



CITY OF BELLE ISLE, FL PLANNING & ZONING BOARD MEETING

Tuesday, November 25, 2025 * 6:30 PM

MINUTES

The Belle Isle Planning & Zoning Board met on November 25, 2025, at 6:30 p.m. at the City Hall Chambers at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Chairman Randy Holihan
Board member Agrusa
Board member Zimmerman
Board member Thompson
Board member Hobbs

Absent was:

Board member Squires
Board member Conduff

Chief Grimm, Attorney Benjamin Schafer, City Planner April Fisher, and City Clerk Yolanda Quiceno were also present.

1. Call to Order and Confirmation of Quorum

Chairman Holihan opened the meeting at 6:30 p.m., and the Clerk confirmed the quorum.

2. Invocation and Pledge to Flag – Board Member Hobbs

Board member Hobbs gave the invocation and led the pledge to the flag.

3. Approval of Minutes

The City Clerk confirmed that no minutes were presented for approval. The minutes from the previous meeting would be presented for Board approval at the next P&Z Board meeting.

Chairman Holihan called for a motion to excuse Vice Chair Squires and Board member Conduff.

Board member Thompson moved to excuse Board member Conduff from today's meeting.

Board member Agrusa seconded the motion, which passed unanimously 5:0.

4. Public Hearings

- a. Planning and Zoning Case Number 2025-010-043: 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 50-102 (A)(5)(G) TO ALLOW AN DETACHED GARAGE TO BE LOCATED 18 FEET FROM THE RIGHT-OF-WAY INSTEAD OF THE REQUIRED 20 FEET, SUBMITTED BY APPLICANT CARLOS ERIC SANCHEZ, THE PROPERTY OWNER FOR THE PROPERTY LOCATED AT 1508 DELIA AVENUE, BELLE ISLE, FLORIDA 32809, ALSO KNOWN AS PARCEL ID # 24-23-29-0600-05-010.

Chairman Holihan opened the public hearing and read Public Hearing 2025-010-043 by title.

Chief Grimm read Public Hearing 2025-010-043 by title.

April Fisher, City Planner, presented an application for a variance submitted by Eric Sanchez, who is proposing improvements to his property, including the construction of a detached garage. Code requires a 20-foot setback from the right-of-way; however, the applicant requests to align the garage with the existing setback of his primary residence. Ms. Fisher noted that the variance analysis, based strictly on code criteria, found no unique property conditions to justify the variance and therefore recommended denial. However, she also stated the Board may still approve the request. She added that the proposed placement could be considered in harmony with the neighborhood and would not appear to create any negative impacts. The applicant was present and available for questions. Staff noted that Mr. Sanchez has already submitted building permit plans that include architectural details matching the existing home. All proposed materials meet requirements to ensure the new structure is consistent with the primary residence, though revisions will be made if the variance is approved.

The Planner reported that the applicant's impervious surface calculations were provided with the building permit application, and all items comply with code. The permit, showing the garage at the required 20-foot setback, has already been approved.

The applicant, Eric Sanchez, explained that the proposed detached garage would be located in generally the same area as the existing driveway and aligned with the current home. He noted that he is also converting the existing garage into a master bedroom, which will affect the layout. His primary concern is visual consistency—he wants the new structure to match the existing home in materials, height, and overall appearance. Mr. Sanchez added that the lot is irregularly shaped, resulting in setback variations from about 23 feet to 18 feet along the property line, with the 18-foot setback occurring only at the southern end of the proposed garage. He emphasized that the request is not based on necessity but on maintaining a cohesive and consistent look on the property. The applicant clarified that attaching the new garage to the house is not feasible because it would require a 30-foot rear setback, significantly limiting usable garage space. The current plan—keeping the garage detached—maintains required separations and preserves adequate space on the lot, with the proposed structure located roughly 50 feet from the rear property line.

Chairman Holihan asked whether the new garage would be placed inside the fence and what its intended use would be. The applicant said yes, it would be placed inside the fence and used as a family garage for his vehicles. He noted that there are approximately 15-18 trees on his property that will help keep his cars cleaner.

After the discussion, Board member Thompson moved to approve the requested variance to allow a detached garage to be built that projects into the required corner side yard building setback by 2 feet. Board member Hobbs seconded the motion, which passed 4:1, with Board member Zimmerman voting nay.

April Fisher, City Planner, stated that there is a 15-day appeal period, and the application cannot proceed to permitting until that period has passed.

- b. Planning and Zoning Case Number 2025-10-055: 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 50-102 (A) (6) (D) TO ALLOW A SCREEN ENCLOSURE HIGHER THAN 20 FEET, AND A VARIANCE FROM SECTION 50-74 (C) TO ALLOW THE IMPERVIOUS SURFACE RATIO TO EXCEED SIXTY-FIVE PERCENT, SUBMITTED BY APPLICANT DONNY DAUGHERTY, ON BEHALF OF THE PROPERTY OWNERS JIMMIE AND KRISTIE HORTON, FOR THE PROPERTY LOCATED AT 5230 ST. REGIS PLACE, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 19-23-30-4382-02-320

Chairman Holihan opened the public hearing and read Public Hearing 2025-10-055 by title.
Chief Grimm read Public Hearing 2025-10-055 by title.

April Fisher, City Planner, presented a variance request to allow a screen enclosure to exceed the 20-foot height limit. The applicant seeks a 22-foot height to match the home's existing roofline. The Planner noted that the condition is not self-created, that the requested height is the minimum needed, and that the proposal meets the variance criteria. Staff confirmed the impervious surface ratio has been reviewed and complies with code, so no additional variance is required. Based on the analysis, the staff recommended approval. The applicant was present for questions.

Board member Zimmerman asked what the impervious surface ratio is with respect to the screen enclosure. Ms. Fisher and the applicant, Donnie Daugherty, the contractor, explained that the project requires a small additional concrete section to square off the existing angled patio so the screen enclosure footers can be properly installed. The added area is minimal and does not exceed impervious surface limits. In fact, the applicant noted they will remove approximately 200 square feet of existing concrete and add only about 65 square feet, resulting in a net decrease in impervious area.

There being no further public comment, Chairman Holihan closed the public comment period.

There being no further discussion, Board member Agrusa moved to approve the requested variance to allow a screen enclosure taller than 20 feet to match the roofline of the existing house. Board member Zimmerman seconded the motion which passed unanimously 5:0.

April Fisher, City Planner, stated that there is a 15-day appeal period, and the application cannot proceed to permitting until that period has passed.

5. Other Business - na

6. **Adjournment**

There being no further discussion, Chairman Holihan moved to adjourn, which was unanimously approved at 6:50 pm.