



Interoffice Memorandum

DATE: May 21, 2025

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

THROUGH: Agenda Development

FROM: Laekin O'Hara
Chief Planner, 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 for a Variance, Case # VA-25-06-017, Thomas Karr Jr., located at 12607 W. Lake Butler Rd. Windermere, FL 34786, Parcel 12-23-27-0000-00-010; District 1

APPLICANT: THOMAS KARR JR.

OWNER: THOMAS KARR JR.; TAMI KARR

CASE INFORMATION: Case # VA-25-06-017 – May 1, 2025

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;

ADVERTISING	Variance in the R-CE-C zoning district to allow a pool and deck with a setback of 35.5 ft. from the Normal High Water Elevation (NHWE) in lieu of 50 ft.
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 #:	1

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 May 20, 2025, or as soon thereafter as the BCC's calendar reasonably permits.

LO:ag

Attachment: Location map

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

Location Map

