



**Interoffice Memorandum**

Received on January 6, 2025

Deadline: January 28, 2025


Publish: February 2, 2025

January 6, 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:** **Michael Rosso**   
**Assistant Project Manager**  
**Planning Division 407-836-5616**  
[Michael.Rosso@ocfl.net](mailto:Michael.Rosso@ocfl.net)

**SUBJECT:** Request for Board of County Commissioners  
Public Hearing

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**Project Name:** Waterleigh Planned Development (PD)  
Case # CDR-24-07-162

**Type of Hearing:** Planned Development

**Applicant(s):** Erika Hughes  
VHB, Inc.  
225 E Robinson Street, Suite 300  
Orlando, FL 32801

**Commission District:** 1

**General Location:** South of Waterway Passage Drive / West of  
Avalon Road

**Parcel ID #(s)** 08-24-27-7526-02-001; 08-24-27-7526-02-002;  
08-24-27-7526-02-003; 08-24-27-7256-02-004  
(affected parcels)

**Size / Acreage:** 7.25 gross acres (affected area)

BCC Public Hearing  
Required by:

Orange County Code, Chapter 30

Clerk's Advertising  
Requirements:

(1) At least 15 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 10 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:**

A PD substantial change to: Request a waiver from Section 38-1389(d)(3)(g) to increase the amount of street wall that can count toward build-to-line requirements, in lieu of occupiable building space; amend the Master Sign Plan to allow for 5 total ground signs, and request two waivers from Section 31.5-193 to increase the maximum amount of ground signs and increase the maximum copy area for wall signs; and to revise conceptual Village Center layout.

The following three waivers from Orange County Code are requested:

1. A waiver from Sec. 38-1389(d)(3)(g) is requested to allow landscaped street walls to account for up to eighty-five percent (85%) of the build-to-line for all parcels along the internal circulator roadways only within the Village Center in lieu of landscaped street walls should not make up more than fifty percent (50%) of the required frontage.
2. A waiver from Sec. 31.5-193(1)(b)(1)(i) is requested to allow for a maximum of five (5) ground signs on Parcel 13 in lieu of a maximum of two (2) ground signs permitted per principle parcel or project.
3. A waiver from Section 31.5-193(1)(b)(2)(i)(A) is requested to allow a maximum copy area for walls signs to be one (1) square foot per one (1) linear foot for all establishments along public and private roadways in Parcel 13 only in lieu of a maximum copy area of twenty (20) square feet for establishments with up to five thousand (5,000) square feet of building area.

**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 schedule this public hearing for the next available BCC hearing. 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.

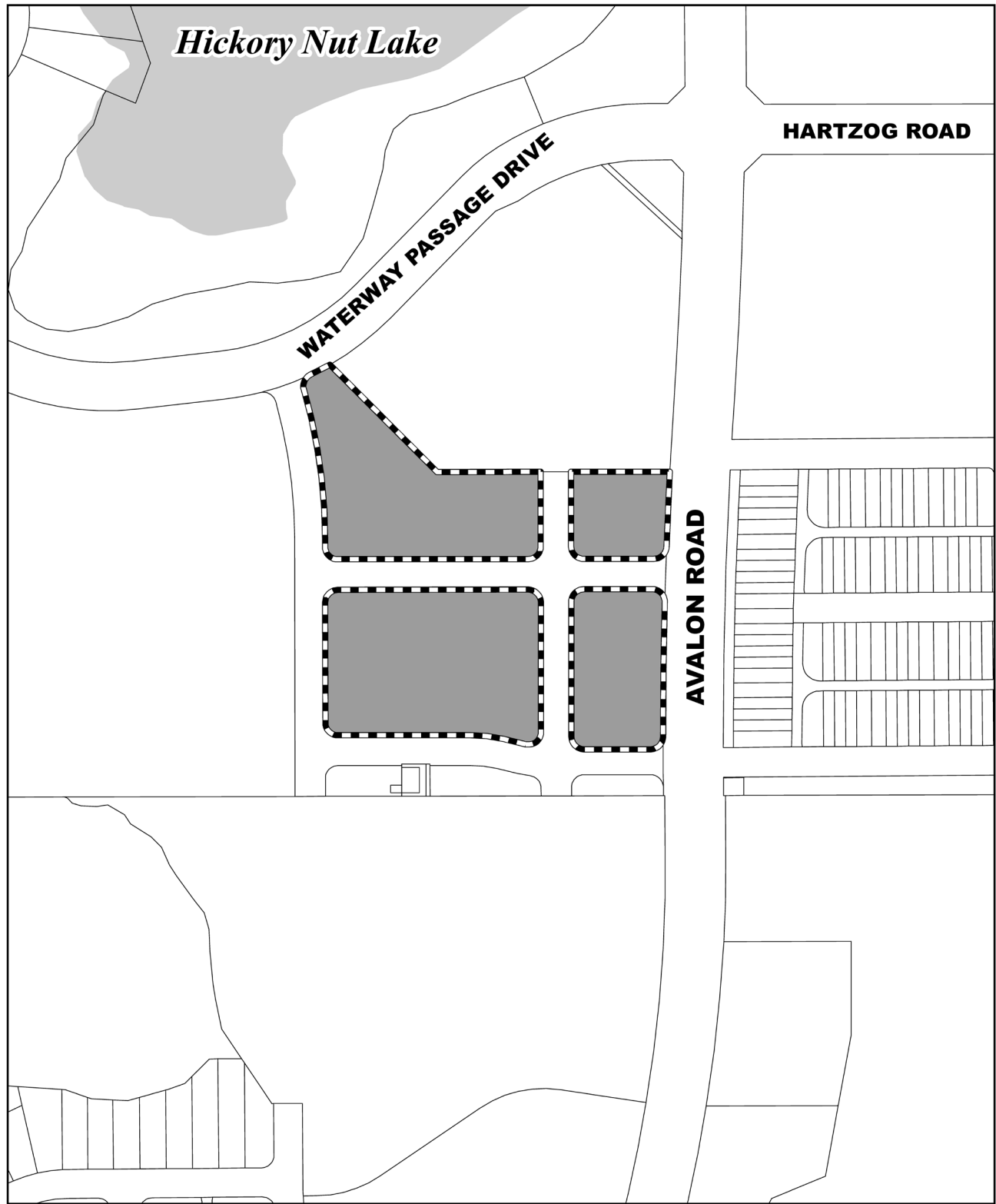
Please notify Michael Rosso and Lisette Egipciaco of the scheduled date and time. The Planning Division will notify the applicant.

Attachments (location map)

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


## Location Map

CDR-24-07-162



 **Subject Property**



0 150 300  
 Feet