



CITY OF ORLANDO

Board of Zoning Adjustment Annual Report Fiscal Year 2013-14

I. PURPOSE

- A. *Types of Cases.* The Board of Zoning Adjustment (BZA) has the responsibility for reviewing and making recommendations concerning zoning variances, appeals of modifications of standards, and certain other appeals related to Zoning Official and/or Appearance Review Officer determinations, more specifically described as follows:
1. *Zoning Variance.* The BZA hears and decides zoning variance requests where it is alleged that strict compliance with the Land Development Code will create undue hardship due to special conditions or circumstances peculiar to a specific property.
 2. *Modification of Standards Appeals.* The BZA hears and decides appeals filed concerning Modifications of Standards (an administrative variance granted or denied by the Zoning Official).
 3. *Other Appeals.* The BZA hears and decides appeals where it is alleged that there has been an error in any requirement, order, decision or determination made by the Zoning Official or Appearance Review Official in the enforcement or interpretation of the Land Development Code.
- B. *Final Approval.* All BZA recommendations must be approved by City Council. Appeals are subject to the City's quasi-judicial hearing process.

II. ADMINISTRATION

- A. *Staff.* The City Planning Division provides staff support and administration for the BZA. Key staff are as follows:
1. Dean Grandin, AICP, City Planning Division Manager
 2. Paul S. Lewis, AICP, Chief Planning Manager
 3. Mark Cechman, AICP, Chief Planner, Zoning Official, and BZA Executive Secretary
 4. BZA Recording Secretary – Ed Petersen, Planning Technician
- B. *Staff Changes.* The BZA had the good fortune of having consistent personnel serving as Executive Secretary and Recording Secretary during the 2013-2014 review period.

III. BOARD MEMBERS

- A. *Number.* The BZA has nine (9) members nominated by the Mayor and confirmed by the City Council.
- B. *Attendance.* The annual attendance report is attached.

C. *Chairperson*

Avery Donaudy
2305 Edgewater Drive #1508
Orlando, FL 32804
407.470.1370 (w)
adonaudy@workscapes.com

D. *Vice Chairperson*

Stephen "Griff" Ariko
1801 S. Summerlin Avenue
Orlando, Florida 32806
407.650.9848
gariko@oldfnb.com

E. *Board Member Changes.*

Member	Appointed	Term Ended or Expires	Resigned
1. Avery Donaudy*	10/31/11	7/31/15	--
2. Griff Ariko**	8/29/11	7/31/16	--
3. Asima Azam	1/27/14	7/31/16	--
4. Robert High	8/5/13	7/31/15	--
5. Laura Hodges	4/23/13	7/31/16	--
6. Byron Lastrapes	11/6/12	7/31/15	--
7. Elena Pathak	9/16/13	7/31/15	--
8. Billy Wilson	1/27/14	7/31/15	--
9. Vacant			
Michael Weinberg	11/06/12	7/31/14	Resigned
Karen Williams	10/31/11	7/31/14	Resigned

* Chair

** Vice Chair

IV. MEETINGS

- A. *Day and Time.* The BZA meets on the fourth Tuesday of the month at 2:00 p.m.
- B. *Number.* The BZA met 12 times in FY2013-14.
- C. *Agendas.* The Board uses a "Consent Agenda" meeting format to reduce the length of meetings by forgoing discussion on items where all parties are in agreement. The remaining agenda items are presented and discussed as part of the "Regular Agenda."

V. WORKLOAD

The BZA reviews Variance requests, while City staff (the Zoning Official or his/her designee) reviews applications for Modification of Development Standards. The total number of Variance request cases reviewed by the BZA was slightly higher in FY2013/14 compared to FY2012/13. The review of Modification of Development Standards cases by the Zoning Official and his designees was up significantly during the review period by a total of 64.3%. Consequently, the total number of cases increased by 31% compared to FY2012/13.

Case Type	FY2010-11	FY2011-12	FY2012-13	FY2013-14	Change (%)
Variance Requests (Zoning & Design)	62	57	58	62	+4 (+6.9%)
Modification of Development Standards	51	41	42	69	+27 (+64.3%)
TOTAL	113	98	100	131	+2 (+31%)

VI. MAJOR INITIATIVES

The BZA focused on applicant-initiated cases throughout the fiscal year.

**BOARD OF ZONING ADJUSTMENT
ANNUAL ATTENDANCE REPORT 2013-2014**

Meetings 2013-14																	
NAME	OCT 0.22	NOV 1.25	DEC 0.83	JAN 1.10	FEB 0.12	MAR 1.48	APR 0.28	MAY 2.23	JUN 0.47	JUL 0.87	AUG 2.23	SEPT 1.72	MEETINGS			Date Appointed	Date Term Ends
													# Held	# Missed	Volunteer Hours		
Length of meeting (hrs)																	
Avery Donaudy*	A	X	X	X	X	X	X	A	X	X	A	X	12	3	8.12	07.31.15	
Griff Arko**	X	X	A	X	X	X	X	X	X	X	X	A	12	2	10.25	07.31.16	
					X	X	X	X	A	X	A	X	8	2	6.70	07.31.16	
Asima Azam																	
Robert High	X	X	X	X	X	X	A	X	A	X	X	A	12	3	10.33	07.31.15	
Laura Hodges	X	X	X	X	X	A	X	X	X	X	X	X	12	1	11.32	07.31.16	
Byron Lastrapes	X	X	A	X	X	X	X	X	X	X	X	A	12	2	10.25	07.31.15	
Elena Pathak	X	X	X	X	X	A	X	X	X	X	X	X	12	1	11.32	07.31.15	
Michael Weinberg	X	A	X	X	X	A	X	A	X				9	3	3.02	07.31.14	
Karen Williams	X	X	X										3	0	2.30	07.31.14	
Billy Wilson					X	X	X	X	X	X	X	X	8	0	9.40	07.31.15	
													Total Volunteer Hours		83.00		

Instructions: Indicate attendance or non-attendance, as follows: X = Attended A = Absent Res. = Resigned TE = Term Ended *Chairperson / **Vice Chairperson

Board of Zoning Adjustment Annual Report for FY2013-2014

3 messages

Paul Lewis <paul.lewis@cityoforlando.net>

Thu, Oct 30, 2014 at 9:05 AM

To: adonaudy@workscapes.com

Hi Avery,

Attached for your review and approval is the BZA Annual Report for Fiscal Year 2013-2014. Every City advisory board is required to prepare and submit an annual report regarding board activity to the City Clerk by November 1 every year. For your convenience, we have prepared the report in the format required by the City Clerk. If the report is prepared by City staff, the Board Chairperson is required to review and sign-off. This sign-off can simply be an e-mail back from you (a physical signature is not required). Please let me know if you have any questions or comments regarding the attached BZA Annual Report. If you find the report acceptable, we will submit the report to the City Clerk upon hearing back from you.

Thanks,

Paul

—

Paul S. Lewis, AICP, Chief Planning Manager
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Orlando, Florida 32801
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f. 407.246.2895
cityoforlando.net/city-planning/


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Florida has a very broad public records law. As a result, any written communication created or received by the City of Orlando officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records.

If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.

 **BZA Annual Report 2013-2014 with Attendance.pdf**
177K

Avery Donaudy <adonaudy@workscapes.com>
To: Paul Lewis <paul.lewis@cityoforlando.net>

Thu, Oct 30, 2014 at 9:51 AM

Approved thank you

Sent from my iPhone
[Quoted text hidden]

<BZA Annual Report 2013-2014 with Attendance.pdf>

Paul Lewis <paul.lewis@cityoforlando.net>
To: Avery Donaudy <adonaudy@workscapes.com>

Thu, Oct 30, 2014 at 9:54 AM

Thanks Avery! Much appreciated. Paul
[Quoted text hidden]