



VARIANCE STAFF REPORT

OFFICE OF PLANNING & ZONING

Tab Number: 1

Public Hearing Date: September 3, 2025

Case No. and Project Name: PZ2025-142, Satinwood Way

Commissioner District: District 5 – Timothy Morris

Applicant: Monique Pardo

Owner(s): Monique R. Pardo and Kody J. Stump, wife and husband

Requested Action: Variance to Land Development Regulations (LDR) Table 3.02.05 to allow for a 9-foot side setback in lieu of the required 25-feet, to allow for the conversion of an existing 12-foot tall, 552 square foot attached carport into additional living space without changing the building footprint.

Case Manager: Corey DeVogel, Planner I

Subject Property Information

Size: 6.24 +/- gross acres

Location: 1926 Satinwood Way, in the unincorporated Fruitland Park (FP) area

Alternate Key No.: 3239342

Future Land Use: Urban Medium (Attachment “A”)

Current Zoning District: Agriculture “A” (Attachment “B”)

Flood Zone(s): (“AE”) & (“X”)

JPA/ISBA: N/A

Overlay/Rural Protection Area: N/A (Attachment “C”)

Adjacent Property Land Use Table

Direction	Future Land Use	Zoning	Existing Use	Comments
North	Single Family Low Density (FP)	R-2, Residential Single-Family Home (FP)	Single Family Residential	City of Fruitland Park jurisdiction
South	Single Family Low Density (FP)	R-2, Residential Single-Family Home (FP)	Single Family Residential	City of Fruitland Park jurisdiction
East	Single Family Low Density (FP)	R-2, Residential Single-Family Home (FP)	Single Family Residential	City of Fruitland Park jurisdiction

Direction	Future Land Use	Zoning	Existing Use	Comments
West	N/A (Water Body)	N/A (Water Body)	N/A (Water Body)	Spring Lake (Water Body)

Summary of Request

The subject parcel is identified by Alternate Key Number 3239342 and contains approximately 6.24+/- gross acres. The subject parcel is zoned as Agriculture "A"; is designated with an Urban Medium Future Land Use Category (FLUC) by the 2030 Comprehensive Plan. The subject parcel is developed with a single family residence with a carport (1972).

GIS maps indicate that the subject parcel is located within flood zones "AE" and "X" and there does not appear to be any indication that wetlands exist on the site. On May 30, 2025 the requested action was sent to the Public Works and Flood and Stormwater Departments for review for a determination of consistency with their regulations. Neither the Public Works Department or the Flood and Stormwater Department had any comments.

The Applicant is requesting a variance to Land Development Regulation (LDR) Table 3.02.05 to allow for a 9-foot side yard setback in lieu of the required 25-feet. The Applicant proposes the conversion of an existing 552 square foot attached carport into additional living space (not to be used as an accessory dwelling unit). (Attachment D)

The subject property is not located within a Joint Planning Area (JPA) or Interlocal Service Boundary Agreement (ISBA).

The current Impervious surface ratio (ISR) for the subject property is 0.01%. The maximum allowable ISR within the Agriculture "A" zoning is 10%. The maximum allowable ISR within the Urban Medium FLUC is 35%. The proposed variance request would not result in an increase in ISR, since the proposed area already exists as a carport subject carport.

On May 30, 2025, the proposed variance was provided to the Florida Department of Health for review and the following comment was provided which will be included as a requirement within the development order: **Upon review, this home had an OSTDS installed and inspected in 2008. The inspection recorded a 750-gallon septic tank and a 216sf drainfield. With the addition adding another bedroom, the drainfield will probably need to be modified to handle the extra flow. Additionally, the septic tank will need to be pumped and evaluated along with the drainfield prior to construction to evaluate the tank to determine if it is able to handle the increased flow. Septic permits are available through DOH for the time being, as DEP will eventually be taking over this program. Well permits are available through SJWMD.**

The Applicant provided a Project Narrative as a justification for the variance request as shown on (Attachment "E").

For background purposes, the subject property received a Unity of Title on April 23, 2025 (Attachment "F"). According to the Property Record Card, the subject carport was built with the principle residential structure in 1972.

Should the Board of Adjustments approve this variance request, the Applicant will be required to obtain zoning and building permits to comply with Lake County Land Development Regulations as well as meet the requirements set forth by the Florida Department of Health comments.

– Staff Analysis –

LDR Section 14.15.02 states that variances will be granted when the person subject to a Land Development Regulation demonstrates that the purpose of the Land Development Regulation will be or

has been achieved by other means, and when application of a Land Development Regulation would create a substantial hardship or would violate principles of fairness.

1. The purpose of the Land Development Regulation will be or has been achieved by other means.

The intent of the LDR Section 3.02.05, is to promote a logical development pattern, provide for safe setbacks between structures and encourage a visually pleasing environment.

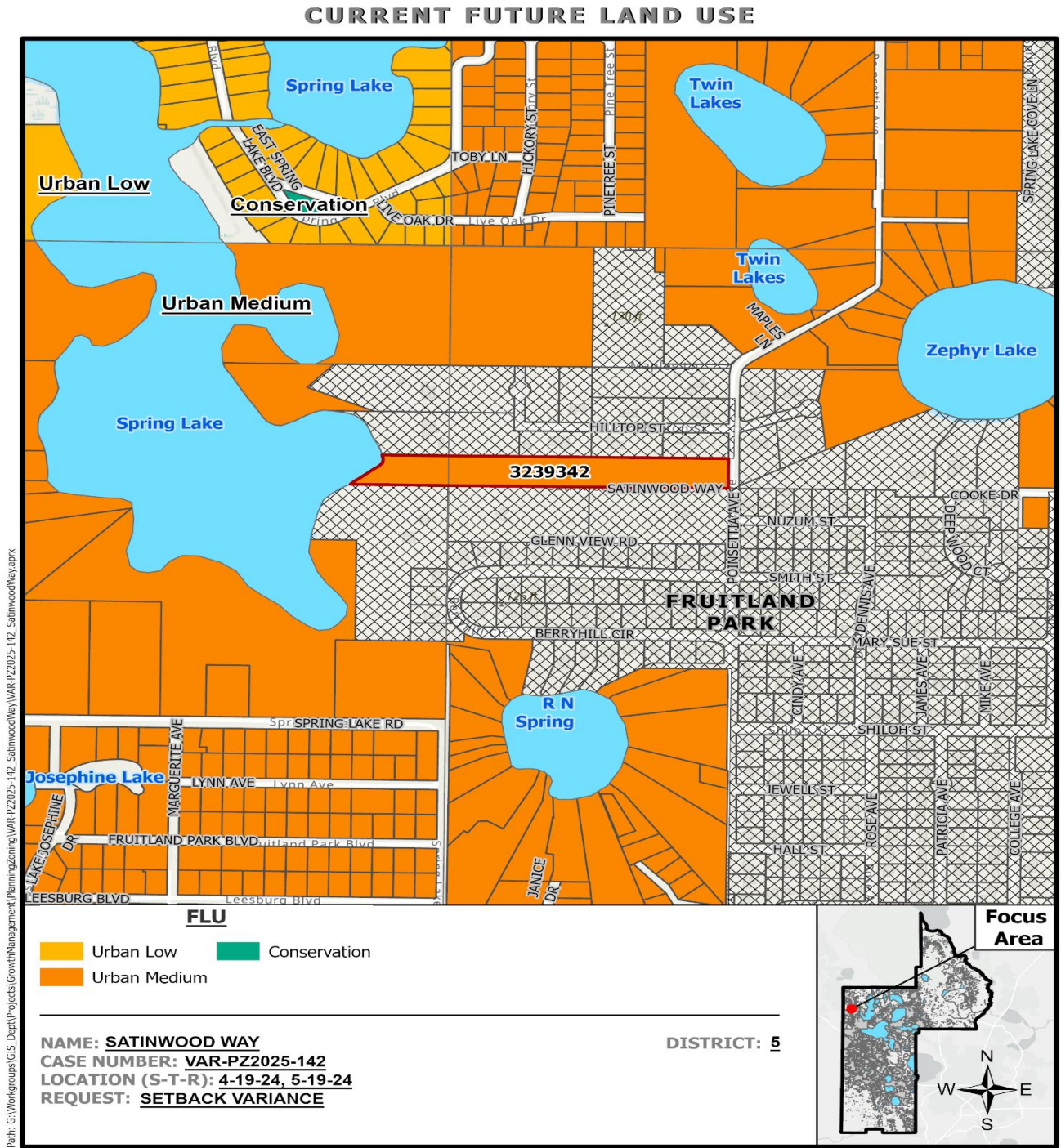
The Applicant provided the following statement as evidence that the intent of the Land Development Regulations will be or has been achieved by other means, *"N/A to this case"*. With the pre-existing structure existing since the 70s, the only way that compliance with the LDR can be met is through demolishing the carport and proposing a new location outside of the setbacks. The proposal would not increase the impervious surface area covering the property as it currently exists. Proposing additional living space by means of an accessory dwelling unit or addition to the principal dwelling would increase the impervious surface area.

2. The application of a Land Development Regulation would create a substantial hardship or would violate principles of fairness. For purposes of this Section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance. For purposes of this Section, "principles of fairness" are violated when the literal application of a Land Development Regulation affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the Land Development Regulation.

The Applicant provided the following statement, *"The structure has existed in its current position with the current set-back for 50 years. Obviously we can not [sic] remove part of the roof to be within current set-back. Please allow for variance to enclose structure as is."*

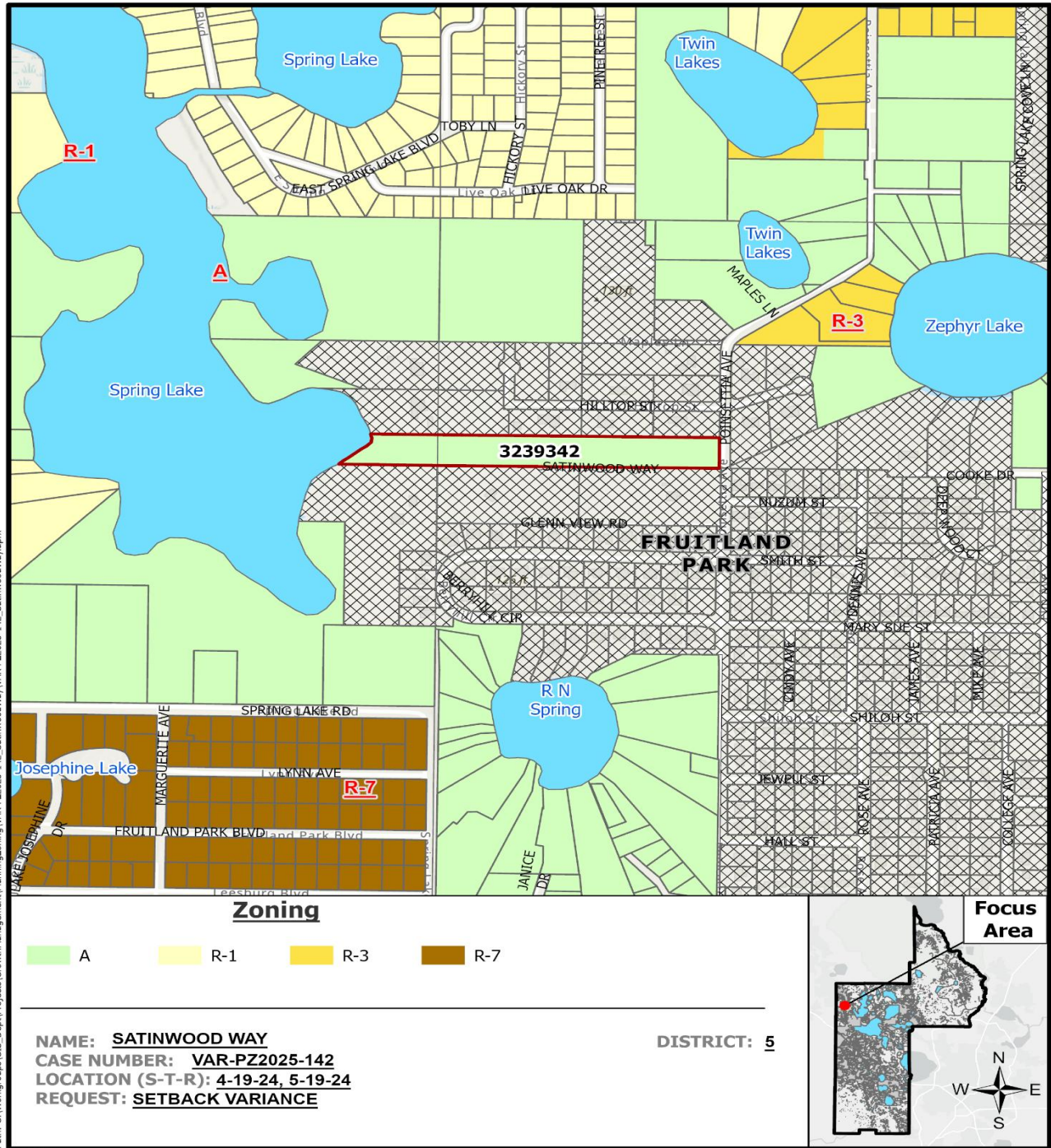
The subject carport was built several decades before the current owners obtained the property.

Attachment "A" – Future Land Use Map



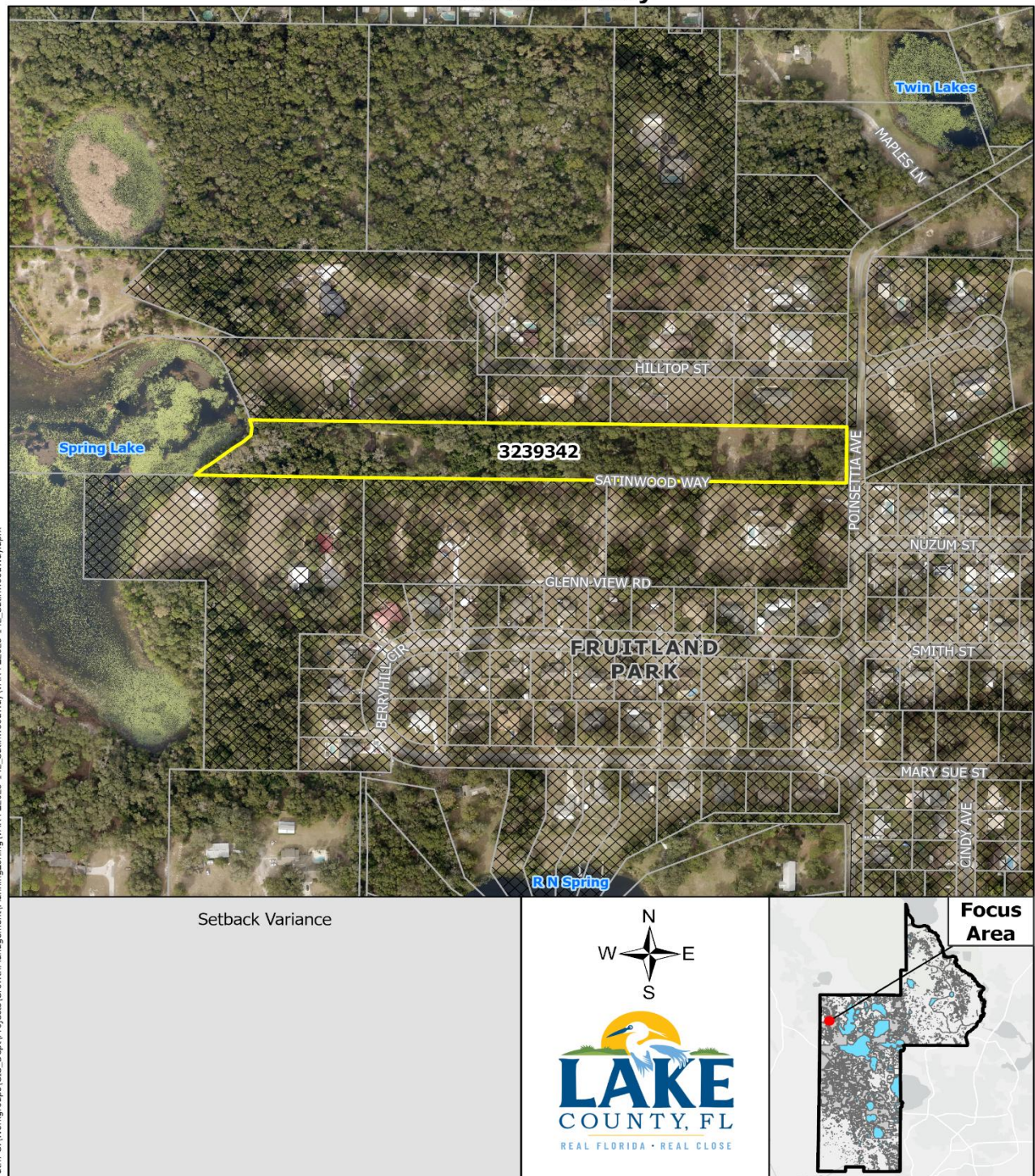
Attachment "B" – Zoning Map

CURRENT ZONING



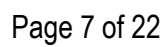
Attachment "C" – Overlay District Map

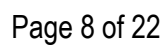
Var-PZ2025-142 Satinwood Way



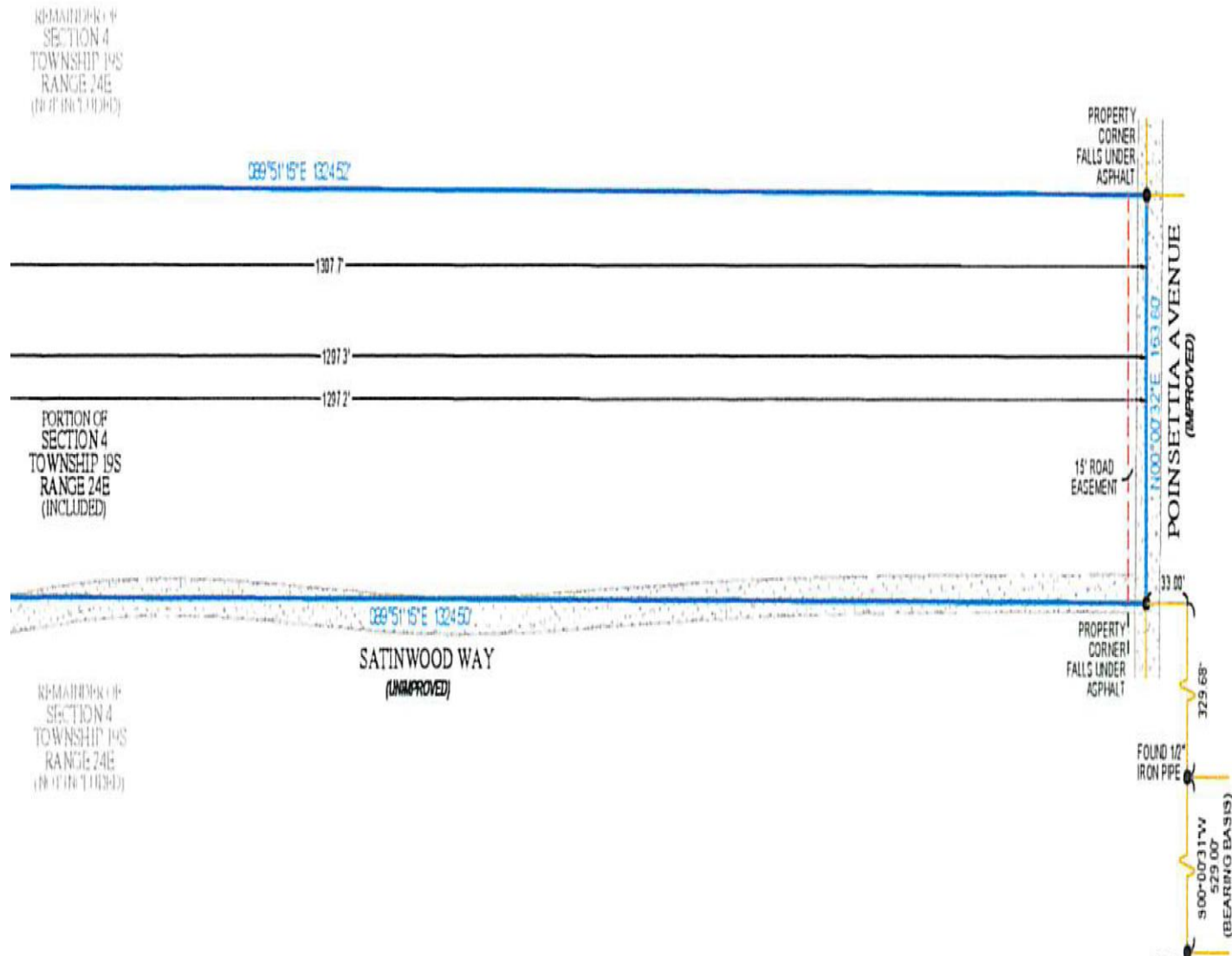
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5/30/2025

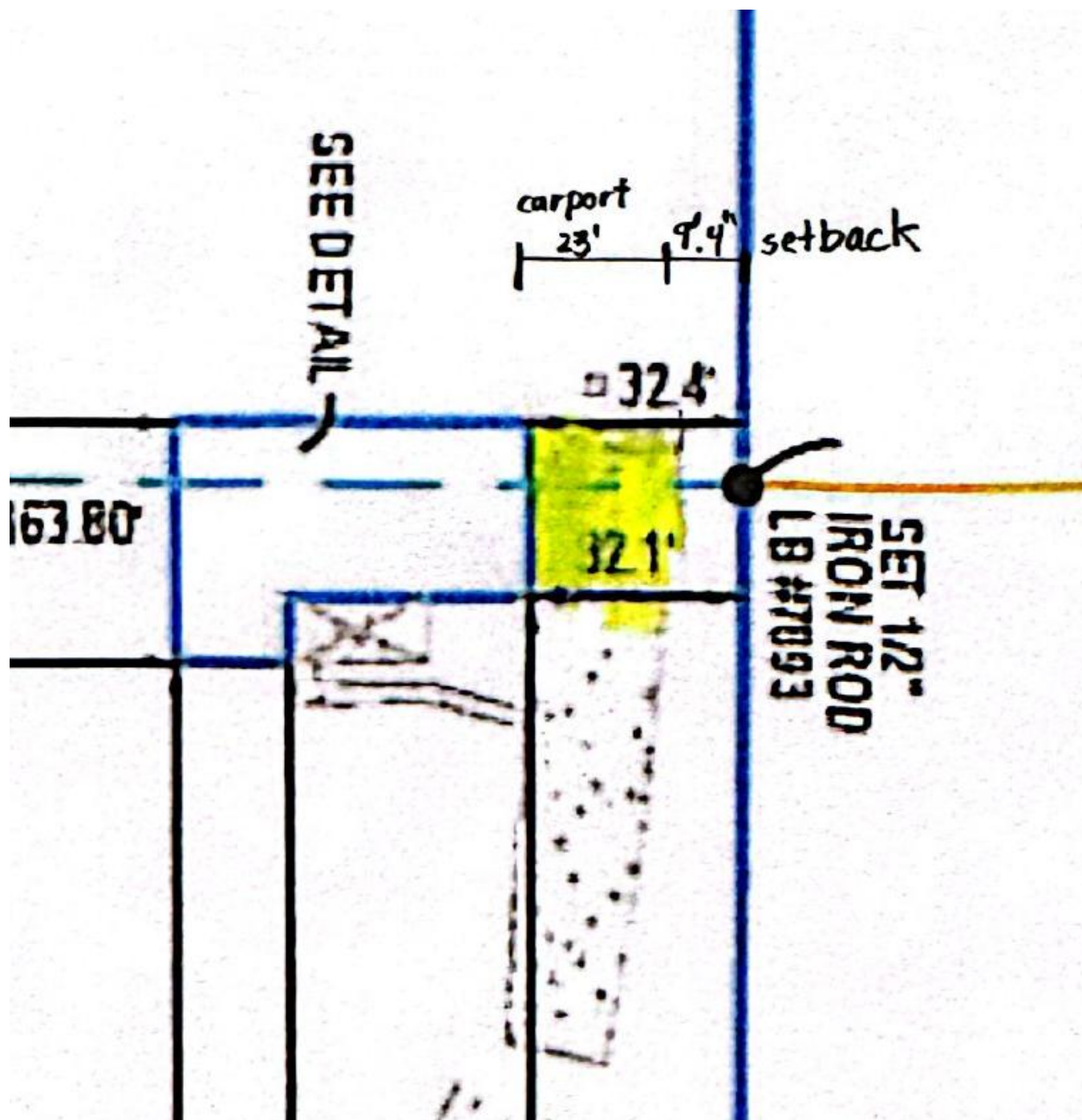




Attachment "D" – Plot Plan (3 of 5)



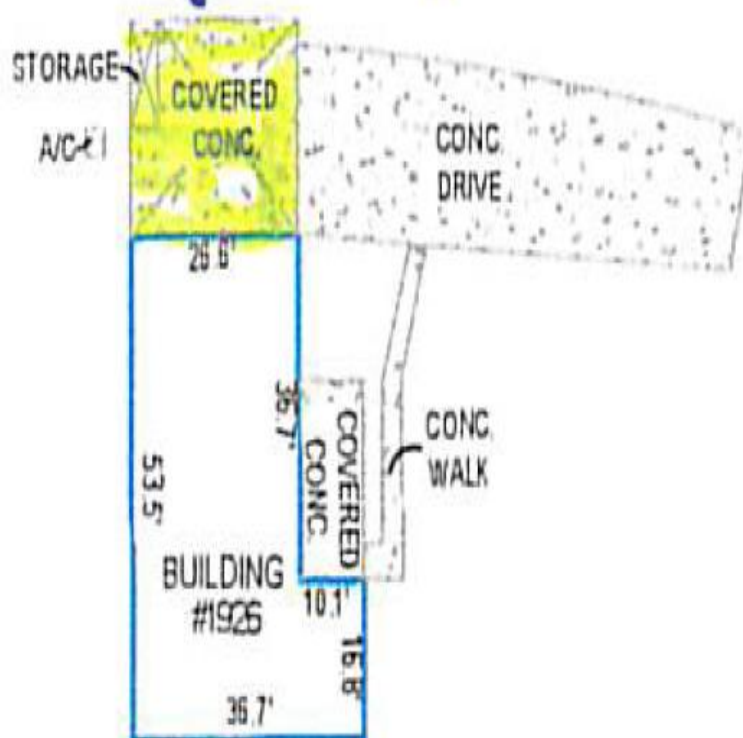
Attachment "D" – Plot Plan (4 of 5)



Attachment "D" – Plot Plan (5 of 5)

BLK 100
CORNER
FOUND 12"
IRON ROD
NO I.D.

carport being converted



BUILDING DETAIL
SCALE 1"=20'

Attachment "E" - Narrative and Justification (1 of 2)

If yes, briefly describe the nature of the request:

New roof permit & new windows permit both approved. when we first filed the enclosure permit application we were told the only issue was that we needed to unify the two lots - which we did (unity of title was recorded) - and now we are denied because of the set-back. If we had known we wouldn't have gone through that whole process, hiring attorneys etc.

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Attachment "E" - Narrative and Justification (2 of 2)

Describe the Development Request:

There is an existing 550 ± sqft carport attached to the residence by slab and under existing roofline. We are requesting permission to enclose for additional living space but have been denied due to set-back from neighboring property. The structure has been there for over 50 years.

Provide Justification for the Request:

*Please also fill out the additional corresponding Project Narrative if included in the application packet.

We are not adding an inch to the building. Its already partially enclosed so fully enclosing it will make no visual difference. The neighbor has no objections to the project.

Attachment "F" – Unity of Title (1 of 3)

This Instrument Prepared by and Return to:
Amanda Boggus, Esq.
Crawford, Modica & Holt
380 W. Alfred Street
Tavares, Florida 32778
(352) 432-8644

INSTRUMENT #2025049670
OR BK 6515 PG 121 - 123 (3 PGS)
DATE: 4/23/2025 10:37:15 AM
GARY J. COONEY, CLERK OF THE CIRCUIT COURT
AND COMPTROLLER, LAKE COUNTY, FLORIDA
RECORDING FEES \$27.00

[Space Above This Line For Recording Data]

DECLARATION OF UNITY OF TITLE

THIS DECLARATION OF UNITY OF TITLE is made this 23rd day of April, 2025, by MONIQUE R. PARDO and KODY J. STUMP, a married couple, whose mailing address is 1926 Satinwood Way, Fruitland Park, Florida 34731, hereinafter referred to as "Owners."

RECITALS:

WHEREAS, Owners are the fee simple title holders of the following described real property situated in Lake County, Florida:

Parcel 1:

The South 163.8 feet of the Northwest 1/4 of the Northwest 1/4 of Section 4, Township 19 South, Range 24 East, Lake County, Florida.

Parcel 2:

The South 163.8 feet of the East 3/4 of the North 1/2 of the Northeast 1/4 of Section 5, Township 19 South, Range 24 East, lying East of Spring Lake and in Lake County, Florida.

WHEREAS, Owners desire to unify the above-described parcels into a single lot for development, permitting, or zoning compliance purposes; and

WHEREAS, the unification of the parcels is required by the appropriate governmental authority for the intended use of the property.

NOW, THEREFORE, Owners hereby declare that:

The parcels described above shall be considered as one single lot, parcel, or building site and shall be held together as one tract and used as a single development site. The individual parcels shall not be conveyed, mortgaged, leased, or otherwise transferred separately unless the Unity of Title is legally vacated or released by the appropriate governmental authority.

This Declaration shall be deemed a covenant running with the land and shall be binding upon Owners, and their successors, assigns, heirs, and any subsequent owners of the property.

This Declaration shall remain in full force and effect unless and until released, modified, or vacated by a written instrument executed by the appropriate governmental authority and recorded in the Public Records of Lake County, Florida.

This Declaration is made for the benefit of the public and the governmental entities having

AKN 3239342
Page 1 of 3

Attachment "F" – Unity of Title (2 of 3)

jurisdiction over the property and is intended to be relied upon in the issuance of permits, approvals, or other regulatory decisions.

IN WITNESS WHEREOF, the undersigned Owners have executed this Declaration as of the day and year first written above.

In Witness Whereof, the Grantor has hereunto set his or her hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Delynn Peeper
Witness #1 Signature

Delynn Peeper
Witness #1 Printed Name

Monique R. Pardo
Monique R. Pardo

380 W. Alfred St.
Address
Tavares FL 32778

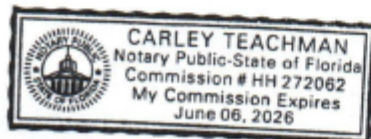
Carley Teachman
Witness #2 Signature

Carley Teachman
Witness #2 Printed Name

380 W Alfred St.
Address
Tavares, FL 32778

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this 23rd day of April, 2025 by Monique R. Pardo. She is [] personally known to me or has ☒ produced FL Drivers License as identification.



Carley Teachman
Notary Public

Carley Teachman
Printed Notary Name

Attachment "F" – Unity of Title (3 of 3)

In Witness Whereof, the Grantor has hereunto set his or her hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Delynn Deeper
Witness #1 Signature

Delynn Deeper
Witness #1 Printed Name

380 W Alfred Street
Address
Tavares, FL 32778

Kody J. Stump
Kody J. Stump

Carley Teachman
Witness #2 Signature

Carley Teachman
Witness #2 Printed Name

380 W Alfred Street
Address
Tavares, FL 32778

STATE OF FLORIDA
COUNTY OF LAKE

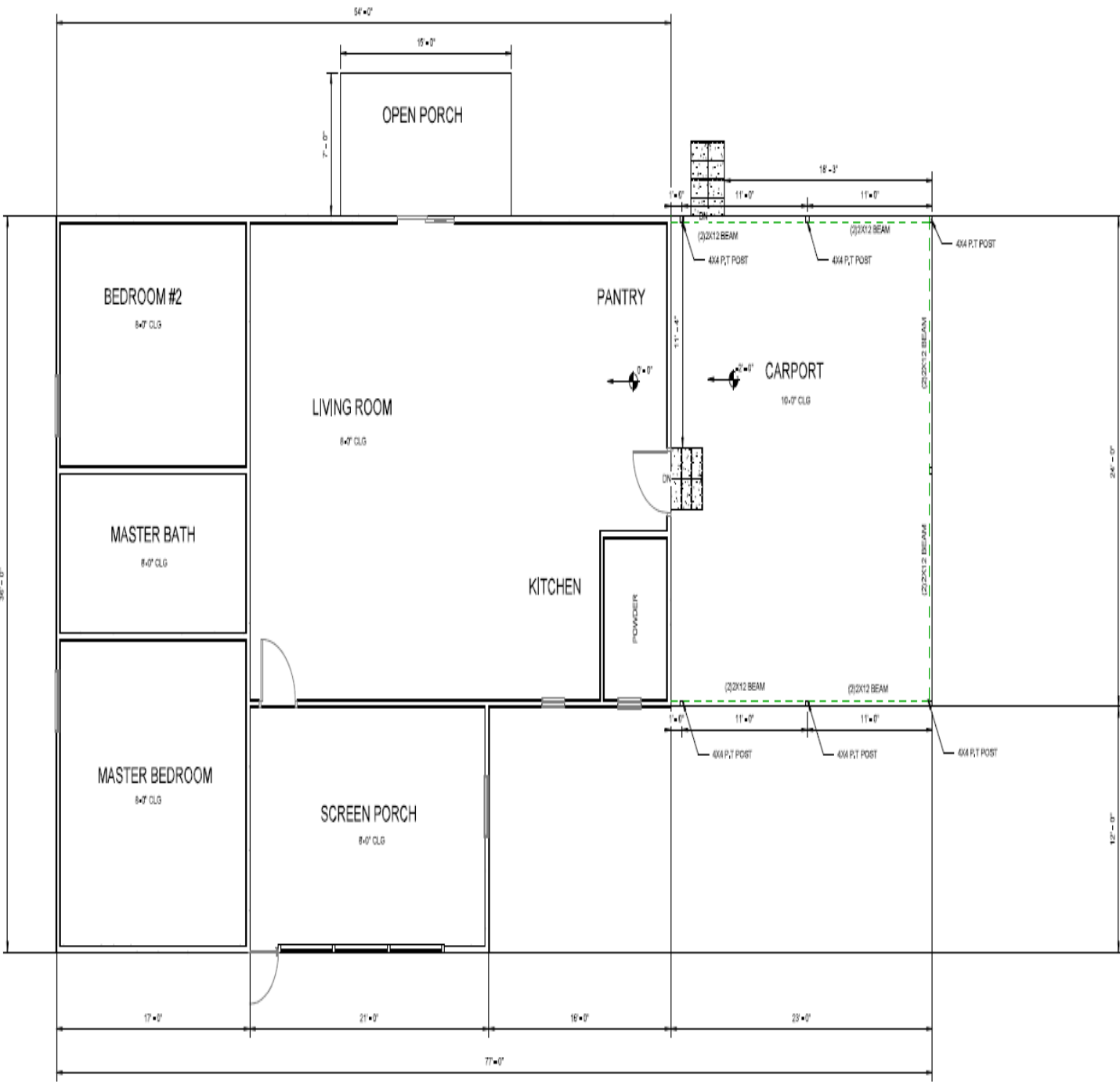
The foregoing instrument was acknowledged before me this 23rd day of April, 2025 by Kody J. Stump. He is [] personally known to me or has [] produced FL Concealed Weapons License as identification.



Carley Teachman
Notary Public

Carley Teachman
Printed Notary Name

Attachment “G”: Architectural Renderings (1 of 4)



① Existing
1/4" = 1'-0"

NOTE 1

NOTE 2

PANTRY

KITCHEN

POWDER

PROPOSED FOYER
9'-6" CLG

PROPOSED BEDROOM #3
9'-6" CLG

PROPOSED LAUNDRY
9'-6" CLG

PROPOSED BATH

CLOSET

MINI SPLIT

EGRESS

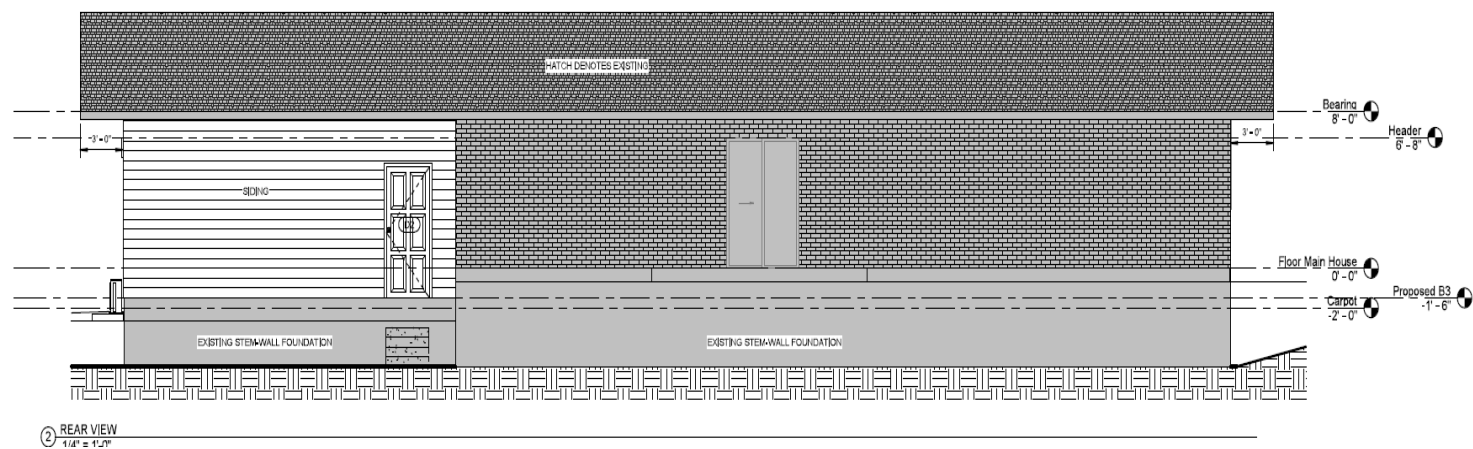
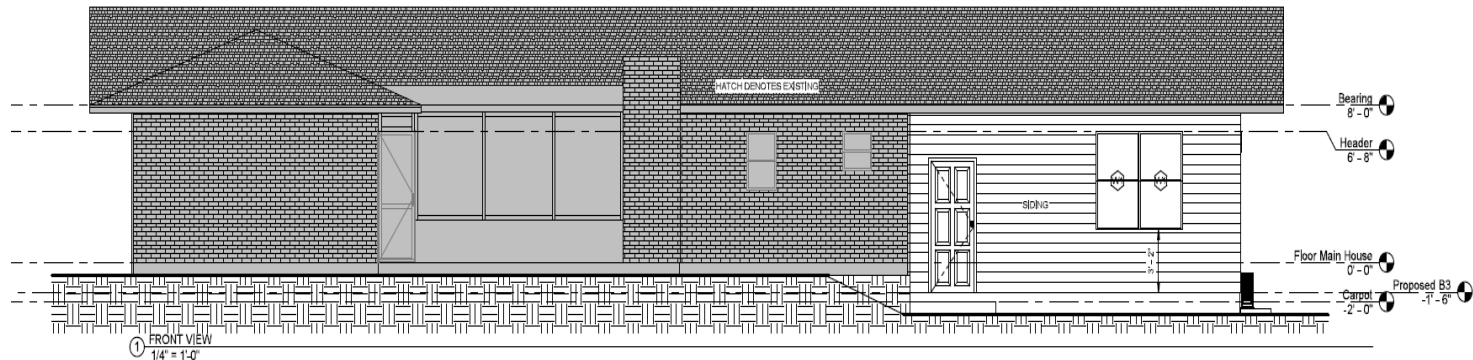
DOORS: D1, D2, D3

WINDOWS: W1

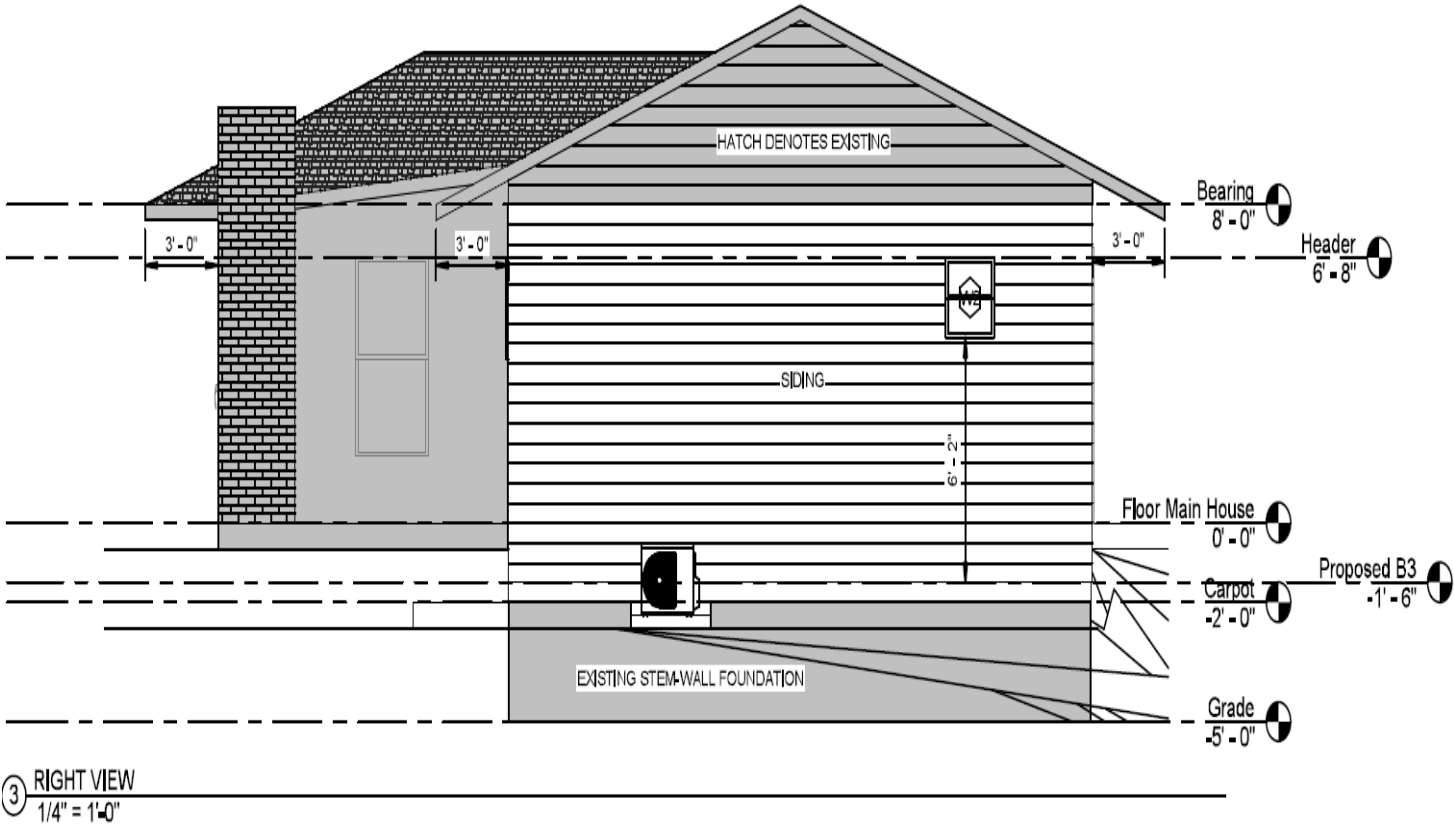
CLIMATE: TEMP, *H-1*

DIMENSIONS: 11'-4", 13'-0", 13'-0", 10'-8 1/2", 10'-1 1/2", 17'-2", 5'-3", 10'-1 1/2", 5'-3", 19'-0", 24'-0", 3'-4", 2'-2", 15'-0 1/2", 7'-0", 13'-0", 7'-4 1/2", 3'-0", 4'-0", 6'-0", 1'-6", 0'-0", 1'-1", 1'-1", 1'-1"

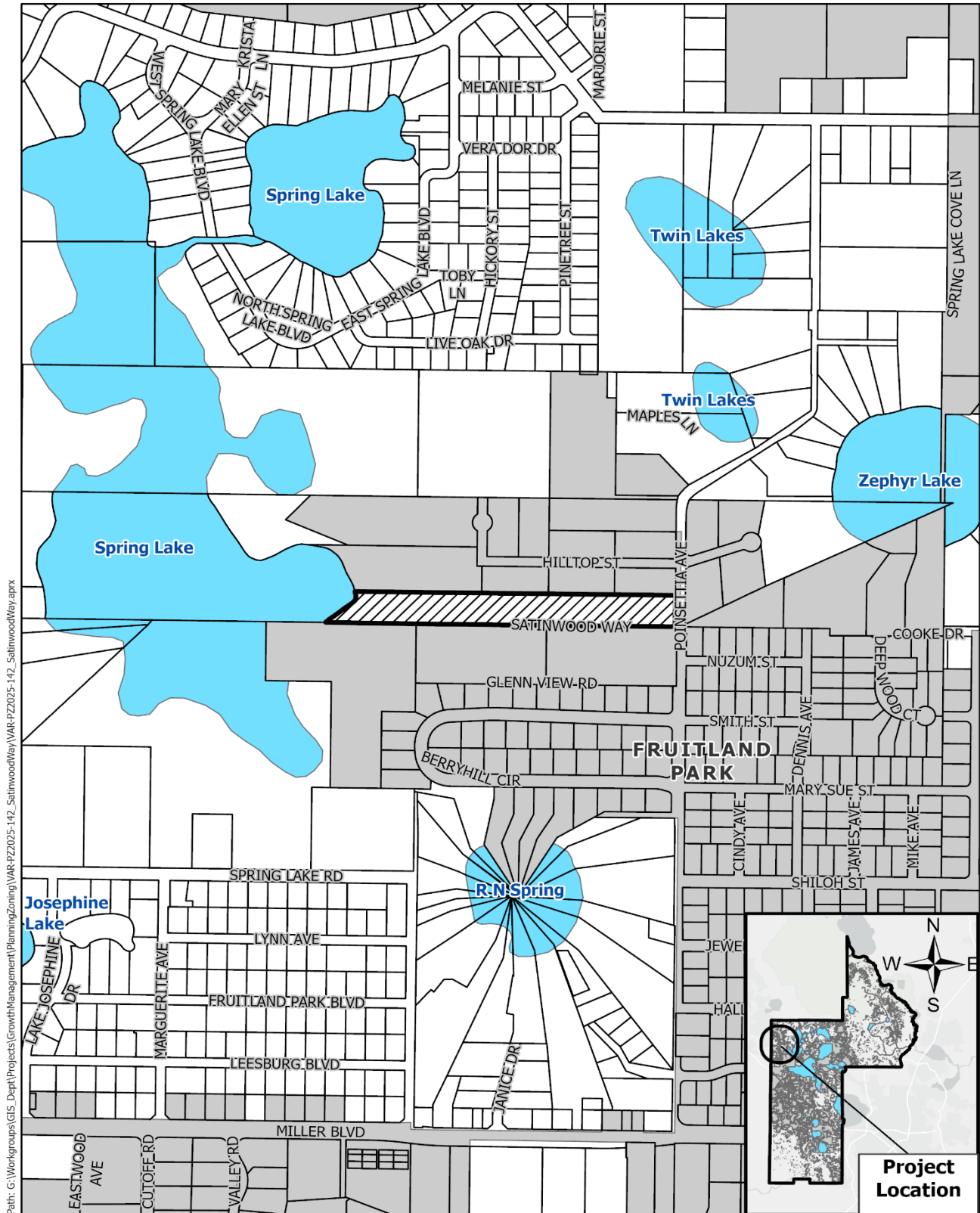
Attachment "G": Architectural Renderings (3 of 4)



Attachment “G”: Architectural Renderings (4 of 4)



Map of Subject Property

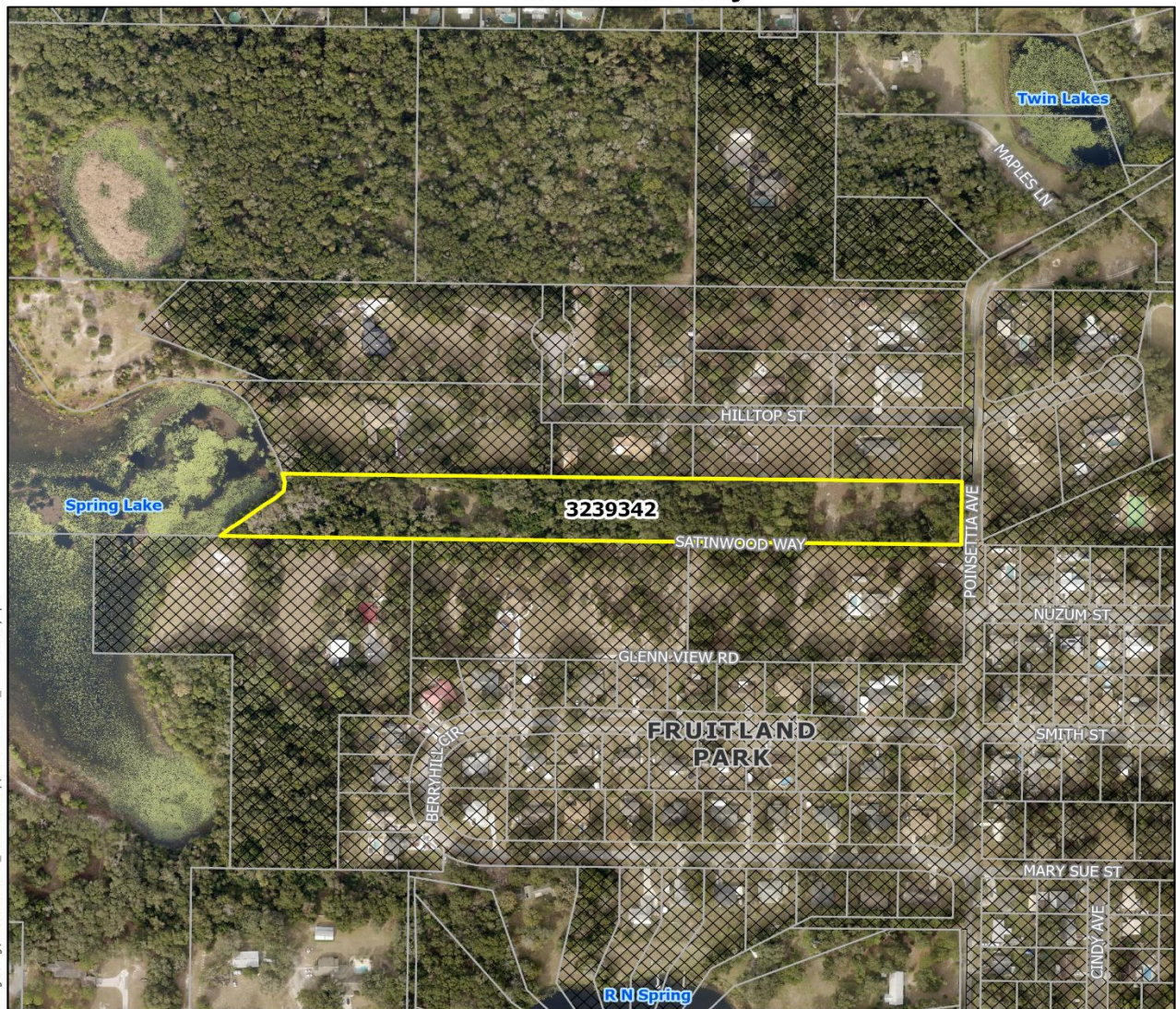


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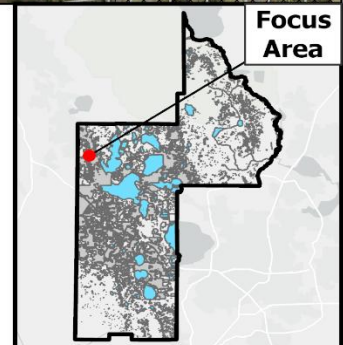
5/30/2025

Aerial Map of Subject Property

Var-PZ2025-142
Satinwood Way



Setback Variance



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5/30/2025

FINAL DEVELOPMENT ORDER

(PZ2025-142 / AR 6047)

WHEREAS, Monique R. Pardo (the “Applicant”) requested a variance on behalf of Monique R. Pardo and Kody J. Stump (the “Owner”), to Land Development Regulations (LDR) Table 3.02.05 to allow for a 9-foot side setback in lieu of the required 25-feet, to allow for the conversion of an existing 12-foot tall, 552 square foot attached carport into additional living space without changing the building footprint; and

WHEREAS, the subject property consists of approximately 6.24 +/- acres located at 1926 Satinwood Way in the unincorporated Fruitland Park area in Section 4 and 5, Township 19 South, Range 24 East, known as Alternate Key Number 3239342, and more particularly described in Exhibit “A”; and

Exhibit “A: - Legal Description

WHEREAS, after giving notice of a hearing on a petition for a variance to the Lake County Land Development Regulations, including notice that the request for a variance would be presented to the Board of Adjustment of Lake County, Florida, on September 3, 2025; and

WHEREAS, the Board of Adjustment reviewed the petition, staff report and any comments, favorable or unfavorable, from the public and surrounding property owners at a public hearing duly advertised.

DONE AND ORDERED by the Board of Adjustment of Lake County, Florida, that:

1. **Variance Granted:** A variance to LDR Table 3.02.05 to allow for a 9-foot side setback in lieu of the required 25-feet, to allow for the conversion of an existing 12-foot tall, 552 square foot attached carport into additional living space without changing the building footprint is hereby granted.
2. **Conditions:** The variance granted above is subject to the following requirements/conditions:
 - a. A separate building and zoning permit will be required before any construction can begin.
 - b. With the addition adding another bedroom, the drainfield will need to be modified to handle the extra flow.
 - c. The septic tank will need to be pumped and evaluated along with the drainfield prior to construction to evaluate the tank to determine if it is able to handle the increased flow. Septic permits are available through DOH for the time being, as DEP will eventually be taking over this program. Well permits are available through SJWMD.

**BOARD OF ADJUSTMENT
LAKE COUNTY, FLORIDA**

Bea Meeks, Chairman

State of Florida

County of Lake

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this 3rd day of September 2025, by Bea Meeks, as Chairman of the Lake County Board of Adjustment.

Personally Known OR Produced Identification

Type of Identification Produced _____

(SEAL)

Notary Signature

Pursuant to Section 286.0105, Florida Statutes, if any person desires to appeal any decision with respect to a matter considered at a public meeting or hearing of the Board of Adjustment, such person will need a record of the proceedings, and such person may need to ensure that a verbatim record for such purpose is made, which record includes the testimony and evidence upon which the appeal is based.

A final administrative order of the Board of Adjustment may be appealed to the Circuit Court in Lake County, Florida. Such an appeal shall be filed within thirty (30) days of the execution of this Order. Those filing an appeal of an administrative order must comply with all applicable Florida Rules of Appellate Procedure.

Exhibit "A" – Legal Description

Parcel 1:

The South 163.8 feet of the East 3/4 of the North 1/2 of the Northeast 1/4, lying West of Spring Lake, in Section 5, Township 19 South, Range 24 East, LAKE County, Florida.

Parcel 2:

The South 163.8 feet of the Northwest 1/4 of the Northwest 1/4 of Section 4, Township 19 South, Range 24 East, LAKE County, Florida.

Parcel 3:

The South 163.8 feet of the East 3/4 of the North 1/2 of the Northeast 1/4, lying East of Spring Lake, in Section 5, Township 19 South, Range 24 East, LAKE County, Florida.

