M E M O R A N D U M

TO: Planning and Zoning Board
DATE: November 18, 2026
RE: Variance Application 4232 Bell Tower Court

Planning and Zoning Case Number 2026-10-001:

PURSUANT TO SECTION 42-64, THE CITY OF BELLE ISLE PLANNING AND ZONING BOARD SHALL REVIEW AND TAKE ACTION ON A REQUESTED VARIANCE FROM SECTION 50-73(A) TO ALLOW AN ROOFED PATIO COVER ADDITION TO AN EXISTING PRINCIPAL RESIDENCE THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT NICHOLAS GAROFALO FOR THE PROPERTY LOCATED AT 4232 BELL TOWER COURT, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 20-23-30-1618-00-620.

Background:

1. On October 1, 2026, the applicant submitted a Variance application and the paperwork.
2. On October 16, 2026, letters to the abutting property owners were mailed within 300 feet of the subject property, and a legal advertisement was placed in the Orlando Sentinel on October 17, 2026.
3. The Public Hearing was rescheduled to November 18, 2026; letters to the abutting property owners were mailed on November 5, 2026, and a legal advertisement was placed in the Orlando Sentinel on November 7, 2026.

The Board may adopt all, some, or none of these determinations as part of its findings of fact and add any additional findings of fact presented at the public hearing. The Board must determine if the criteria outlined in Chapter 42, Article III, Section 42-64(1) of the Land Development Code have been met and approve, approve with conditions, or deny this request.

SAMPLE MOTION TO APPROVE: I MOVE PURSUANT TO SECTION 42-64 TO APPROVE REQUESTED VARIANCE FROM SECTION 50-73(A) TO ALLOW A ROOFED PATIO COVER ADDITION TO AN EXISTING PRINCIPAL RESIDENCE THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT NICHOLAS GAROFALO FOR THE PROPERTY LOCATED AT 4232 BELL TOWER COURT, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 20-23-30-1618-00-620.

SAMPLE MOTION TO DENY: "I MOVE PURSUANT TO SECTION 42-64 **HAVING NOT BEEN MET** {*state only the subsections below that are not satisfied]*, **TO DENY** THE REQUESTED VARIANCE FROM SECTION 50-73(A) FOR A ROOFED PATIO COVER ADDITION TO AN EXISTING PRINCIPAL RESIDENCE THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT NICHOLAS GAROFALO FOR THE PROPERTY LOCATED AT 4232 BELL TOWER COURT, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 20-23-30-1618-00-620.

Or the Board can request that it be tabled to a date certain to allow for revisions, as discussed.

SUBSECTION (D), a literal enforcement of the provisions of the zoning ordinances would result in unnecessary hardship, and that said hardship is created by special conditions and circumstances peculiar to the land, structure, or building involved, including but not limited to dimensions, topography, or soil conditions.
SUBSECTION (E), personal hardship is not being considered as grounds for a variance since the variance will continue to affect the character of the neighborhood after title to the property has passed and that the special conditions and circumstances were not created in order to circumvent the Code or for the purpose of obtaining a variance.
SUBSECTION (F), the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.
SUBSECTION (G), the granting of the variance will be in harmony with the general purpose and intent of the Code, will not be injurious to the neighborhood, will not be detrimental to the public welfare, and will not be contrary to the public interest.