THE TOWN OF
Windermere

MAYOR AND COUNCIL OF THE TOWN OF WINDERMERE

Mayor Andy Williams
Council Members
CT Allen
Mandy David
Tony Davit
Brandi Haines
Tom Stroup

Agenda ***Agenda***

April 14, 2026
6:00 PM

WINDERMERE TOWN HALL
520 MAIN STREET
WINDERMERE, FL 34786

JOIN ZOOM MEETING: HTTPS://WWW.ZOOM.COM/
MEETING ID: 816 9286 6627

PASSCODE: TOW2024
ONE TAP MOBILE: +1 (305) 224-1968, 81692866627# US

PLEASE TURN OFF ALL CELL PHONES

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all procedings before the Town of Windermere Town Council:

1. All electronic devices, including cell phones, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Town Council meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Town Council meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

AGENDA

- **THE MEETING IS CALLED TO ORDER BY THE MAYOR**
- **FLAG SALUTE**

1. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit)

2. SPECIAL PRESENTATION / PROCLAMATIONS / AWARDS

a. Check Presentation

i. West Orange Chamber of Commerce, will present a check from the West Orange Foundation to the members of the Legacy Fund Board, which will be deposited in the newly established Windermere Legacy Fund. This check is a component of the agreement reached between the original team of WWD and the West Orange Foundation, gifting them the rights to continue the wine and dine event under their name.

3. OLD BUSINESS

4. NEW BUSINESS

a. MINUTES (Attachments)

i. Town Council Meeting Minutes March 10, 2026

ii. Town Council Workshop Minutes (Town Hall Rentals) March 24, 2026

b. Variance Request (Attachments)

i. Case Z26-04 – 323 E 4th Avenue, George and Paige Couros, Property Owners - Variance to permit the placement of a sport court in the front yard of a single-family residence where the Land Development Code requires sport courts to be located within the side or rear yard.

5. MAYOR & COUNCIL LIAISON REPORTS

6. STAFF REPORTS

7. ADJOURN

TOWN OF WINDERMERE

Town Council Meeting Minutes **March 10, 2026**

CALL TO ORDER:

Present were Mayor Jim O'Brien, Town Council Members Tom Stroup, Andy Williams, Mandy David, Tony Davit, and Brandi Haines. Town Manager Robert Smith (arrived 6:32pm), ATM/PWD Elliott-Moore, Attorney Chrisine Epperson, Chief Dave Ogden, and Town Clerk Dorothy Burkhalter were present. Council elected CT Allen was also present.

Mayor O'Brien called the meeting to order at 6:01 pm and stated that a quorum was present. He then led everyone to the Pledge of Allegiance.

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

There were no public comments.

2. TIMED ITEMS & PUBLIC HEARING

a. Ordinance 2026-01 – Tabled for the April 12th Town Council meeting

Mayor O'Brien stated that this item has been tabled to the April 12, 2026, Town Council meeting.

3. OLD BUSINESS

a. Windermere Town Hall Rehabilitation – Authorization Preparation of Construction Documents

Mayor O'Brien introduced this item and turned the floor over to ATM/PWD Elliott-Moore. ATM/PWD Elliott Moore commented on past discussions regarding Phase two and three, exterior and interior renovations. She explained that approval would allow the move to the construction documents to 40, 60 and 90 which will come back to the Town Council. Member Haines questioned if SHIPO had been contacted. ATM/PWD Elliott-Moore stated yes. Member Davit made a motion to approve. Member Williams seconded the motion. Roll call vote was as follows: Haines – aye, Davit – aye, David – aye, Williams – aye, and Stroup – aye. Motion carried 5-0.

b. Town Square Library Restroom Facility – Selection of Preferred Concept Option

Mayor O'Brien introduced this item. He then turned the floor over to ATM/PWD Elliott-Moore. ATM/PWD Elliott-Moore gave a brief review of past meetings and options. She stated that option four with added fixture in the men's and women's bathrooms. ATM/PWD Elliott-Moore commented that approval for option four is needed. Member David made a motion to approve option four with the additional men's/women's fixture. Member Davit seconded the motion. Member Haines questioned the accuracy of the square footage of the bathrooms. She explained that the actual numbers don't add up and tree protection is needed. Mr. Fitzgibbon commented that conceptual approval is needed. He further stated that the Council will review the 40, 90 and 100 percent plans. Discussion followed regarding total square footage, facility size enough for 300 people, tree impacts, schematics, and specific details later. After discussion was made, roll call vote was as follows: Stroup – aye, Williams – aye, David – aye, Davit -aye, and Haines – aye. Motion carried 5-0.

c. Town of Windermere v. Fanelli, Daniel et al., Court Case #2022-CA-006506-O

Mayor O'Brien introduced this item. He then turned the floor over to Attorney Rachael Crews. Ms. Crews introduced herself as the Appellant Attorney in this case. She then commented on the mediation process, the proposed settlement and the clarified settlement offer. The proposed settlement as a fee of $500,000.00 paid to those residents for fees and costs, the Town would drop the appeal with no resolution, and the Town would need to execute a release that states that the Town would not contest the ownership of the docks and associated land by the boathouse residents. She then commented on the ownership of the associated land which has been clarified as the boathouse and the underlying land.

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Discussion followed regarding costs, proposed appeal costs, and fees. Ms. Crews commented on a proposed counter proposal offered by the Town Manager which would need approval by the Town Council. The proposed as "The ownership issues and interest would get legally determined and clarified for the Town and the boathouse residents, obtain actual deeds, and recommend paying $105,000.00 for attorney's and fees. Ms. Crews then gave an update on the appeal. Mayor O'Brien commented for clarification that the Council has the option to accept the settlement, decline the settlement, or do nothing. Manager Smith stated that he advised the opposing counsel that he would bring the settlement agreement forward and request a vote of either "in favor or against" of their proposed settlement offer. He further stated that he would make the recommendation for the counter offer he has provided to include to the opposing side; a 99-year lease that would automatically renew and pay them $105,000.00. Discussion followed. Member Haines made a motion to decline the proposed settlement offer from the opposing side. Member Davit seconded the motion. Manager Smith explained the process of the motions. Roll call vote was as follows: Stroup – nay, Williams – aye, David – aye, Davit – aye, and Haines – aye. Motin carried 4-1. Mayor O'Brien commented that if option two is not approved, a Shade meeting will be needed. Member Willaims made a motion to approve the counteroffer of clarifying ownership, a ninety-ninety-year lease with automatic renewal, along with the $105,000.00 settlement offer. Member Davit seconded the motion. Discussion followed regarding the offer, defining ownership interest, friendly quite titles, deed restrictions, and shade meetings. Mr. Jerry Fay of 28 Pine Street questioned the ninety-ninety-year lease when the Town does not own the boathouses. Member Williams commented that ownership needs to be cleared up first. Mayor O'Brien reviewed the motion on the table. Roll call vote was as follows: Haines – nay, Davit – aye, David – nay, Williams – aye, and Stroup – nay. Motion fails 3 – against, 2 – for. Mayor O'Brien commented that the next option would be a Shade meeting.

4. NEW BUSINESS

a. Swear in Oaths

i. Andy Williams – Mayor
ii. Brandi Haines – Town Council Member
iii. CT Allen – Town Council Member

Mayor O'Brien administered the Oath of Office to Ms. Brandi Haines, Ms. CT Allen and Mr. Andy Williams. Ms. Haines will be serving her second two-year term as a Council member. Ms. Allen will be serving her first two-year term as a Council member. Mr. Willaims will be serving his first two-year term as Mayor. All were congratulated.

Mayor Willaims presented a Key to the Town to outgoing Mayor O'Brien. Mr. O'Brien thanked the Town and gave a brief farewell speech.

b. MINUTES

i. Town Council Meeting Minutes: February 10, 2026
ii. Public Information Session Restrooms Minutes: February 18, 2026
iii. Town Council Workshop Restrooms Minutes: February 24, 2026

Mayor Williams introduced this item. Member Haines commented on public comments that needed to be added. Clerk Burkhalter stated that they were added as requested and would verify that it is correct. Member Davit made a motion to approve the minutes as presented. Member David seconded the motion. Roll call vote was as follows: Haines – aye, Davit – aye, Davis – aye, Allen – aye, and Stroup – aye. Motion carried 5-0.

c. Historic Preservation Board Committee Member Application:

i. Charles R. Hobbs

Mayor Williams introduced this item. Member Davit made a motion to appoint Charles R. Hobbs to the Historical Preservation Board. Member Haines seconded the motion. Roll call vote was as follows:

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Stroup – aye, Allen – aye, David – aye, Davit – aye, and Haines – aye. Motion carried 5-0.

5. MAYOR & COUNCIL LIAISON REPORTS:

Mayor Williams opened the floor to the Council members. Member Haines gave a report on the Tree Board. Member Davit gave a report on MetroPlan, which included E-Bikes. Member David reported on Parks and Recreation and WAYS committees.

6. STAFF REPORTS:

a. TOWN MANAGER ROBERT SMITH – No report.

b. ATM/PWD TONYA ELLIOTT-MOORE – No report.

c. ATTORNEY CHRISTINA EPPERSON – Ms. Epperson gave an update on the Sovereign Immunity bill and the Ad Valorem Joint resolutions. She then stated that a full report will be given once the session closes.

d. POLICE CHIEF DAVE OGDEN – Chief Ogden reported on St. Augustine and accreditation, March 22nd Robbie German EOW and an upcoming lunch on March 18th.

e. TOWN CLERK DOROTHY BURKHALTER – Clerk Burkhalter congratulated the newly sworn in officials.

7. ADJOURN:

Mayor Williams adjourned the meeting at 7:11pm.

_____ _____

Dorothy Burkhalter, MMC, FCRM Loren "Andy" Williams, Mayor
Town Clerk

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TOWN OF WINDERMERE

Town Council Workshop **March 24, 2026**
Town Hall Rentals

Present were Mayor Andy Williams, Council Members Tom Stroup, CT Allen, Mandy David, Tony Davit, and Brandi Haines. Town Manager Robert Smith, ATM/PWD Tonya Ellott-Moore, and Town Clerk Dorothy were also present.

1. PUBLIC WORKSHOP CALLED TO ORDER

Mayor Williams opened the workshop at 6:02pm.

2. DISCUSSION ITEMS

a. Town Hall Rental Discussion

i. Hours of rentals during the week and weekends
ii. Rates for resident vs non-residents
iii. Violations/Fines
iv. Further restrictions/additional input

Mayor Williams introduced this item. He then turned the floor over to Member Stroup as he requested this item. Member Stroup commented on noise issues with the rentals, not Town events. He then stated that "quality of life" needed to be considered. Member Stroup stated that he has researched other rental venues and their rules and rental agreements. Discussion began regarding number of rentals, non-profits, rental rates, time for events – 10:00pm ending with an hour clean-up, number of hours for a daily rate/full day, enforcement and stricter guidelines, increased deposit, more regulations, noise/bands/outside, monitor of the events, cannot regulate speech, outsourced party planner, against amplifying of music, and keeping rates reasonable for residents. Mayor Williams stated that the consensus for hours that music must be off is three for off at 9:00pm and two for 10:00pm. Manager Smith questioned if the shutdown times would be different for weekdays than weekends. Discussion followed regarding weekday shutdown at 9:00pm and weekends at 10:00pm. Discussion regarding "out the door" time was made. Consensus was 3- 11:00pm and 2 – no opinions as there will not be any music playing. Discussion began regarding rental rates, resident/non-resident rates, residents renting for others, increasing deposits,

holidays which could fall on a weekday, weekend/weekday rates, rates for non-profits, which non-profits utilize Town Hall, deposits and amounts, violations/fines, use of sternos/candles, breaking of rules, accountability, in/out checklists, requiring insurance to allow sternos/candles, back to back events, clean-up/set up/downs, staff, and accountability for rules and regulations, and future public workshops/meetings regarding this item. This item will be placed on the May Town Council meeting.

3. ADJOURN

Mayor Williams adjourned the workshop at 7:56pm.

_____ _____
Dorothy Burkhalter, Town Clerk Jim O'Brien, Mayor

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Town of Windermere

614 Main Street Windermere, FL 34786
Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
ANDY WILLIAMS

Town Manager
ROBERT SMITH

Clerk
DOROTHY BURKHALTER

Development Review Board
March 17, 2026

Town Council
April 14, 2026

Case Number:	Z26-04
Property Owners:	George and Paige Couros (Property Owners)
Requested Action:	Variance to permit the placement of a sport court in the front yard of a single-family residence where the Land Development Code requires sport courts to be located within the side or rear yard.
Property Address:	323 East 4th Avenue
Legal Description:	PLAT OF WINDERMERE G/36 LOT 356 (LESS W 75 FT) & THAT PT OF OCCUPIED PLATTED LAKE
Future Land Use:	Single Family Residential and Recreation
Zoning:	Single Family Residential and Recreation
Existing Use:	Received Permit for New Single-Family Residence

Surrounding Future Land Use and Zoning

North: Single Family Residential and Recreation/Single Family Residential and Recreation
East: Water Bodies (Lake Down)
South: East 4th Avenue Right of Way and Recreation/East 4th Avenue Right of Way and Recreation
West: Single Family Residential/Single Family Residential

CASE SUMMARY

George and Paige Couros, owners of the property located at 323 East 4th Avenue, have requested approval of a variance in accordance with Section 10.02.00 of the Town of Windermere Land Development Code (LDC). The requested variance would permit the construction of a basketball court within the front yard of the subject property, where the Town's Land Development Code prohibits sport courts from being located forward of a front building line. The aerial map provided below shows the location of the subject property, which has been highlighted in pink. The property is situated east of the intersection of East 4th Avenue and Magnolia Street and has direct waterfront access to Lake Down.



Aerial Imagery of 323 E. 4th Avenue (Outlined in Pink) - Source: Orange County Property Appraiser

Section 7.02.09 outlines the locational restrictions pertaining to the placement of sport courts:

[Sport courts must be] *Located behind the front of the principal building, meet the required side yard setbacks, placed no closer than ten feet to a rear property line. If a building permit is required (foundation, electric, plumbing), then for waterfront properties it is placed no closer than 50 feet from the normal high-water elevation. However, if contained within a primary or accessory building, then it shall be located within the building envelope but behind the front of the principal building.*

The applicant proposes to construct an approximately 1,083-square-foot basketball court in the south front yard of the property, positioned in front of the existing home along East 4th Avenue. However, the Town's Land Development Code prohibits sport courts from being located forward of a principal building. As a result, the proposed basketball court does not comply with the applicable regulations.

The applicant's proposed sport court would add approximately 1,083 square feet of impervious surface to the property, which is more than the 125 square feet that requires the applicant to provide a grading and drainage plan to display on-site retention for the first inch of stormwater runoff in accordance with the Town's Land Development Code. The proposed addition of the sport court results in a total impervious

surface area of 9,196 square feet, or approximately 44.1% of the total project area, which is less than the 45% permitted for residential properties. These measurements would be reviewed for compliance during the Town's permitting process.

The following review considerations would also be applicable to the proposed sport court at 323 East 4th Avenue, in accordance with Section 7.02.09 of the Town's Land Development Code:

There shall be no direct glare visible from any adjacent property from any unshielded or other sources of lighting.

As indicated in the applicant's provided narrative letter, there will be no lighting proposed to be included as part of the construction of the sport court. If this were to change in the future, any lighting would be reviewed through the permitting process to ensure that it is fully compliant with the standards of the Town's Land Development Code.

The property's single-family residence, which received a building permit in June of 2025 (permit number 25-05-024), was approved with the following building setbacks:

- North (Side Yard) – 15'
- East (Lakefront) – 51' to pool deck, 58'-9" to residence (distance to normal high-water elevation)
- South (Front Yard) – 25'
- West (Side Yard) – 26'-6"

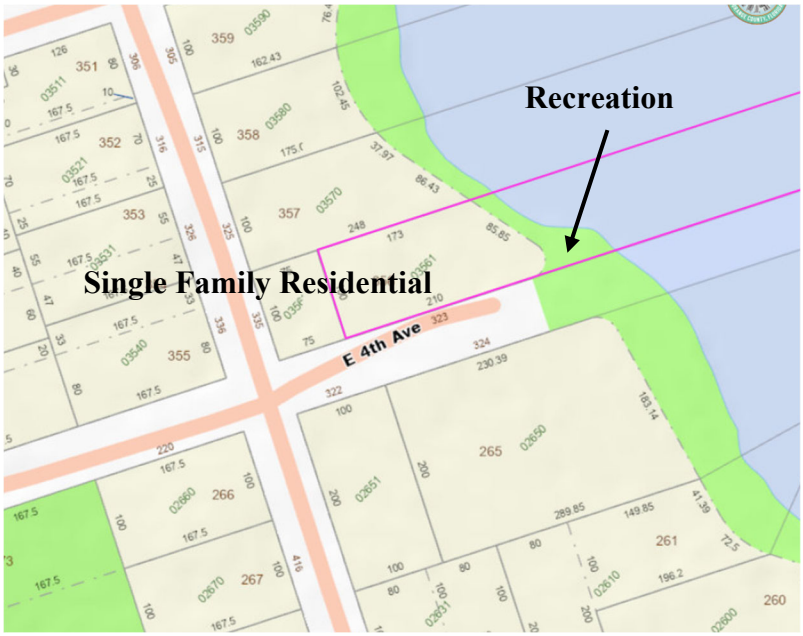
In accordance with the locational requirements outlined in Section 7.02.09 of the Land Development Code, sport courts are required to adhere to applicable side yard setbacks and be built no closer than 10 feet from rear property lines.

The north side of the single-family residence was approved to utilize the maximum build to line afforded by the property's required side setbacks (i.e., 15 feet for the side yard), leaving no additional room for the placement of improvements such as a sport court.

The western side yard, which abuts the vacant parcel of land located at 335 Magnolia Street, was approved at 26 feet, 6 inches from the property line. Adhering to the minimum required 15-foot side yard setback would leave only 11 feet, 6 inches available for the placement of a sport court. The presence of the residence's mechanical equipment, the property's drain field, septic system, and previously approved driveway further restrict the ability for additional improvements to be made to the property's west side yard without significant revisions being made to the property's layout.

The eastern front yard fronts Lake Down, and as a result, any sport courts must be located at least 50 feet landward of the normal high-water elevation, in accordance with Land Development Code Section 7.02.09. The eastern yard, located behind the front façade of the single-family residence, meets the required 50-feet setback and has already been approved as the location for the residence's swimming pool through permit 25-08-024.

Consequently, the front yard location shown on the site plan submitted with the variance application is the only area on the property where the proposed sport court it its current size and configuration could practically be placed. However, the Town's code does not allow sport courts to be located in a front yard.



Zoning Map of Surrounding Area - Source: Orange County Property Appraiser

Division 10.02.00 of the LDC empowers the Development Review Board to review and make recommendations for approval, approval with conditions or denial to the Town Council on variance requests.

Division 10.02.00 of the LDC requires the Town Council to consider the recommendation of the Development Review Board and to take final action to either approve or deny the variance request.

CASE ANALYSIS:

Section 10.02.02 of the LDC provides the specific standards by which the Development Review Board and Town Council are to review to consider the approval or denial of a variance application. In addition, this Section requires a positive finding, based on substantial competent evidence, for each of the standards. These standards are summarized as follows:

1. The need for the variance arises out of the physical surroundings, shape, topographical condition or other physical or environmental conditions that are unique to the subject property. Variances should be granted for conditions peculiar to the property and not the result of actions of the property owner;

2. There are practical or economic difficulties in carrying out the strict letter of the regulation;

3. The variance request is not based exclusively upon a desire to reduce the cost of developing the site;

4. The proposed variance will not substantially increase congestion surrounding public streets, the danger of fire or other hazard to the public;

5. The proposed variance will not substantially diminish property values in, nor alter the essential character of, the area surrounding the site;

6. The effect of the proposed variance is in harmony with the general intent of this Land Development Code and the specific intent of the relevant subject areas of this Land Development Code; and

7. The variance will not encourage further requests for changes where such a land use would not be deemed appropriate.

It is also important to note that this Section also provides specific standards that are not to be considered in the review of a variance application. These standards are:

1. That the implementation of these regulations would impose an economic hardship on the cost of the building or redevelopment project;

2. That these regulations impose a hardship by decreasing the maximum density of a property in terms of the number of units, square footage of buildings, etc.; and

3. That other adjacent lands, structures or buildings not in conformance with these regulations provide a rationale for a lessening of their application in this specific case.

Section 10.02.02(c) of the LDC allows the imposition of conditions and restrictions as may be necessary to allow a positive finding to be made on any of the variance standards to minimize the negative effect of the variance. The conditions and restrictions should further the interest of the LDC.

The applicant submitted a site plan and written narrative in support of the variance request. Please see the information provided with the agenda item for the applicant's submittal.

PUBLIC NOTICE

Public notices were mailed to property owners within 500 ft of the subject property. As of March 16, 2026, five (5) responses were received in support of the variance, and no responses were received in opposition.

DEVELOPMENT REVIEW BOARD RECOMMENDATION:

The proposed variance was reviewed at the March 17, 2026 meeting of the Development Review Board (DRB). Based on information in the staff report and provided testimony, the DRB recommended approval of the proposed variance with the following conditions:

1. No lighting shall be installed as a component of the proposed sport court.
2. No sound projecting equipment shall be installed as a component of the proposed sport court.

3. Landscape hedging shall be maintained in a manner that adequately screens the sport court from view from the public right-of-way and adjacent properties.

The vote of the DRB was unanimous (4-0) in favor of recommending approval of the proposed variance with the conditions listed above.

HARDSCAPE KEY NOTES

1. CONCRETE PAVER - FIELD: 4" x 8" HERRINGBONE PATTERN @ 45° ANGLE. . COLOR: BY OWNER. REFER TO PLAN FOR DIRECTION. PAVER - 4" X 8" - PERIMETER/ACCENT BANDS - DOUBLE SOLDIER COURSE ON DRIVE. COLOR: BY OWNER. (SEE DETAIL 1B).
2. CONCRETE APRON, 6" THICK, 3000 PSI.: BROOM FINISH. (SEE DETAIL 2-F, 2- A, B, C.)
3. 2 - 2" SLEEVES FOR IRRIGATION/SLEEVES FOR LOW VOLT. LANDSCAPE LIGHTING.
4. CONCRETE PAVER - FIELD: 24" X 24" @ 45° ANGLE . COLOR: BY OWNER. REFER TO PLAN FOR DIRECTION. CONCRETE PAVER - " PERIMETER/ACCENT BANDS - 12" X 24" SAILER COURSE. COLOR: BY OWNER (SEE DETAIL 1B).
5. POOL COPING - BULL NOSE, COLOR BY OWNER/POOL BUILDER.
6. STEPS: 6' RISER/12" BULL NOSE TREAD.

NOTES:

- ALL PAVERS TO HAVE COMPACTED 6" MIN. CRUSHED CONC. FINES WITH 1" SAND LEVELLING ON TOP OF 95% COMPACTED BASE, OR 4" CONC SLAB BASE. SEAL ALL PAVERS, STONE AND COLOR CONCRETE.
- COMPACT SOIL TO 95% FOR PAVER BASE AND AROUND POOL SHELL PRIOR TO CONSTRUCTING DECK/COPING.

DRAINAGE LEGEND:

+84.0 INDICATES PROPOSED SPOT ELEVATIONS

INDICATES DRAINAGE FLOW. DRAIN AWAY FROM HOUSE & GARAGE TO STREET, SWALES, COMMON AREAS, AND PONDS. **DRAINING ONTO NEIGHBORS PROPERTY IS PROHIBITED.**

INDICATES SIDE SWALES

DS ● INDICATES DOWNSPOUTS

INDICATES DOWNSPOUT CONNECTED TO STORM DRAIN - 6" HDPE PIPE @ 1% MIN. SLOPE TO 18" X 18" NSD CATCH BASIN TO OUTFALL BOX (OR EQUAL). OUTFALL BOX 10' MIN. FROM PUBLIC ROW.PROVIDE CLEAN OUTS @ EACH DS LOCATIONS.

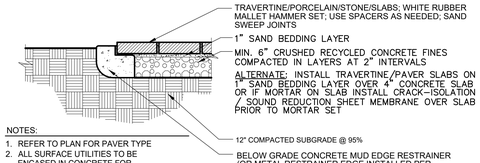
INDICATES OUTFALL BUBBLER

TYPE ' C ' DRAINAGE LOT

NOTE: FENCE, POOL, DOCK PERMITTED SEPARATELY

DRAINAGE NOTES:

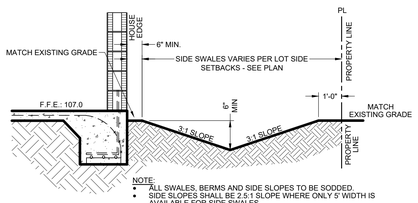
- ALL ROOF GUTTER DOWNSPOUTS TO DIRECT THE WATER AWAY FROM THE BUILDING INTO SIDE SWALES, PONDS AND NOT TO ADJACENT LOTS. DOWNSPOUT: DS O '
- FILL CANNOT BE BROUGHT ON SITE TO ADVERSELY IMPACT ADJACENT PROPERTIES. REFER TO THIS GRADING-DRAINAGE PLAN FOR FINAL GRADES & DRAINAGE.



NOTES:
1. REFER TO PLAN FOR PAVER TYPE
2. ALL SURFACE UTILITIES TO BE ENCASED IN CONCRETE FOR HARDEDGE FOR PAVER TO BUTT

1b TRAVERTINE / STONE / PORCELAIN PAVER SLAB DETAIL

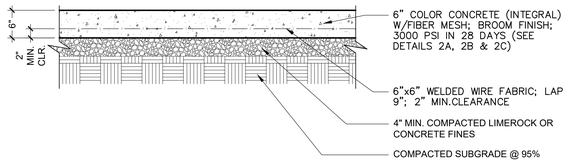
N.T.S.



NOTE:
- ALL SWALES, BERMS AND SIDE SLOPES TO BE SODDED.
- SIDE SLOPES SHALL BE 2.5:1 SLOPE WHERE ONLY 5' WIDTH IS AVAILABLE FOR SIDE SWALES
- SITE DRAINAGE TO REMAIN ON PERMITTED LOT AND DRAIN IN DIRECTION OF SWALE FLOW ARROWS (TYP).
- SWALE CENTER SHALL HAVE A 0.2% MINIMUM GRADE DRAINING PER THE DIRECTION ON PLAN OF THE FLOW ARROWS TO LOW POINT AND DISCHARGE TO STREET, ALLEY, OPEN SPACE PER LOT DRAINAGE TYPE.
- DRAINING ONTO NEIGHBORS PROPERTY IS PROHIBITED.

TYPICAL SIDE SWALE SECTION

N.T.S



NOTES:
1. CONCRETE ENTRY APRON TO BE 6" THICK AND INTEGRAL COLOR
2. ADD CONTROL JOINTS EQUALLY SPACED, MAX OF 15' @ A MIN. DEPTH OF 1/4"

2f CONCRETE DRIVE AND/OR DRIVE APRON

N.T.S.

CONCRETE SIDEWALK & CONCRETE DRIVEWAY NOTES / SPECS

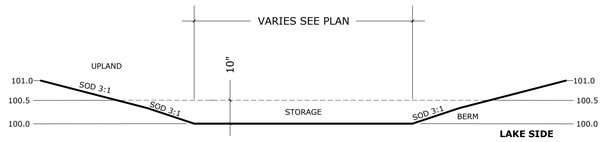
- CONCRETE STRENGTH TO BE 3000 PSI @ 28 DAYS
- FRICTION COEFFICIENT .05 MIN.
- REFER TO SAW CUT JT. & EXP. JT. DETAIL
- SIDEWALK CROSS SLOPE OR CROWN @ 2% FOR DRAIN
- REFER TO SITE PLAN FOR DRIVEWAY SLOPES
- MAXIMUM RUNNING SLOPE OF SIDEWALK NOT TO EXCEED 5%
- SLOPE SIDEWALK @ CROSSWALK TO MEET FLUSH WITH MIAMI CURB (WHERE IT APPLIES)
- SIDEWALK TO BE NO CLOSER THAN 3'-6" FROM BACK OF CURB EXCEPT AT CROSSWALKS (WHERE IT APPLIES)



NOTES:
SEE PLAN FOR CONCRETE FINISH
SIDEWALK TO BE 6" THICK IN DRIVEWAY APRON WHEN DRIVEWAY APRON IS CONCRETE

2a CONCRETE SIDEWALK / SLAB SECTION

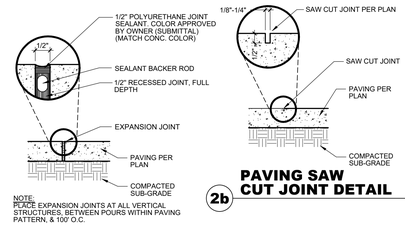
N.T.S.



TYPICAL RETENTION SWALE SECTION

CONTRACTOR TO VERIFY

N.T.S.



NOTE:
PLACE EXPANSION JOINTS AT ALL VERTICAL STRUCTURES, BETWEEN POURS WITHIN PAVING PATTERN, & 100' O.C.

2c PAVING EXP. JOINT DETAIL

N.T.S.

2b PAVING SAW CUT JOINT DETAIL

N.T.S.

AREA TABULATION	
LOT AREA: (EXCLUDES ROW)	20,825 SF
MAX IMPERVIOUS SURFACE ALLOWED = 45% OF LOT AREA:	9,371 SF
IMPERVIOUS (1st FLOOR HOUSE, GARAGE, A/C PADS, SPORT COURT POOL AND ALL PAVING):	9,196 SF = 44.1%
PERVIOUS:	121,629 SF = 55.9 %
FLOOR AREA RATIO(F.A.R.) TOTAL A/C AREA:	5,769 SF
TOTAL NON A/C AREA:	1,921 SF
TOTAL F.A.R AREA UNDER ROOF:	7,690 SF = 36.9%
ALLOWABLE F.A.R	7,914 SF = 38.0%

PER CITY NOTES: IMPERVIOUS SURFACE RATIO (ISR) "The total area of impervious surfaces divided by the net area (excluding right-of- way) of the lot."

LOT AREA: LOT 356 (LESS THE WEST 75 FEET THERE OF), PLAT OF WINDERMERE, ACCORDING TO THE MAP OR PLAT THERE OF, AS RECORDED IN PLAT BOOK G, PAGE(S) 36 THROUGH 39, INCLUSIVE OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

TYPE C DRAINAGE

TOPO SURVEY & FF BASED ON VERTICAL DATUM = NAVD 88

FRONT SETBACK:	25'
REAR SETBACK:	50'(FROM NHWL)
SIDE SETBACK:	15'

RETENTION CALCULATIONS

CIA = Q - REFER TO AREA TABULATION
Q: TOTAL RETENTION VOLUME REQUIRED
C: .9 RUNOFF COEFFICIENT
I: .083 RAINFALL

LOT AREA :
IMPERVIOUS: 0.9 x 0.083 x 8,113 = Q: 606.04
+ PERVIOUS: 0.3 x 0.083 x 12,712 = Q: 316.52 = 922.56 CF required

POND A = (920+537)/2 X 0.83 DEPTH = 604.65 CF
POND B = (667+361)/2 X 0.83 DEPTH = 426.62 CF

TOTAL POND RETENTION A + B = 604.65 + 426.62 = 1,131.27 CF PROVIDED

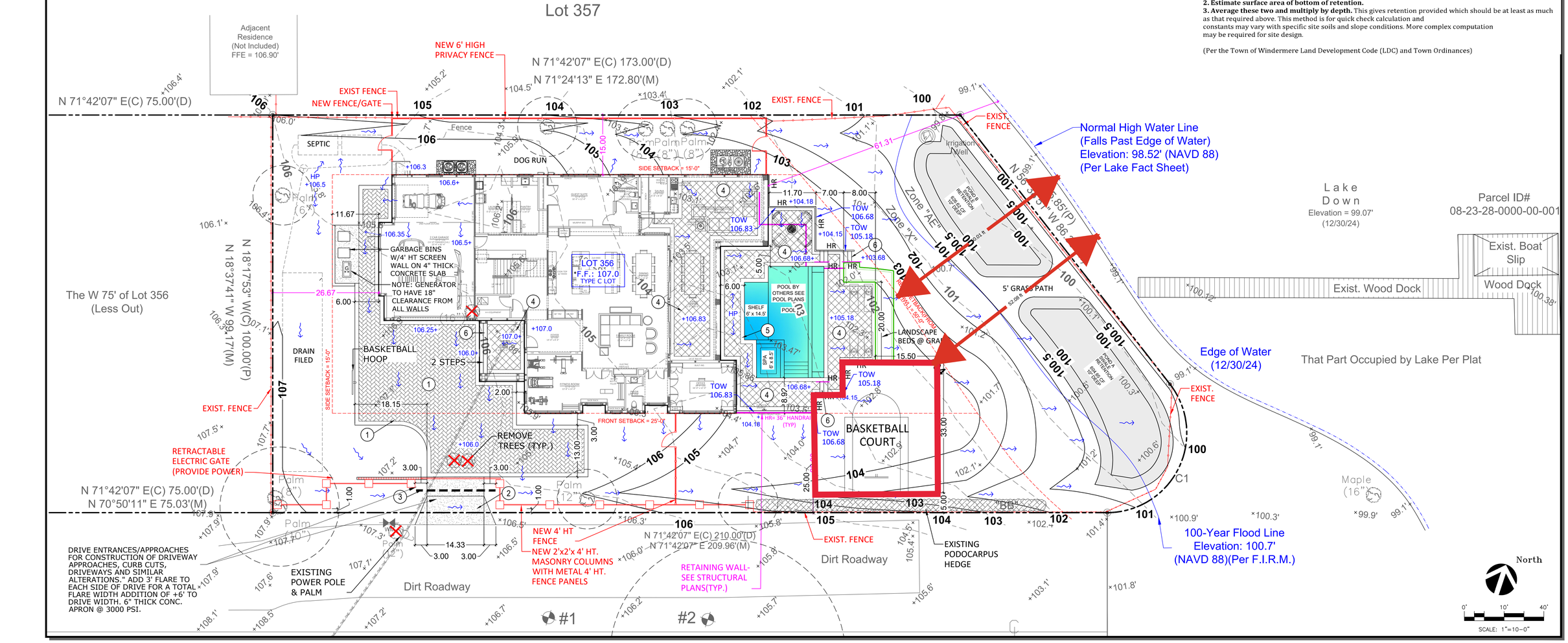
STORM WATER USE RATIONAL RUNOFF FORMULA
Q = C I A
Q = Required retention volume
C = Weight or runoff coefficient determined as follows:
Paved area square feet - divided by -
Impervious: Total site area square feet - times - 0.9 - plus –

Unpaved area square feet - divided by -
Pervious: Total site area square feet - times - 0.3

I = Rainfall = 1" divided by 12" = 0.083 feet
A = Area of site in square feet

To estimate retention provided:
1. Estimate surface area of top of retention.
2. Estimate surface area of bottom of retention.
3. Average these two and multiply by depth. This gives retention provided which should be at least as much as that required above. This method is for quick check calculation and constants may vary with specific site soils and slope conditions. More complex computation may be required for site design.

(Per the Town of Windermere Land Development Code (LDC) and Town Ordinances)



ADG Agora Design
LANDSCAPE ARCHITECTURE ▲ PLANNING
CIVIL ENGINEERING ▲ SURVEYING
600 South Dixie Avenue ● Orlando, Florida 32805 ● (407) 540-9228 ● LA #752

COURUS RESIDENCE
323 EAST 4TH AVENUE,
WINDERMERE, FLORIDA 34786

HARDSCAPE / DRAINAGE PLAN

REVISIONS
06-09-2025 REVISED PER TOWN COMMENTS
06-19-2025 REVISED PER TOWN COMMENTS
08-13-2025 REVISED PER OWNER
01-06-2026 ADD GEN PER OWNER
01-15-2026 REVISED DRIVE

DATE: 05-06-2025
SCALE: AS INDICATED
DRAWN: JMM
APPROVED: SHM
JOB NO: 2504
SHEET HS-1
OF 3 SHEETS

323 E 4th Ave. Windermere, FL 34786
Variance Request

Request: The property owners, George and Paige Couros, along with their 3 children, Kallea, Georgia, and Marino, are seeking a variance for the placement of a sport court at the above-mentioned property address.

This lot has a very unique configuration as there is ROW between the property and lakeside ownership. Due to this configuration the lot has two front yards and two side yards.

- The proposed sport court does not fit on the lot in the side yards; it is not wide enough to place the court on the side yards.
- If the location of the 'front of the lot" is where the driveway intersects the street, then this proposed court does not fit.

Therefore, only leaving one side to fit proposed sport court. We are submitting this request because there is not a "rear" yard.

The *hardship* is that there is not a "rear" yard.
The proposed sport court meets rear yard setbacks.

To avoid any possibility of the court being seen from any adjacent property, there is an existing hedge, this will reduce any noise from the court. The hedges surrounding proposed sport court will block the court from being seen from any adjacent property. There will not be lighting installed on the court so cast light is not on to any neighbors or public spaces.
The proposed sport court nearest neighbor has provided a written approval for the proposed Sport Court.
The use of proposed sport court by private residence does not impact the public specifically ROW in any way.

The proposed sport court is complaint with all other requirements *(meets setback requirements, impervious area and stormwater runoff accounted for within the permit for the new single-family home)*.
A hardscape plan is provided to show drainage will be retained on property and not contaminating the lakes.

AREA TABULATION	
LOT AREA: (EXCLUDES ROW)	20,825 SF
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ALLOWABLE F.A.R	7,914 SF = 38.0%

Impervious calculations are provided including the proposed Sport Court.

To: Windermere Town Council

As a nearby resident, I am writing to express my support for the variance request related to the construction of a basketball court at 323 East 4th Avenue.

I understand the purpose and location of the proposed court as the Couros family took us to view the proposed location and I am comfortable with it being built. We do not anticipate any disruption to the neighborhood and believe it aligns with the family oriented nature of our community.

I appreciate the Town Council's role in carefully reviewing requests like this and respectfully ask that you consider this letter as a statement of neighborhood support.

Thank you for your time and service.

Sincerely,

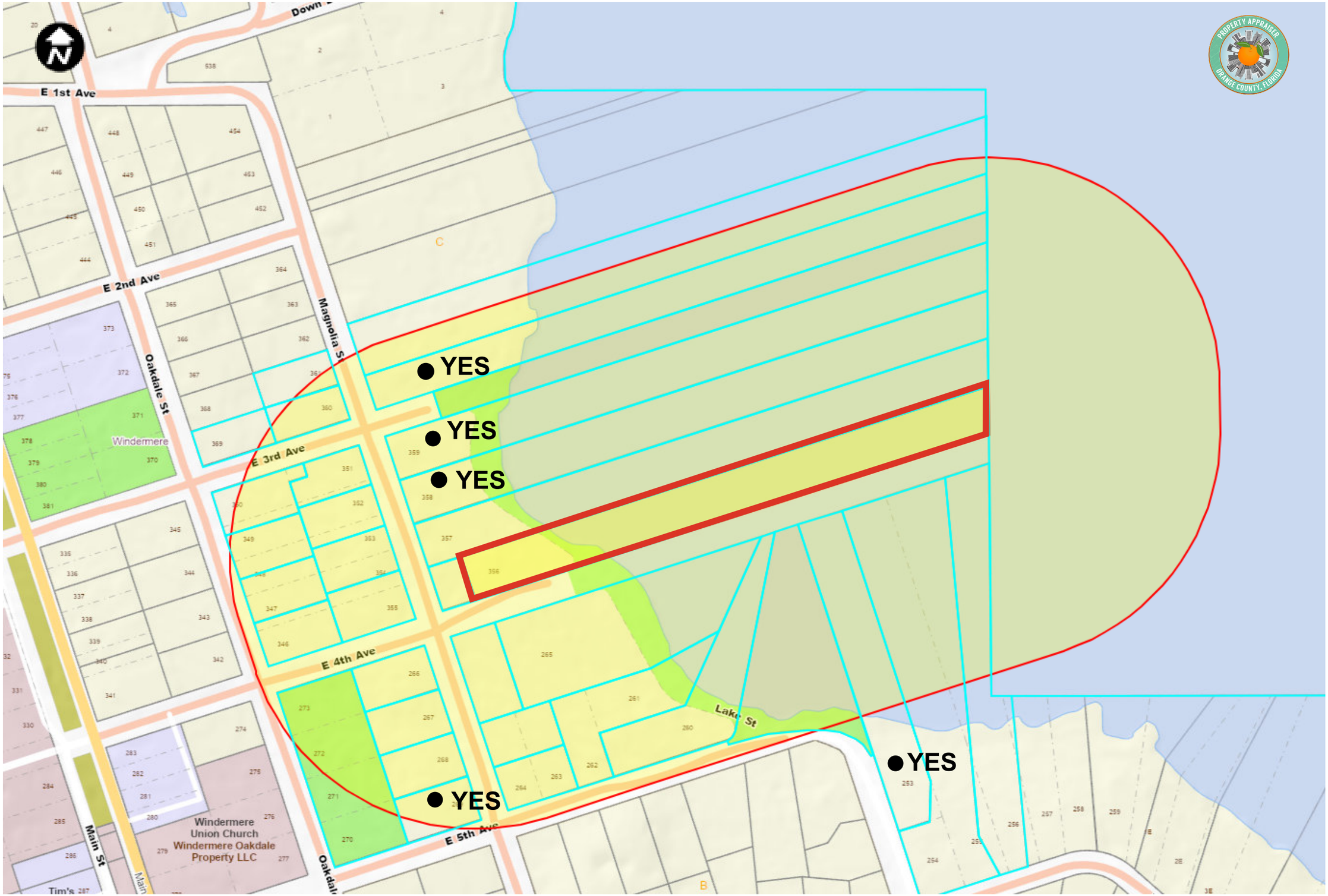
Frank and Heather Watters
324 EAST 4TH AVE
1/30/24

Sample photos:





Z26-04 Public Notice Responses



Town of Windermere

614 Main Street Windermere, FL 34786
Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN

Town Manager
ROBERT SMITH

Clerk
DOROTHY BURKHALTER

February 23, 2026

HARTOG ROBERT SCOTT
HARTOG LESLIE HAYES
235 MAGNOLIA ST
WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 323 East 4th Avenue – Z26-04

George and Paige Couros, owners of the property located at 323 East 4th Avenue, have requested approval of a variance in accordance with Section 10.02.00 of the Town of Windermere Land Development Code (LDC). The requested variance would permit the placement of a sport court in the front yard of the subject property, whereas the Town's Land Development Code requires sport courts to be located in the side or rear yard. The Town's Land Development Code prohibits sport courts from being located in the front yard.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. or by email to tow@wadetrim.com by **March 13, 2026.**

This matter will be presented to the Development Review Board on **Tuesday, March 17, 2026, at 6:30 p.m**. Their recommendation will be heard by the Town Council on **Tuesday, April 14, 2026, at 6:00 p.m.** You may attend the meetings at Town Hall, located at 520 Main Street. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com
Encl.

RECOMMEND – Z26-04 (323 East 4th Avenue)

APPROVAL: ✓ **DISAPPROVAL**_____

COMMENTS: We are fine with the placement of the sport court. Should there be some requirement about the maintenance of the hedge?

SIGNATURE: [signature] **DATE:** 3/8/2026

HARTOG ROBERT SCOTT
HARTOG LESLIE HAYES
235 MAGNOLIA ST
WINDERMERE, FL 34786

Town of Windermere

614 Main Street Windermere, FL 34786
Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN

Town Manager
ROBERT SMITH

Clerk
DOROTHY BURKHALTER

February 23, 2026

IRWIN RICHARD M JR
IRWIN DEANNE K
501 LAKE ST
WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 323 East 4th Avenue – Z26-04

George and Paige Couros, owners of the property located at 323 East 4th Avenue, have requested approval of a variance in accordance with Section 10.02.00 of the Town of Windermere Land Development Code (LDC). The requested variance would permit the placement of a sport court in the front yard of the subject property, whereas the Town's Land Development Code requires sport courts to be located in the side or rear yard. The Town's Land Development Code prohibits sport courts from being located in the front yard.

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Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com
Encl.

RECOMMEND – Z26-04 (323 East 4th Avenue)

APPROVAL: X **DISAPPROVAL**_____

COMMENTS:_____

_____

_____

SIGNATURE: _____ **DATE:** 11 MAR 2026

IRWIN RICHARD M JR
IRWIN DEANNE K
501 LAKE ST
WINDERMERE, FL 34786

RECOMMEND – Z26-04 (323 East 4th Avenue)

APPROVAL: ✓ **DISAPPROVAL** _____

COMMENTS: Full support. This fits into the area well.

SIGNATURE: [signature] **DATE:** 3/5/26

ROSS SCOTT
ROSS MARGARET R
305 MAGNOLIA ST
WINDERMERE, FL 34786

RECOMMEND – Z26-04 (323 East 4th Avenue)

APPROVAL: X **DISAPPROVAL**_____

COMMENTS:_____

_____

_____

SIGNATURE: _____ **DATE:** 3/7/26

Frances S. Jameson-Nykamp

NYKAMP JAMES P LIFE ESTATE
JAMESON NYKAMP FRANCES S LIFE ESTATE
205 E 5TH AVE
WINDERMERE, FL 34786

From: +1 407-876-2642 (Unverified) <noreply@skype.voicemail.microsoft.com>
Sent: Friday, March 6, 2026 2:51 PM
To: Mastison, Sarah <smastison@wadetrim.com>
Subject: Voice Mail (43 seconds)

this is sue hurley windermere FL received a certified letter from wade trim regarding an outdoor sports uh sports uh board sports court on a house being built down from me no objections here as long as there's no bright lights late at night or a loud loud music late at night i say go for it play outside and keep your body healthy OK sue hurley 315 magnolia st windermere leaving a message for wade trim thank you for your help bye bye

You received a voice mail from +1 407-876-2642.

Thank you for using Transcription! If you don't see a transcript above, it's because the audio quality was not clear enough to transcribe.

Set Up Voice Mail