

TOWN OF WINDERMERE

Development Review Board Meeting Minutes

February 20, 2024

Present were Chair Frank Chase, Board Members Molly Rose, Stephen Withers, Jennifer Roper, and Peter Fleck. Town Manager Robert Smith, Town Council Liaison Andy Williams, Town Planner Amanda Warner, and Town Clerk Dorothy Burkhalter were also present. Member Norma Sutton resigned.

Chair Chase called the meeting to order at 6:30pm. He then led everyone in the Pledge of Allegiance.

1. OPEN FORUM/PUBLIC COMMENTS:

Chair Chase opened the floor to the public. There were no public speakers.

2. NEW BUSINESS:

a. Minutes

i. December 19, 2023, DRB Meeting Minutes

Member Withers made a motion to approve the December 19, 2023. Member Roper seconded the motion. All were in favor.

b. General Items for Consideration

i. **Z24-06 – 212W 1st Avenue – Ryka, LLC – Variance to allow a Dock with Side setbacks less than 16 feet to allow side setbacks of 10.0 feet on the east side and 10.8 feet on the west side.**

Chair Chase introduced this item and turned the floor over to Ms. Amanda Warner. Ms. Warner introduced and reviewed proposed variance request Z24-06. She explained that the variance request is to allow reduced side setbacks for a boat dock, ten feet on the east side and ten feet eight inches on the west side. Ms. Warner stated that the required setback is sixteen feet. She then stated that currently there is a boat dock that has a six-foot setback from the west side property line and if approved, the existing dock would be removed and the new would be constructed. Ms. Warner reviewed the criteria needed for approval. She then stated that notices were sent out, two responses were received in support. Member Withers commented on property lines that go out into the lake (blue line). Ms. Warner commented on the blue lines for clarification. Some discussion followed. Chair Chase stated that Orange County's code is ten feet, and the Town is sixteen feet. Ms. Warner stated that this has been approved by the County. Ms. Shelia Cichra, representative for the owner, explained that there is a permit from the State and County for this dock. Much discussion followed regarding the normal high water, setbacks, State and County requirements, seawalls, shorelines, no wetland impact, the previous dock, run-off issues, and the roof overhang. Member Withers made a motion to recommend approval of the variance request with the condition of no roof overhang over the deck area. Member Roper seconded for discussion. Discussion followed regarding the overhang. Member Withers amended his motion to "recommend approval of the proposal with the exception that we don't have more than a six-inch overhang on the south and west side. Member Fleck seconded the amendment. All were in favor.

ii. **Z24-05 10910 Bayshore Drive – Adair Dillaha – Variance to allow a Covered Porch that Results in a Maximum Floor Area Ratio of 42% which exceeds the Allowed Total Maximum 38% Floor Area Ratio**

TOWN OF WINDERMERE

Development Review Board Meeting Minutes

February 20, 2024

Chair Chase introduced this item and turned the floor over to Ms. Amanda Warner. Ms. Warner introduced and reviewed proposed variance request Z24-05. She explained that the variance is to allow a covered porch that will increase the floor area ratio to 42% in which 38% is allowed. Ms. Warner stated that this is the only variance being requested. She then explained that 177 square feet is being removed and 252 square feet is being added back which is the cause for the percentage increase. Ms. Warner stated that notices were mailed out with two in support being received and zero in opposition. Member Withers questioned the balcony. Ms. Warner stated that the balcony is not included only the covered area underneath. Member Rose made a motion to recommend approval of the variance request. Member Roper seconded the motion. Rose – aye, Withers – nay, Chase – aye, Roper – aye and Fleck – aye. Motion carried 4-1. Member Withers stated he voted no due to no hardship.


c. Norma Sutton's Resignation

Chair Chase introduced this item and turned the floor over to Clerk Burkhalter. Clerk Burkhalter read Mrs. Sutton's resignation for the record.

4. ADJOURN:

Member Roper made a motion to adjourn. Member Withers seconded the motion. All were in favor.

The meeting adjourned at 7:18pm.



Dorothy Burkhalter, Town Clerk



Frank Chase, Chair

February 16, 2024

Chairman Frank Chase
Development Review Board
Town of Windermere
Windermere, FL 34786

Chairman Chase,

It is with regret that I hereby tender my resignation from the Development Review Board effective immediately. For personal reasons, I can no longer participate on this committee.

Respectfully,



Norma Sutton

505 W 2nd Avenue

Windermere, FL 34786

Cc Dorothy Burkhalter, Town Clerk
Robert Smith, Town Manager
Jim O'Brien, Town Mayor