

## MEMORANDUM

**TO:** Planning and Zoning Board  
**DATE:** July 28, 2026  
**RE:** Variance Application 6517 Cay Circle

**Planning & Zoning Public Hearing 2026-06-047** - 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 A REAR ROOFED ADDITION TO BE BUILT THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT TODD ZIMMERMAN AND RONNIE ZIMMERMAN, THE PROPERTY OWNERS FOR THE PROPERTY LOCATED AT **6517 CAY CIRCLE, BELLE ISLE, FLORIDA 32809**, ALSO KNOWN AS PARCEL ID # 24-23-29-0600-01-170.

### Background:

1. On June 22, 2026, the applicant submitted a Variance application and the paperwork.
2. On July 15, 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 July 18, 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 THE REQUESTED VARIANCE FROM SECTION 50-73(A) TO ALLOW A VARIANCE TO ALLOW A REAR ROOFED ADDITION TO BE BUILT THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT TODD ZIMMERMAN AND RONNIE ZIMMERMAN, THE PROPERTY OWNERS FOR THE PROPERTY LOCATED AT **6517 CAY CIRCLE, BELLE ISLE, FLORIDA 32809**, ALSO KNOWN AS PARCEL ID # 24-23-29-0600-01-170.

**SAMPLE MOTION TO DENY:** "I MOVE PURSUANT TO SECTION 42-64, **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]* THE REQUESTED VARIANCE FROM SECTION 50-73(A) FOR A REAR ROOFED ADDITION TO BE BUILT THAT WOULD PROJECT INTO THE REQUIRED REAR YARD BUILDING SETBACK AREA, SUBMITTED BY APPLICANT TODD ZIMMERMAN AND RONNIE ZIMMERMAN, THE PROPERTY OWNERS FOR THE PROPERTY LOCATED AT **6517 CAY CIRCLE, BELLE ISLE, FLORIDA 32809**, ALSO KNOWN AS PARCEL ID # 24-23-29-0600-01-170.

**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.