




**Interoffice Memorandum**

**DATE:** October 30, 2024

**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:** **Jennifer Moreau, AICP**  
**Manager, Zoning Division**  
**(407) 836-5856 or [jennifer.moreau@ocfl.net](mailto:jennifer.moreau@ocfl.net)**

**SUBJECT:** Request for Public Hearing for a Variance, Case # VA-25-01-109, Juan Manuel Vasquez, located at 512 Palmetto St., Orlando, FL 32824, Parcel 36-23-29-8228-30-504; District 3

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**APPLICANT:** Juan Manuel Vasquez

**OWNER:** La Finquita Florida LLC

**CASE INFORMATION:** Case # VA-25-01-109 – October 3, 2024

**TYPE OF HEARING:** Board of Zoning Adjustment Board Called

**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;

<b>ADVERTISING</b>	Variance in the R-2 zoning district to allow a multi-family building (quadruplex) with an east side setback of 15 ft. in lieu of 30 ft.
<b>NOTIFICATION REQUIREMENTS:</b>	At least 10 days before the BCC hearing date, send notices of the public hearing by U.S. mail to owners of property within 1,200 ft. of the property.
<b>ESTIMATED TIME REQUIRED:</b>	Two (2) minutes
<b>MUNICIPALITY OR OTHER PUBLIC AGENCY TO BE NOTIFIED:</b>	N/A
<b>HEARING CONTROVERSIAL:</b>	No
<b>DISTRICT #:</b>	3

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. Public hearing should be scheduled within 45 days of the date of BCC hearing that was held on October 29, 2024, or as soon thereafter as the BCC's calendar reasonably permits.

JM:ag

Attachment: Location map

cc via email: Jennifer Moreau, AICP, Manager, Zoning Division  
Brandy Driggers, Assistant Manager, Zoning Division

If you have any questions regarding this map, please contact Jennifer Moreau at 407-836-5856.

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### Location Map

