



Interoffice Memorandum

Received on January 24, 2025  
Deadline: February 4, 2025  
Publish: February 9, 2025

January 24, 2025

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

THROUGH: Cheryl Gillespie, Supervisor,  
Agenda Development Office

FROM: Nicolas Thalmueller, AICP, Planning Administrator  
Planning Division, DRC Office

CONTACT PERSON: **Rebecca Bowden** *Rebecca Bowden*  
**Assistant Project Manager**  
**Planning Division 407-836-5619**  
[Rebecca.Bowden@ocfl.net](mailto:Rebecca.Bowden@ocfl.net)

SUBJECT: Request for Board of County Commissioners  
Public Hearing

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Project Name: Westmoreland Oaks Townhomes Preliminary  
Subdivision Plan  
Case # PSP-24-01-001

Type of Hearing: Preliminary Subdivision Plan

Applicant(s): Zach Kasky  
Zach Kasky Architecture, LLC  
PO Box 780173  
Orlando, Florida 32828

Commission District: 6

General Location: North of 25th Street / South of 24<sup>th</sup> Street /  
West of S. Westmoreland Drive / East of  
Woods Street

Parcel ID #(s) 03-23-29-0180-40-210

Number of Posters: 2

Use: 10 Single-Family Attached Residential Dwelling Units

Size / Acreage: 0.65 gross acres

BCC Public Hearing  
Required by: Orange County Code, Chapter 34, Article III,  
Section 34-69 and Chapter 30, Article III, Section  
30-89

Clerk's Advertising  
Requirements: (1) At least seven (7) days before the BCC public  
hearing date, publish an advertisement in the  
Legal Notices 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;

and

(2) At least seven (7) days before the BCC public  
hearing date, send notices of BCC public hearing  
by U.S. mail to owners of property within 300 feet  
of the subject property and beyond.

Spanish Contact Person: Para más información referente a esta vista  
pública, favor de comunicarse con la División de  
Planificación (Planning Division) al número 407-  
836-8181.

**Advertising Language:**

This Preliminary Subdivision Plan (PSP) is a request to subdivide 0.65 acres in order to construct 10 single-family attached residential dwelling units; District 6; North of 25th Street / South of 24<sup>th</sup> Street / West of S. Westmoreland Drive / East of Woods Street.

**Material Provided:**

- (1) Names and last known addresses of property owners (*via email from Fiscal and Operational Support Division*);
- (2) Location map (*to be mailed to property owners*)

***Special Instructions to Clerk (if any):***

Please place this request on the next available BCC agenda. Unless stated otherwise, the public hearing should be advertised to begin at 2:00 p.m., or as soon thereafter as the matter may be heard.

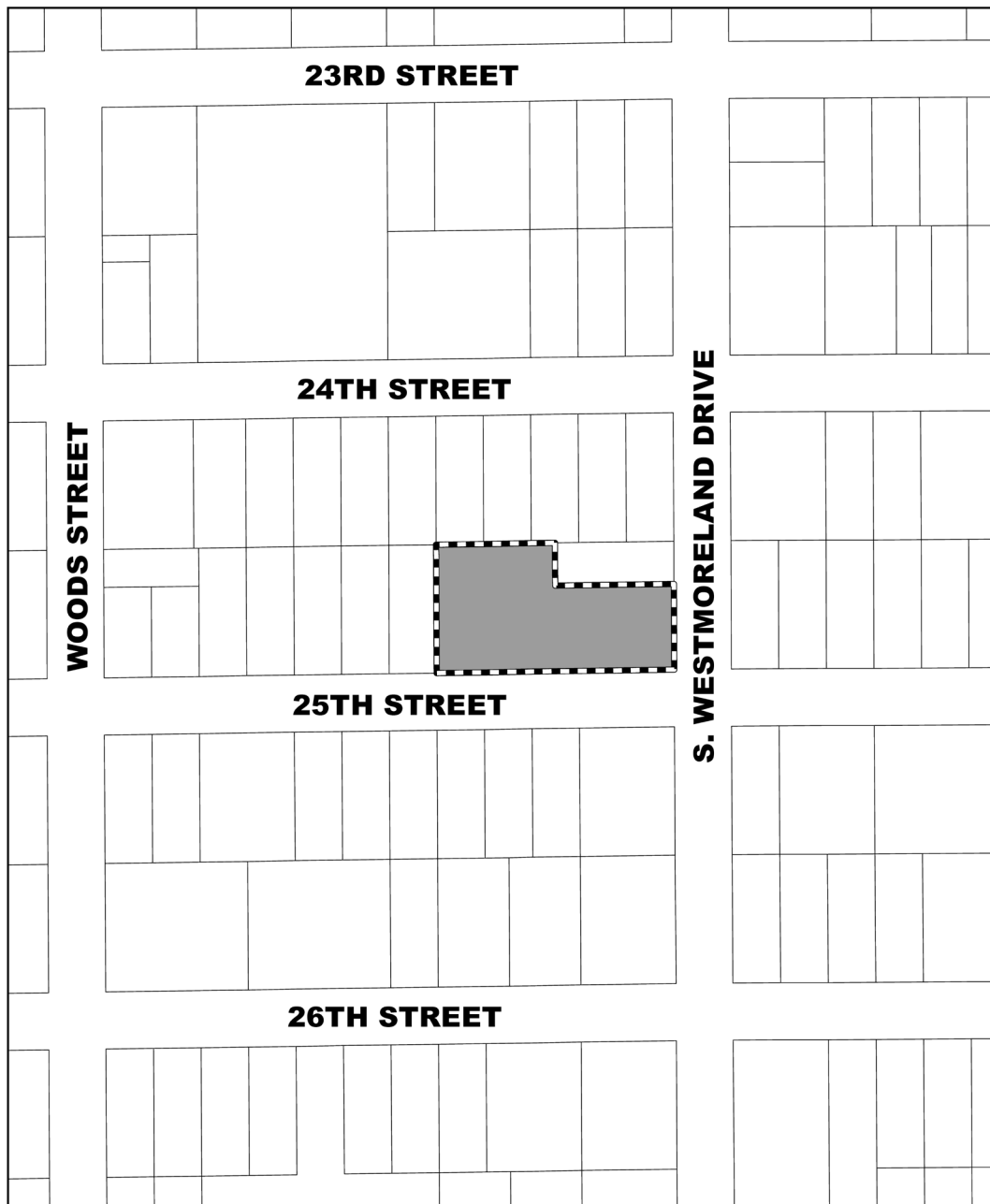
Please notify Rebecca Bowden and Lisette Egipciaco of the scheduled date and time. The Planning Division will notify the applicant.

Attachments (location map)

If you have any questions regarding this map,  
please call Planning Division at 407-836-5600.

## Location Map

PSP-24-01-001



 Subject Property



0 80 160  
Feet