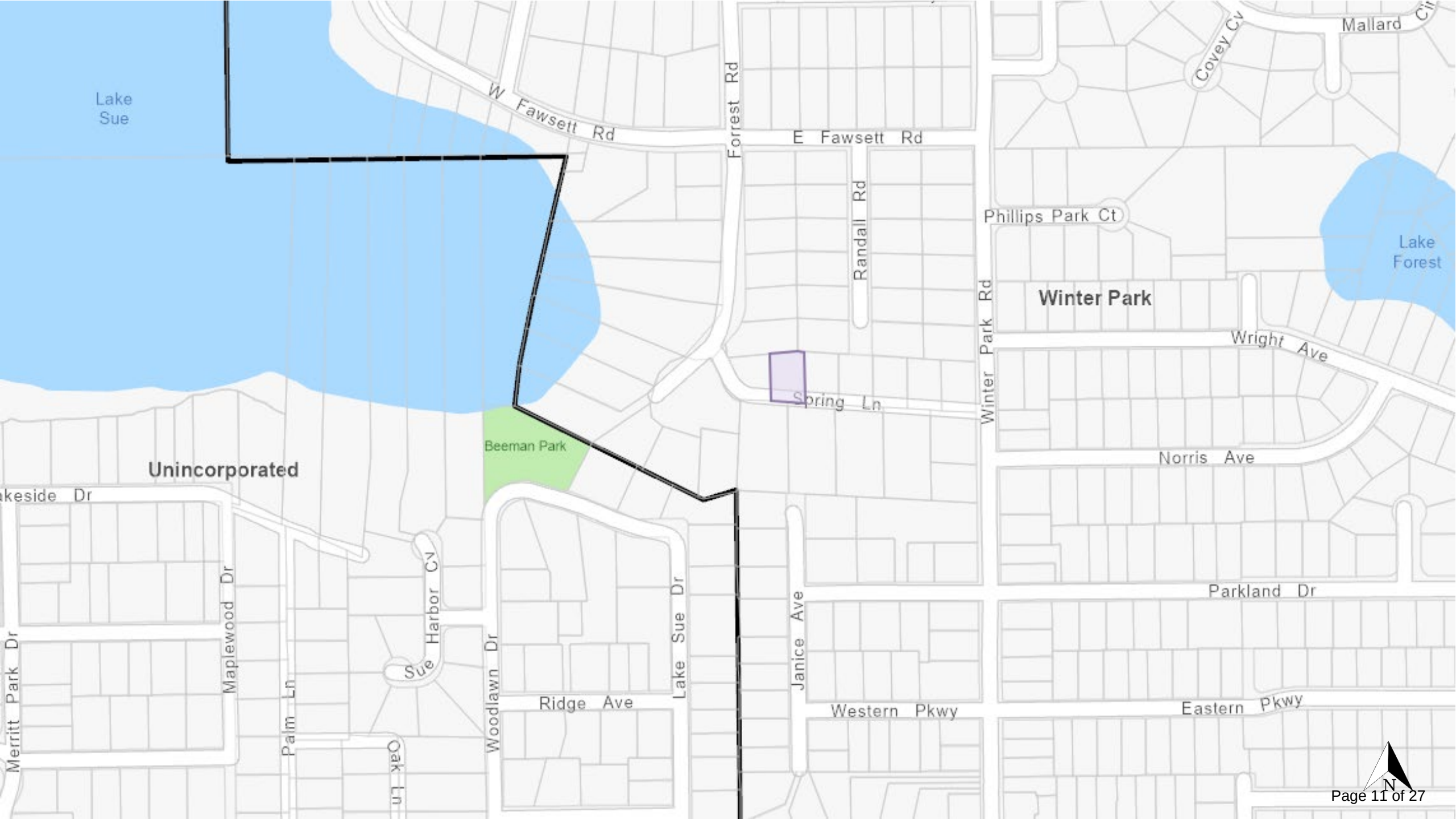
Staff believes that the applicants meet the four criteria required to grant the variances requested.

alternatives | other considerations

fiscal impact

attachments

1. 111 Spring Ln - Maps
2. Survey_111SpringLn (1)
3. Final Plan Set - 111 Spring Ln
4. 111 Spring Ln - Application



Orange County

Winter Park

SPRING LN



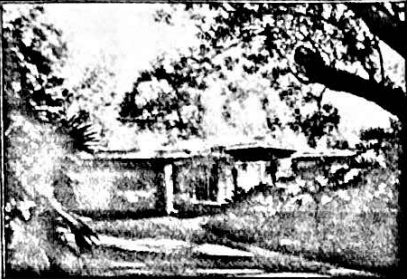
NOTES:

1. THIS SURVEY WAS PREPARED FROM TITLE INFORMATION FURNISHED TO THIS SURVEYOR. THERE MAY BE OTHER RESTRICTIONS OR UNRECORDED EASEMENTS THAT AFFECT THIS PROPERTY. PROPERTIES ARE SUBJECT TO COVENANTS, RESTRICTIONS, EASEMENTS AND SETBACKS OF RECORD.
2. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN. SEPTIC IF SHOWN IS +/-.
3. THIS SURVEY IS PREPARED FOR THE SOLE BENEFIT OF THOSE CERTIFIED TO AND SHOULD NOT BE RELIED UPON OR USED BY ANY OTHER ENTITY.
4. DIMENSIONS SHOWN FOR THE LOCATION OF IMPROVEMENTS HEREON SHOULD NOT BE USED TO RECONSTRUCT BOUNDARY LINES. BOUNDARY BEARINGS AND DISTANCES ARE SHOWN AS PLATTED UNLESS DENOTED AS MEASURED.
5. BEARINGS ARE BASED ON RECORDED DEED DATUM AND ON THE LINE SHOWN AS BASE BEARING (BB).
6. PROPERTY HEREON LOCATED IN ZONE "X" PER F.I.R.M. MAP PANEL NO. 12095C 0255 F DATED 09-25-09.
7. BUILDING LINES SHOWN, REPRESENT BUILDING WALLS. EAVES, IF ANY, NOT LOCATED OR SHOWN.

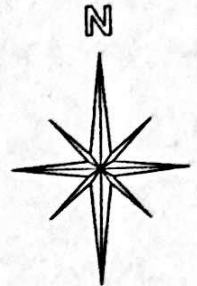
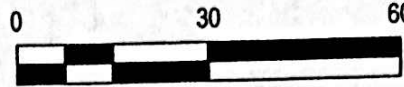
Boundary
And
Mapping
Associates, Inc.

LAND
SURVEYORS
LB 4565

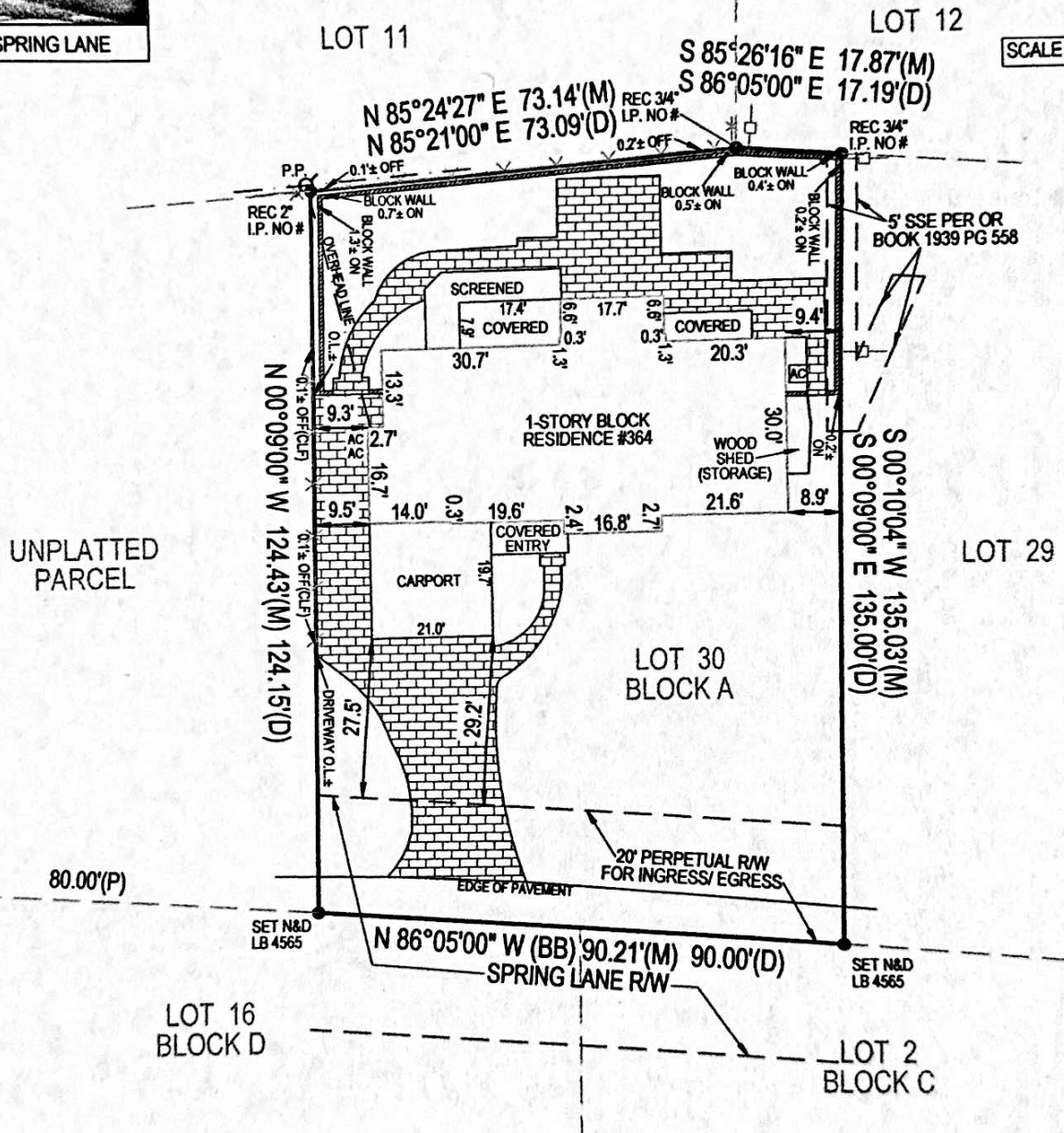
109 WEST ORANGE STREET
ALTAMONTE SPRINGS, FL
32714
PH. (407) 696-1155



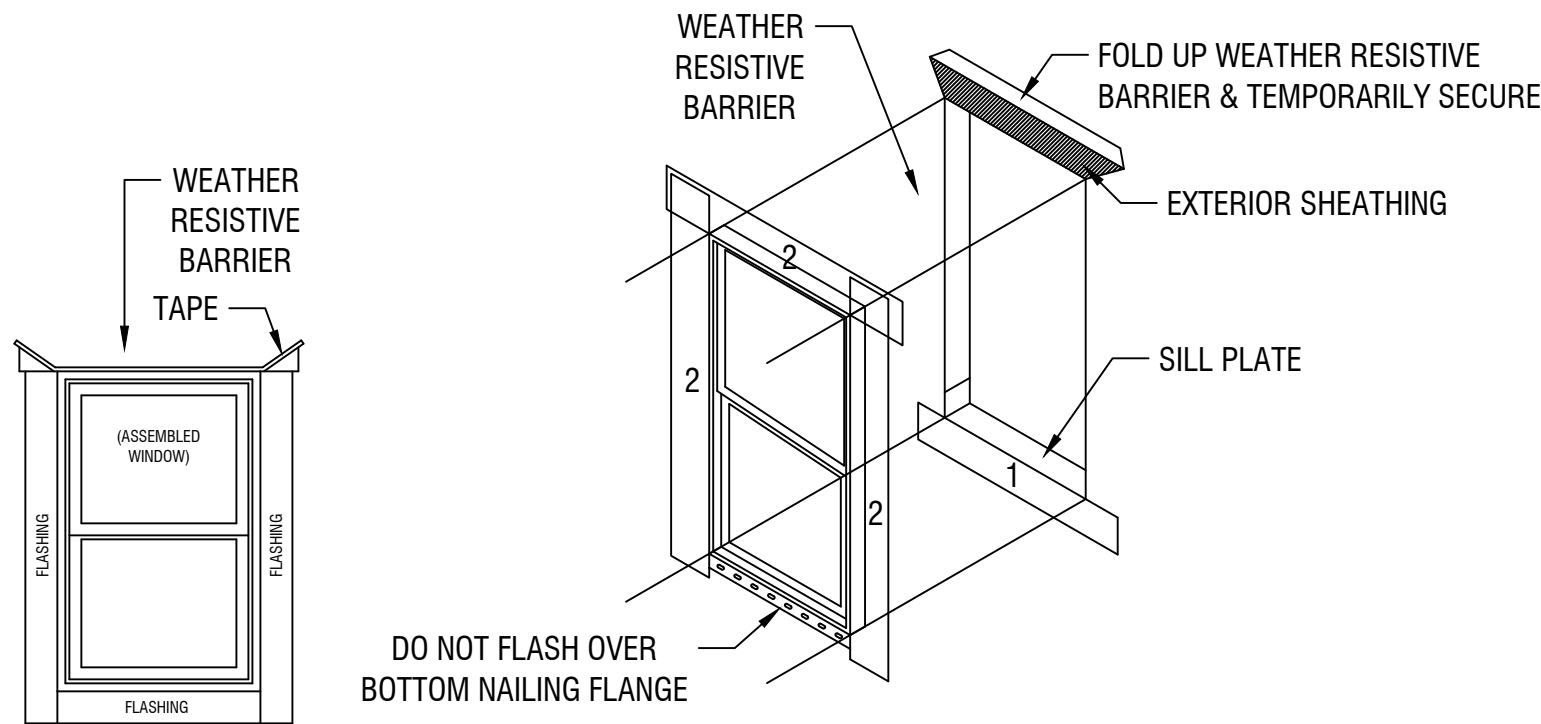
Property Address: 111 SPRING LANE



SCALE 1" = 30'



DESCRIPTION: LOT 30, BLOCK A, THE RIPPLES ADDITION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN DEED BOOK 900, PAGE(S) 647 THROUGH 649, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, AND THAT PORTION OF SPRING LANE LYING ADJACENT THERETO ON THE SOUTH SIDE TO THE CENTER OF SAID STREET. SUBJECT TO A PERPETUAL RIGHT OF WAY FOR INGRESS AND EGRESS OF THE PUBLIC OVER SAID STREET, TO EASEMENTS, RESTRICTIONS AND ENCUMBRANCES OF RECORD.



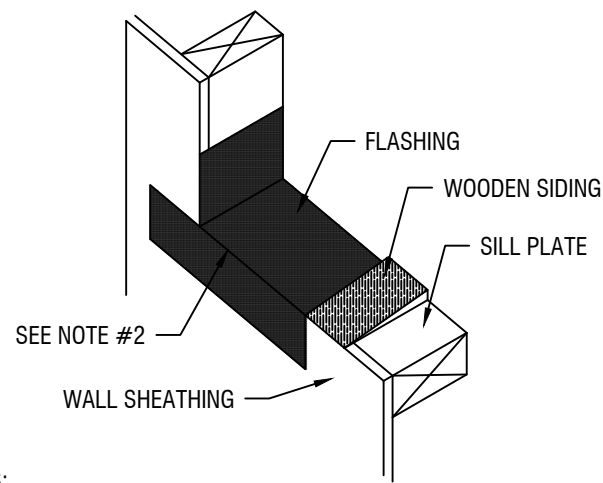
HEAD FLASHING TIE-IN INSTRUCTIONS:

1. CUT, FOLD UP & TEMPORARILY SECURE WEATHER RESISTIVE BARRIER ABOVE HEADER TO ALLOW FOR FLASHING INSTALLATION
2. INSTALL HEAD FLASHING UNDER WEATHER RESISTIVE BARRIER
3. FOLD WEATHER RESISTIVE BARRIER BACK OVER HEAD FLASHING & SEAL WITH TAPE

NOTES:

1. FLASHING TO BE FLEXIBLE SELF-ADHESIVE TYPE (MIN. 6" WIDE)
2. REMOVE WEATHER RESISTIVE BARRIER FROM TOP OF WINDOW SILL PLATE
3. INSTALL FLASHING IN ORDER AS SHOWN BY NUMBERS
4. INSTALL FLASHING & WEATHER RESISTIVE BARRIER TO FORM WATER SHEDDING LAPS

TYPICAL WINDOW FLASHING DETAIL



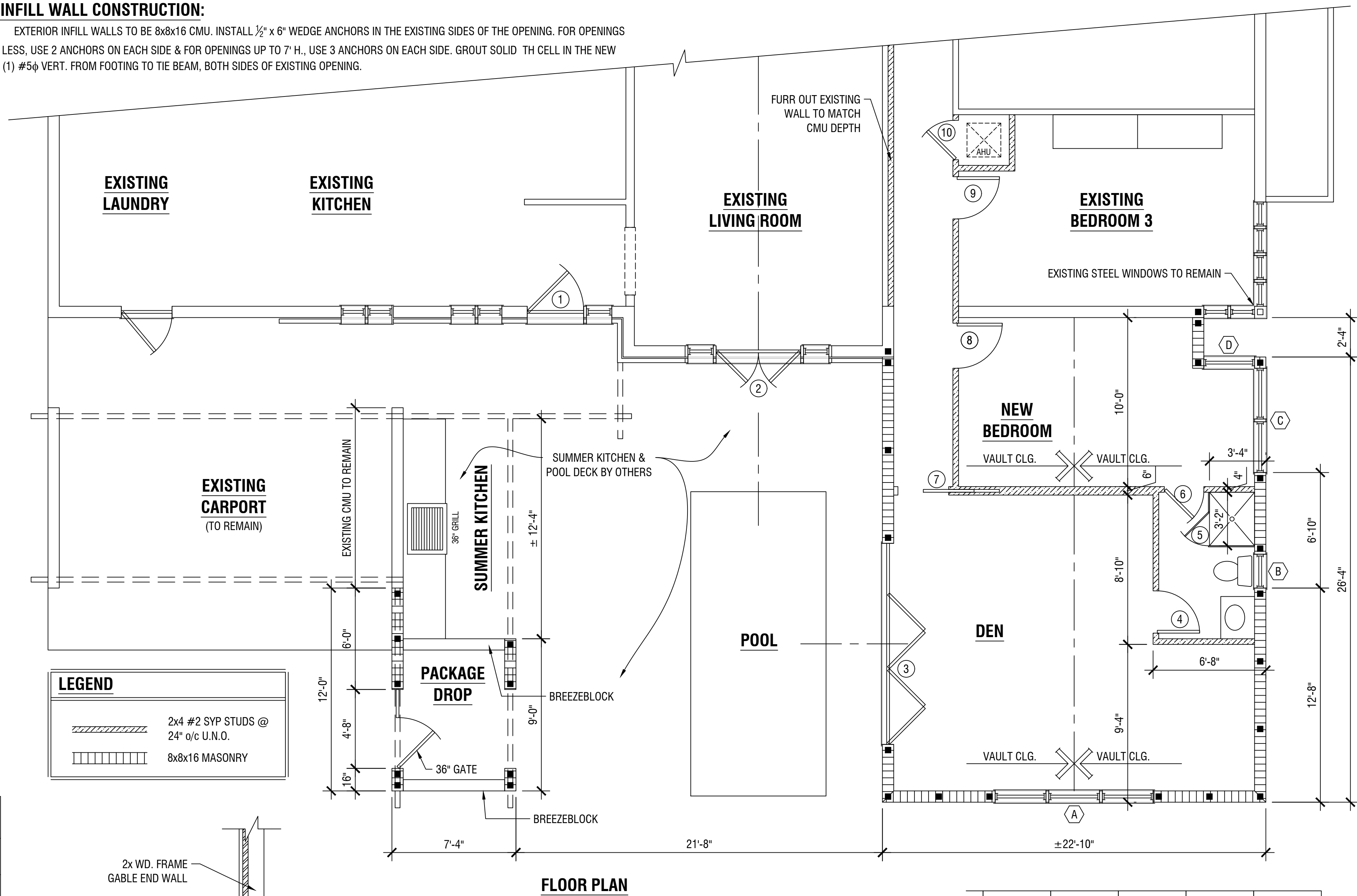
NOTES:

1. FLASHING TO BE FLEXIBLE SELF-ADHESIVE TYPE (MIN. 6" WIDE)
2. REMOVE WEATHER RESISTIVE BARRIER FROM TOP OF WINDOW SILL PLATE
3. INSTALL SILL FLASHING AS SHOWN ABOVE
4. INSTALL FLASHING AROUND REMAINING WINDOW UNIT
5. WEATHER RESISTIVE BARRIER TO FORM WATER SHEDDING LAPS

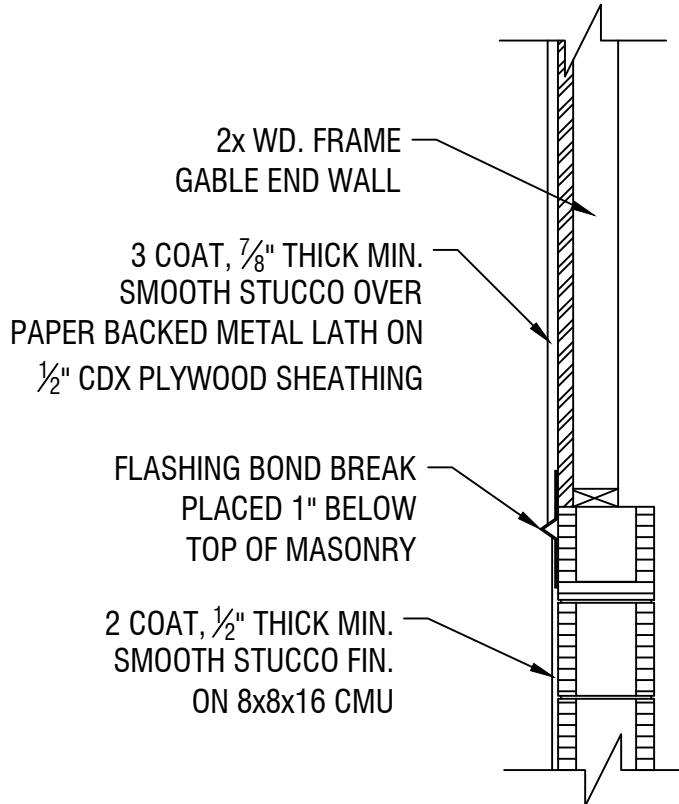
TYPICAL FLASHING DETAIL AT SILL PLATE

CMU INFILL WALL CONSTRUCTION:

EXTERIOR INFILL WALLS TO BE 8x8x16 CMU. INSTALL 1/2" x 6" WEDGE ANCHORS IN THE EXISTING SIDES OF THE OPENING. FOR OPENINGS 4" H. OR LESS, USE 2 ANCHORS ON EACH SIDE & FOR OPENINGS UP TO 7' H., USE 3 ANCHORS ON EACH SIDE. GROUT SOLID TH CELL IN THE NEW CMU W/ (1) #5φ VERT. FROM FOOTING TO TIE BEAM, BOTH SIDES OF EXISTING OPENING.

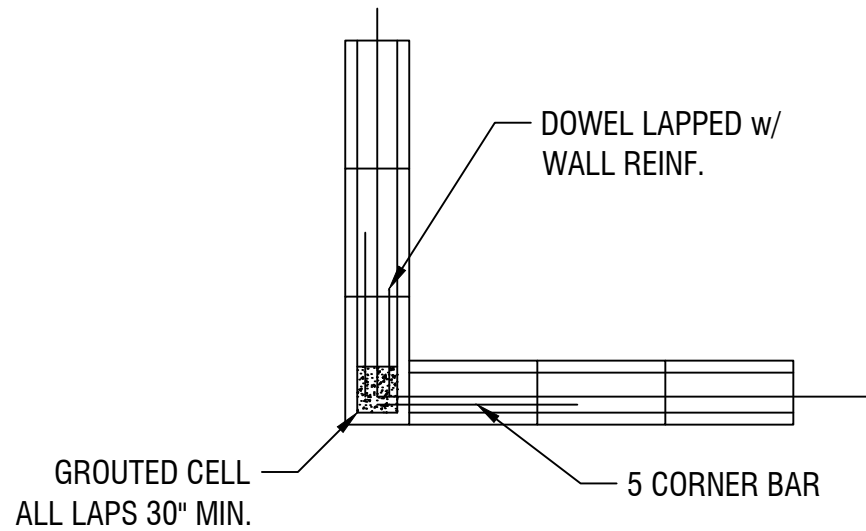


LEGEND	
	2x4 #2 SYP STUDS @ 24" o/c U.N.O.
	8x8x16 MASONRY



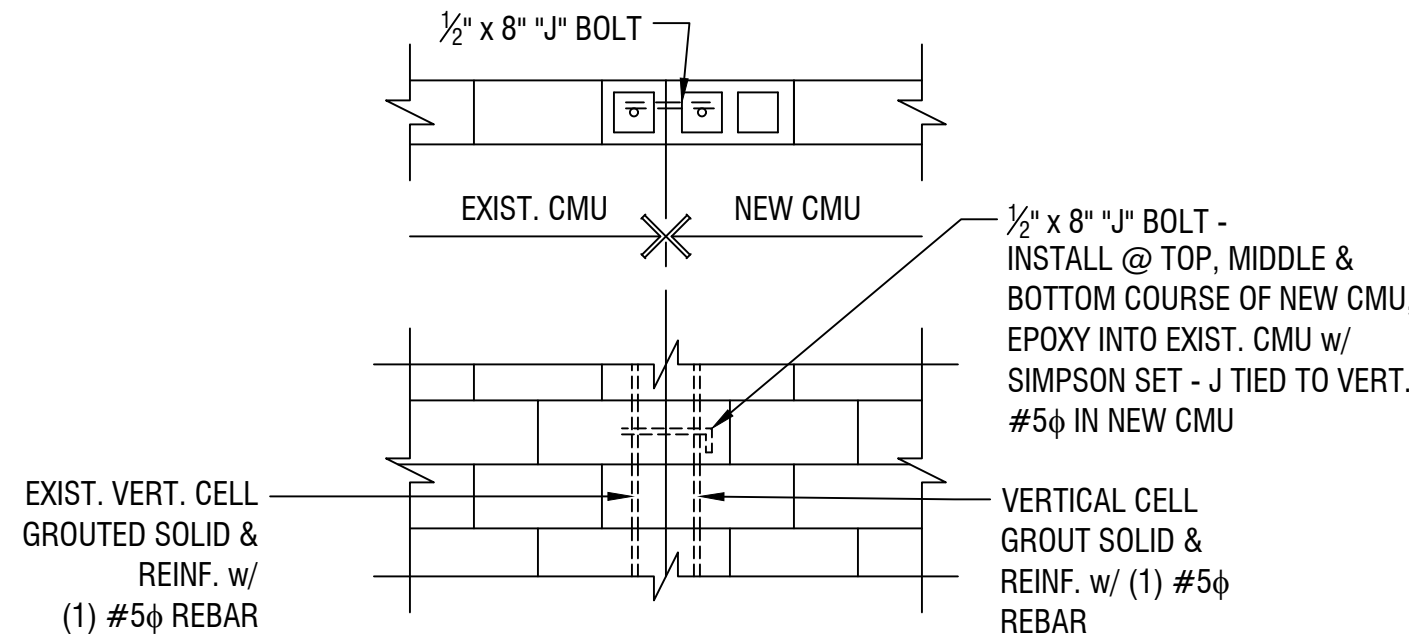
STUCCO FLASHING DETAIL

SCALE: 3/4" = 1'-0"



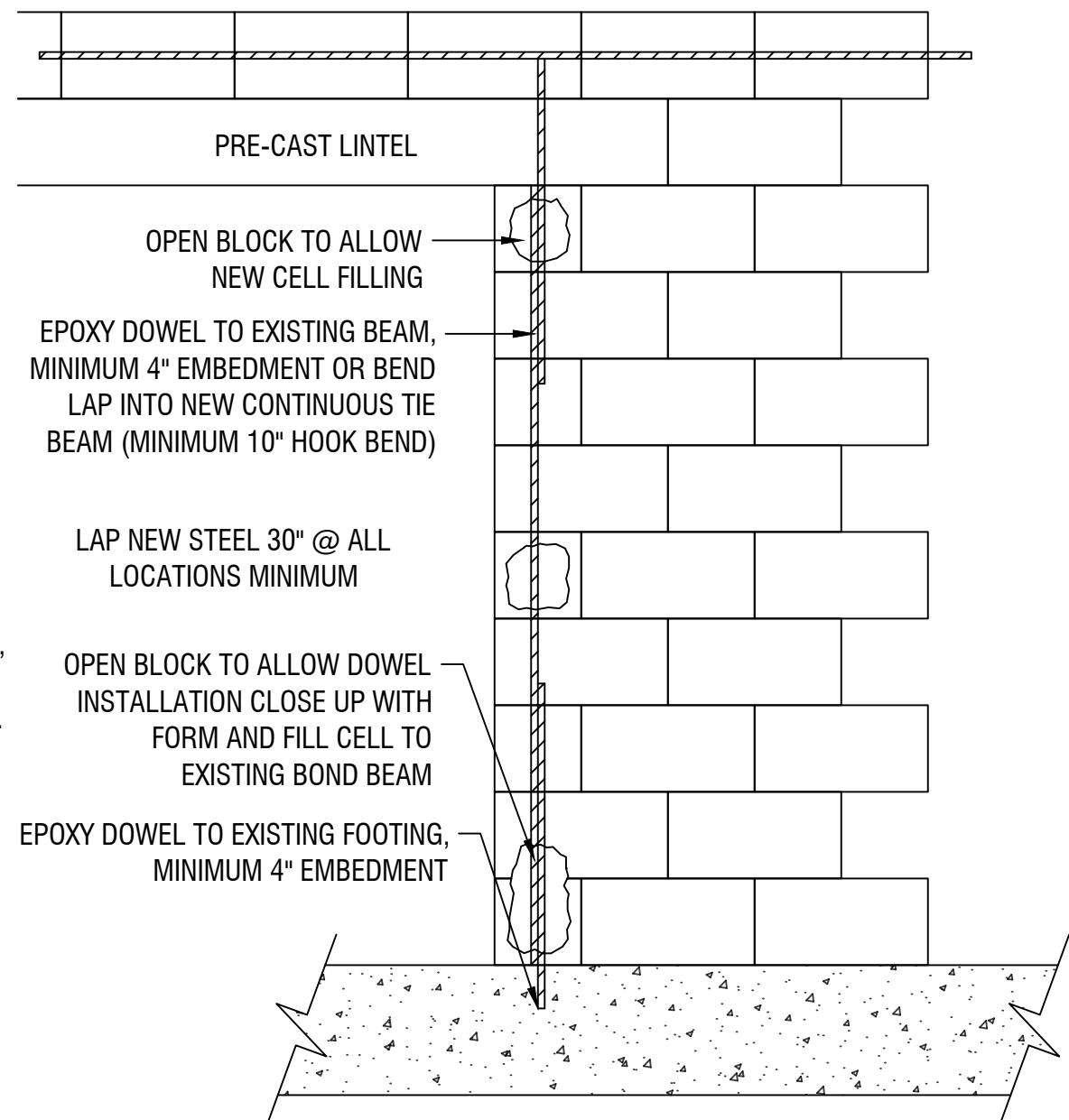
CORNER CONTINUITY OF BOND BEAM & WALL REINFORCEMENT

SCALE: 1/2" = 1'-0"



CONNECTION EXISTING CMU WALL TO NEW CMU WALL

SCALE: 1/2" = 1'-0"



RETROFIT CELL

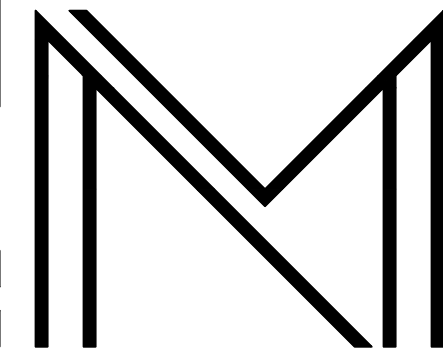
© 2025 McCain Norris Design

DOOR SCHEDULE						
SYMBOL	LOCATION	SIZE	TYPE	PSF	LINTEL	REMARKS
①	FOYER	3'-4" x 6'-8" 1'-8" x 6'-8"	SC W/ SIDELIGHT	+24.3/-26.3	EXISTING	
②	LIVING ROOM	* SEE ELEVATION FOR DIMENSIONS	NARROW FRAME PATIO DOORS & FIXED GLASS PANELS	+22.8/-24.9	EXISTING	TEMPERED GLASS
③	DEN	(4) 3'-0" x 6'-8"	NARROW FRAME ACCORDION PATIO DOORS	+22.8/-28.7	L13 8F28 - 1T/1B	TEMPERED GLASS
④	BATH	2'-6" x 6'-8"	SC			
⑤	BATH	FIELD MEASURE	3/4" FRAMELESS SHOWER DOOR & ENCLOSURE			TEMPERED GLASS
⑥	BATH	2'-4" x 6'-8"	SC			
⑦	HALL	3'-0" x 6'-8"	SC			
⑧	NEW BEDROOM	2'-6" x 6'-8"	SC			
⑨	EXISTING BEDROOM	2'-6" x 6'-8"	SC			
⑩	MECH. CLOSET	2'-6" x 6'-8"	SC			

WINDOW SCHEDULE							
SYMBOL	LOCATION	SIZE	TYPE	HDR. A.F.F.	PSF	LINTEL	REMARKS
A	DEN	* SEE ELEVATION FOR DIMENSIONS	NARROW FRAME FIXED TRANSOM	* SEE ELEVATION	+24.3/-26.3		TO MATCH TRANSOM @ LIVING ROOM
B	NEW BATH	2'-0" x 3'-0"	CSMT	6'-8"	+25.5/-27.6	L2 8F28 - 1T/1B	TEMPERED GLASS
C	NEW BEDROOM	(2) 3'-0" x 4'-4" (2) 3'-0" x 2'-4"	CSMT FIXED LOWER UNITS	6'-8"	+24.3/-31.7	L8 8F28 - 1T/1B	EXPRESS - WINDOW UNITS TO MATCH CORNER WINDOWS IN EXISTING BEDROOM
D	NEW BEDROOM	3'-0" x 4'-4" 3'-0" x 2'-4"	CSMT FIXED LOWER UNIT	6'-8"	+25.5/-34.0	L4 8F28 - 1T/1B	TO MATCH WINDOW C

NOTE: WINDOW UNITS IN LIVING ROOM & DEN TO MATCH EXISTING STEEL WINDOWS AS MUCH AS POSSIBLE

REVISIONS



MCCAIN NORRIS DESIGN

127 W. FAIRBANKS AVE #101
WINTER PARK, FL 32789
cynde@mccainnorrisdesign.com

CUSTOM ADDITION

WILDEMAN RESIDENCE

111 · SPRING LANE · WINTER PARK · FLORIDA

STRUCTURAL ENGINEER
BRADFORD T. BISHOP, P.E.
891 ROYALWOOD LANE
OVEIDO, FLORIDA 32765
PHONE: 407-622-2477
FAX: 407-622-2479
FLORIDA LICENSE #51299

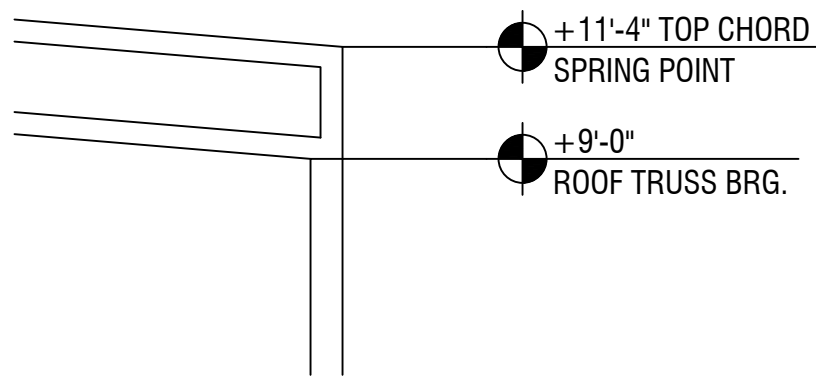
FILE # 10504.26

SHEET #

DATE 26 May 26

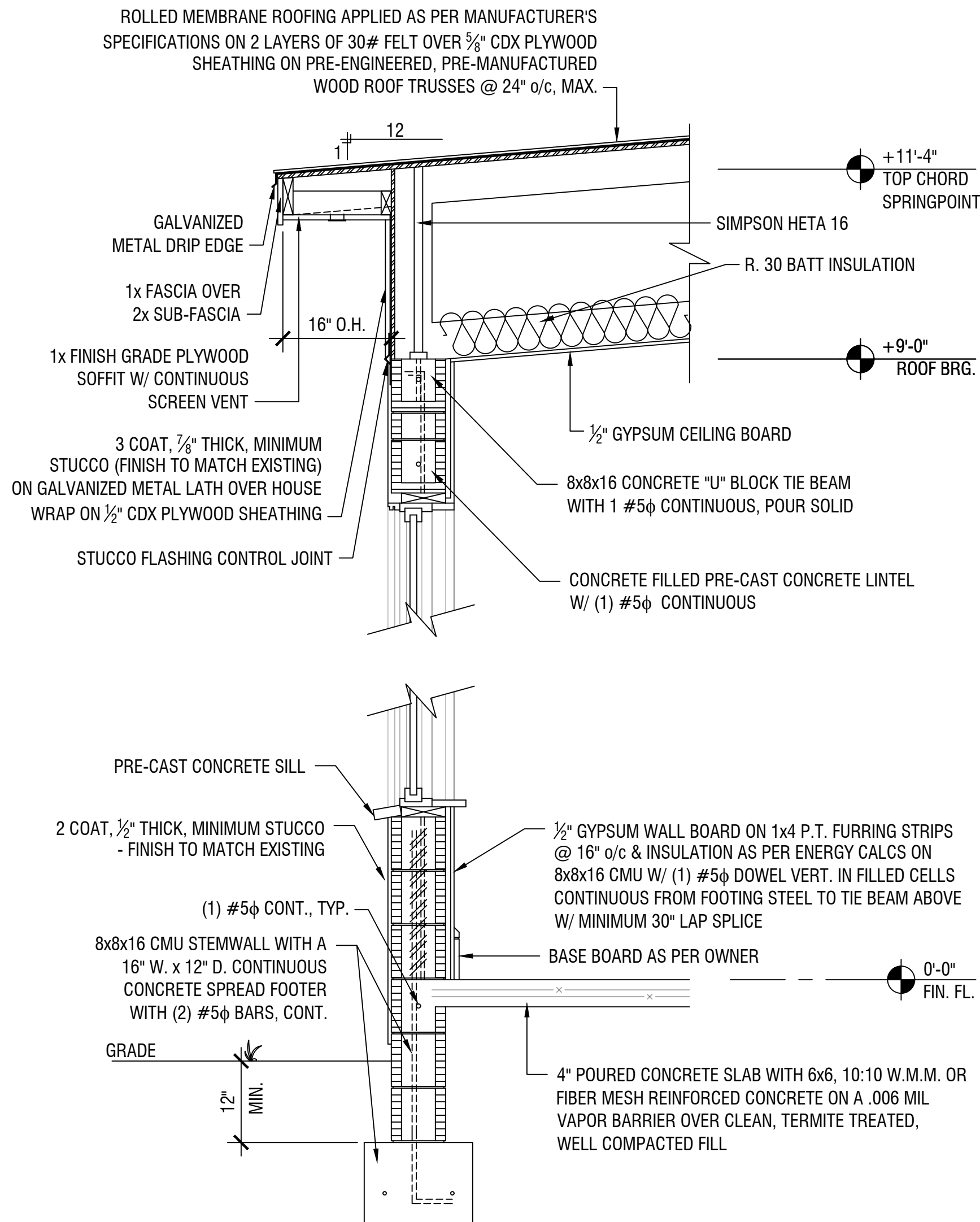
SCALE 1/4" = 1'-0"

A2



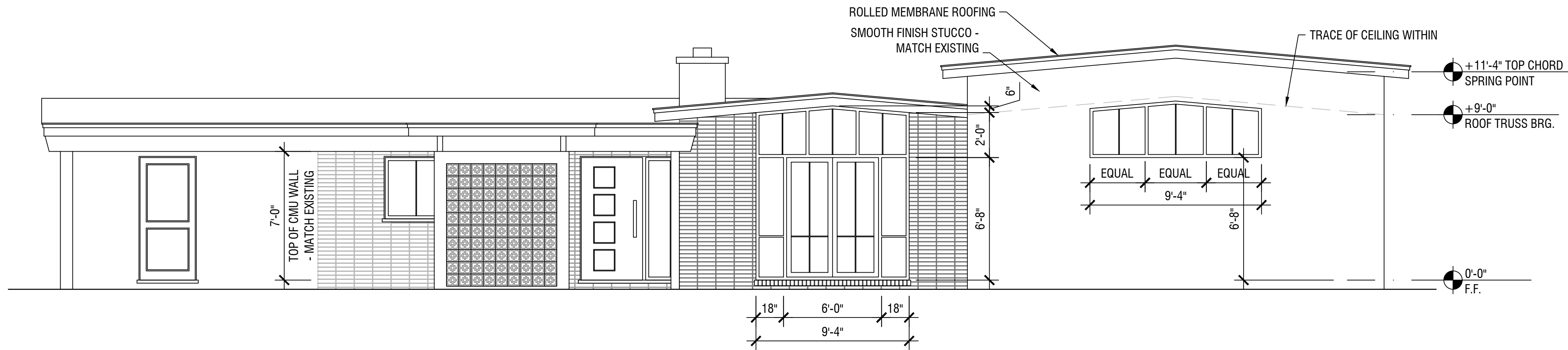
ROOF PROFILE DETAIL

SCALE: 1/4" = 1'-0"



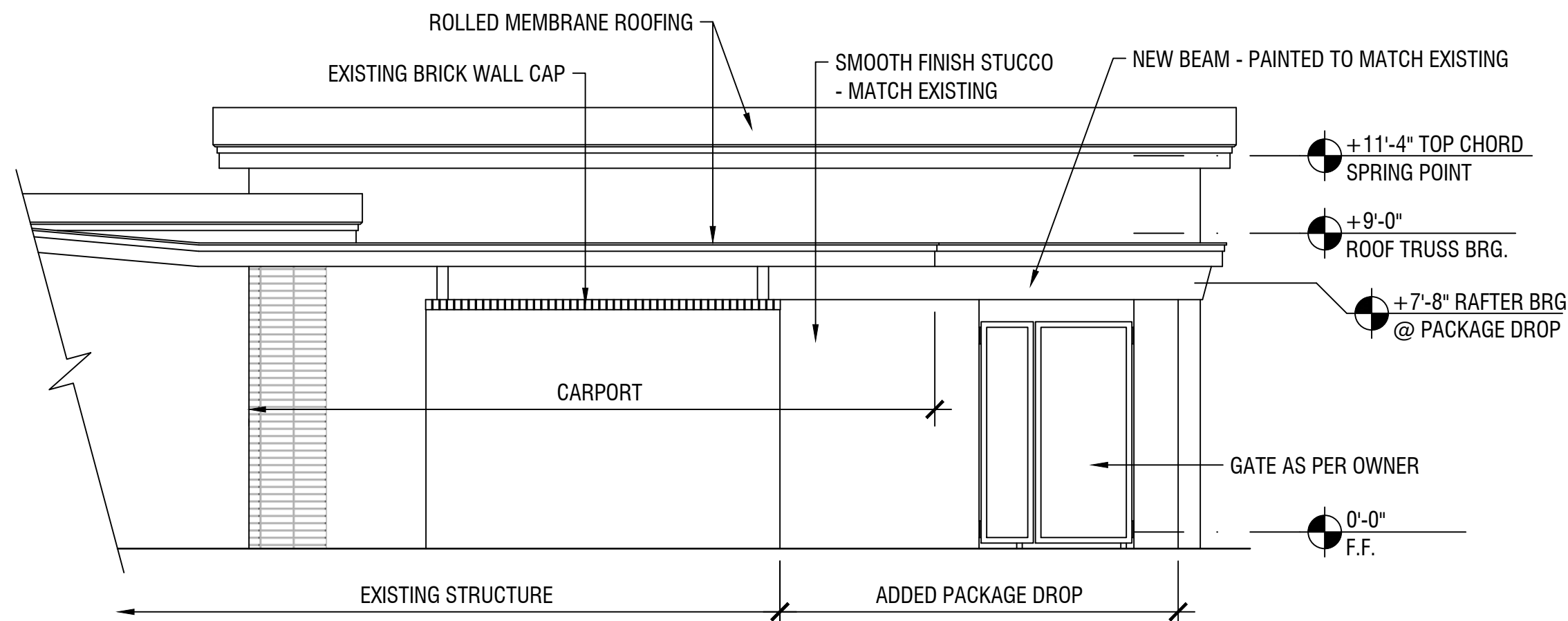
TYPICAL WALL SECTION @ DEN

SCALE: 3/4" = 1'-0"



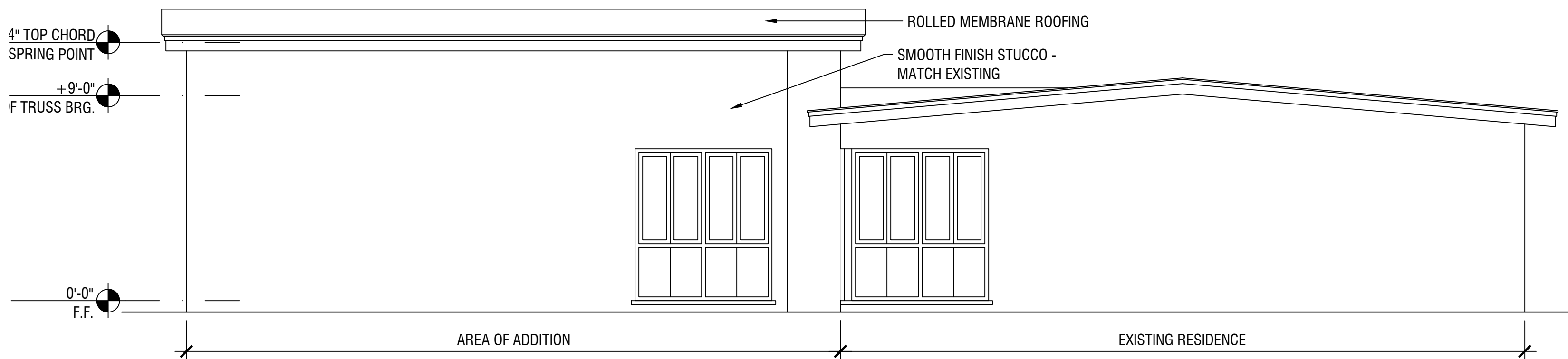
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

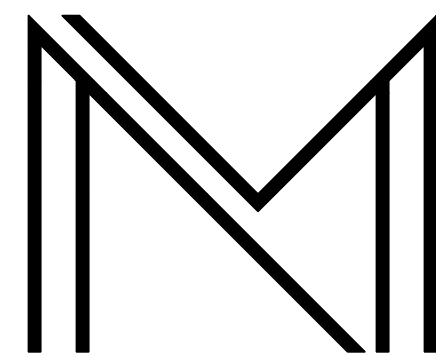
SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

REVISIONS



MCCAIN NORRIS DESIGN

127 W. FAIRBANKS AVE #101

WINTER PARK, FL 32789

cynde@mccainnorrisdesign.com

CUSTOM ADDITION

WILDEMAN RESIDENCE

111 · SPRING LANE · WINTER PARK · FLORIDA

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PHONE: 407-622-2477
FAX: 407-622-2479
FLORIDA LICENSE #51299

FILE # 10504.26

SHEET #

DATE 26 May 26

SCALE 1/4" = 1'-0"

A4



PLAN SNAPSHOT REPORT BOA-2026-0009 FOR CITY OF WINTER PARK

Plan Type: Board of Adjustments
Work Class: Board of Adjustments/Variance Application
Status: Fees Paid
Valuation: \$0.00
Description: 600 sq ft single story addition requesting side setback variance, front setback variance and fence height variance to comply with pool enclosure

Project:
District: Winter Park
Square Feet: 0.00
Assigned To: Lundgren, Corinna

App Date: 07/14/2026
Exp Date: NOT AVAILABLE
Completed: NOT COMPLETED
Approval Expire Date:

Parcel: 302218745401300	Main	Address: 111 Spring Ln Winter Park, FL 32789-6062	Main	Zone:
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Applicant Sarah Wildeman 111 Spring Ln Winter Park, FL 32789 Home: (000) 000-0000 Business: (000) 000-0000 Mobile: (917) 584-9223	Owner Peter Wildeman 111 Spring Ln Winter Park, FL 32789-6062 Business: (407) 280-7652 Mobile: (407) 280-7652
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Plan Custom Fields

Meeting Date	August 18th, 2026	Is the property on waterfront?	No	Section
Subsection		Zoning	R-1AA	Is this property on historic registry or district?
Describe variance	600 sq ft single story addition added to the front of the house requiring a side setback variance, front setback variance and front yard fence height variance to comply with pool enclosure requirements	How long have you owned the property?	10 years	How long have you occupied the property?
Special Condition	The home is set back very far on the lot creating a small backyard and large front yard. It's an unusually small usable backyard after setbacks are factored in. The other special condition is that it is a privately owned street, more narrow than a typical street. The residents of this street own the property out to the middle of the road and pay for and maintain the road. The street feels very private due to how narrow it is, and the large old camphor trees lining it.	Rights/Priv	Without a variance, the applicants could only add approximately 300 sf and they would be deprived of additional space needed for their family of 5 (2 parents and 3 teenage children). Right now their 13 year old twin daughters share a bedroom. Their 15 year old son has his own bedroom. Applicants would also be deprived of additional space needed to take care of aging parents. Applicants are looking to add a small bedroom for one daughter and a family room/ Guest Room where their daughter can play the piano, and their children can host friends. The Family/Guest Room could also function as space for	aging parents in the future. One of the applicants parents live in Winter Park and are in their mid 70s. The applicants currently have one main Living Room shared by all.

PLAN SNAPSHOT REPORT (BOA-2026-0009)

Hardship	The hardship is the existing house placement on the lot which leaves an unusually limited rear yard. The front yard is much larger which provides more space for a small addition.	Limited Variance	Yes the applicants are open to a limited variance.
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Attachment File Name	Added On	Added By	Attachment Group	Notes
Arial_photo_111Spring - Jul 14 2026 - 9-59 AM.pdf	07/14/2026 10:07	Wildeman, Sarah		Site Plan
Checklist_Wildeman_Addition.pdf	07/14/2026 10:07	Wildeman, Sarah		Signed Checklist
Survey_111SpringLn.pdf	07/14/2026 10:07	Wildeman, Sarah		Survey
Wildeman Variance Set 7.2.26.pdf	07/14/2026 10:07	Wildeman, Sarah		Site Plan
Signature_Sarah_Wildeman_7/14/2026.jpg	07/14/2026 10:07	Wildeman, Sarah		Uploaded via CSS

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00074880	Residential Variance Application Fee	\$200.00	\$200.00
Total for Invoice INV-00074880		\$200.00	\$200.00
Grand Total for Plan		\$200.00	\$200.00

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Board of Adjustments Review v.1	Approved	07/14/2026	07/16/2026	07/17/2026	No	Yes
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Zoning Review	Planning and Zoning	Lundgren, Corinna	Approved	07/14/2026	07/16/2026	07/17/2026

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		07/17/2026 15:50	07/17/2026 15:50
Board of Adjustments Review v.1	Receive Submittal	07/14/2026 0:00	07/17/2026 15:50
Issue Invoice v.1	Generic Action		07/17/2026 15:50
Final Decision v.1			
Board of Adjustments Decision v.1	Generic Action		



Board of Adjustments

agenda item 4.b

item type

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

meeting date

August 18, 2026

prepared by

Corinna Lundgren, Planner I

approved by

Allison McGillis, Director of Planning and Zoning

subject

BOA-2026-0010. Request of Chloe Ruiz for: variance approval from Section 58-71 subsection (n)(2), to allow a 6-foot-high fence within the street-side yard in lieu of the maximum height of 3-feet for fences within street-side yards in conjunction with the proposed fence located at 1129 Park Green Place, zoned PURD.

motion | recommendation

Staff recommendation is for approval of the variance requested.

background

The applicant and homeowner, Chloe Ruiz, is requesting variance approval to allow a fence along the street-side lot line that is 6-feet tall in lieu of the maximum height of 3-feet. The property is zoned PURD.

Variance Review Criteria:**Special Conditions and Circumstances**

In order for a variance to be granted, special conditions and circumstances must exist which are peculiar to the land, structure or building involved and are not applicable to other land, structures or buildings in the same zoning district.

The home on the lot was constructed in 1992 as a part of the planned Park Green development. It has a uniquely larger side yard than neighboring properties, making the proposed fence location reasonable while still leaving 8 feet from the property line to the sidewalk. The neighbor located to the north has an existing 6-foot wooden fence located on their street side yard where the applicant is requesting their fence to match. The property has a small rear yard. However, the neighbor's existing fence also extends approximately 4 feet into the applicant's property to the rear, as the neighbor's house is located roughly on the property line. The request is to provide some additional privacy and safety for the use of their side yard, as they do not have much room in the rear. Additionally, the proposed fence has

been approved by the Park Green HOA.

Deprivation of Rights

The second requirement for granting a variance request is that the literal interpretation of the provisions of the zoning code would deprive the applicant of the rights commonly enjoyed by other properties in the same zoning district.

A literal interpretation of Section 58-71 subsection (n)(2) allows for a maximum fence height of 3 feet for fences in street-side yards. Additionally, fences in street-side yards can be up to 6 feet in height if set back an additional 10 feet from the property line.

The applicant is requesting this variance to achieve some additional privacy and safety along the street frontage, where there is public street parking adjacent to the open side yard. Meeting the 3-foot height requirement limits the applicant's ability to provide that security for their dog to run around. Because the neighbor to the north already has a 6-foot-tall wooden fence located on the street side property line, meeting the 10-foot setback requirement would only allow the applicant a 7-foot-wide yard whereas the neighbor has a 17-foot-wide yard area.

Actions of the Applicant

The special conditions and circumstances must not result from the actions of the applicant.

The home was built before the applicant's purchase in 2025, and the rear fence existed as early as 2006. Therefore, the existing conditions and any subsequent special conditions and circumstances are not based on any actions of the applicant.

Special Privilege

The last requirement necessary to grant a variance request is that the variance will not confer on the applicant any special privilege denied by the zoning ordinance to other lands, structures or buildings in the same zoning district. No nonconforming use of the neighboring lands, structures or buildings in other zoning districts shall be considered grounds for the issuance of a variance.

Because of the lot's uniquely larger side yard, with a remaining 8-foot green space from the property line to the sidewalk, and the fact that the HOA has approved the proposed fence, staff does not believe that the request would allow for a special privilege to any other lands, structures, or buildings in the same zoning district regarding the variances requested.

Summary

Staff believes that the applicant meets the four criteria required to grant the variances requested.

alternatives | other considerations

fiscal impact

attachments

1. 1129 Park Green PI - Maps
2. Survey (1)
3. SITE PLAN - 1129 Park Green PI
4. 1129 Park Green PI - Application





SWERDLOFF & PERRY

SURVEYING, INC.

370 Waymont Court · Lake Mary, FL 32746 · Voice 407.688.7631 · Fax 407.688.7691

Lot 30, **PARK GREEN**, according to the plat thereof, as recorded in Plat Book 10, Page(s) 90, of the Public Records of Orange County, FL.

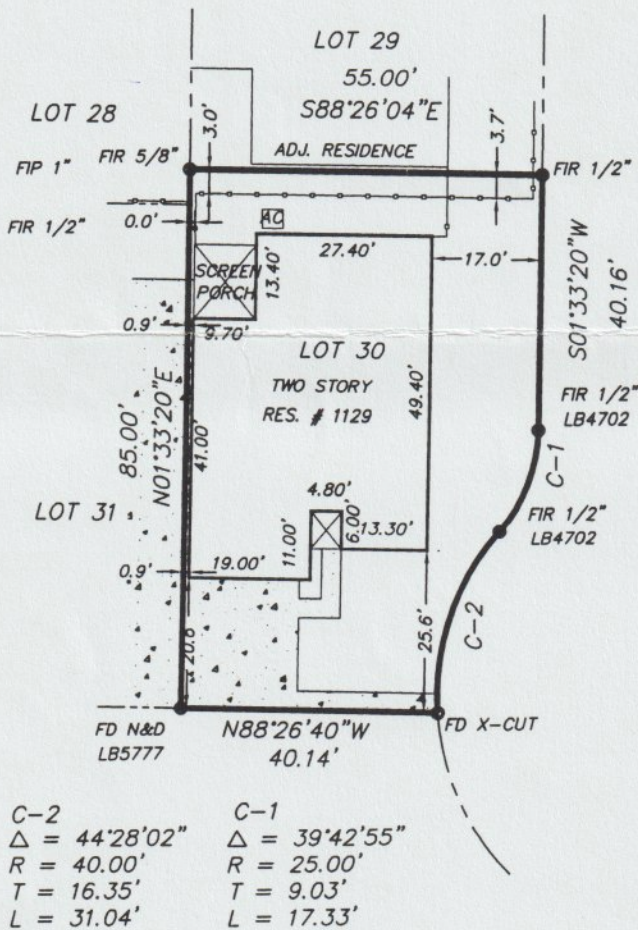
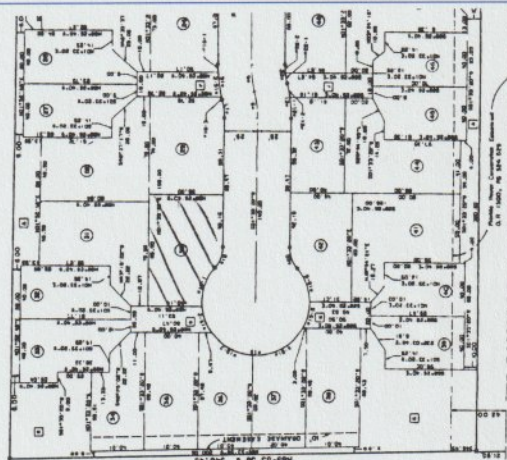
Community number: 120188 Panel: 0255

Suffix: E F.I.R.M. Date: 12/6/2000 Flood Zone: X

Date of field work: 12/16/2005 Completion Date: 2/28/2006

Certified to:

Edward Ruiz; Soo Ruiz; J & K Title Agency, LLC; Ticor Title Insurance Company of Florida; Fairwinds Credit Union, its successors and/or assigns.



SCALE: 1"=30'

Property Address:
1129 Park Green Place
Winter park, FL 32789

Survey number: SL 65455

LEGEND

Wood Fence
Wire Fence
Found Nail
Property Corner
Record
Field Measured
Clear
Encroachment
Centerline
Concrete
Property Line
Concrete Monument
Found Iron Rod
Found Iron Pipe
Right of Way
Nail & Disk
Drainage Easement
Utility Easement
Found
Plat
Overhead Utilities
Power Pole
Transformer
Cable Riser

Water Meter
Telephone Facilities
Covered Area
Bearing Reference
Chord
Radial
Non Radial
Air Conditioner
Bench Mark
Calculated
Block Wall
Central Angle/Delta
Deed Book
Description or Deed
Drill Hole
Driveway
Easement
Elevation
Finished Floor
Found Concrete Monument
Found Parker-Kalon Nail
Length
Limited Access Easement
Manhole

Not to Scale
Official Records
Official Records Book
Permanent Control Point
Permanent Reference Monument
Page
Pavement
Plat Book
Point of Beginning
Point of Commencement
Point on Line
Point of Curvature
Point of Reverse Curvature
Point of Tangency
Radius (Radial)
Roof Overhang Easement
Set Iron Rod & Cap
Sidewalk
Top of Bank
Typical
Witness Corner
Existing Elevation
Edge of Water

GENERAL NOTES

- Legal description provided by others.
- The lands shown hereon were not abstracted for easements or other recorded encumbrances not shown on the plat.
- Underground portions of footings, foundations or other improvements were not located.
- Wall ties are to the face of the wall.
- Only visible encroachments located.
- No identification found on property corners unless noted.
- Dimensions shown are plat and measured unless otherwise noted.
- Elevations if shown are based upon N.G.V.D. 1929 unless otherwise noted.
- Adjoining lots are within the same block, unless otherwise noted.
- This is a **BOUNDARY SURVEY** unless otherwise noted.
- Not valid unless sealed with the signing surveyors embossed seal.
- Flood zone determinations are provided as a courtesy only, and are derived from the best sources available to the surveyor. This information should not be relied upon for flood insurance purposes, and may differ from information provided by others.
- Septic tank and/or drainfield locations are approximate and MUST be verified by appropriate utility location companies.

I hereby certify that this survey is a true and correct representation of a survey prepared under my direction.

S&P

Ralph Swerdloff
Andrea M. Sprouse

Registered Land Surveyor No. 3411
Registered Land Surveyor No. 5745

SWERDLOFF & PERRY

SURVEYING, INC.

370 Waymont Court - Lake Mary, FL 32746 - Voice 407.688.7631 - Fax 407.688.7691

Lot 30, **PARK GREEN**, according to the plat thereof, as recorded in Plat Book 10, Page(s) 90, of the Public Records of Orange County, FL.

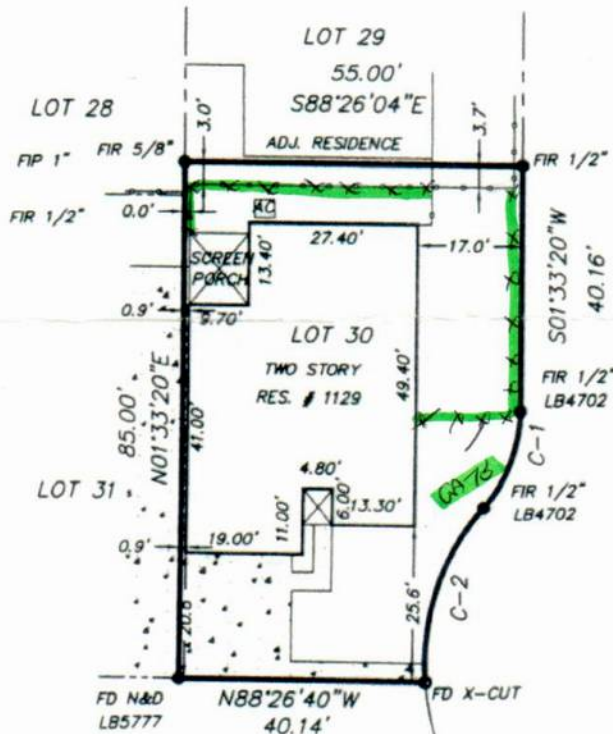
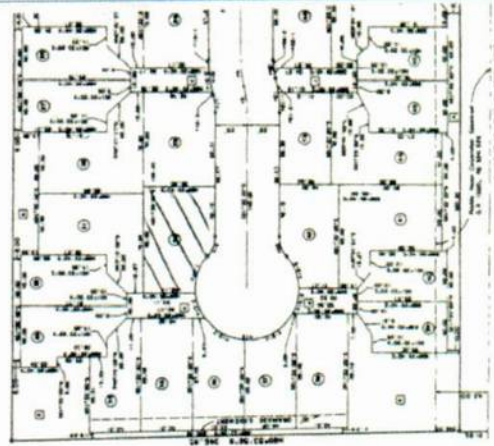
Community number: 120188 Panel: 0255

Suffix: E.F.I.R.M. Date: 12/6/2000 Flood Zone: X

Date of field work: 12/16/2005 Completion Date: 2/28/2006

Certified to:

Edward Ruiz; Soo Ruiz; J & K Title Agency, LLC; Ticor Title Insurance Company of Florida; Fairwinds Credit Union, its successors and/or assigns.



C-2
 $\Delta = 44^{\circ}28'02''$
 $R = 40.00'$
 $T = 16.35'$
 $L = 31.04'$

C-1
 $\Delta = 39^{\circ}42'55''$
 $R = 25.00'$
 $T = 9.03'$
 $L = 17.33'$

SCALE: 1"=30'

X - 100' OF 6" TRAIL WOOD PRIVACY FENCE w/GA 76

Property Address:
 1129 Park Green Place
 Winter park, FL 32789

Survey number: SL 65455

LEGEND

—○—	Wood Fence	W.M.	Water Meter
—○—	Wire Fence	TEL	Telephone Facilities
F.N.	Found Nail	COVERED	Covered Area
•	Property Corner	B.R.	Bearing Reference
R.	Record	CH	Chord
M.	Field Measured	RAD	Radial
CL	Clear	N.R.	Non Radial
ENCR	Encroachment	A/C	Air Conditioner
C	Centerline	B.M.	Bench Mark
CONCRETE	Concrete	C	Calculated
P	Property Line	ZZZZ	Block Wall
C.M.	Concrete Monument	Δ	Central Angle/Delta
F.I.R.	Found Iron Rod	D.B.	Deed Book
F.I.P.	Found Iron Pipe	D.	Description or Deed
R/W	Right of Way	D.H.	Drill Hole
N&D	Nail & Disk	D.W.	Driveway
D.E.	Drainage Easement	ESMT	Easement
U.E.	Utility Easement	EL	Elevation
FD	Found	F.F.	Finished Floor
P	Plat	F.C.M.	Found Concrete Monument
O.H.U.	Overhead Utilities	F.P.K.	Found Parker-Kalon Nail
PP	Power Pole	L	Length
TX	Transformer	L.A.E.	Limited Access Easement
CATV	Cable Riser	M.H.	Manhole

N.T.S.	Not to Scale
O.R.	Official Records
O.R.B.	Official Records Book
P.C.P.	Permanent Control Point
P.R.M.	Permanent Reference Monument
PG	Page
P.V.M.T.	Pavement
P.B.	Plat Book
P.O.B.	Point of Beginning
P.O.C.	Point of Commencement
P.O.L.	Point on Line
P.C.	Point of Curvature
P.R.C.	Point of Reverse Curvature
P.T.	Point of Tangency
R.	Radius (Radial)
R.O.E.	Roof Overhang Easement
S.I.R.	Set Iron Rod & Cap
SW	Sidewalk
T.O.B.	Top of Bank
TYP	Typical
W.C.	Witness Corner
10.05	Existing Elevation
E.O.W.	Edge of Water

GENERAL NOTES

- Legal description provided by others.
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- Flood zone determinations are provided as a courtesy only, and are derived from the best sources available to the surveyor. This information is not to be relied upon for flood insurance purposes, and no warranty is made by the surveyor.
- See plat for locations of locations are shown and identified by appropriate utility location companies.



Ralph Swerdlhoff
 Andrea M. Sprouse

Registered Land Surveyor No. 3411
 Registered Land Surveyor No. 5745



PLAN SNAPSHOT REPORT BOA-2026-0010 FOR CITY OF WINTER PARK

Plan Type: Board of Adjustments
Work Class: Board of Adjustments/Variance Application
Status: Fees Paid
Valuation: \$0.00

Project:
District: Winter Park
Square Feet: 0.00
Assigned To: Lundgren, Corinna

App Date: 07/14/2026
Exp Date: NOT AVAILABLE
Completed: NOT COMPLETED
Approval Expire Date:

Description:

Parcel: 292201665200300	Main	Address: 1129 Park Green Pl Winter Park, FL 32789	Main	Zone:
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Applicant
Chloe Ruiz
1129 Park Green Place

Owner
CHLOE J RUIZ
1129 PARK GREEN PL
WINTER PARK, FL 32789

Home: (407) 435-1443
Business: (407) 435-1443
Mobile: (407) 435-1443

Plan Custom Fields

Meeting Date	August 18th, 2026	Is the property on waterfront?	No	Section	58-71
Subsection	(n)(2)	Zoning	PURD	Is this property on historic registry or district?	No
Describe variance	Install a 6' wooden fence along the street-side property line in lieu of the maximum height of 3' for fences in street-side yards. If we met the required 10' setback which would allow a 6' fence, the fence would only be about 7' away from the house.	How long have you owned the property?	1 year	How long have you occupied the property?	3 years
Special Condition	The property has a uniquely larger side yard than nearby properties, making the proposed fence location reasonable while still leaving approximately 8' between the fence and the sidewalk. Additionally, the neighboring property's existing fence extends approximately 3' onto our property along the north side. The proposed fence has also been approved by the HOA.	Rights/Priv	Because public parking is directly adjacent to the open side yard, we have reduced privacy and security. Also, our energetic dog has very limited space to safely run and exercise within the existing fenced area.	Hardship	The required setback for a 6' fence would reduce the usable side yard by approximately half, making it ineffective for the purpose of enclosing and securing the yard. A 3' fence at the property line does not provide adequate privacy or security.
Limited Variance	Yes				

Attachment File Name	Added On	Added By	Attachment Group	Notes
Checklist Signature.pdf	07/14/2026 10:55	Ruiz, Chloe		Signed Checklist
RUIZ SITE PLAN.pdf	07/14/2026 10:55	Ruiz, Chloe		Site Plan
Survey.pdf	07/14/2026 10:55	Ruiz, Chloe		Survey
Signature_Chloe_Ruiz_7/14/2026.jpg	07/14/2026 10:55	Ruiz, Chloe		Uploaded via CSS

PLAN SNAPSHOT REPORT (BOA-2026-0010)

078d7aa9-658b-4c2c-8755-80af130ac1bc.jpg	07/16/2026 15:29	Lundgren, Corinna	Existing yard photos
2d1a4edd-538f-4ec1-98f1-248f262305e4.jpg	07/16/2026 15:29	Lundgren, Corinna	Existing yard photos
983fecac-587d-4743-8ac3-652b69130490.jpg	07/16/2026 15:29	Lundgren, Corinna	Existing yard photos

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00074837	Residential Variance Application Fee	\$200.00	\$200.00
Total for Invoice INV-00074837		\$200.00	\$200.00
Grand Total for Plan		\$200.00	\$200.00

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Board of Adjustments Review v.1	Approved	07/14/2026	07/16/2026	07/16/2026	No	Yes
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Zoning Review	Planning and Zoning	Lundgren, Corinna	Approved	07/14/2026	07/16/2026	07/16/2026

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		07/16/2026 15:25	07/16/2026 15:25
Board of Adjustments Review v.1	Receive Submittal	07/14/2026 0:00	07/16/2026 15:15
Issue Invoice v.1	Generic Action		07/16/2026 15:25
Final Decision v.1			
Board of Adjustments Decision v.1	Generic Action		