

MEMORANDUM

TO: Planning and Zoning Board

DATE: April 22, 2025

RE: Variance Application – 3538 Country Lake Drive

Planning and Zoning Case Number 2025-01-002: PURSUANT TO SECTION 48-33, THE CITY OF BELLE ISLE PLANNING AND ZONING BOARD SHALL REVIEW AND TAKE ACTION ON A REQUESTED VARIANCE FROM SECTION 48-32 (C) (1) TO ALLOW A DOCK AND WORK FOR AND ON A DOCK WITHIN A DRAINAGE AND UTILITY EASEMENT, SUBMITTED BY APPLICANT SHEILA CICHRA, ON BEHALF OF THE PROPERTY OWNER DANIEL JOSEPH MCCARTIN, LOCATED AT 3538 COUNTRY LAKES DRIVE, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID #20-23-30-4980-00-030.

Background:

1. On January 2, 2025, the applicant submitted a Variance application and the paperwork.
2. At the P&Z Board session on February 25, 2025, the Board moved for a continuance as requested by the applicant.
3. On April 11, 2025, letters to the abutting property owners were mailed within 300 feet of the subject property, and a Notice of Public Hearing legal advertisement was placed in the Orlando Sentinel on April 12, 2025.

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 BELLE ISLE CODE 42—64, 48-32(C)(1) TO APPROVE A DOCK AND WORK FOR AND ON A DOCK WITHIN A DRAINAGE AND UTILITY EASEMENT, SUBMITTED BY APPLICANT SHEILA CICHRA, ON BEHALF OF THE PROPERTY OWNER DANIEL JOSEPH MCCARTIN, LOCATED AT 3538 COUNTRY LAKES DRIVE, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID #20-23-30-4980-00-030.

SAMPLE MOTION TO DENY: “I MOVE, PURSUANT TO BELLE ISLE CODE 42-64, 48-32(C)(1), **HAVING NOT BEEN MET, TO DENY** *[use only if NONE of the justifying criteria have been met] the requirements of, Subsections: [state only the subsections below that are not satisfied] having NOT been met; [may be used in addition to above or alone] A DOCK AND WORK FOR AND ON A DOCK WITHIN A DRAINAGE AND UTILITY EASEMENT, SUBMITTED BY APPLICANT SHEILA CICHRA, ON BEHALF OF THE PROPERTY OWNER DANIEL JOSEPH MCCARTIN, LOCATED AT 3538 COUNTRY LAKES DRIVE, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID #20-23-30-4980-00-030.*

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.

3538 COUNTRY LAKES DRIVE

WIDTH VARIES ROAD

DELTA=15°34'26"
RADIUS=323.81'
LENGTH=88.02'

FND 5/8" IR NO ID
5' (DUE)
5' (DUE)

7.5' (DE)
(DE)

A/C PAD
TILE

THE LANDINGS AT LAKE CONWAY
PLAT BOOK 9,
PAGE 125

LOT 4

0.3' ON
N00°00'50"E
240.36'

WOOD FENCE (TFR.)

0.2' ON

N29°57'29"E
34.33'

PARCEL BOUNDARIES IN GREY

4" WIDE DOCK RUNNING ALONG THE NHWE

27' BETWEEN PROPOSED DOCK AND EXISTING DOCK

UPLAND CUT BOAT SLIP IN DISREPAIR

LOT 3

1 Story Conc Block Residence

COND DRIVE

C1 = DELTA=05°32'36"
RADIUS=323.81'
LENGTH=31.33'

5' (DUE)

134.41'(P)

POOL PUMP
6' DIA

0.4' OFF

9.6' (DUE)

N00°00'50"E
149.51'

36.44'(P)

SET 1/2" IRC
LB 7788

0.8' ON(N/S)
0.5' ON(E/W)

PART OF LOT 2

121.71'(P)

WOOD FENCE (TFR.)

FND 3"x3" CM
NO ID
0.6' N, 1.0' E

S00°03'52"E 198.63'

PROPOSED CANTILEVER BOATHOUSE

PROPOSED SEAWALL

NHWE 85.85

N52°13'58"W 104.54'

35'

Grading & Drains

- In accordance with the specifications of 48 hours and 5 days prior to construction.
- Where new earth vertical curves at the ends of the project.
- All points of construction shall be protected by the contractor must use proper methods and details.
- Soil all disturbed areas shall be restored to original condition or better.

E - Erosion Control

The soil fence shall be protected with proper methods and details.

(C2) Soil all disturbed areas shall be restored to original condition or better.

(E3) Protect all properties. Correct per

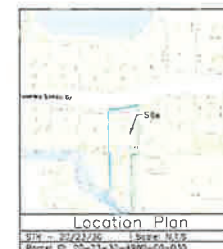
NHWE 85.85

Legal Description:
 Lot 3, and the portion of Lot 2, lying Westerly of the Southern
 extension of the East line of Lot 3, THE LANDINGS AT LAKE
 COHWAY, as recorded in Plat Book 9, Page 125 and 126 of
 the Public Records of Orange County, Florida.

Contents of Drawings

C1	-	Cover Sheet & Site Plan
C2	-	Dock Installation Plan
C3	-	Elevations & Details
C4	-	Seawall Installation Plan

Site Address:
640 Old Horatio Ave
Maitland, Florida 32751
Parcel ID: 30-21-30-5180-00-069



Project Description
Install new private boat dock & seawall on an
residential property.

Floor Live Loads	
Decks & Walkways	- 80 psf
Roofs	- 20 psf
Wind Design Data	
Ultimate Wind Speed	- 139 mph
Basic Wind Speed	- 100 mph
Risk Category	- II
Wind Exposure	- U
Exposure Class	- Not Enclosed
Int. pressure Coeff	- 0.55 +/-
Peak Wind Load	- 35.09 psf

General Information
Total Site Area: 0.46 Ac (20,170 sq)
Width at NMM: 81.0 ft

Construction Data
Construction Type: V
Building Description: PT Wood & Shingle Full

Applicable Codes
Florida Building Code 2023

Wood Frame Construction Details

- Design Footnotes, per Local Code
- Lumber required to sustain or reinforcing concrete or steel shall be pressure treated.
- All lumber in contact with concrete products shall be shielded by a protective barrier.
- Fasteners in contact with pressure treated lumber are to be not dipped in preservative.
- Dimensions shall be "as surfaced". The engineer and owner shall be notified immediately of any discrepancies from dimensions of field components "as surfaced".
- Elevation views are for visual reference only. Always refer to layout plans for specified measurements.
- Anchor profiles shall include a tolerance of $\pm 1/4"$.
- Written dimensions supersede actual dimensions in all cases. Any dimensional discrepancies should be brought to the attention of the engineer immediately.

General Notes:

G1. These notes shall apply to all work in this set of drawings.

G2. The contractor shall be responsible for obtaining all required permits, are obtained and are in hand at the job site prior to the commencement of construction. Contractors shall cite by all conditions contained therein.

G3. The contractor shall provide a construction schedule for various site work elements so that it also may be coordinated.

G4. The contractor shall provide a copy of any discrepancies found between the drawings and the field conditions prior to construction in the area impacted by the conflict.

G5. In accordance with Florida Law (255351) the contractor must notify the gas or other utility a minimum of 48 hours and a minimum of 100 feet in advance of any excavation.

G10. All requirements and recommendations of inspection personnel shall be the owner's shall be reported to the engineer/owner prior to implementation. Compensation will not be allowed for work not in accordance with the approved drawings.

G11. All work shall be open to and subject to inspection by authorized personnel of the utility and the owner.

G12. Contractor shall notify all appropriate utility companies and water management agencies of proposed start up. All work shall be in accordance with their requirements, including but not limited to, safety, environmental and other applicable regulations.

2. Contractor shall notify the Engineer (561) prior to excavator must notify the gas or other utility a minimum of 48 hours and a minimum of five days prior to excavation. (Excluding weekends)
2. Contractor shall verify all existing gases in the field and shall notify the engineer of any discrepancies prior to construction.
3. Where new earthwork meets existing smoothly blend the line and grade of existing and new provides critical surface of the top and bottom of all slopes.
4. Excavation required within proximity of utility lines shall be done by hand. Contractor shall repair any damage to existing utilities incurred during construction.
5. All points of construction ingress and egress shall be maintained to prevent tracking or flow of sediment.

E1. A suitable perimeter silt fence shall be constructed and maintained for the duration of the project. The silt fence shall be built at the "silt fence line" as defined on the plans. Outlets and discharge points shall be protected with two layers of hay bales and filter cloth. Adjacent wetlands and open bodies of water, contractor must use a double fence separated by 5 feet. (See sheet for specific erosion control placement and details)


E2. Seed all disturbed areas, not shown as landscaping, wherever E1 or greater, eroded, and ponded.

E3. Protect at all time against runoff or dewatering pollution at any downstream area or adjacent properties. Correct problems immediately.

Darcy Unroe
c=US, st=Florida,
l=Orlando, o=Unroe
Engineering, Inc.,
cn=Darcy Unroe,
email=Darcy@unroe
engineering.com
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THE ITEM HAS BEEN OFFICIALLY SIGNED AND SEALED BY CAROL UNDER PE
INQUIRY IN THE IMMEDIATE ADJACENT OF THE SEAL.
PRINTED WITH THE THIS DOCUMENT WAS NOT CONSIDERED SIGNED AND SEALED
AND THE SIGNATURE MUST BE SIGNED IN ALL FUTURE COPIES

[illegible]

Unroe Engineering, Inc.

Cover Sheet & Site Plan

DP	Draw
DP	Draw
$I^{\circ}=20^{\circ}$	See
0/10/24	Date
Desk-Ci	File

Dwg

C1

