




Interoffice Memorandum

DATE: October 29, 2025

TO: Jennifer Lara-Klimetz, Assistant Manager,
Clerk of the Board of County Commissioners,
County Comptroller's Office

THROUGH: Agenda Development

FROM: Jennifer Moreau, AICP
Manager, Zoning Division 

CONTACT PERSON: **Laekin O'Hara**
Chief Planner, Zoning Division
(407) 836-5943 or Laekin.O'Hara@ocfl.net

SUBJECT: Request for Public Hearing to consider an Appeal
of the October 2, 2025 Board of Zoning Adjustment
Recommendation for a Variance, VA-25-09-039
Beresford Gittens, located at 5285 Shale Ridge
Trl., Orlando, FL 32818, Parcel ID # 02-22-28-
7558-01-630, District 2

APPLICANT:	BERESFORD GITTENS
APPELLANT:	LUZ ELBA GITTENS
CASE INFORMATION:	VA-25-09-039 – October 2, 2025
TYPE OF HEARING:	Board of Zoning Adjustment Appeal
HEARING REQUIRED BY FL STATUTE OR CODE:	Chapter 30, Orange County Code
ADVERTISING REQUIREMENTS:	Publish once in a newspaper of general circulation in Orange County at least (15) fifteen days prior to public hearing.
ADVERTISING TIMEFRAMES:	At least fifteen (15) days prior to the BCC public hearing date, publish an advertisement in the legal notice section of The Orlando Sentinel describing the particular request, the general location of the subject property, and the date, time, and place when the BCC public hearing will be held;

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Request for Public Hearing – Beresford Gittens – VA-25-09-039

Variance

ADVERTISING

Variances in the R-L-D zoning district for a detached accessory structure (shed) as follows:

1) To allow a 1 ft. north side setback in lieu of 5 ft.

2) To allow a 1 ft. rear setback in lieu of 5 ft.

NOTE: This is a result of Code Enforcement.

**NOTIFICATION
REQUIREMENTS:**

At least 10 days before the BCC hearing date, send notices of the public hearing by U.S. mail to owners of property within 500 ft. of the property.

**ESTIMATED TIME
REQUIRED:**

Two (2) minutes

**MUNICIPALITY OR
OTHER PUBLIC
AGENCY TO BE
NOTIFIED:**

N/A

**HEARING
CONTROVERSIAL:**

No

DISTRICT #:

2

The following materials will be submitted as backup for this public hearing request:

1. Names and known addresses of property owners within the buffer area of the property (via email from Fiscal and Operational Support Division); and
2. Location map (to be mailed to property owners).

SPECIAL INSTRUCTIONS TO CLERK:

1. Notify abutters of the public hearing at least two (2) weeks prior to the hearing and copy staff.
2. Please schedule the public hearing on December 16, 2025.

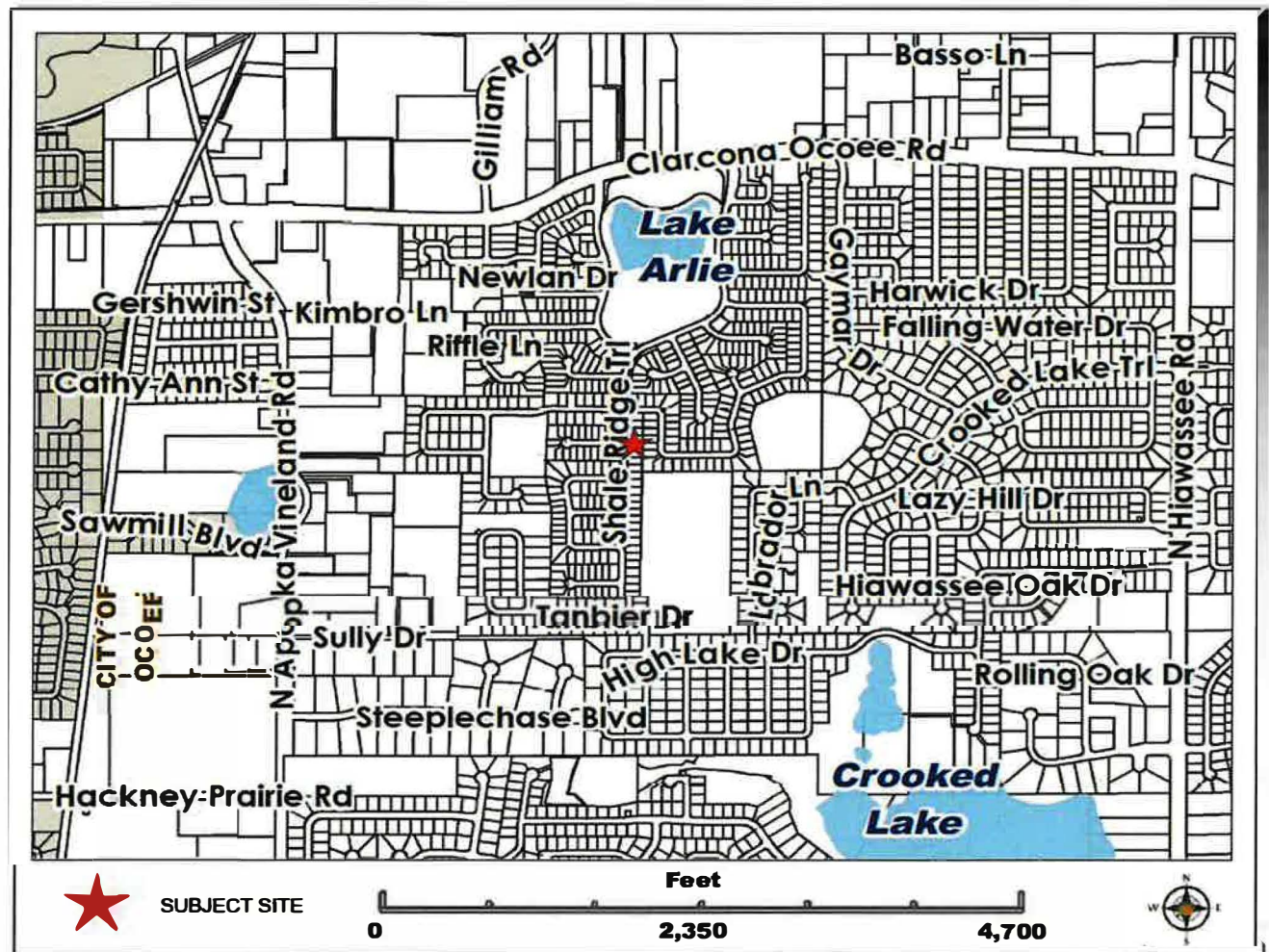
Attachment: Location Map and Appeal Application

cc via email: Jennifer Moreau, AICP, Manager, Zoning Division
Brandy Driggers, Assistant Manager, Zoning Division
Laekin O'Hara, Chief Planner, Zoning Division

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If you have any questions
regarding this map,
please call Laekin O'Hara at
407-836-5943.

Location Map



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Request for Public Hearing – Beresford Gittens – VA-25-09-039
Variance



ORANGE COUNTY ZONING DIVISION
201 South Rosalind Avenue, 1st Floor, Orlando, Florida
32801 Phone: (407) 836-3111 Email: BZA@ocfl.net
www.orangecountyfl.net

Board of Zoning Adjustment (BZA) Appeal Application

Appellant Information

Name: LuzElba Gittens

Address: 5285 Shale Ridge Trail Orlando FL 32818

Email: junieryelba@hotmail.com Phone #: (210) 852-6688

BZA Case # and Applicant: VA-25-09-039

Date of BZA Hearing: 10/02/2025

Reason for the Appeal (provide a brief summary or attach additional pages of necessary):

We feel by adding gutters to the shed and open porch area to drain towards our property and complete
sod greenery on the side of the house would alleviate water draining concerns. In addition to the letters
from neighbors previously submitted and attempting to obtain one from the neighbor directly behind our
property, would suffice in us being able to keep the shed and open porch for our family to continue to enjoy
being in the outdoors in addition not loose monies already invested.

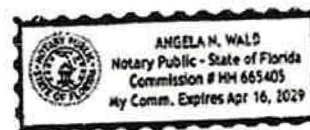
Signature of Appellant: [Signature] Date: 10/14/2025

STATE OF Florida
COUNTY OF Seminole

The foregoing instrument was acknowledged before me this 14 day of October, 2025, by Luz Elba Gittens who is personally known to me or who has produced Florida Driver License as identification and who did/did not take an oath.

[Signature]
Notary Public Signature

Notary Stamp:



NOTICE: Per Orange County Code Section 30-45, this form must be submitted within 15 days after the Board of Zoning Adjustment meeting that the application decision was made.

Fee: \$691.00 (payable to the Orange County Board of County Commissioners)

Note: Orange County will notify you of the hearing date of the appeal. If you have any questions, please contact the Zoning Division at (407) 836-3111.