

Phil Chrisler  
Board Member

Frank Aguilar  
Board Member

Susan Lomas  
Board Member

Regina Dunay  
Chairwoman

Debbie Younglove  
Co-Chair

**PUBLIC NOTICE AND PLANNING AND ZONING BOARD AGENDA  
August 8, 2011**

---

**WELCOME!** We are very glad you have joined us for today's Planning and Zoning meeting. The Planning and Zoning Board is an advisory board to City Council comprised of citizen members who voluntarily and without compensation devote their time and talents to a variety of zoning and land development issues in the community. All P&Z recommendations are subject to final action by City Council. The results of today's meeting will be presented at the City Council meeting on **August 16, 2011** for approval of recommended actions. Any person desiring to appeal a recommended action of the Board should observe the notice regarding appeals below. **CAUTION:** Untimely filing by any appellant shall result in an automatic denial of the appeal.

---

The Planning and Zoning Board as the Local Planning Agency for the City Of Edgewood will meet at 405 Larue Avenue, Edgewood, Florida, to consider the items of business listed herein at the time and date indicated below.

**Monday August 8, 2011 6:30 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF A QUORUM
4. APPROVAL OF MINUTES FROM THE JUNE 13, 2011 MEETING

**PUBLIC HEARINGS:**

1. Acknowledge receipt of sign affidavit for Variance 2011-03
2. **Variance Application No. 2011-03 – John Pantaleon, Owner, Lot 15 Harbour Island 1334 Harbour Island Road – Proposed Garage and Summer Kitchen.**

**NEW BUSINESS:**

**GENERAL APPEARANCES:**

**FUTURE MEETINGS:** (SCHEDULE CONTINGENT UPON SUBMITTAL OF ITEMS THAT REQUIRE CONSIDERATION OF THE PLANNING & ZONING BOARD AS THE LOCAL PLANNING AGENCY FOR THE CITY OF EDGEWOOD)

September 12, 2011  
October 10, 2011  
November 14, 201

## **GENERAL RULES OF ORDER**

The Board is pleased to hear non-repetitive comments related to business before the Board; however, a five (5) minute time limit per person has been set by the Board. Large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request/Lobbyist Registration Form and give it to the City Clerk. When recognized by the Chairman, state your name and address and speak directly into the microphone. The City is guided by ROBERTS RULES OF ORDER in governing the conduct of the meeting. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at 407-851-2920 at least 24 hours in advance of the meeting.

**WE ASK THAT ALL ELECTRONIC DEVICES (IE. CELL PHONES, PAGERS) BE SILENCED DURING OUR MEETING!**

Thank you for participating in your government!

APPEALS: According to Edgewood City Code Section 26-24 (2), “any person aggrieved by any recommendation of the Board acting either under its general powers or as a Board of Adjustment may file a notice of appeal to the City Council within seven (7) days after such recommendation is filed with the City Clerk.”

You are welcome to attend and express your opinion. Please be advised that Section 286.0105, Florida Statutes state that if you decide to appeal a decision made with respect to any matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made. In accordance with the American Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, he or she should telephone the City Clerk at (407) 851-2920.

**CITY OF EDGEWOOD  
PLANNING AND ZONING BOARD  
JUNE 13, 2011**

The Planning and Zoning Board of the City of Edgewood, Florida met in a regular session on June 13, 2011 in the Council Chambers of City Hall, 405 Larue Avenue, at 6:30 p.m. (Recording Difficulty)

Board Members in Attendance

Frank Aguilar  
Susan Lomas  
Regina Dunay

(Quorum Established)

Absent

Debbie Younglove (Excused)  
Phil Chrisler (Excused)

Staff in Attendance

Bea L. Meeks, City Clerk  
Art Miller, Engineer  
Drew Smith, City Attorney

Applicant(s)

Sean Milligan  
Megan Milligan

**Call to Order/Pledge of Allegiance/Determination of Quorum**

Chairwoman, Regina Dunay, called the meeting to order at 6:30 p.m., followed by the Pledge of Allegiance. Quorum determined, with three members present.

**Approval of Minutes From May 9, 2011 Meeting**

*Board Member Lomas made the Motion to approve the Minutes, with Second by Board Member Aguilar, the Motion carried unanimously.*

**Public Hearing(s)**

**Variance Application No. 2011—02 Sean Milligan** – Sean and Megan Milligan, 4905 Lake Gatlin Woods Court are requesting a variance for a minimum side set back in a R-1AA Zoning, for the purposes of constructing a boat dock.

Engineer Miller explained that the public hearing was only related to Sean and Megan Milligan's request for a variance for a boat dock; he also explained the variance process.

City Clerk Meeks confirmed receipt of sign affidavit, and that staff did not receive any responses out of the fifty-five notice letters sent to property owners within 500 feet of the Milligan's property.

Engineer Miller explained the setback request and noted that if you are 15 feet or more from the sideline, you do not need the consent of your neighbor; he said he “pushes” for the 10 foot setback because there was a time when property owners wanted to be right on the line. He noted that it is a safety issue; you want to be at least 20 feet in-between docks. In the subject request the dock to the north is about 93 feet and the dock to the south is about 32 feet; he does not see this as a safety issue. (City Clerk noted that the recording has been re-established). Engineer Miller said all other requirements have met the code, it is only the setbacks. He noted that he listed the eight requirements for a dock variance, which is a little bit different from other variances.

Pursuant to Section 14-11(d)(2) of the City Code, the following are the requirements for granting a dock variance:

- Average length of other docks in the surrounding 300-foot area;

*Engineer Miller said not an issue because applicant is not asking for a length variance.*

- The reasonable use of the property by the owner;

*Engineer Miller noted the subject property is lakefront.*

- The effects the dock will have on navigation and safety of boaters;

*Engineer Miller noted this is not an issue.*

- The overall general welfare of the neighborhood;

*Engineer Miller noted that there were no objections to the variance request.*

- Whether special conditions exist such that strict compliance with the provisions of this article would impose a unique and unnecessary hardship on the applicant;

*Engineer Miller said that these types of requests have been granted before in similar situations.*

*Chairwoman Dunay noted that the special condition is that the applicants only have 20 feet to work with; Engineer Miller agreed stating that was the way lots were done in the seventies.*

- The effect of the proposed variance on abutting shoreline property owners;

*Engineer Miller confirmed that the two property owners that would be most affected have said they are “ok” with the variance. (supported by letters from property owners included in application submittal)*

- Whether the granting of the variance would be contrary to the intent and purpose of this article; and

*Engineer Miller reminded the Board that the applicants are not asking for a variance for maximum length and that "a couple" of the requirements do not apply.*

- A variance from the maximum length of 65 feet [non-canal water bodies] may be granted if it is necessary to reach a water depth suitable for boating, but in no event shall a dock be extended in length beyond where the water depth will exceed five feet as measured from the normal high water elevation.

*Engineer Miller said that he is recommending approval subject to Board approval with some conditions; most of which are standard conditions:*

1. Dock design and construction shall meet all requirements of Section 14 of the City Code (side setback excepted).
2. Prior to construction a building permit issued by Orange County Building Department shall be obtained after the City has approved the zoning/variance.
3. The survey shows the NHWL (elevation 86.9) pursuant to the ordinance. A scaled distance between the existing shoreline at the point where the dock is to be constructed and a permanent reference point shall be shown on the final dock plans.
4. Deck shall be at least 1' above the NHWL elevation of 86.9 (1.0' shown); no roof is shown. Enclosed side walls are not permitted.
5. The application shows a total deck area of 214 s.f. waterward of the NHWL (1,000 s.f. maximum allowed).
6. If approved by the City, no other work (i.e. clearing, removal of vegetation, excavation or filling, etc.) is authorized waterward of the NHWL.
7. City approval does not authorize removal of vegetation, trees or disturbing the shoreline. If trees are to be removed, a separate tree removal permit will be required. A shoreline alteration permit issued by Orange County is required to remove shoreline vegetation.
8. All construction shall adhere to the City of Edgewood's Erosion and Sediment Control Ordinance. Silt fences, turbidity barriers, hay bales or other measures shall be placed to prevent runoff into the lake, environmental swale or drainage system.
9. **Under Edgewood's current rules, notification shall be provided to all properties within 500 feet (due to the variance) as well as Orange County/Lake Conway Navigation & Control District Advisory Board (c/o Orange County EPD). If no objections are received within 15 days of notification, City Staff can complete processing the permit application (when completed). If objections are received, the application shall be reviewed by the City Council at a regular meeting.**

Board Member Lomas asked about a tree on the plan, followed by Chairwoman Dunay asking if the tree stays. Applicant Sean Milligan, confirmed that the tree stays. Engineer Miller noted that in his condition number three, this is a requirement to show the scaled

distance between the existing shoreline at the point where the dock is to be constructed and a permanent reference point; code says this can be a tree.

Chairwoman Dunay ask how far out did the dock go; applicant Sean Milligan said the proposed dock is in a straight line with the existing boat dock(s). Engineer Miller said the plan shows the dock going out 54 feet and they are allowed 65 feet.

Board Member Aguilar ask about the depth of the water and Engineer Miller said per code it is the depth at the time of the application.

Chairwoman Dunay ask about the normal high water mark. Engineer Miller said that this is just a regulatory line based on six inches above the control elevation of the lake. The lake elevation control is normally at 86.4 so it's 86.9, it's the normal high water line, as the lake goes up and down, it is a fixed elevation and that is what the length, square footage and everything else is based on.

Board Member Aguilar ask about the sidewalk referenced in a couple of letters regarding straightening the sidewalk and a 5 foot setback; he ask if the sidewalk was going to be moved. Engineer Miller pointed out this is not part of dock and there is not setback issue. Engineer Miller said it will determined by the final docking plan because whatever is shown on the plan is what has to be done.

Engineer Miller explained the approval process and noted that the Motion should also include reference to the North setback of any portion of the dock is not closer than five feet.

### *Closed Public Hearing*

***Board Member Aguilar made the motion to approve the variance for the setback as recommended by Engineer Miller, with the nine conditions provided, and if he moves the sidewalk portion of the dock, it cannot infringe on the five foot setback, with Second by Board Member Lomas; the Motion carried unanimously.***

Brief discussion held regarding safety precautions during construction.

City Clerk Meeks ask Engineer Miller to confirm the process related to condition number 9 related to notice to Orange County (Interlocal Agreement). Engineer Miller said to send the County a copy of the dock application, also to the Conway Lake Board.

### **New Business**

Engineer Miller said there may be some more variance applications. City Clerk Meeks said she has not received any but will let members know so they mark their calendars.

### **Unfinished Business**

None.

**Future Meeting**

July 11, 2011 (contingent on application(s) submittal)

**Adjournment:**

There being no further business to discuss, the meeting adjourned at 6:54 p.m.

---

Regina Dunay, Chairwoman

ATTEST

---

Bea L. Meeks, MMC, CPM  
City Clerk

1. **Variance Application No. 2011-03 John Pantaleon** – John Pantaleon, 1334 Harbour Island Road is requesting a variance for a proposed garage and summer kitchen. The request is for the two additions mentioned above that would encroach into the required 10 foot side yard setback of the R-1AA zoning district.

Please note that information regarding carport, including plan, are included with packet, as reference will probably be made during Engineer and/or Planner's reports.

***Notice letters were sent to 27 owners of property within 500 feet of the subject property; no responses were received at the time the Agenda was set and distributed to Board Members. However, one resident did come into City Hall to review the plans but there were no written comments provided by the resident. City Hall did receive two letter returned, unable to forward by U.S. postal service.***

***The full-size plans will be available for review at the Planning and Zoning meeting.***

Sec. 134-105. Hearing; notice required; decision.

(a) The board shall fix a reasonable time for the hearing of all applications. Upon the filing of an application for special exceptions and variances, the board shall mail a copy of a notice, by United States mail, with the postage prepaid, at least ten days prior to the date of the hearing as set forth in said notice, to the owner of the property and owners of all property located within 500 feet to the subject property to their last known addresses. The name of the owner of record of the property which is the subject of the hearing and a list of the owners of all property located within 500 feet thereof setting forth their last known addresses shall be furnished to the city clerk at the time of filing the application. Such notice shall be prescribed by the city council. The notice shall, at least, contain the name of the party applying for relief, the owner's name as shown by the public records of the county on the date of the filing of the application, the purpose of the hearing, the legal description of the property that is the subject of the hearing, and the date, time and place of the hearing.

(b) In addition to such notice, at least ten days prior to the date of public hearing before the board, the person filing the application shall cause to be placed in a conspicuous and easily visible location on the property subject to the application, a sign furnished by the board, setting forth in boldface letters the relevant facts pertaining to the application and the date, time and place when the hearing shall be heard.

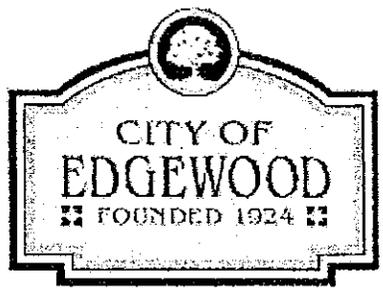
(c) Notice requirements for all other hearings shall be set by the city council from time to time.

(d) The procedure for the hearings shall be set from time to time by the board, but any party may appear in person or by agent or attorney.

(e) The board shall render its decision within 30 days after the completion of the hearing, which decision shall be filed with the city clerk. The city clerk shall immediately mail a copy of the decision to the applicant and transmit a copy of the same to the mayor and to each city council member as provided below.

(Ord. No. 89-346, § 2(26-21), 3-21-1989)

Application #  
2011-03  
**RECEIVED**



JUL 14 2011

**CITY OF EDGEWOOD**

**APPLICATION FOR VARIANCE**

Reference: City of Edgewood Code of Ordinances, Section 126-588  
 PLANNING & ZONING BOARD  
 MAKE PAYMENTS TO:  
 CITY OF EDGEWOOD  
 FEE: \$350 RESIDENTIAL  
 \$750 COMMERCIAL

Please type or print. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

<b>PLANNING &amp; ZONING MEETING DATE:</b>	Aug. 8, 2011
<b>CITY COUNCIL DATE:</b>	Aug. 16, 2011

**IMPORTANT:** FILE BY THE SECOND WEDNESDAY OF THE MONTH FOR FIRST HEARING ON THE SECOND MONDAY OF THE FOLLOWING MONTH

Please note this fee is non refundable.

**NOTE:** Notarized letter of authorization from Owner MUST be submitted if application is filed by anyone other than property owner

Applicant's Name:	JOHN PANTALEON	Owner's Name:	JOHN PANTALEON
Address:	1334 HARBOUR ISLAND Rd	Address:	1334 HARBOUR ISLAND ORLANDO FL 32809
Telephone:	321 231 9101	Telephone:	321 231 9101
Fax:	888 426 8636	Fax:	888 426 8636
Email:	jd.pantaleon@201.com	Email:	jd.pantaleon@201.com
Parcel ID/Legal description:	201.com		
Zoned:	R1 AA		
Cite section of the Zoning Code from which variance is requested:			
Existing on site:			
Request:	Add garage & summer kitchen variance for setbacks		

**To justify this variance, applicant must demonstrate the following:**

1. That special condition and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or building in the same zoning classification
2. the special conditions and circumstances do no result from the action of the applicant
3. literal interpretation or enforcement of the provisions of the Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning classification under the terms of the Ordinance
4. the variance, if authorized, will represent the minimum variance that will afford relief and will represent the least modification possible for the regulation at issue
5. the variance sought will not authorize or extend any non conforming use or other non conformity with respect to the land or structures in questions
6. the granting of the variance will be in harmony with the general intent and purpose of this Ordinance, will not be injurious to the area involved, or surrounding properties, and will no authorize a use of the property not permitted by its zoning classification
7. the variance sought will be consistent with the Edgewood Comprehensive Plan

**Applicant must agree that:**

1. In granting any variance, the City may prescribe appropriate conditions and safeguards in conformity with the Ordinances, and any regulations enacted under its authority. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted shall be deemed a violation of Edgewood ordinances.

AGREE:	✓	DISAGREE:	
--------	---	-----------	--

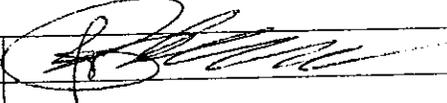
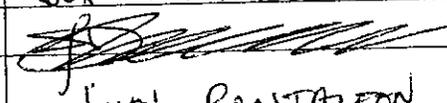
2. The variance recommended by the Planning and Zoning Board and approved by the City Council shall expire in 12 months in accordance with Chapter 134-104 (3) (e).

AGREE:	✓	DISAGREE:	
--------	---	-----------	--

3. Concerning Ex parte communications, the applicant shall not speak to members of the Planning and Zoning Board of the City Council prior to the public hearing related to said variance request in order that said board members shall no prejudice themselves prior to said variance request coming before the City in an open proceeding where the decision making process and determination will be in full view of the public, thereby providing due process involving a fair opportunity for the presentation of both sides of the case in an open proceeding where a record of the proceedings may be kept

AGREE:	✓	DISAGREE:	
--------	---	-----------	--

The applicant hereby states that the above request for Variance does not violate any deed restrictions on the property.

Applicant's Signature:		Date:	7.14.2011
Applicant's Printed Name:	JOHN PANTALEON		
Owner's Signature:		Date:	7.14.2011
Owner's Printed Name:	JOHN PANTALEON		

Please submit your completed application to City Hall via email at [cityhallstaff@edgewood-fl.gov](mailto:cityhallstaff@edgewood-fl.gov), via facsimile to 407-851-7361, or hand deliver to City Hall located at 405 Larue Ave. For additional questions, please contact City Hall at 407-851-2920.

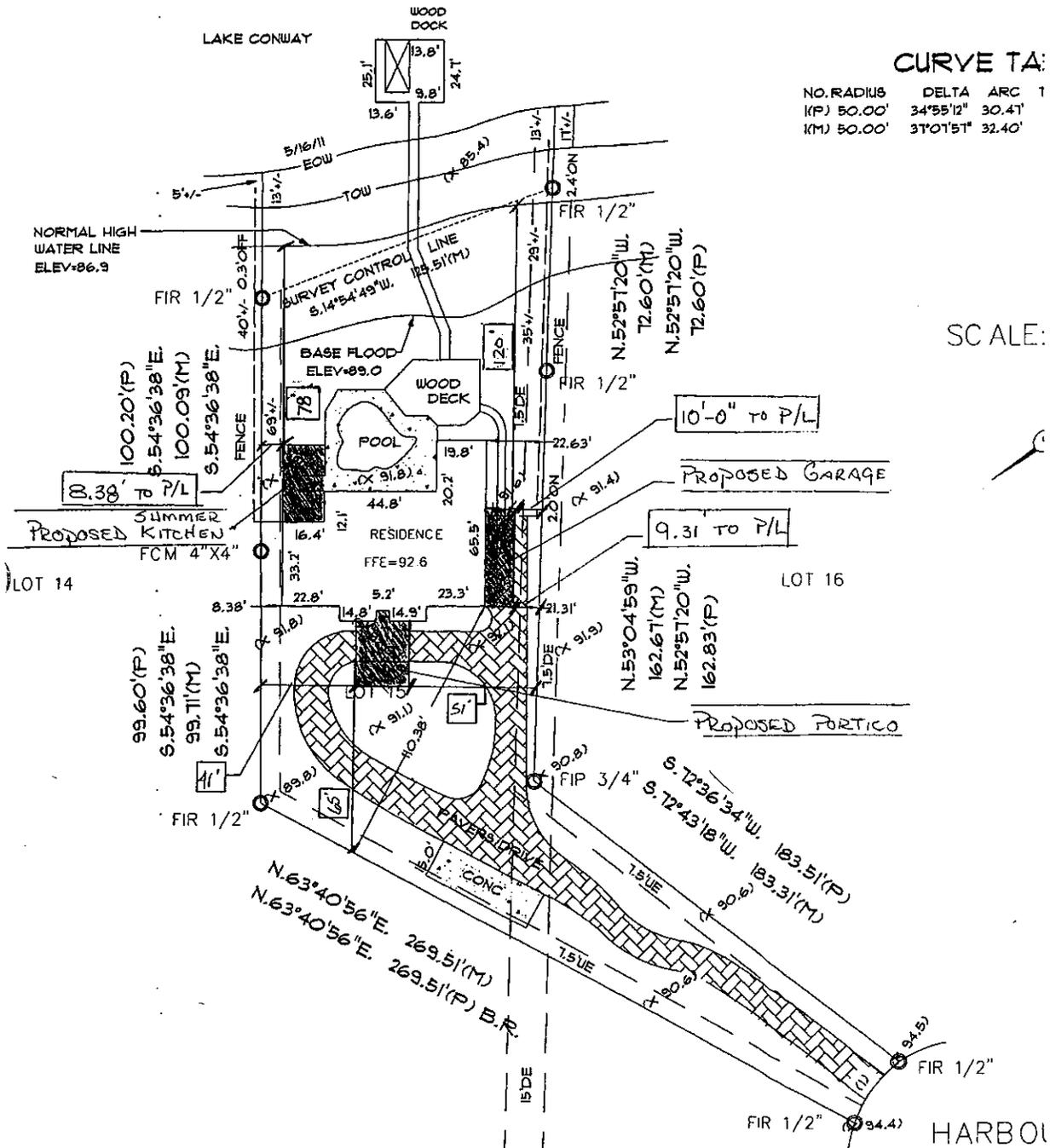
Office Use Only:	
Rec'd Date:	July 14, 2011
Rec'd By:	<i>Romanis</i>
Forwarded to:	Ant Miller
Notes:	

# SITE PLAN

## CURVE TA:

NO.	RADIUS	DELTA	ARC	T
1(P)	50.00'	34°55'12"	30.41'	
1(M)	50.00'	31°01'51"	32.40'	

SCALE:



JOHN D. PANTALEON LOT 15, HARBOUR ISLAND SUB.  
1334 HARBOUR ISLAND ROAD ORLANDO, FL

HARBOUR ISLAND  
CUL DE SAC

SURVEY NO.  
82724

SITE PLAN INCLUDES ALL PROPOSED ADDITIONS

AUGUST 2, 2011.

1" = 40'

**LAND AREA=** 35,743 S.F. +/-

**EXISTING BUILDING AREAS**

**TOTAL UNDER ROOF** 4832 S.F.

**BUILDING AREA OF PROPOSED**

**EXIST. TOTAL UNDER ROOF** 4832 S.F.

**PROPOSED ADDITIONAL AREA** 568 S.F.

5400 S.F.

**F.A.R.:**

**EXISTING F.A.R.**

4832 S.F. (BLDG AREA) / 35,743 S.F. (LAND AREA)=

13.51% ACTUAL

**PROPOSED F.A.R.**

6361 S.F. (BLDG AREA) / 35,743 S.F. (LAND AREA)=

15.10% ACTUAL

**IMPERVIOUS AREAS**

**BUILDING AREA** 5400 S.F.

**PAVED AREAS** 9232 S.F.

Includes Drive, Patios, Walks, Pads, Pool w/ Deck

**TOTAL** 14,632 S.F. TOTAL

14,632 S.F. (IMPERVIOUS) / 35,743 (LAND AREA)=

40.93% ACTUAL

# SWERDLOFF & PEIRY SURVEYING, INC.

370 Waymont Court • Lake Mary, FL 32746 • Voice 407.688.7621 • Fax 407.688.7691

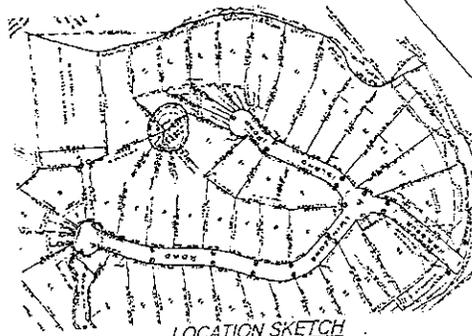
Lot 15, HARBOUR ISLAND SUBDIVISION, according to the plat thereof, as recorded in Plat Book 1, Page(s) 131, of the Public Records of Orange County, FL.

Community number: 120183 Panel: 0430  
 Suffix: E.F.I.R.M. Date: 12/6/2000 Flood Zone: X&AE (89)  
 Date of field work: 12/7/2006 Completion Date: 12/8/2006

Certified to:  
 John D. Pantaleon, Nicole E. Pantaleon; Philip L. Logas, P.A.;  
 Attorneys' Title Insurance Fund, Inc.; Regions Bank dba AmSouth  
 Bank, its' successors and/or assigns.

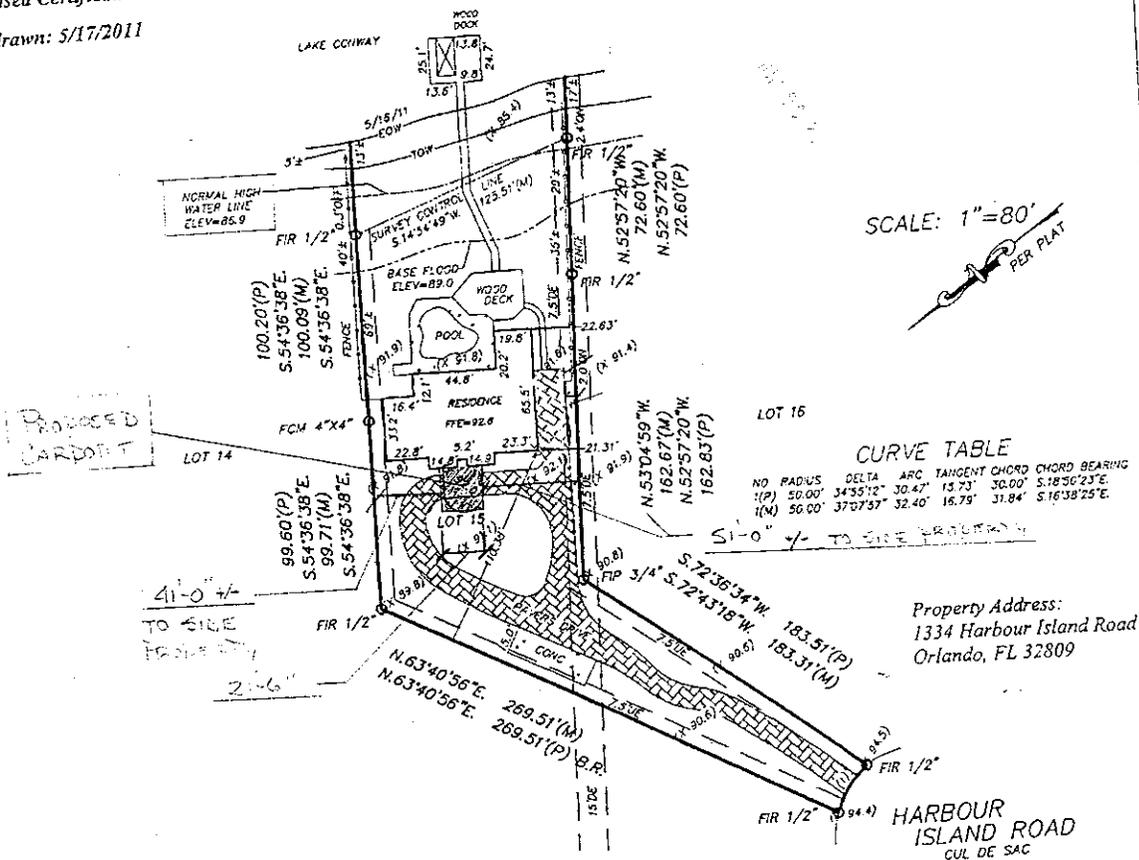
Revised Certifications: 1/4/2007

Redrawn: 5/17/2011



LOCATION SKETCH

Not to Scale



PROPOSED NEW  
 STRUCTURAL

Application: 2011-03  
 Owner/Applicant Name: John Pantaleon  
 Public Hearing Date: 8-8-2011

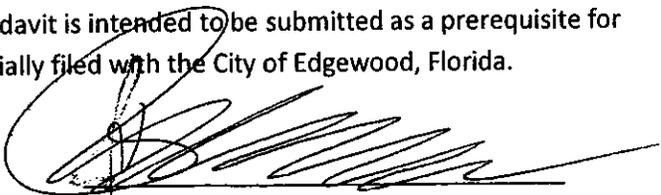
**This affidavit is to be presented at the public hearing before the Planning and Zoning Board.**

**SIGN AFFIDAVIT**

STATE OF FLORIDA  
 ORANGE COUNTY

Before me, the undersigned authority, personally appeared John Pantaleon to me well known and known to me to be the person described in and who executed the foregoing affidavit, after being first duly sworn, says:

1. That the affiant posted the notice provided by the City of Edgewood, which contains the time and dated of the public hearings involved (i.e. Planning and Zoning Board and/or City Council).
2. That said posted notice also contained the relevant facts pertaining to the application.
3. That said notice was posted was posted in a conspicuous and easily visible place on the subject property not less than ten days prior to the date of public hearing. Date posted: 7/27/2011
4. That the affiant understands that this affidavit is intended to be submitted as a prerequisite for a public hearing, and as such will be officially filed with the City of Edgewood, Florida.



Signature of owner or authorized representative

Sworn to and subscribed before me this 1st day of August 2011.  
 Beal Meeks  
 Notary Public, State of Florida

Personally Known OR Produced Identification  
 Type of I.D. Produced FL DL

# CITY OF EDGEWOOD

405 Larue Avenue - Edgewood, Florida 32809-3406  
(407) 851-2920

## MEMORANDUM

**TO:** MS. BEA MEEKS, CITY CLERK

**FROM:** ARTHUR R. MILLER, III, PE, PLS - CITY ENGINEER

**DATE:** AUGUST 4, 2011

**SUBJECT:** REVIEW OF APPLICATION FOR VARIANCE – LOT 15 HARBOUR ISLAND  
1334 HARBOUR ISLAND ROAD – JOHN PANTALEON, OWNER  
PROPOSED GARAGE & SUMMER KITCHEN

Pursuant to your request, we have reviewed the information received 7/15/11 and 8/2/11 regarding the above referenced variance application. The request is for two additions to the house that would encroach into the required 10 foot side yard setback of the R-1AA zoning district. A garage is proposed on the southwesterly side of the house that will encroach into the setback approximately 8 inches (9.31' setback), and a Summer Kitchen is proposed on the other side of the house that will encroach approximately 1' 7" into the setback (8.38' setback). The house on the side of the proposed garage has existing setbacks that vary from 21.31' to 22.63'. The house on the side of the proposed Summer Kitchen has an existing setback of 8.38'. The Summer Kitchen is proposed to align with the existing wall line of the house on that side. The application is complete and has been scheduled for the August 8<sup>th</sup> Planning & Zoning Board meeting. See also comments from City Planner Ellen Hardgrove. The Applicant needs to be prepared to address the underlined comments at the P & Z meeting:

1. The impervious surface shall not exceed 45% of the lot area pursuant to Code. As provided by the Architect, the impervious surface with the addition will be 43.6%.

2. The Applicant and Planning & Zoning Board should note the following requirements for granting a variance pursuant to City Code Section 134-104(3)b:

- That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same zoning district.
- That the special conditions and circumstances do not result from the actions of the applicant.
- That approval of the variance requested will not confer on the applicant any special privilege that is denied by the Chapter to other lands, buildings or structures in the same zoning district.
- That literal interpretation of the provisions contained in this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this Chapter and would work unnecessary and undue hardship on the applicant.
- That the variance approved is the minimum variance that will make possible the reasonable use of the land, building or structure.
- That approval of the variance will be in harmony with the general intent and purpose of this Chapter and that such variance will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

3. Other than determining and reviewing the above-stated requirements, the Planning & Zoning Board and City Council should also determine if this application will impact existing uses or impede the use of adjacent properties (i.e. visibility; sight lines; etc.). Other items that the P & Z Board and Council may want to consider in reaching a decision are as follows:

(see page 2)

- A. Will visibility of the neighbors be affected by the structure?
- B. What are adjacent neighbors' comments as a result of the mailout?
- C. If trees are to be removed, a separate tree removal permit will be required.
- D. If approved, Building permit(s) approved by the City of Edgewood as issued by the Orange County Building Department will need to be obtained prior to the start of any construction. All other City requirements shall be met.
- E. If approved, all construction shall adhere to the City of Edgewood's Erosion and Sediment Control Ordinance. Silt fences, turbidity barriers, hay bales or other measures shall be placed to prevent sediment runoff into the storm sewer system or receiving waters.
- F. No fill or runoff will be allowed to encroach onto adjacent lots. Existing drainage patterns and swales shall be maintained. The close proximity of the proposed addition to the side property line will require an engineered lot grading plan to be reviewed and approved by the City Engineer prior to issuance of building permit if the variance is granted. The Owner shall make all provisions necessary to prevent storm runoff from affecting any adjoining parcels.

I will be available to answer questions at the Planning & Zoning Board and City Council meetings, although the ultimate decision on the request will rest with those boards. The applicant should be forwarded a copy of this memo and notified that their attendance at these meetings is requested to answer any questions. Please contact our office if you have any questions. Thank you.

**END OF MEMORANDUM**

cc: Applicant (by City Hall staff)  
City Council/Mayor  
Planning & Zoning Board  
City Clerk  
City Planner  
City Attorney

# CITY OF EDGEWOOD

405 Larue Avenue - Edgewood, Florida 32809-3406  
(407) 851-2920

## MEMORANDUM

**TO:** MS. BEA MEEKS, CITY CLERK

**FROM:** Ellen Hardgrove, AICP, City Planning Consultant

**DATE:** AUGUST 4, 2011

**SUBJECT:** REVIEW OF APPLICATION FOR VARIANCE – LOT 15 HARBOUR ISLAND  
1334 HARBOUR ISLAND ROAD – JOHN PANTALEON, OWNER  
PROPOSED GARAGE & SUMMER KITCHEN

Pursuant to your request, I have reviewed the setback variance requests by Mr. Pantaleon for the proposed summer kitchen and garage. The City Engineer, Art Miller, succinctly states the issue and no additional comments are needed from a city planning standpoint.

cc: Applicant (via City Hall staff)  
City Council/Mayor (via City Hall staff)  
Planning & Zoning Board (via City Hall staff)  
City Engineer  
City Attorney

City Engineer