



city commission agenda

Regular Meeting

February 9, 2015
3:30 p.m.
Commission Chambers

commissioners				mayor	commissioners			
seat 1	Steve Leary	seat 2	Sarah Sprinkel	Kenneth W. Bradley	seat 3	Carolyn Cooper	seat 4	Tom McMacken

welcome

Welcome to the City of Winter Park City Commission meeting. The agenda for regularly scheduled Commission meetings is posted in City Hall the Tuesday before the meeting. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the city's Web site at www.cityofwinterpark.org.

meeting procedures

Persons desiring to address the Commission MUST fill out and provide to the City Clerk a yellow "Request to Speak" form located by the door. After being recognized by the Mayor, persons are asked to come forward and speak from the podium, state their name and address, and direct all remarks to the Commission as a body and not to individual members of the Commission, staff or audience.

Citizen comments at 5 p.m. and each section of the agenda where public comment is allowed are limited to three (3) minutes. The yellow light indicator will remind you that you have one (1) minute left. Large groups are asked to name a spokesperson. This period of time is for comments and not for questions directed to the Commission or staff for immediate answer. Questions directed to the City Commission will be referred to staff and should be answered by staff within a reasonable period of time following the date of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent or slanderous remarks are not permitted. Thank you for participating in your city government.

agenda

1	Meeting Called to Order	
2	Invocation Reverend Alison Harrity, St. Richard's Episcopal Church Pledge of Allegiance	
3	Approval of Agenda	
4	Mayor's Report	*Projected Time *Subject to change
	a. Presentation – Florida Department of Environmental Protection 2014 Plant Operations Excellence Award	10 minutes
5	City Manager's Report	*Projected Time *Subject to change
		10 minutes

6	City Attorney's Report	*Projected Time *Subject to change
7	Non-Action Items	*Projected Time *Subject to change
	a. Financial Report – December 2014	10 minutes
	b. Scope of work statements for legal and lobbyist contracts.	10 minutes
8	Citizen Comments 5 p.m. or soon thereafter (if the meeting ends earlier than 5:00 p.m., the citizen comments will be at the end of the meeting) (Three (3) minutes are allowed for each speaker; not to exceed a total of 30 minutes for this portion of the meeting)	
9	Consent Agenda	*Projected Time *Subject to change
	a. Approve the minutes of January 26, 2015.	
	b. Approve the FY 2015 budget adjustment for GIS Mapping and Graphic Arts Equipment.	
	c. Approve the interlocal agreement with Orange County for the Lake Killarney Sediment Inactivation Project.	
	d. Cancel the Commission meeting scheduled for Monday, May 25, 2015 due to the Memorial Day holiday.	
	e. Approve the following purchase and contracts:	
	1. PR157082 to Altec Industries, Inc. for 2015 Altec Bucket Truck; \$91,551.00.	
	2. Piggyback contract with HD Supply Waterworks, Ltd. (Water/Wastewater Material Alliance Extension Agreement No. 895) and authorize the Mayor to execute contract.	
	3. Amendment No. 3 to GAI Consultants, Inc. for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (General Civil & Public Facility Engineering) and authorize the Mayor to execute renewal.	5 minutes
	4. Amendment No. 3 to Comprehensive Engineering Services, Inc. for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Transportation Planning & Engineering) and authorize the Mayor to execute renewal.	
	5. Amendment No. 3 to CDM Smith, Inc. for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Stormwater Management & Design).	
	6. Amendment No. 3 to Geosyntec Consultants for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Stormwater Management & Design).	
10	Action Items Requiring Discussion	*Projected Time *Subject to change
	a. Sustainability Action Plan	20 minutes
	b. Progress Point property (1150 North Orange Avenue) Notice of Disposal (NOD)	20 minutes
	c. Proposal for Visioning Steering Committee members	30 minutes
	d. State legislative priorities review and approval	20 minutes

11 Public Hearings	*Projected Time *Subject to change
<ul style="list-style-type: none"> a. Ordinance – Amending portions of Chapter 102, Utilities, Article IV, Sewers and Sewage Disposal, as well as creating the Grease Management Ordinance, Sections 102-115.01 through 102-115.14 (2) b. <u>Request of Unicorp National Developments, Inc.:</u> <ul style="list-style-type: none"> - Conditional use approval to redevelop the former Mt. Vernon Inn property with a project to be called Lakeside Crossing of approximately 37,473 square feet of retail and restaurant space including a two level parking deck and surface parking of approximately 317 spaces on the property at 110 S. Orlando Avenue, zoned C-3 and providing for certain exceptions and for the approval of a development order pertaining to the project. 	<p>5 minutes</p> <p>45 minutes</p>
12 City Commission Reports	*Projected Time *Subject to change
<ul style="list-style-type: none"> a. Commissioner Leary b. Commissioner Sprinkel c. Commissioner Cooper d. Commissioner McMacken e. Mayor Bradley 	<p>10 minutes each</p>

appeals & assistance

"If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105).

"Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting."



city commission city manager's report

item type

City Manager's Report

meeting date

February 9, 2015

Below are issues of interest to the Commission and community that are currently being worked on by staff, but do not currently require action on the Commission agenda. These items are being tracked to provide the Commission and community the most up to date information regarding the status of the various issues. The City Manager will be happy to answer questions or provide additional updates at the meeting.

issue	update	date
Quiet Zones	State funds approved for grant disbursement. City submitted grant applications for City quiet zones on July 23, 2014.	Applications deadline to State was October 15, 2014. Grant recipients are expected to be announced in February 2015.
Fairbanks electric transmission and distribution undergrounding	Engineering cost estimates indicate that the project can be completed within FDOT's available funding. Contracts among Duke, the City, and FDOT are currently in negotiation.	City Commission action expected February/March 2015.
New Hope Baptist Church Project	Exterior construction on the site completed except for parking space striping. Pastor John Phillips continues pursuing licensing for the day care and school through DCF and obtaining required certifications for staff.	Approved Conditional Use will expire in September 2015.
Railroad crossing update	FDOT maintains all street crossings. The City of Winter Park maintains a list of the crossings in need of repair.	Repairs are included in an FDOT capital improvement project, advertised for bids February 1, 2015.
Future tree plantings update	50 trees were planted by February 1, 2015. 50 more scheduled for planting by March 1.	GIS tree vacancy map is on the website. Street tree inventory has started.
MLK (Rollins) Restroom	Plans complete. Rollins will be contracting.	Completion will be Summer 2015.
Collector Roads Street Lighting	Staff has identified 27 collector roads and is preparing a streetlight assessment of these roads. Appropriate plans will be developed for each.	Report back to Commission the 1 st meeting in March.

Once projects have been resolved, they will remain on the list for one additional meeting to share the resolution with the public and then be removed.

Financial Report

For the Month of December (25% of fiscal year lapsed)

Fiscal Year

2015

General Fund

One quarter of the way into the fiscal year General Fund revenues appear to be on track with annual budget projections. A few items of note include:

1. The largest portion of property tax revenues are received in the December – February timeframe.
2. Business taxes are renewed each October 1. Some additional revenue will be realized over the remainder of the fiscal year but the largest amount has already been received.
3. Building permit revenues are not quite as strong as they were last year but are on track with the budget.
4. Miscellaneous revenue is largely made up of investment earnings which reflect market value swings in the City's investment portfolio. Values increased nicely in the first quarter of the current year. The City follows a buy and hold investment strategy in which the swings neither benefit nor harm the City as the Treasury and Agency securities invested in are paid off at par when the investment matures.

Departmental expenditures for the first quarter are in line with budgetary expectations. Operating transfers out reflect the transfer of \$1,000,000 to purchase the 2600 Lee Road property.

Community Redevelopment Agency Fund

The CRA was credited with the annual tax increment revenue from both the City and County in December. The County portion is on the Intergovernmental revenue line item and the City portion is reflected in the Operating Transfers In.

Charges for services revenue is primarily associated with the ice rink.

The first semiannual debt service payments of the CRA are due in January 2015.

Water and Sewer Fund

Water sales in terms of thousands of gallons were about 3.7% below our forecast. This translates to our revenues being projected to be about 1.0% below our budget estimates. Staff will monitor water sales and the impact on revenues as the fiscal year progresses and make adjustments if necessary.

The bottom line reflects a positive \$662,749 and debt service coverage is projected to be a strong 2.06 for the fiscal year.

Electric Services Fund

Electric sales in kWh are about 2.6% behind where we were at December 2013. Staff will monitor electric sales and the impact on revenues as the fiscal year progresses and make adjustments if necessary.

Fuel costs were over-recovered by about \$635,000 for the first quarter of FY 2015. This contributed significantly to the bottom line increase in working capital of \$711,284.

The balance in the fuel cost stabilization fund was about \$1,200,000 as of December 31, 2014. Very close to the mid-point of the new target range of \$500,000 to \$1,700,000 adopted by the City Commission on January 12, 2015.

Debt service coverage is projected to be a strong 2.78 for the fiscal year.

Investment Report

This two page report summarizes the City's cash and investment holdings as of December 31, 2014. The overall portfolio has a blended rate of return of 1.26% and the average maturity of the long-term investment securities held was 6.10 years. All investment holdings were within the parameters of the City's current Investment Policy as of December 31, 2014.

The City of Winter Park, Florida
Monthly Financial Report - Budget vs. Actual
General Fund
Fiscal YTD December 31, 2014 and 2013
25% of the Fiscal Year Lapsed

Fiscal YTD December 30, 2014							Fiscal YTD December 31, 2013				
Actual			Budget				Actual		Budget		
YTD	YTD %	Original Annual	Adjusted Annual *	Prorated Adj. Annual	Variance from Prorated Adj. Annual		YTD	Adjusted Annual	Prorated Adj. Annual	Variance from Prorated Adj. Annual	
Revenues:											
Property Tax	\$ 11,047,476	268%	\$ 16,489,478	\$ 16,489,478	\$ 4,122,370	\$ 6,925,106	\$ 10,547,633	\$ 15,703,126	\$ 3,925,782	\$ 6,621,851	
Franchise Fees	228,083	81%	1,122,850	1,122,850	280,713	(52,630)	234,072	1,118,000	279,500	(45,428)	
Utility Taxes	1,614,012	96%	6,728,400	6,728,400	1,682,100	(68,088)	1,649,791	6,830,400	1,707,600	(57,809)	
Business Taxes	436,726	363%	481,500	481,500	120,375	316,351	437,451	476,500	119,125	318,326	
Building Permits	489,057	98%	1,988,000	1,988,000	497,000	(7,943)	647,918	1,417,500	354,375	293,543	
Other Licenses & Permits	5,611	94%	24,000	24,000	6,000	(389)	3,625	26,000	6,500	(2,875)	
Intergovernmental	1,607,144	95%	6,738,307	6,738,307	1,684,577	(77,433)	1,553,483	6,298,461	1,574,615	(21,132)	
Charges for Services	1,302,619	97%	5,396,450	5,396,450	1,349,113	(46,494)	1,371,651	5,145,450	1,286,363	85,288	
Fines and Forfeitures	337,403	104%	1,300,100	1,300,100	325,025	12,378	314,588	1,294,150	323,538	(8,950)	
Miscellaneous	204,564	132%	621,700	621,700	155,425	49,139	(80,954)	553,907	138,477	(219,431)	
Fund Balance	-	-	833,284	2,123,350	530,838	(530,838)	-	-	-	-	
Total Revenues	17,272,695	161%	41,724,069	43,014,135	10,753,536	6,519,159	16,679,258	38,863,494	9,715,875	6,963,383	
Expenditures:											
City Commission	3,568	62%	22,927	22,927	5,732	2,164	5,503	23,427	5,857	354	
Legal Services - City Attorney	47,545	68%	325,000	281,000	70,250	22,705	93,841	245,000	61,250	(32,591)	
Legal Services - Other	18,419	123%	40,000	60,000	15,000	(3,419)	10,042	60,000	15,000	4,958	
Lobbyists	19,500	66%	94,000	118,000	29,500	10,000	13,661	108,000	27,000	13,339	
City Management	116,268	88%	531,030	531,030	132,758	16,490	116,346	503,379	125,845	9,499	
Budget and Performance Measurement	33,019	0%	141,514	141,514	35,379	2,360	31,836	136,316	34,079	2,243	
City Clerk	43,355	71%	245,632	245,632	61,408	18,053	49,117	247,496	61,874	12,757	
Communications Dept.	112,365	84%	519,733	538,183	134,546	22,181	99,407	483,105	120,776	21,369	
Information Technology Services	287,563	93%	1,234,967	1,234,967	308,742	21,179	392,198	1,197,783	299,446	(92,752)	
Finance	194,482	90%	865,294	865,294	216,324	21,842	200,630	840,785	210,196	9,566	
Human Resources	73,602	86%	341,130	341,130	85,283	11,681	59,499	294,311	73,578	14,079	
Purchasing	39,916	59%	269,479	269,479	67,370	27,454	11,721	226,775	56,694	44,973	
Planning & Community Development	145,573	73%	682,209	797,209	199,302	53,729	114,119	535,256	133,814	19,695	
Building	255,046	91%	1,115,832	1,115,832	278,958	23,912	235,303	1,066,378	266,595	31,292	
Economic Development	435	-	-	-	-	(435)	(3,711)	157,820	39,455	43,166	
Public Works	1,626,643	94%	6,788,658	6,920,229	1,730,057	103,414	1,702,307	6,820,122	1,705,031	2,724	
Police	2,894,857	86%	13,418,138	13,421,633	3,355,408	460,551	2,836,982	12,907,382	3,226,846	389,864	
Fire	2,694,949	95%	11,288,494	11,310,044	2,827,511	132,562	2,520,217	10,727,098	2,681,775	161,558	
Parks & Recreation	1,586,795	92%	6,868,157	6,868,157	1,717,039	130,244	1,622,381	6,825,380	1,706,345	83,964	
Organizational Support	348,645	100%	1,394,580	1,394,580	348,645	-	749,780	1,534,560	383,640	(366,140)	
Non-Departmental	-	-	175,000	175,000	43,750	43,750	-	(78,475)	(19,619)	(19,619)	
Total Expenditures	10,542,545	90%	46,361,774	46,651,840	11,662,962	1,120,417	10,861,179	44,861,898	11,215,477	354,298	
Revenues Over/(Under) Expenditures	6,730,150	-740%	(4,637,705)	(3,637,705)	(909,426)	7,639,576	5,818,079	(5,998,404)	(1,499,602)	7,317,681	
Operating transfers in	2,119,853	99%	8,532,487	8,532,487	2,133,122	(13,269)	2,109,045	8,798,323	2,199,581	(90,536)	
Operating transfers out	(3,081,279)	252%	(3,894,782)	(4,894,782)	(1,223,695)	(1,857,584)	(1,465,542)	(2,799,919)	(699,980)	(765,562)	
Other Financing Sources/(Uses)	(961,426)	-106%	4,637,705	3,637,705	909,427	(1,870,853)	643,503	5,998,404	1,499,601	(856,098)	
Total Revenues Over Expenditures	\$ 5,768,724		\$ -	\$ -	\$ 1	\$ 5,768,723	\$ 6,461,582	\$ -	\$ (1)	\$ 6,461,583	

* As adjusted through December 31, 2014

The City of Winter Park, Florida
Monthly Financial Report - Budget vs. Actual
Community Redevelopment Fund
Fiscal YTD December 31, 2014 and 2013
25% of the Fiscal Year Lapsed

	Fiscal YTD December 31, 2014						Fiscal YTD December 31, 2013			
	Actual		Budget				Actual	Budget		
	YTD	YTD %	Original Annual	Adjusted Annual *	Prorated Adj. Annual	Variance from Prorated Adj. Annual	YTD	Adjusted Annual	Prorated Adj. Annual	Variance from Prorated Adj. Annual
Revenues:										
Intergovernmental	\$ 1,243,644	396%	\$ 1,257,232	\$ 1,257,232	\$ 314,308	\$ 929,336	\$ 1,106,615	1,107,992	\$ 276,998	\$ 829,617
Charges for services	151,684	270%	225,000	225,000	56,250	95,434	138,054	195,000	48,750	89,304
Miscellaneous	21,973	176%	50,000	50,000	12,500	9,473	(22,292)	70,000	17,500	(39,792)
Fund Balance	-	0%	-	-	-	-	-	16,912	4,228	(4,228)
Total Revenues	1,417,301	370%	1,532,232	1,532,232	383,058	1,034,243	1,222,377	1,389,904	347,476	874,901
Expenditures:										
Planning and Development	408,443	185%	883,450	883,450	220,863	(187,581)	135,202	549,600	137,400	2,198
Capital Projects	-	0%	-	-	-	-	157,184	261,912	65,478	(91,706)
Debt service	-	0%	1,498,378	1,498,378	374,595	374,595	-	1,486,425	371,606	371,606
Total Expenditures	408,443	69%	2,381,828	2,381,828	595,457	187,014	292,386	2,297,937	574,484	282,098
Revenues Over/(Under) Expenditures	1,008,858	-475%	(849,596)	(849,596)	(212,399)	1,221,257	929,991	(908,033)	(227,008)	1,156,999
Operating transfers in	1,147,624	396%	1,160,162	1,160,162	290,041	(857,584)	1,021,174	1,022,445	255,611	(765,563)
Operating transfers out	(12,475)	100%	(49,898)	(49,898)	(12,475)	1	(11,984)	(47,934)	(11,984)	-
Other Financing Sources/(Uses)	1,135,149	0%	1,110,264	1,110,264	277,566	857,583	1,009,190	974,511	243,627	765,563
Total Revenues Over/(Under) Expenditures	\$ 2,144,007		\$ 260,668	\$ 260,668	\$ 65,167	\$ 2,078,840	\$ 1,939,181	66,478	\$ 16,619	\$ 1,922,562

* As adjusted through December 30, 2014

WINTER PARK WATER AND WASTEWATER METRICS
December 31, 2014

	FY 2015				FY 2014	
	FY 2015 YTD	FY 2015 Annualized	FY 2015 Budget	Projected Variance from Budget	FY 2014 YTD	FY 2014 in Total
Operating Performance:						
Water and Irrigation Sales (in thousands of gallons)						
Sewer - inside city limits	238,627	941,171	961,182	(20,011)	246,928	965,315
Sewer - outside city limits	212,499	835,904	856,019	(20,115)	215,494	862,933
Water - inside city limits	362,250	1,411,354	1,425,817	(14,463)	371,128	1,434,771
Irrigation - Inside City	140,382	535,990	552,714	(16,724)	151,101	559,582
Water - outside city limits	303,176	1,145,938	1,231,121	(85,183)	312,153	1,238,144
Irrigation - Outside City	27,778	106,015	112,809	(6,794)	30,104	115,527
Total	1,284,713	4,976,372	5,139,662	(163,290)	1,326,908	5,176,272
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Operating revenues: ¹						
Sewer - inside city limits	\$ 1,501,764	\$ 5,923,126	\$ 5,666,302	\$ 256,824	1,567,346	6,259,030
Sewer - outside city limits	1,581,243	6,220,114	6,242,021	(21,907)	1,689,648	6,828,389
Water - inside city limits	2,167,200	8,443,568	8,439,061	4,507	2,035,229	7,815,209
Water - outside city limits	1,443,091	5,454,562	5,943,517	(488,955)	1,375,898	5,516,225
Other operating revenues	305,765	1,223,060	1,255,837	(32,777)	337,511	1,228,163
Total operating revenues	6,999,063	27,264,430	27,546,738	(282,308)	7,005,632	27,647,016
Operating expenses:						
General and administration	330,314	1,321,256	2,018,381	697,125	366,363	1,667,091
Operations	2,632,575	10,530,300	12,192,357	1,662,057	2,636,058	11,406,886
Wastewater treatment by other agencies	875,449	3,501,796	3,667,813	166,017	821,843	3,487,555
Total operating expenses	3,838,338	15,353,352	17,878,551	2,525,199	3,824,264	16,561,532
Operating income (loss)	3,160,725	11,911,078	9,668,187	2,242,891	3,181,368	11,085,484
Other sources (uses):						
Investment earnings	72,181	288,726	178,600	110,126	43,034	243,427
Miscellaneous revenue	-	-	-	-	4,816	685,121
Transfer to Renewal and Replacement Fund	(411,984)	(1,647,936)	(1,647,935)	(1)	(584,165)	(2,336,658)
Transfer to General Fund	(521,725)	(2,086,900)	(2,086,900)	-	(505,275)	(2,021,100)
Transfer to Designations Trust Fund	(15,211)	(60,844)	(60,846)	2	-	-
Transfer to Capital Projects Fund	(140,738)	(562,952)	(562,953)	1	(18,125)	(72,500)
Debt service sinking fund deposits	(1,480,499)	(5,921,446)	(5,869,813)	(51,633)	(1,480,757)	(5,922,530)
Total other sources (uses)	(2,497,976)	(9,991,352)	(10,049,847)	58,495	(2,540,472)	(9,424,240)
Net increase (decrease) in funds	\$ 662,749	\$ 1,919,725	\$ (381,660)	\$ 2,301,385	640,896	1,661,244
Debt service coverage		2.06				1.91
Annual Renewal and Replacement (R&R) Funding		1,647,936				
Net Value of Water and Wastewater Plant as of 09/30/2014		81,843,986				
Annual R&R Funding as a Percentage of Plant		2.01%				

¹The City implemented adjustments to water (increasing) and wastewater (decreasing) effective October 1, 2014

Sewer Impact Fees

	Beginning Balance	Additions	Deductions	Ending Balance
Beginning balance - 10/01/2014	2,654,434			2,654,434
Sewer impact fee revenues		75,837		75,837
Investment earnings		18,236		18,236
Fairbanks Avenue sewer extension				-
Other sewer main extension work				-
Ending balance - 11/30/2014	2,654,434	94,073	-	2,748,507

Water Impact Fees

	Beginning Balance	Additions	Deductions	Ending Balance
Beginning balance - 10/01/2014	2,903,766			2,903,766
Water impact fee revenues		21,850		21,850
Investment earnings		34,179		34,179
Upgrade water mains				-
Ending balance - 11/30/2014	2,903,766	56,029	-	2,959,795

Renewal and Replacement Fund

	Beginning Balance	Additions	Deductions	Ending Balance
Beginning balance - 10/01/2014	1,938,972			1,938,972
R&R transfer		411,984		411,984
Investment earnings		25,154		25,154
Upgrade water mains			(55,869)	(55,869)
Upgrade sewer mains			(133,445)	(133,445)
Rehab sewer manholes				-
Replace asbestos cement force mains				-
Short line sewer rehab projects			(17,085)	(17,085)
Sewer main extensions				-
Lift station upgrades and repairs				-
Utility patch crew work			(60,704)	(60,704)
Ending balance - 11/30/2014	1,938,972	437,138	(267,103)	2,109,007

WINTER PARK ELECTRIC UTILITY METRICS

December 31, 2014

	FY'15 YTD	FY'15 Annualized	FY'15 Budget	Variance from Budget	FY'14
<u>Technical Performance</u>					
Net Sales (kWh)	101,626,137	414,293,260	425,008,963	(10,715,703)	425,342,682
Average Revenue/kWh	0.1130	0.1130			0.1135
Wholesale Power Purchased (kWh)	101,246,000	445,625,000	449,826,000	(4,201,000)	445,526,000
Wholesale Power Cost/kWh	0.0538	0.0538			0.0572
Gross margin	0.0592	0.0592			0.0563
SAIDI (rolling 12 month sum)	65.27				62.01
MAIFI (rolling 12 month sum)	-				1.00
Sold vs. Purchased kWh Ratio	100.38%	92.97%	94.48%		95.47%
<u>Income Statement</u>					
Electric Sales:					
Fuel	4,191,525	17,087,342	16,535,297	552,045	17,715,492
Non-Fuel	7,292,708	29,729,751	30,219,385	(489,634)	30,554,862
Other Operating Revenues	78,738	314,952	265,422	49,530	248,010
Total Operating Revenues	11,562,971	47,132,045	47,020,104	111,941	48,518,364
Operating Expenses:					
General and Administrative	277,136	1,108,544	1,112,956	4,412	1,135,782
Operating Expenses	2,169,573	8,678,292	6,919,385	(1,758,907)	7,216,805
Purchased Power					
Fuel	3,556,866	15,655,222	16,535,297	880,075	17,753,988
Non-Fuel	1,895,019	8,340,751	8,063,634	(277,117)	7,745,014
Transmission Power Cost	492,690	123,173	3,083,397	2,960,225	2,724,792
Total Operating Expenses	8,391,284	33,905,981	35,714,669	1,808,688	36,576,381
Operating Income (Loss)	3,171,687	13,226,064	11,305,435	1,920,629	11,941,983
Nonoperating Revenues (Expenses):					
Investment Earnings (net of interest paid on interfund borrowings)	17,879	4,470	35,000	(30,530)	58,589
Principal on Debt	(433,750)	(1,735,000)	(1,600,000)	(135,000)	(1,765,000)
Interest on Debt	(756,964)	(3,027,856)	(2,945,334)	(82,522)	(2,767,440)
Miscellaneous Revenue	212,655	212,655	-	212,655	684,689
Proceeds from Sale of Assets	1,046	4,184	-	4,184	25,817
Routine Capital	(195,117)	(780,468)	(739,400)	(41,068)	(3,057,038)
Undergrounding of Power Lines	(708,534)	(2,834,136)	(3,500,000)	665,864	(3,656,667)
Contributions in Aid of Construction	58,705	234,820	-	234,820	901,067
Residential Underground Conversions	8,000	32,000	-	32,000	73,050
Capital Contributions for Plug-In Program	37,960	151,840	-	151,840	63,960
Total Nonoperating Revenues (Expenses)	(1,758,120)	(7,737,491)	(8,749,734)	1,012,243	(9,438,973)
Income (Loss) Before Operating Transfers	1,413,567	5,488,573	2,555,701	2,932,872	2,503,010
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	(702,283)	(2,862,956)	(2,862,204)	(752)	(2,689,617)
Total Operating Transfers	(702,283)	(2,862,956)	(2,862,204)	(752)	(2,689,617)
Net Change in Working Capital	711,284	2,625,617	(306,503)	2,932,120	(186,607)
<u>Other Financial Parameters</u>					
Debt Service Coverage	2.68	2.78			2.54
Fixed Rate Bonds Outstanding	69,065,000				64,750,000
Auction Rate Bonds Outstanding	1,220,000				7,445,000
Total Bonds Outstanding	70,285,000				72,195,000
Principal Retired	1,910,000		-		1,765,000
Capital Spending from Bond Proceeds	-	-	-		-
Balance Owed on Advance from General Fund	-				-
Cash Balance	1,275,205				3,429,049

Notes

Fiscal Years run from October to September; FY'15 is 10/1/14 to 9/30/15
SAIDI is System Average Interruption Duration Index (12-month rolling sum)
MAIFI is Momentary Average Interruption Frequency Index (12-month rolling sum)

Cash and Investment Portfolio (excluding pension funds and bond proceeds)
31-Dec-14

Issuer	CUSIP	Purchase Date	Quantity	Estimated Price	Coupon Rate	Cost	Market Value	Maturity Date	Moody's Rating	S & P Rating	Percentage of Total Cash and Investments	Percentage of Long-Term Investments
Short-term funds:												
Bank of America					0.25%	\$ 9,664,702	\$ 9,664,702					
BankFirst					0.25%	\$ 1,157,226	\$ 1,157,226					
Money Market Fund					0.00%	\$ 595,525	\$ 595,525					
Certificate of Deposit					0.45%	\$ 100,000	\$ 100,451	12/29/15				
Certificate of Deposit					0.60%	\$ 1,001,744	\$ 1,001,744	09/16/15				
State Board of Administration (SBA)					0.16%		\$ 19,003					
Total short-term funds						\$ 12,519,197	\$ 12,538,651				22.14%	
Long-term investments:												
US Treasury Note Investments (backed by full faith and credit of the United States Government):												
US TREASURY NOTES	912828UG3	02/08/13	\$ 1,500,000	100.074	0.38%	\$ 1,501,875	\$ 1,501,110	01/15/16	AAA			
US TREASURY NOTES	912828RJ1	02/21/14	\$ 2,000,000	100.727	1.00%	\$ 2,018,270	\$ 2,014,540	09/30/16	AAA			
US TREASURY NOTES	912828UA6	02/07/13	\$ 1,000,000	98.680	0.63%	\$ 992,580	\$ 986,800	11/30/17	AAA			
Total US Treasury Note Investments			\$ 4,500,000			\$ 4,512,725	\$ 4,502,450				7.95%	10.21%
Government National Mortgage Investments (backed by full faith and credit of the United States Government):												
GNMA II ARM PASS THRU POOL 8258	36202KE76	05/04/99	\$ 490,000	102.495	1.75%	\$ 2,943	\$ 2,943	08/20/23				
GNMA PASS THRU POOL 372024	36204KG98	05/21/98	\$ 1,730,000	116.668	6.50%	\$ 64,004	\$ 74,724	01/15/24				
GNMA PASS THRU POOL AD1605	36180CYA1	02/01/13	\$ 1,000,000	100.437	2.00%	\$ 881,169	\$ 860,662	01/15/28				
GNMA II PASS THRU POOL 2562	36202CZ30	02/08/01	\$ 2,500,000	115.076	6.00%	\$ 31,360	\$ 47,675	03/20/28				
GNMA PASS THRU POOL 497581	36210NXJ3	02/11/99	\$ 500,000	115.107	6.00%	\$ 13,314	\$ 17,575	01/15/29				
GNMA II PASS THRU POOL 2795	36202DC82	02/08/01	\$ 2,000,000	116.384	6.50%	\$ 5,305	\$ 29,067	08/20/29				
GNMA II PASS THRU POOL 2997	36202DKJ9	01/31/01	\$ 1,717,305	116.342	6.50%	\$ 7,542	\$ 9,444	11/20/30				
GNMA PASS THRU POOL 574674	36200WMX6	03/27/08	\$ 1,700,000	110.611	5.00%		\$ 199,610	04/15/34				
GNMA II PASS THRU POOL 3839	36202EHQ5	01/30/08	\$ 1,000,000	109.681	4.50%	\$ 140,917	\$ 205,930	04/20/36				
GNMA II PASS THRU POOL 4071	36202EQY8	01/18/08	\$ 1,000,000	109.908	5.00%	\$ 130,260	\$ 139,731	01/20/38				
GNMA 09-9 TA REMIC MULTICLASS CMO	38374TDH4	03/17/09	\$ 1,000,000	105.740	4.50%	\$ 194,838	\$ 164,204	08/20/38				
GNMA 10-31 AP REMIC MULTICLASS CMO	38376XL50	04/12/10	\$ 1,000,000	105.285	4.00%	\$ 472,985	\$ 476,926	08/20/38				
GNMA PASS THRU POOL 702875	36296V2G2	05/10/10	\$ 1,015,000	107.824	4.00%	\$ 818,204	\$ 882,557	07/15/39				
GNMA 13-28 DE REMIC MULTICLASS CMO	38378FWG1	02/08/13	\$ 1,000,000	96.266	1.75%	\$ 871,085	\$ 833,023	12/20/42				
GNMA 13-42 DE REMIC MULTICLASS CMO	38378JFT4	03/13/13	\$ 1,000,000	98.881	1.75%	\$ 683,337	\$ 671,983	01/20/43				
Total Government National Mortgage Investments			\$ 18,652,305			\$ 4,314,320	\$ 4,616,054				8.15%	10.47%
Agencies which are non-full faith and credit):												
Federal Farm Credit Investments:												
FEDERAL FARM CREDIT	3133EA3Z9	10/16/12	\$ 1,000,000	98.169	1.42%	\$ 999,250	\$ 981,690	07/10/19	AAA	AA+		
FEDERAL FARM CREDIT	3133EC7L2	12/13/13	\$ 2,000,000	97.926	1.29%	\$ 1,931,749	\$ 1,958,520	06/14/19	AAA	AA+		
FEDERAL FARM CREDIT	3133ECMJ0	04/22/13	\$ 1,000,000	98.994	0.74%	\$ 1,000,000	\$ 989,940	07/25/17	AAA	AA+		
FEDERAL FARM CREDIT	3133ECNY6	05/03/13	\$ 1,000,000	98.161	0.95%	\$ 1,000,000	\$ 981,610	05/08/18	AAA	AA+		
FEDERAL FARM CREDIT	3133EA6F0	10/19/12	\$ 1,000,000	98.524	1.24%	\$ 1,000,000	\$ 985,240	10/25/18	AAA	AA+		
FEDERAL FARM CREDIT	31331KAU4	01/21/11	\$ 1,000,000	106.952	3.33%	\$ 1,000,000	\$ 1,069,520	01/28/19	AAA	AA+		
FEDERAL FARM CREDIT	3133EAD70	07/31/12	\$ 800,000	97.966	1.40%	\$ 798,600	\$ 783,728	08/01/19	AAA	AA+		
Total Federal Farm Credit Investments			\$ 7,800,000			\$ 7,729,599	\$ 7,750,248				13.68%	17.57%

Cash and Investment Portfolio (excluding pension funds and bond proceeds)
31-Dec-14

Issuer	CUSIP	Purchase Date	Quantity	Estimated Price	Coupon Rate	Cost	Market Value	Maturity Date	Moody's Rating	S & P Rating	Percentage of Total Cash and Investments	Percentage of Long-Term Investments
Federal Home Loan Banks Investments:												
FEDERAL HOME LOAN BANK	313380BQ9	07/31/12	\$ 3,750,000	98.586	1.55%	\$ 3,750,000	\$ 3,696,975	08/15/19	AAA	AA+		
FEDERAL HOME LOAN BANK	313380Z83	10/10/12	\$ 1,000,000	98.069	1.49%	\$ 1,000,000	\$ 980,690	11/01/19	AAA	AA+		
FEDERAL HOME LOAN BANK	313380S65	02/27/14	\$ 1,007,609	98.971	1.67%	\$ 994,006	\$ 997,240	10/11/19	AAA	AA+		
FEDERAL HOME LOAN BANK	3133814M4	10/19/12	\$ 1,000,000	97.890	1.05%	\$ 1,000,000	\$ 978,900	04/29/20	AAA	AA+		
FEDERAL HOME LOAN BANK	313380C54	07/31/12	\$ 3,000,000	97.464	1.00%	\$ 3,000,000	\$ 2,923,920	08/14/20	AAA	AA+		
Total Federal Home Loan Banks Investments			\$ 9,757,609			\$ 9,744,006	\$ 9,577,725				16.91%	21.72%
Federal Home Loan Mortgage Investments:												
FEDERAL HOME LN MTG CORP	3134G3M56	09/12/12	\$ 1,000,000	99.022	1.15%	\$ 1,000,000	\$ 990,220	03/27/18	AAA	AA+		
FEDERAL HOME LN MTG CORP	3134G4VW5	02/13/14	\$ 1,000,000	99.813	0.88%	\$ 1,000,000	\$ 998,130	03/10/17	AAA	AA+		
FEDERAL HOME LN MTG CORP	3134G34QO	03/05/13	\$ 1,000,000	98.190	1.10%	\$ 1,000,000	\$ 981,900	07/30/18	AAA	AA+		
FEDERAL HOME LN MTG CORP	3134G42X5	04/11/13	\$ 2,000,000	97.839	1.05%	\$ 2,000,000	\$ 1,956,780	10/30/18	AAA	AA+		
FEDERAL HOME LN MTG CORP	3134G4X94	03/04/14	\$ 1,000,000	99.482	1.15%	\$ 1,000,000	\$ 994,820	12/27/17	AAA	AA+		
FEDERAL HOME LN MTG CORP	3134G3K58	09/13/12	\$ 1,000,000	98.366	1.50%	\$ 998,000	\$ 983,660	03/19/20	AAA	AA+		
FHLMC GOLD PASS THRU POOL J01091	3128PCF80	01/17/06	\$ 1,000,000	106.361	5.00%	\$ 75,450	\$ 84,226	02/01/21				
FHLMC GOLD PASS THRU POOL C91020	3128P7DZ3	03/21/07	\$ 1,000,000	112.037	5.50%	\$ 75,842	\$ 85,923	03/01/27				
Total Federal Home Loan Mortgage Investments			\$ 9,000,000			\$ 7,149,292	\$ 7,075,659				12.49%	16.04%
Federal National Mortgage Association Investments:												
FEDERAL NATL MTG ASSN	3136G16F1	12/11/12	\$ 1,000,000	98.150	1.00%	\$ 1,000,000	\$ 981,500	06/27/18	AAA	AA+		
FEDERAL NATL MTG ASSN	3136G13U1	11/27/12	\$ 1,000,000	98.506	1.10%	\$ 1,000,000	\$ 985,060	12/18/18	AAA	AA+		
FEDERAL NATL MTG ASSN	3136G1ZW2	04/02/14	\$ 2,000,000	100.214	2.00%	\$ 2,000,000	\$ 2,004,280	04/30/19	AAA	AA+		
FEDERAL NATL MTG ASSN	3136G0VM0	07/31/12	\$ 1,000,000	99.705	1.00%	\$ 1,000,000	\$ 997,050	07/30/19	AAA	AA+		
FEDERAL NATL MTG ASSN	3135G0NK5	08/13/12	\$ 2,000,000	98.885	1.63%	\$ 2,000,000	\$ 1,977,700	08/28/19	AAA	AA+		
FEDERAL NATL MTG ASSN	3136G02B6	10/16/12	\$ 1,000,000	96.877	1.60%	\$ 1,000,000	\$ 968,770	10/30/20	AAA	AA+		
FEDERAL NATL MTG ASSN	3136G0YZ8	08/15/12	\$ 2,500,000	98.901	2.00%	\$ 2,497,500	\$ 2,472,525	12/14/20	AAA			
FNMA PASS THRU POOL 255994	31371MKF3	03/12/07	\$ 1,605,000	111.940	5.50%	\$ 171,833	\$ 193,890	11/01/25				
Total Federal National Mortgage Association Investments:			\$ 12,105,000			\$ 10,669,333	\$ 10,580,775				18.68%	23.99%
Total Federal Instrumentalities (United States Government Agencies which are non-full faith and credit):												
			\$ 38,662,609			\$ 35,292,230	\$ 34,984,407				61.76%	79.32%
Total Long-Term Investments			\$ 61,814,914			\$ 44,119,275	\$ 44,102,911					
Total Short-Term Funds and Long-Term Investments						\$ 56,638,472	\$ 56,641,562					
Blended Portfolio Rate of Return							1.26%					
Average Maturity (in years)							6.10					



city commission agenda item

Item type	Non Action Item	meeting date	February 9, 2015					
prepared by	Michelle del Valle Neuner	approved by	<input checked="" type="checkbox"/>	City Manager				
department		<input type="checkbox"/>	City Attorney					
division		<input type="checkbox"/>	N/A					
board approval		<input type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	N/A	final vote
strategic objective	<input type="checkbox"/>	Exceptional Quality of Life		<input type="checkbox"/>	Fiscal Stewardship			
	<input type="checkbox"/>	Intelligent Growth & Development		<input type="checkbox"/>	Public Health & Safety			
	<input type="checkbox"/>	Investment in Public Assets & Infrastructure						

subject

Scope of Work statements for legal and lobbyist contracts

background

At the City Commission meeting on December 8, 2014 the Commission asked staff to prepare a recommended scope of work for the City Attorney, Labor Attorney and State Lobbyist (Federal Lobbyist was updated in 2012). Attached please find a recommended scope, fee schedule and actual 2014 costs for each contract. Also please find a recommended revised procedure for addressing law suits.

None of these contracts have a firm termination date as they were entered into at the discretion of the City Commission and in accordance with the City Charter as it pertains to the City Attorney.

If authorized, the selection process for a professional services contract generally takes 60-90 day.

alternatives | other considerations

fiscal impact

See attached spreadsheet.

Type of Service	Vendor & Pricing	Scope of Services	FY 2014 Cost	
City Attorney	Brown, Garganese, Weiss, & D'Argesta \$25,000 per month retainer \$185 per hour for state litigation \$185 per hour for federal litigation \$85 per hour for paralegal work on litigation	Represent City and attend Commission meetings	\$ 281,858 \$ 168,009 \$ 449,867	Retainer Litigation Total
		Draft/review ordinances, resolutions, and contracts		
		Prepare and file pleadings, motions, briefs		
		Conduct discovery including depositions		
		Legal research and advice		
		Act as advisor when other counsel represents city		
		Assist with bond transactions and bids		
		Prepare legal opinions		
		Provide legal representation to city boards where requested		
		Prosecute code citations and representation at Code Enforcement Board		
		Complete real property transactions		
		<i>New - Implement recommended litigation procedure</i>		
Labor	Shutts & Bowen Hired in 1974 to advise on labor issues \$375 per hour	Employment law, personnel policies, civil service board	\$ 70,376	Total
		Collective bargaining		
		Administrative and judicial litigation		
		Advice under the Florida Public Employees Relations Act.		
		Civil Rights		
		Age Discrimination		
		Americans with Disabilities		
		Fair Labor Standards Act		
		Family and Medical Leave Act		
State Lobbyist	Bill Peebles Hired in 2005 \$50,000 paid annually Obtained over \$12.4M in the last 3 years Successful in lobbying administrative issues	Assist in coordination and development of legislative program	\$ 50,583	Total
		Advise on city legislative goals and priorities		
		Identify State funding opportunities and provide technical assistance		
		Monitor state legislation and budget discussions for impacts on the city		
		Advocate for city priorities at the state legislative level		
		Provide regular reports during each legislative session		



BROWN, GARGANESE, WEISS & D'AGRESTA, P.A.

Attorneys at Law

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Usher L. Brown
Board Certified Civil Trial Law
Board Certified Education Law

ulbrown@orlandolaw.net

January 15, 2015

Michelle del Valle Neuner, Assistant City Manager
City of Winter Park
401 Park Avenue South
Winter Park, FL 32789

via email only

Re: Increase in litigation and proposed procedures for improving efficiency in responding to the litigation

Dear Michelle:

As we previously discussed, I want to propose a procedure for informing the Commission of litigation my firm may handle (which will be outside of matters handled within the routine Risk Management/Insurance defense panel, which we are not on, or handled by the Labor Attorney or Police Legal Advisor).

I recommend the following procedures for such litigation:

1. A legal fee and cost budget will be prepared for each lawsuit. We propose using the Florida League of Cities' or Citizens Property Insurance's budget formats (or some agreed hybrid thereof). We use these budget templates already for the League and Citizens. Copies of these templates are attached for your review. Estimated expert fees and costs will be included in each budget. Please understand that a budget will assume that we litigate through trial, so there are always opportunities to reduce legal costs if a settlement is achieved or if the case is resolved by court order before completion of the trial.

Following consultation and input, we will select an appropriate budget format that the City and staff accept.

2. We will demand that plaintiff's attorney tell us in writing the amount of money they will accept for prompt settlement. There is no legal requirement that a plaintiff

respond to that demand, although in discovery we can ask for information regarding the amount of damages.¹


3. Early in the litigation we will schedule an executive session. We will present to you in executive session the budget for legal fees and legal expenses to defend the case through trial, accompanied by a written demand for settlement made by the plaintiff's attorney.²

We will assess with you in executive session the extent to which we may successfully defend against liability, so the Commission can give us a reasonable range of authority to negotiate, or, will tell us that the nature of the case is such that the Commission is not interested in settlement, at least at the time of the executive session.

4. Each negotiated settlement among the attorneys must come back to the City for your final approval, and you are required to vote upon any settlement in order for it to be effective. See, e.g., *Broward Co. v. Conner*, 660 So.2d 288 (Fla. 4th DCA 1995) (a copy of which is attached). (See specifically, 660 So.2d at 290, where the Court holds that "[e]nforcement of this agreement would also violate our Government in the Sunshine Law ...").

Hopefully, this approach will become a part of an overall claims strategy that is both transparent and efficient in dealing with claims and litigation.

Sincerely,



Usher L. Brown

ULB:tla

Attachments

cc: Randy Knight, City Manager (w/encl.)
Jennifer Jones, Director of Purchasing (w/encl.)
City Commissioners (w/encl.)

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¹ In state court litigation, it is not unusual to receive a response to such discovery that the amount of damages is still being determined and investigation is ongoing. The state trial courts often allow vague responses until you get closer to the "discovery cutoff date". I mention this because in some cases it may be difficult to obtain a rational demand supported by reasonable evidence such as documented medical expenses, evidence of lost wages, and the like. Non-economic damages (which are available in personal injury claims) may be significant depending on the nature of the injury and are more difficult to calculate with precision.

² If plaintiff has not provided a demand for damages, we will provide the best information available as to a reasonable range of damages.

REGULAR MEETING OF THE CITY COMMISSION
January 26, 2015

The meeting of the Winter Park City Commission was called to order by Mayor Kenneth Bradley at 3:31 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida. The invocation was provided by Minister David Fitzgerald, First Christian Winter Park, followed by the Pledge of Allegiance.

Members present:

Mayor Kenneth Bradley
Vice Mayor Steven Leary
Commissioner Sarah Sprinkel
Commissioner Tom McMacken
Commissioner Carolyn Cooper

Also present:

City Manager Randy Knight
City Attorney Larry Brown
Deputy City Clerk Michelle Bernstein

Approval of the agenda

Motion made by Commissioner Cooper to approve the agenda; seconded by Commissioner Sprinkel and approved by acclamation with a 5-0 vote.

Mayor's Report

a. Business Recognition Award Recipient – Gary Lambert Salon

Director of Planning & Community Development Dori Stone announced that Gary Lambert Salon received this quarter's Business Recognition Award.

b. Holiday Window Contest Winners

Director of Planning & Community Development Dori Stone announced this year's Holiday Windows Contest winners. The People's Choice Award was given to Taylor's Pharmacy. The Design Excellence Award was given to Breakaway Bicycles. Winners received a plaque award and an electric utility credit.

c. Proclamation - In honor of Bach Festival Society's 80th Anniversary

Mayor Bradley proclaimed February 7 as "Bach Festival Society of Winter Park Day" and thanked the society members for their outstanding contributions to the City.

d. Presentation - Core Value Coin Recipients for July – December 2014

City Manager Knight publically recognized one-hundred and three staff members who received a core value coin during the past six months for their exceptional public service skills.

e. Award of Accreditation - Fire Rescue for the Accreditation of Ambulance Services (CAAS)

Fire Chief Jim White announced that the Winter Park Fire Department recently received "accredited" status with the Commission on Accreditation of Ambulance Services. A special recognition was given to Lieutenant Dan Hagedorn and Deputy Fire Chief Patrick McCabe for their professional contributions.

f. Proclamation – 2015 General Election

Mayor Bradley accepted the March 10, 2015 General Election Proclamation.

g. Presentation of Fire Chief's Award of Merit for recognition of heroic efforts in saving a life at the Winter Park YMCA

Fire Chief White presented the "Fire Chief's Civilian Award of Merit" to Matthew Hewlett, Daniel Strange and Jay Gallaty for saving the life of Raymond Blackwell who was suffering from cardiac arrest at the local YMCA campus.

City Manager's Report

Palmer Avenue Street Light Conditions

City Manager Knight explained that due to the concerns raised by the Commission regarding the need to improve the street light conditions on Palmer Avenue, staff performed an analysis of the current situation with recommendations. Assistant Electric Director Terry Hotard provided a detailed overview and offered several options to help mitigate the issue.

Discussion ensued related to the costs involved and/or potential budget implications for tree trimming and installing new LED lights, if an assessment fee should be implemented and if there is a cost difference for decorative versus overhead lights. Mayor Bradley recommended that we focus on adopting a Winter Park street standard plan which addresses sidewalks, street lights, trees, sewers and undergrounding so that we are not setting a precedent in one particular neighborhood.

Motion made by Commissioner Cooper to direct staff to go back and look at the cost and present a logical plan for how we would approach this and to start with Palmer Avenue as the first; seconded by Commissioner Sprinkel. A consensus was reached in support of the above motion.

City Manager Knight acknowledged the request for staff to assemble a detailed report with cost estimates for consideration and adoption.

Miscellaneous Items

- City Manager Knight addressed the FDOT railroad crossing upgrades report/schedule provided to the Commission where it appears that the work will commence mid-June/July. Assistant Public Works Director Don Marcotte answered questions related to the upgrades. City Manager Knight acknowledged the request to update his report with this new information.
- City Manager Knight advised that staff has been working with SunRail to see if they would provide train service during the spring art festival weekend. SunRail said they would be able to add Saturday and Sunday service for \$20,000 per day. Negotiations are underway to see if the cost can be reduced and if that is achieved this item will be forthcoming for discussion and consideration.

a. Performance Measurement Report

City Manager Knight noted that this report was included in the agenda packet and addressed questions. Mayor Bradley suggested sending the residents a condensed version of this report highlighting the eight or ten key indicators. City Manager Knight welcomed receiving input from the Commission on the key indicators.

Motion made by Mayor Bradley to direct staff to conduct and send out a specific summary report with this information under our current budget documents that we already have to send out; seconded by Commissioner Sprinkel and approved by acclamation with a 5-0 vote.

Miscellaneous

Upon request, Communications Director Clarissa Howard provided a status update regarding the next City video episode.

City Attorney's Report

Attorney Brown advised that the City is scheduled to close on the 2600 Lee Road property acquisition within the next week.

Non-Action Item - No items.

Consent Agenda

- a. Approve the minutes of January 12, 2015.
- b. Approve the following contracts and formal solicitation:
 - 1. Renewal with Gerhartz and Associates, Inc. for RFQ-16-2012, Continuing Contract for GIS Services and authorize the Mayor to execute Amendment 2.

2. Renewal with Helman Hurley Charvat Peacock, Inc. (HHCP) for RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services) and authorize the Mayor to execute Amendment 3.
3. Renewal with Associated Consulting International (ACi) for RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services) and authorize the Mayor to execute Amendment 3.
4. Piggybacking GSA Federal Supply Schedule Contract #GS-35F-0119P with Verizon Wireless and authorize the Mayor to execute the contract.
5. Award to LaFleur Nurseries and Garden Center for RFQ-1-2015, Right-of-Way Tree Planting, and authorize the Mayor to execute contract and all subsequent purchases through this contract – **PULLED FOR DISCUSSION. SEE BELOW.**

Motion made by Commissioner Cooper to approve Consent Agenda items 'a' and 'b.1-4'; seconded by Commissioner Sprinkel. No public comments were made. **The motion carried unanimously with a 5-0 vote.**

Consent Agenda item 'b.5': Award to LaFleur Nurseries and Garden Center for RFQ-1-2015, Right-of-Way Tree Planting, and authorize the Mayor to execute contract and all subsequent purchases through this contract

Urban Forestry Manager Dru Dennison addressed Commissioner McMacken's inquiry as to why we are obtaining prices for 37 varieties of trees. He recommended that we focus on replacing all oak trees first before planting any other variety/type of tree. Ms. Dennison acknowledged the request to provide a detailed report with the number of tree species planted to date.

Motion made by Commissioner McMacken to approve Consent Agenda item 'b.5'; seconded by Commissioner Leary. Nancy Shutts, 2010 Brandywine Drive, asked for clarity. **The motion carried unanimously with a 5-0 vote.**

Public comments (Items not on the agenda)

John Kern, Roundelay Lane, requested that he receive a response to his letter dated December 2, 2014 as to what benefits the City receives as a result of our contribution to the Dr. Phillips Performing Arts Center. City Manager Knight advised that he will provide a response.

Joan Cason, 1915 Woodcrest Ave., asked if Winter Park elections are non-partisan.

Pete Weldon, 700 Via Lombardy, commended the IT and Communications staff for their outstanding efforts with upgrading the City's website.

Action Items Requiring Discussion

- a. Review and approval of the Request for Proposals (RFP) to select a consultant to lead the city visioning process

Director of Planning & Community Development Dori Stone provided a brief overview and answered questions. Discussion ensued related to the possibility of waiving or reducing the points for local preference, outreach and funding mechanisms and to define the roles and responsibilities of the steering committee.

Motion made by Commissioner Leary to approve the RFP as presented; seconded by Mayor Bradley.

Motion amended by Commissioner McMacken that we change the term social media to either public outreach or multi-media (at the discretion of staff whichever is more descriptive); as far as giving a preference to local vendors that we reduce the weight of that preference to 5 points in lieu of 10 points; that we outline in the proposal the anticipated number of district meetings that we would want this consultant to conduct; while we do not have a role of the steering committee outlined as of such, it needs to be made clearer that there will be a steering committee in place and that they will have a significant role in this process; seconded by Mayor Bradley.

Motion amended by Mayor Bradley to appoint Commissioner McMacken to be the City Commissioner representative on the selection committee; seconded by Commissioner Sprinkel.

Motion amended by Commissioner Cooper that the visioning process be limited to residents of Winter Park, property owners or those who own or operate businesses or non-profits in the City of Winter Park; seconded by Commissioner McMacken. Following a brief discussion related to not allowing employees who work in the City to participate in the study, **Commissioner McMacken withdrew his second to the motion.**

Motion amended by Commissioner Cooper that the visioning process for the City of Winter Park needs to be a vision of those of us who are residents, property owners, business owners or who operate businesses in the City. Motion failed for lack of a second.

Pete Weldon, 700 Via Lombardy, agreed that no local preference should be given.

Nancy Shutts, 2010 Brandywine Drive, agreed that only local residents should be allowed to participate in the visioning process.

Upon a roll call vote on the first amendment (that we change the term social media to either public outreach or multi-media (at the discretion of staff whichever is more descriptive); as far as giving a preference to local vendors that we reduce the weight of that preference to 5 points in lieu of 10 points; that we outline in the proposal the anticipated number of district meetings that we would want this consultant to conduct; while we do not have a role of the steering committee outlined as of such, it needs to be made clearer that there will be a steering committee in place and that they will have a significant role in this process), Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the second amendment (to appoint Commissioner McMacken to be the City Commissioner representative on the selection committee), Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the main motion as amended, Mayor Bradley and Commissioners Leary, Sprinkel and McMacken voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.

A recess was taken from 5:49 p.m. to 6:08 p.m.

b. Continue discussion of the potential acquisition of the USPS property

City Manager Knight spoke about the potential opportunity to acquire the USPS property. The post office has given the City parameters by which it would contemplate selling the post office to the City which was included in the agenda packet. At the last meeting the conversation centered on where we would obtain the funding and one of the proposals offered was to sell the Progress Point property. At the moment, the post office is not actively marketing their property and is not in a hurry to sell it. He mentioned that approximately two years ago the Commission gave staff the authority to sell the Progress Point property. Staff delayed marketing that property due to other discussions that transpired (the proposed baseball stadium and the library).

City Manager Knight suggested moving forward with issuing a Notice of Disposal (NOD) for the Progress Point property to see what type of funding opportunities might become available based upon the money generated from the sale. He clarified that we would not be committing to acquire the post office property with those funds. The NOD does not obligate the Commission to accept any proposals at this point and after the notice is over, the City may choose to reject all proposals. A majority agreed that it might be advantageous to receive various proposals to see what we can get for this property since we are under no obligation.

Upon request, City Manager Knight clarified an item he briefly mentioned at the last meeting. He explained that he was approached by someone about possibly allowing a developer to build the required postal facilities on a piece of property at their cost for the right to develop the Progress Point property. He clarified that he has not received a specific offer/proposal, but that it was a general conversation. City Manager Knight answered questions.

Discussion ensued including the pros and cons with issuing a NOD for the Progress Point property, the current zoning designation of the post office, and if we should cease negotiations with the USPS to acquire the property.

Commissioner Cooper said at this time she is not ready to issue a NOD on the Progress Point property and shared opposition with ceasing negotiations with the USPS. In an effort to secure the post office property for future generations and avoid having to move or build a new USPS facility, she suggested that the City make an offer to the USPS for a nominal monetary amount and lease the building back to them for a certain number of years.

Motion made by Commissioner Leary that we stop current discussions with the USPS; seconded by Mayor Bradley for discussion.

Commissioner McMacken asked if the above motion allows for the USPS to come back to us for renegotiations. Commissioner Leary said yes.

Motion amended by Commissioner McMacken that we make an offer to buy the property as is and lease it back to the post office at an appropriate price; seconded by Mayor Bradley.

No public comments were made.

Commissioner McMacken responded to Commissioner Sprinkel's inquiry pertaining to the purchase price offer by referencing the current market appraisal value of \$1.7 to \$2.3 million and that it would be at staff's discretion.

Upon a roll call vote on the main motion (that we stop current discussions with USPS), Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the main motion as amended (that we stop current discussions with USPS with the exception of this proposal; that we make an offer to buy the property as is and lease it back to the post office at an appropriate price), Mayor Bradley and Commissioners Leary, Sprinkel and McMacken voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.

A majority agreed to have staff present a Notice for Disposal (NOD) for the Progress Point property at the next Commission meeting. City Manager Knight acknowledged.

Public Hearings:

- a. Request of Mr. Joseph Passalacqua: Approval of a lot consolidation to combine the two properties at 1251 and 1252 Lakeview Drive as one property, thereby permitting 1251 Lakeview Drive to be used for the principal single family residence and to allow 1252 Lakeview Drive to be used for other accessory structures as permitted by code, subject to limitations as may be made as part of this request.

Planning Manager Jeff Briggs provided the background on this request. He advised that the Planning & Zoning Board approved the request unanimously to consolidate 1251 and 1252 Lakeview Drive subject to the voluntary deed restrictions offered by the applicant that:

- 1) 1251 Lakeview Drive is limited to a residence up to 4,500 sq. ft. if 1252 Lakeview Drive is developed with a guest house/pool cabana (up to 1,000 sq. ft.) in accordance with Section 58-71(i); or
- 2) 1251 Lakeview Drive may be developed as a residence of up to 5,200 sq. ft. if there is no development (other than a swimming pool) on 1252 Lakeview Drive.

Attorney Rebecca Wilson of the Lowndes, Drosdick, Kantor & Reed Law Firm and representing the applicant, provided an abbreviated version of the request and addressed questions related to the voluntary conditions. She advised that the applicant is agreeable to the above voluntary deed restrictions and code requirements.

Upon request, Mr. Briggs answered code related questions pertaining to lot consolidations, particularly the setback requirements and maximum allowable floor area ratio.

Motion made by Commissioner Leary to approve the lot consolidation; seconded by Commissioner Sprinkel.

Kathryn Campbell, 1351 Richmond Road, spoke in opposition to the lot consolidation and shared concern with setting a precedent in the area for potential future consolidation requests.

Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.

Commissioner Cooper requested that staff perform an analysis of other lakefront parcels across the street from the main house that may allow accessory structures to be built on these types of lots in an effort to see if this needs to be addressed.

- b. AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING PORTIONS OF CHAPTER 102, UTILITIES, ARTICLE IV, SEWERS AND SEWAGE DISPOSAL, OF THE CODE OF ORDINANCES, AS WELL AS CREATING THE CITY OF WINTER PARK GREASE MANAGEMENT ORDINANCE, SECTIONS 102-115.01 THROUGH 102-115.14; PROVIDING FOR SEVERABILITY, CODIFICATION, CONFLICTS AND AN EFFECTIVE DATE. First Reading

City Attorney Brown read the ordinance by title. **Motion made by Commissioner Sprinkel to accept the ordinance on first reading; seconded by Commissioner Leary.** Water and Wastewater Utility Director David Zusi answered questions. No public comments were made. **Upon a roll call vote, Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote. Mayor Bradley was absent for the vote.**

- c. RESOLUTION NO. 2149-15: A RESOLUTION OF THE CITY OF WINTER PARK, FLORIDA ADOPTING THE TITLE VI/NONDISCRIMINATION POLICY AND PLAN FOR THE CITY OF WINTER PARK.

City Attorney Brown read the resolution by title. City Manager Knight explained the intent of the resolution. **Motion made by Commissioner McMacken to adopt the resolution; seconded by Commissioner Sprinkel.** No public comments were made. **Upon a roll call vote, Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote. Mayor Bradley was absent for the vote.**

- d. RESOLUTION NO. 2150-15: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, TO EXECUTE A LOCAL AGENCY PROGRAM AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE DESIGN OF THE ST. ANDREWS TRAIL FROM CADY WAY TO ALOMA AVENUE.

City Attorney Brown read the resolution by title. Traffic Engineer Butch Margraf explained the intent of the resolution. Mr. Margraf and Public Works Director Troy Attaway answered questions.

Motion made by Commissioner Leary to adopt the resolution; seconded by Commissioner Sprinkel.

The Commission shared concerns with the agreement language pertaining to the installation of a privacy fence which will separate the trail from the adjacent property owners. Upon questioning, Mr. Margraf stated they had an opportunity to review the design prior to construction.

Motion amended by Mayor Bradley to strike the privacy fence out of the project. Motion failed for lack of a second.

Mr. Attaway advised the Commission that staff will ensure that the final design product meets the needs of the residents, the Four Seasons Condominium owners and the City by providing meaningful input throughout the entire design phase. Mr. Margraf acknowledged the request to provide a copy of the proposed renderings.

No public comments were made. **Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

- e. RESOLUTION NO. 2151-15: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, TO EXECUTE A LOCAL AGENCY PROGRAM AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE CONSTRUCTION OF THE BROOKSHIRE ELEMENTARY SCHOOL SIDEWALKS – MULTIPLE LOCATIONS.

City Attorney Brown read the resolution by title. Traffic Engineer Butch Margraf explained the intent of the resolution. **Motion made by Mayor Bradley to adopt the resolution; seconded by Commissioner Sprinkel.** No public comments were made. **Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

- f. Request of the Avis Budget Group, Inc.:

Mayor Bradley commented that this would be a simultaneous public hearing. City Attorney Brown read the ordinance by title. Planning Manager Jeff Briggs explained the intent of the ordinance and conditional use request.

ORDINANCE NO. 2987-15: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT REGULATIONS", ARTICLE III, "ZONING" SECTION 58-74 COMMERCIAL (C-1) DISTRICT SO AS TO ADD CAR RENTAL AGENCIES TO THE LIST OF CONDITIONAL USES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION AND EFFECTIVE DATE. Second Reading

Motion made by Mayor Bradley to adopt the ordinance; seconded by Commissioner Leary. No public comments were made. **Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

Request of the Avis Budget Group, Inc.: Conditional use approval to locate a car rental agency at 501 N. Orlando Avenue, zoned C-1.

Motion made by Mayor Bradley to approve the conditional use request; seconded by Commissioner Leary. No public comments were made. **Upon a roll call vote, Mayor Bradley and Commissioners Leary, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

City Commission Reports:

a. Commissioner Leary – No items.

b. Commissioner Sprinkel

Commissioner Sprinkel announced that this week is Literacy Week in the local schools; she recommended to have staff correct the verbiage in Code Section 58-71 Accessory Structures (remove the word “servants”); and to clearly define in the tree preservation code/guidelines where a tree can or cannot be planted.

c. Commissioner Cooper

Assistant Public Works Director Don Marcotte acknowledged the request to provide detailed information regarding the Operations & Maintenance (O&M) cost for commuter rail in an effort to plan accordingly.

d. Commissioner McMacken

Commissioner McMacken recognized all of our public service responders for their outstanding service.

e. Mayor Bradley

Mayor Bradley welcomed residents and non-residents to participate in our visioning process.

The meeting adjourned at 7:45 p.m.

Mayor Kenneth W. Bradley

ATTEST:

City Clerk Cynthia S. Bonham, MMC



city commission agenda item

Item type	Consent Agenda	meeting date	February 9, 2015		
prepared by	Peter Moore	approved by	<input checked="" type="checkbox"/>	City Manager	
department	Administrative Services		<input type="checkbox"/>	City Attorney	
division	Budget, Purchasing, Performance Measurement		<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life	<input checked="" type="checkbox"/> Fiscal Stewardship			
	<input type="checkbox"/> Intelligent Growth & Development	<input type="checkbox"/> Public Health & Safety			
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

FY 2015 Budget Amendment for GIS Mapping and Graphic Arts Equipment.

motion | recommendation

Approve the budget amendment as presented.

Background

The City Commission is required by Statute to approve any budget amendments that alter the total amount budgeted in any fund or when funds are transferred between different fund types. The Stormwater division will move \$22k in project funds to a personnel account so that GIS locate coordinates can be performed by a temporary full-time employee. Communications has closed its bulk mail permit with the post office and received \$25k in funds that had been stored through past budgets and would like to use \$10k to purchase computer and camera equipment to replace broken or outdated items. The remaining \$15k will be added to general fund revenues as contingency reserve.

This amendment if approved by the Commission will become part of the formal FY15 year-end close out process that will adopt all FY15 amendments by formal ordinance. The adjustments requested are attached to this item.

alternatives | other considerations

N/A not including budget amendments for grants received would reflect inaccurate project budget balances in the accounting system.

fiscal impact

None. All expenditures or additions to fund balance are offset by existing or new revenues.

Budget Adjustments Requiring Commission Approval

Item	Amount	Source Account	Source Acct. Name	Exp. Account	Exp. Acct. Name	Note	Approval Date
Stormwater (GIS Mapping)	\$ 22,000	303-3406-602.01-31	Stormwater GIS Mapping	102-3401-534.21-10	Regular Wages	Reallocates project funds to pay for a temporary position to perform GIS mapping locates.	Pending
				102-3401-534.21-10	FICA Taxes		
Communications (Graphic Arts Equipment)	\$ 25,223	001-0000-369.90-10	Other Misc Revenue	001-1204-512.64-50	Machinery & Equipment	Allocates a portion of funding from Communication's closed bulk mail permit to pay for graphic arts equipment.	Pending
				001-9200-585.04-10	Contingency Reserve		



city commission agenda item

Item type	Consent Agenda	meeting date	February 9, 2015		
prepared by	Troy Attaway	approved by	<input checked="" type="checkbox"/> City Manager		
department	Public Works		<input checked="" type="checkbox"/> City Attorney		
division	Administration		<input type="checkbox"/> N/A		
board approval	Lakes and Waterways Advisory Board	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> N/A	final vote 7-0
strategic objective	<input checked="" type="checkbox"/> Exceptional Quality of Life <input type="checkbox"/> Fiscal Stewardship <input type="checkbox"/> Intelligent Growth & Development <input type="checkbox"/> Public Health & Safety <input checked="" type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Orange County, Florida and City of Winter Park, Florida Interlocal Agreement for Lake Killarney Sediment Inactivation Project

motion | recommendation

City Commission approve Interlocal Agreement

background

This agreement provides for a joint project between the City and Orange County to perform nutrient inactivation within the bottom sediments in an effort to remove the nutrient source from the lake system. This will in turn provide for better water quality within the lake. The costs associated with the Agreement is the City's pro rata share based on the area of the lake within the City limits.

alternatives | other considerations

- Do nothing and continue to deal with this known nutrient source within the lakes bottom sediments.
- Dredge the bottom sediments at a cost of millions of dollars

fiscal impact

Cost associated with the agreement (approximately \$100,000) is budgeted within the stormwater CIP.

ORANGE COUNTY, FLORIDA
and
CITY of WINTER PARK, FLORIDA

INTERLOCAL AGREEMENT
for
LAKE KILLARNEY SEDIMENT INACTIVATION PROJECT

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into this 9th day of February 2015, by and between Orange County, a charter county and political subdivision of the State of Florida (“Orange County”), whose address is 800 Mercy Drive, Suite 4, Orlando, Florida, 32808 and the City of Winter Park, a municipal corporation (“Winter Park”) whose address is 401 S. Park Avenue, Winter Park, Florida 32789.

W I T N E S S E T H:

WHEREAS, both the Orange County and Winter Park are concerned and interested in the water quality and health of Lake Killarney in Orange County and Winter Park; and

WHEREAS, both Orange County and Winter Park are concerned and interested in the long term health of Lake Killarney in Orange County and Winter Park; and

WHEREAS, Lake Killarney is within the political boundaries of Orange County and Winter Park; and

WHEREAS, it has been determined by the parties that a sediment inactivation project (alum treatment) should be conducted that includes both Orange County and Winter Park; and

WHEREAS, the St. Johns River Water Management District (“SJRWMD”) has awarded Orange County a cost-share grant to conduct a sediment inactivation project (alum treatment). The SJRWMD has agreed to provide Orange County a maximum of \$99,000 of the estimated \$300,000 project costs; and

WHEREAS, Winter Park has provided a letter to Orange County stating their intent to support the project financially; and

WHEREAS, entering this Interlocal Agreement is in the best interest of the citizens of Orange County and Winter Park as it will benefit the health, safety, and welfare of said citizens; and

NOW THEREFORE, in consideration of the mutual understandings and agreements set forth herein, ORANGE COUNTY and WINTER PARK agree as follows:

SECTION 1. RECITALS. The recitals, above, are true and form a material part of this Interlocal Agreement.

SECTION 2. PURPOSE. The purpose of this Interlocal Agreement is to establish the terms and conditions for funding and reimbursement for the sediment inactivation project in Lake Killarney in Orange County and Winter Park.

SECTION 3. TERM. This Interlocal Agreement shall commence and become effective upon execution of the Interlocal Agreement by the parties, the later date of execution controlling. This Interlocal Agreement shall remain in force from the date of execution until the final invoice is paid in full by Winter Park.

SECTION 4. OBLIGATIONS OF ORANGE COUNTY:

(a) ORANGE COUNTY shall be responsible for paying all invoices associated with the sediment inactivation project and invoicing Winter Park on a quarterly basis as outlined in SECTION 5. If the project costs exceed the projected \$300,000.00, Orange County and Winter Park will share the costs equally.

For this Interlocal Agreement between both parties, the Lake Killarney Sediment Inactivation project shall include sampling pre-, during and post-application, including sediment cores for confirmation of treatment efficacy and preparation of a report; calculation of the application rate for the alum treatment; and application of the alum and buffer to the lake, including any mobilization cost.

SECTION 5. OBLIGATIONS OF WINTER PARK:

(a) WINTER PARK agrees to reimburse Orange County for 33.5% of the total cost of the project until the total project costs equal \$300,000.00. If the project exceeds \$300,000.00 Orange County and Winter Park will share the costs equally.

SECTION 6. BILLING AND PAYMENT. Within thirty (30) days of the end of each quarter, Orange County will submit an invoice to Winter Park describing services rendered during the quarter and the actual cost associated with the services.

As to Winter Park, the original invoice shall be sent to:

Tim Egan, Environmental Resource Manager
City of Winter Park
401 S. Park Avenue
Winter Park, Florida 32789

Payment shall be made by Winter Park to Orange County after review and approval by the parties within thirty (30) days of receipt of invoices.

Payment shall be sent to:

Environmental Protection Division
Attn: Lake Management Section
800 Mercy Drive, Suite 4
Orlando, Florida 32808

and made payable to Orange County Board of County Commissioners.

In the event of a disagreement over the services to be rendered or the actual costs thereof, and upon express notice to the other party, the rendering of services by Orange County shall be halted or withheld until agreement is reached between the parties and the agreed upon actual costs are paid to Orange County.

SECTION 9. TERMINATION. This Agreement may be terminated, in whole or in part, by either party at any time, with or without cause, upon not less than sixty (60) days written notice delivered to the other party. However, any services performed and/or invoices due under this Agreement incurred prior to the termination date shall survive the termination and be performed or paid, as the case may be.

SECTION 10. INDEMNIFICATION. Neither party to this Agreement, its officers, employees and agents shall be deemed to assume any liability for the acts, omissions and negligence of the other party, its officers, employees and agents,

SECTION 11. ASSIGNMENTS. Neither party to this Agreement shall assign this Agreement, nor any interest arising herein, without the written express consent of the other.

SECTION 12. NOTICES. Whenever either party desires to give notice unto the other, notice may be sent via U. S. mail to:

FOR ORANGE COUNTY
Manager
Environmental Protection Division
800 Mercy Drive, Suite 4
Orlando, Florida 32808

FOR WINTER PARK
Tim Egan, Environmental Resource Manager
City of Winter Park
401 S. Park Avenue
Winter Park, Florida 32789

Either of the parties may change, by written notice as provided herein, the addresses or persons for receipt of notices.

SECTION 13. COMPLIANCE WITH LAWS AND REGULATIONS. In providing all services pursuant to this Agreement, the parties shall abide by all statutes, ordinances, rules, and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted.

SECTION 14. AMENDMENTS. This Agreement may be amended only by express written instrument approved by the Board of County Commissioners for Orange County and by Winter Park, and executed by the authorized officers of each party.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the dates written below.

ORANGE COUNTY, FLORIDA
By: Board of County Commissioners

By: _____
Teresa Jacobs
County Mayor

Date: _____

ATTEST: MARTHA O. HAYNIE, County Comptroller
As Clerk of the Board of County Commissioners

By: _____
Deputy Clerk

WINTER PARK, FLORIDA

By: _____
Kenneth W. Bradley, Mayor

Date: _____

ATTEST:

By: _____
Cynthia S. Bonham, City Clerk



city commission agenda item

Item type	Consent Agenda	meeting date	February 9, 2015		
prepared by	Cindy Bonham	approved by	<input checked="" type="checkbox"/>	City Manager	
department	City Clerk		<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life		<input type="checkbox"/>	Fiscal Stewardship	
	<input type="checkbox"/> Intelligent Growth & Development		<input type="checkbox"/>	Public Health & Safety	
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Cancel the Commission meeting scheduled for Monday, May 25, 2015 due to the Memorial Day holiday.

motion | recommendation

Approve the cancellation of the May 25, 2015 Commission meeting.

background

It has been customary for the last three years (2012, 2013 and 2014) to cancel the Monday meetings that fall on the Memorial Day holiday.

alternatives | other considerations

Reschedule the Commission meeting to Tuesday, May 26, 2015.

fiscal impact

N/A



city commission agenda item

item type	Consent Agenda	meeting date	February 9, 2015
prepared by department division	Purchasing Division	approved by	<input checked="" type="checkbox"/> City Manager <input type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	<input type="checkbox"/> yes <input type="checkbox"/> no <input checked="" type="checkbox"/> N/A		
		final vote	

Purchases over \$75,000

	vendor	item background	fiscal impact	motion recommendation
1.	Altec Industries, Inc.	PR157082 2015 Altec Bucket Truck Ford F550 Diesel 2x4 Bucket Truck	Total expenditure included in approved FY15 budget. Amount: \$91,551.00	Commission approve PR157082 to Altec Industries, Inc. for 2015 Altec Bucket Truck.
This purchase will be made utilizing GSA Contract Number GS-30F-1028G.				

Piggyback contracts

	vendor	item background	fiscal impact	motion recommendation
2.	HD Supply Waterworks, Ltd.	Water/Wastewater Material Alliance Extension Agreement No. 895	Total expenditure included in approved FY15 budget.	Commission approve piggyback contract with HD Supply Waterworks, Ltd. and authorize the Mayor to execute contract.
Orlando Utilities Commission utilized a competitive bidding process to award this contract. The current contract pricing is valid through June 30, 2015.				

Contracts

	vendor	item background	fiscal impact	motion recommendation
3.	GAI Consultants, Inc.	Amendment 3 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (General Civil & Public Facility Engineering)	Total expenditure included in approved FY15 budget.	Commission approve Amendment No. 3 to GAI Consultants, Inc. and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				
4.	Comprehensive Engineering Services, Inc.	Amendment 3 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Transportation Planning & Engineering)	Total expenditure included in approved FY15 budget.	Commission approve Amendment No. 3 to Comprehensive Engineering Services, Inc. and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				

	vendor	item background	fiscal impact	motion recommendation
5.	CDM Smith Inc.	Amendment 3 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Stormwater Management & Design)	Total expenditure included in approved FY15 budget.	Commission approve Amendment No. 3 to CDM Smith, Inc. and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				
6.	Geosyntec Consultants	Amendment 3 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Stormwater Management & Design)	Total expenditure included in approved FY15 budget.	Commission approve Amendment No. 3 to Comprehensive Engineering Services, Inc. and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	February 9, 2015				
prepared by	Abby Gulden	approved by	<input checked="" type="checkbox"/>	City Manager			
department	Building		<input type="checkbox"/>	City Attorney			
division	Sustainability		<input type="checkbox"/>	N/A			
board approval	KWPB&S	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> N/A	consensus	final vote	
strategic objective	<input checked="" type="checkbox"/> Exceptional Quality of Life	<input type="checkbox"/> Fiscal Stewardship					
	<input checked="" type="checkbox"/> Intelligent Growth & Development	<input type="checkbox"/> Public Health & Safety					
	<input type="checkbox"/> Investment in Public Assets & Infrastructure						

subject

Sustainability Action Plan

motion | recommendation

Seeking approval for the Sustainability Action Plan

background

Initiated by the Keep Winter Park Beautiful and Sustainable Advisory Board, and written by city staff, collaborative board members, and subject matter experts. There was a consensus of the KWPB&S Board to take this to the City Commission for approval.

alternatives | other considerations

fiscal impact

To be determined annually



Winter Park Sustainability Action Plan

Presented by:

City of Winter Park

Keep Winter Park Beautiful & Sustainable Advisory
Board

Kris Stenger, Director of Building, Permitting, &
Sustainability

Abby Gulden, Sustainability and Permitting Coordinator

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Background

Vision and Purpose

The purpose of the SAP is to create a roadmap depicting where the city is today and where it would like to be in the future, in regard to sustainability. It is divided into seven categories, long term objectives and short term actions for helping the city achieve these long term objectives. The objectives are intended to be quantifiable so that progress can be measured on an annual basis and reported to decision makers and stakeholders. A collaborative, integrated approach is necessary for working toward meeting the objectives outlined in the program. The plan is a living document intended to evolve over time as Winter Park experiences both progress and challenges.

By integrating elements of this plan, Winter Park will:

- **Increase the quality of life while improving individual and community health.**
- **Become more energy independent.**
- **Protect and enhance air quality, water quality, and natural systems.**
- **Save money.**
- **Increase economic value.**

It is the intention of this document to provide high level objectives that are conceptually approved by the City Commission and leadership. The actions listed under each category are put forth as possible avenues for achievement of the approved goals, and do not represent required or prescriptive measures.

A Winter Park Sustainability Development Plan will be presented to the Commission for formal approval on an annual basis. This annual plan will include:

- Summary of Previous year Project/ Action status
- Proposed Project/ Action List
- Projected project costs
- City Staff and budget allocations
- Outside Funding opportunities

History

On January 14, 2008, the Winter Park City Commission passed a resolution stating the City would pursue measures to become a certified Green Local Government through the Florida Green Building Coalition (FGBC). In 2009, Public Works Director Troy Attaway hired Tim Maslow to

coordinate the city's sustainability efforts and to develop a plan for achieving the certification. In 2011, after working with each department on a multitude of new projects, policies and programs, the City was officially certified as a Green Local Government at the Gold level also earning the highest score for a local government that year.

The Sustainability Action Plan was originally drafted based upon the structure provided by the Green Local Government certification. It should be noted that attaining a higher level certification is not a specific goal of the Sustainability Action Plan. However, by implementing this plan, the City of Winter Park may qualify to achieve a higher Green Local Government certification level. For more information on specific credits please refer to Appendix 1.

Highlights and Accomplishments to Date

- Green Building Resolution Adopting USGBC's LEED standards for all future city owned buildings (passed 2011)
- Building of the Winter Park Community Center, the first city owned building to meet LEED specifications (2011)
- Retrofit of City Hall and other city owned buildings to reduce energy usage, funded through the U.S. Department of Energy's Energy Efficiency & Conservation Block Grant (EECBG) and Florida Energy & Climate Grant (completed 2012)
- Single stream recycling provided to residents, businesses and in public spaces through WASTE PRO (2009)
- Complete Streets Resolution stating all future city road projects be designed to accommodate all modes of transportation equally (passed 2011)
- 100% of all residents within half mile of public green space
- Environmentally Preferable Purchasing Policy (2010)
- Neighborhood Green Space Grants for Community Gardening and Native Landscaping (Keep Winter Park Beautiful)
- Installation of public ChargePoint Electric Vehicle Charging Stations (2012)
- Electric Utility Commercial and Residential Energy Conservation Audit & Rebate Program (2012)
- Water & Wastewater Utility Audit & Rebate Program
- Volunteer Environmental Cleanups and Tree Plantings
- Tree City USA Designation
- Annual Earth Day & Arbor Day Tree Giveaway

Green Resolutions

[Green Local Government Resolution \(1984-08\)](#) 

[Green Building Resolution \(2077-11\)](#) 

[Complete Streets Resolution \(2083-11\)](#) 

Sustainability Plan

Through partnerships and collaboration, the City of Winter Park's Sustainability Program provides management, development and monitoring of the city's Sustainability Action Plan

addressing waste diversion and recycling, green building, energy efficiency, renewable energy, mobility and urban form, community engagement and green economy, natural systems and resources, local food production and local government operations.

2012-2013 City of Winter Park Sustainability Coordinator , Tim Maslow
 2013-Present City of Winter Park Assistant Director of Building, Permitting, and Sustainability, Kris Stenger
 2014-Present City of Winter Park Sustainability and Permitting Coordinator, Abby Gulden

Sustainability staff also serve as liaison to the city's Keep Winter Park Beautiful & Sustainable Advisory Board.

Keep Winter Park Beautiful & Sustainable Advisory Board

The mission of Keep Winter Park Beautiful and Sustainable (KWPB&S) is to improve the quality, sustainability and aesthetics of our environment in order to create a healthier, more beautiful place to live, work, and play.

In 2012, the city's Environmental Review and Keep Winter Park Beautiful boards merged with a shared focus of improving community sustainability and achieving the Green Local Government Platinum certification. The new KWPB & S Advisory Board held monthly workshops in addition to their regularly scheduled monthly board meetings in an effort to develop and refine the Sustainability Action Plan with community involvement.

2012-2013 Board Members	2014-2015 Board Members
Mary Dipboye, Chair	Michael Poole, Chair
Stephen Pategas, Vice Chair	Stephen Pategas, Vice Chair
Michele Hipp	Michele Hipp
Michael Poole	Raymond Randall
Raymond Randall	Pat Schoknecht
John Rife	Julia Tensfeldt
Lucy Roberts	Laura Walda
Joseph Robillard	Carol Shenck (Kostick)
James (Bob) Robinson	Mark Roush
Pat Schoknecht	Bruce Thomas
Julia Tensfeldt	Steven DiClemente
Kent Tse	Mary Dipboye
Laura Walda	John Tapp
Carol Kostick	Fred Kosiewski
Mark Roush	Cathy Blanton

Sustainability Defined

The Basic Definition

Today the word “sustainability” is used more and more frequently, from a wide variety of perspectives and with a number of different purposes in mind. As a result the word is becoming harder to define. The basic definition of sustainability is “*meeting the needs of the present without compromising the ability of future generations to meet their needs*” (Brundtland Report, *Our Common Future*, 1987)

The Broader Application

Perhaps more important than the definition of sustainability is the understanding that the practice of sustainability reflects the intersection of three areas of concern for local governments: economy, environment, and equity – often referred to as the “triple bottom line” or “the three e’s.” Sustainability requires a fresh look at balancing all three areas that in the past may often have been viewed as competing against one another rather than being complementary.

The Local Purpose

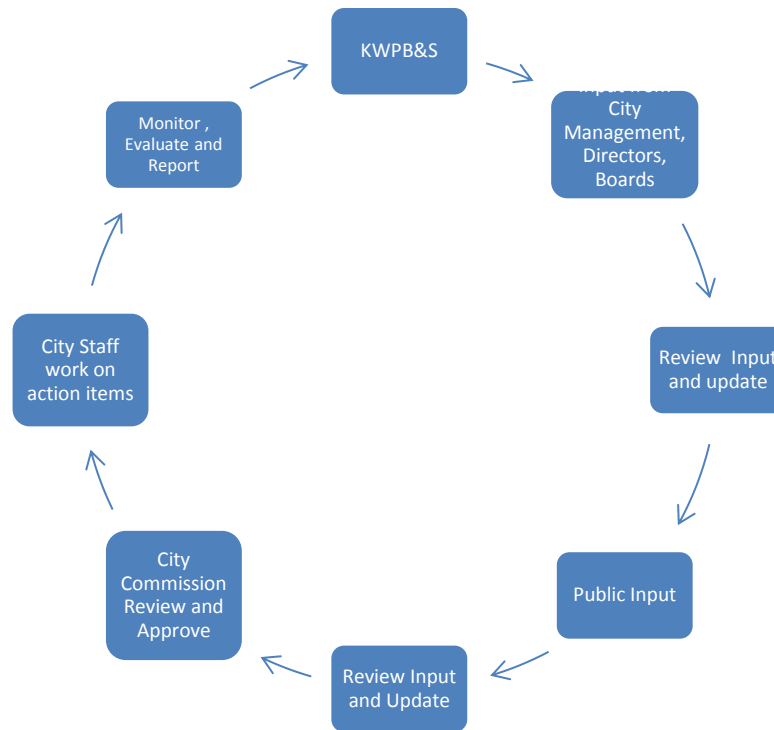
While acknowledging the basic definition as well as the triple bottom line of sustainability, local governments should also determine what sustainability means to their community. Before embarking on a sustainability plan or program, it is helpful to get the key players together to discuss their definitions of sustainability as well as the specific purposes they see for the proposed plan.

The City of Winter Park’s defines sustainability as:

“...responsible and proactive decision-making that minimizes negative impact and maintains balance between social, environmental, and economic growth to ensure a desirable planet for all species now and in the future.”



Sustainability Planning Process



Initial Plan Development

1. KWPB & S develop and approve plan
2. Seek input from Department Directors, Advisory Boards and City Management
3. Review input and update plan
4. Seek public input
5. Review input and update plan
6. Present to City Commission for input and conceptual approval

Approved Plan Monitoring and Implementation

City Staff:

- a. Monitor Sustainability Action Plan
- b. Pursue funding as needed to implement actions
- c. Implement actions

- d. Provide updates to City Management, Department Directors,
KWPB & S Advisory Board and other applicable boards as requested.
- e. Provide Annual Winter Park Sustainability Development Plan to City
Commission
- f. Revise plan as needed

Sustainability Action Plan

Indicators Dashboard

The Indicators Dashboard serves as a roadmap for Winter Park. Each priority indicator includes a 2012 baseline to measure against with target goals for 2020 and 2030.

Category	Indicator	2012 Baseline	2020 Target	2030 Target
Community Engagement & Green Economy	City wide Carbon Footprint in GHG Emissions (electric, transportation, solid waste)	397,075 metric tons	25% less	50% less
Waste Diversion & Recycling	Waste diverted from landfill	15%	75% (state goal)	90%
Mobility & Urban Form	Vehicle Miles Traveled	176,485,056	10% less	25% less
Buildings, Energy and Water	Energy Avoided Per Household (based on 10 year average)	17,029 Kwh	5% less	10% less
	Residential potable water average annual usage	128,000 Gallons	5% less	15% less
Natural Systems & Resources	Tree Canopy	55%	55%	60%
	Greenspace Coverage	57%	57%	60%
	Lakes Water Quality-Visibility Depth	2 meters	2.5 meters	3 meters
Local Food & Agriculture	% of Residents within 1/2 mile of local/healthy food assets	<i>Not available</i>	50%	100%
Local Government Operations	Local Government GHG Emissions (buildings, fleet)	11,473 metric tons	25% less	50% less

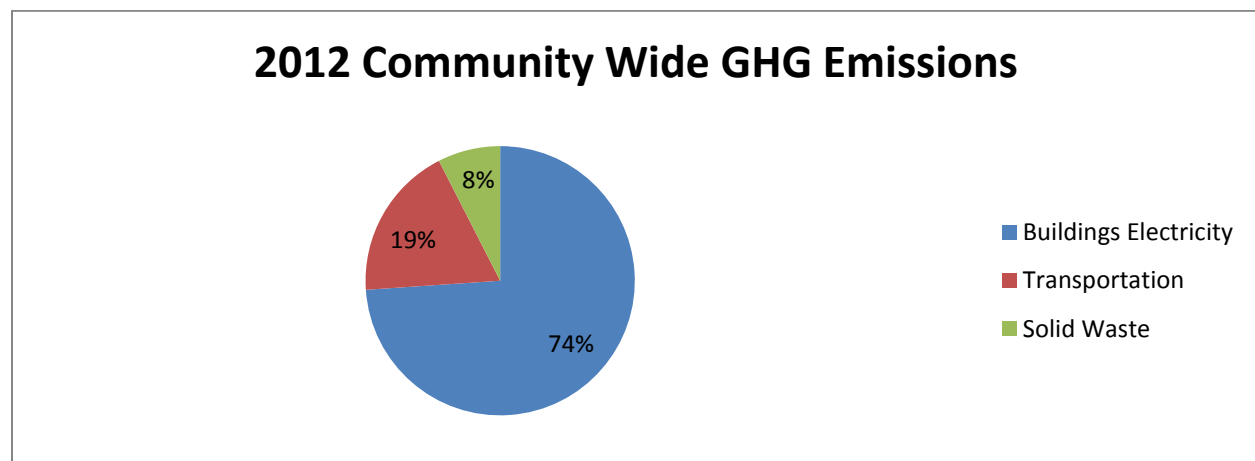
Categories, Objectives, Indicators and Actions

The Sustainability Action Plan contains seven categories. Each category has a brief overview, long term objectives, measurable indicators and actions. The actions include anticipated implementation years along with leading city departments and divisions.

Community Engagement & Green Economy

Overview

The Community Engagement and Green Economy category outlines long term objectives and actions focused on encouraging residents, business owners, schools and other organizations in Winter Park to begin incorporating more sustainable solutions in their daily activities. To foster and build upon a culture that values health, environmental stewardship and financial wellbeing, the City will support public engagement campaigns to educate, inspire and offer some of the most cost effective, healthy and easy solutions. The campaign will seek to engage diverse partners and sectors of the community; create a shared community vision, goals and progress indicators of a low-carbon future; connect individuals and organizations to education, tools and resources; and celebrate positive changes and successes. A fully engaged community is the key to successfully making Winter Park a more sustainable community.



Objectives

1. Communicate, educate and motivate the City, residents, students, businesses and organizations to change their behavior in ways that support the objectives of the Sustainability Action Plan.
2. Reduce city wide carbon footprint from electric, transportation and solid waste.

Indicators

Community Engagement & Green Economy	Indicator	2012 Baseline	2020 Target	2030 Target
	CEGE1 City wide Carbon Footprint in GHG Emissions (electric, transportation, solid waste)	397,075	25% less	50% less
	CEGE2 Recognized Green Businesses	0	25 % recognized businesses	50% recognized businesses
	CEGE3 Residents taking the Sustainability Pledge	0	50%	100%
	CEGE4 Green School Grant Participants	10	50%	100%
	CEGE5 KWPB Volunteer Events	12	12	12

Actions

Projected Implementation Year	Action	Lead Department
2015	1. (Project) Develop Marketing Plan for Sustainability.	Communications
2015	2. (Program) Continue Green School Grant program.	Sustainability
2015	3. (Program) Explore funding options for maintenance and upkeep of existing Pocket Parks and Community Gardens ,	Sustainability, Parks & Recreation
2015	4. (Program) Facilitate sustainability education workshops	Sustainability, Parks & Recreation
2015	5. (Program) Continue participation in America In Bloom/ Winter Park Blooms.	Sustainability
2015	6. (Program) Continue	Sustainability, Parks &

	volunteer opportunities including lake cleanups, gardening, and invasive species removal.	Recreation, Lakes
2016	7. (Project) Develop interactive sustainability webpage that allows individuals to take Sustainability Pledge, calculate their carbon footprint, organizations to post environmental volunteer opportunities, and share success stories.	Communications
2018	8. (Project) Create and install Environmental Education opportunities at parks and green buildings.	Sustainability, Parks & Recreation
2020	9. (Program) Develop Green Neighborhood program focusing on existing, established residential neighborhoods to support eco-friendly behavior.	Sustainability
2020	10. (Program) Partner with other local municipalities to develop Green Business Challenge.	Sustainability, Planning-Economic Development

Waste Diversion & Recycling

Overview

In 2012, Winter Park generated 30,337 tons of garbage with 29,832 tons of greenhouse gas emissions (calculations based on the EPA's Waste Reduction Model (WARM) tool.

http://epa.gov/epawaste/conservation/tools/warm/Warm_Form.html). The average Winter Park household throws away over one ton of garbage per year while the average business throws away 5.4 tons per year.

Today, the Orange County Landfill charges \$33.60 per ton for residential and commercial garbage while the Recycle America Materials Recovery Facility, also located at the Orange County Landfill, accepts recycling for free. This means the city can realize substantial monetary savings if more garbage is recycled. The city's current solid waste contract does not pass through savings from reduced disposal fees to the city. Only the hauler realizes the savings. It is important to structure the next contract so that the city can realize these financial savings.

This category outlines ways the city can begin diverting more waste from the landfill, save money and reduce carbon emissions from solid waste.

Objectives

1. Reduce total solid waste generated.
2. Divert solid waste generated away from landfill.
3. Reduce the greenhouse gas impacts of the solid waste collection.

Indicators

Category	Indicator	2012 Baseline	2020 Target	2030 Target
Waste Diversion & Recycling	WDR1 Waste diverted from landfill	15%	75% (state goal)	90%
	WDR2 Total tons of solid waste generated	30,337	10% less	25 % less
	WDR3 GHG emissions from solid waste (tons)	29,832	40% less	75% less

Actions

Projected Implementation Year	Action	Lead Department
2015	1. (Program) Evaluate City Waste Contract for provision of single stream recycling carts to all residential customers, frequency of waste collection service, and Pay As You Throw model.	Sustainability
2016	2. (Program) Evaluate residential and commercial recycling incentive rewards programs	Sustainability
2016	3. (Project) Evaluate requirement for commercial and multifamily recycling service	Sustainability
2016	4. (Project) Promote Commercial, Multi-Family and Construction & Debris recycling case studies.	Communications
2016	5. (Project) Promote composting case studies.	Communications
2017	6. (Program) Provide free special events recycling.	Parks & Recreation
2017	7. (Program) Provide quarterly Hazardous Waste and Electronic Waste events	Public Works, Sustainability
2018	8. (Project) Increase recycling to all city owned facilities and parks.	Parks & Recreation
2020	9. (Project) Evaluate Commercial Pay As You Throw Pilot program.	Sustainability
2020	10. (Program) Pilot test residential curbside composting by adding food waste to yard waste.	Sustainability

2020	11. (Project) Work with Orange County and other local governments to explore increasing capacity for waste to energy at landfills.	Electric Utility, Sustainability
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Mobility & Urban Form

Overview

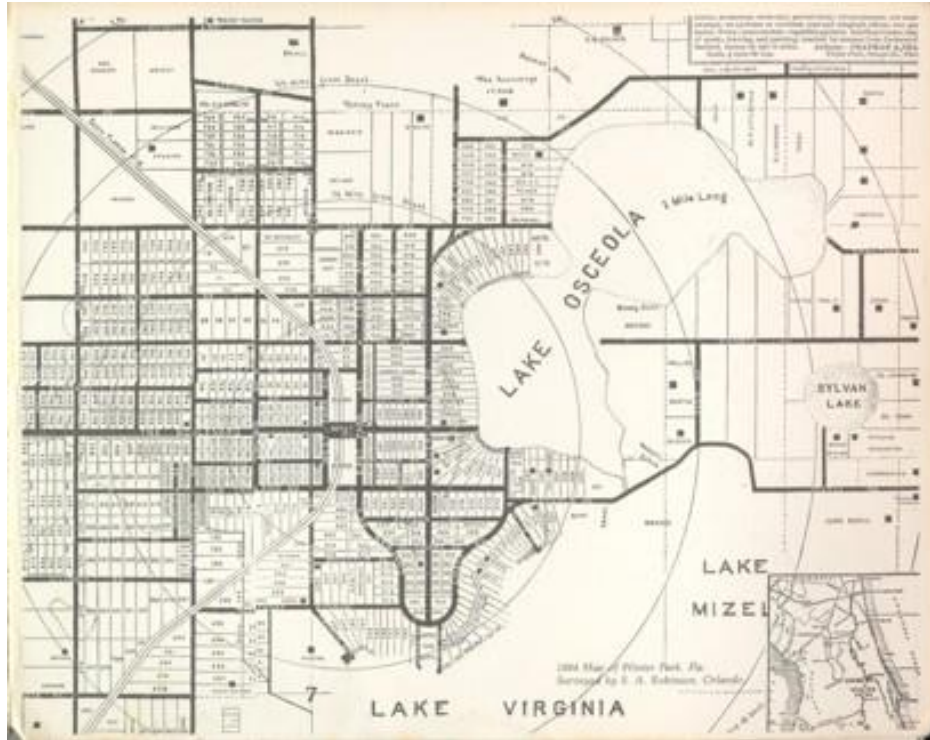
The Mobility & Urban Form category proposes increasing healthier, more active forms of transportation such as walking, bicycling and using mass transit such as LYNX bus and SunRail commuter rail. The category also emphasizes a more human scaled, compact, mixed use neighborhood pattern and design that makes it easier for people choosing these more sustainable transportation options.

Transportation is a significant contributor to the city's carbon emissions. Providing an interconnected network of complete streets that promote walking and cycling will result in a reduction of vehicle miles traveled (VMT) and fewer emissions. Common design elements of complete streets tend to be human scaled, narrow, with continuous sidewalks, bike lanes, landscaping and shade trees. These design characteristics combined with low impact development (LID) elements such as bio-swales and rain gardens also help reduce stormwater runoff, enhance lakes water quality and reduce the urban heat island effect. In other words, it cools the temperature.

Complete streets that are enjoyable to walk or bike on become public amenities that are capable of attracting new tenants and residents to the area. Complete streets joined with human scaled urban development create a more aesthetically pleasing atmosphere while creating a "sense of place." Examples in Winter Park include Park Avenue, Hannibal Square and the Winter Park Village. The site of the Train Station at 151 Morse Blvd near Park Ave has a Walkscore of 91, which is considered a "walker's paradise." The Community Center in Hannibal Square scores at 86 "very walkable" while Winter Park Village achieves an 80, also "very walkable." It is no coincidence that these walkable "places" also have the highest concentrated property values within the city.

Thanks to the local advocacy from organizations like the Winter Park Health Foundation, Winter Park is beginning to understand the direct correlation between active transportation and physical and mental health. Walking and cycling also encourage interaction between neighbors, expose people to the community and allow for enjoyment in ways unavailable to automobile passengers.

As the first planned community in Florida, Winter Park was founded around the concept of walkability and human scaled urbanism. Since owning a car was a rarity in the 1880s, Winter Park's founders designed the original plan around the Train Station which was the town's first constructed building. Future development was patterned off quarter mile walks around the station. With SunRail launching in May 2014, Winter Park serves as a regional model for Transit Oriented Development (TOD) and will provide residents and visitors the option to enjoy the city car-free.



The original Town Plan for Winter Park, FL placing the train station in the center with development planned around it. The circles represent quarter mile distances.

Objectives

1. Create walkable and bike-able neighborhoods where Winter Park residents can easily walk or bicycle to meet basic daily needs and have safe pedestrian and bicycle access to transit.
2. Reduce daily vehicle miles traveled at 20 predetermined intersections.
3. Increase certified Green Neighborhood Developments.
4. Reduce the carbon intensity of our transportation fuels.

Indicators

Category	Indicator	2012 Baseline	2020 Target	2030 Target
Mobility & Urban Form	MUF1 Vehicle Miles Traveled	In development	10% less	20% less
	MUF2 Certified Green Neighborhood Development	0 certified	2	All redevelopments achieve green

certification				
MUF3	Electric Charging Stations	6	Increase	Increase
MUF4	Walk Score	55	70	80
MUF5	Transit Score	In Development		
MUF6	Bike Score	In Development		

Actions

Implement	Action	Lead Department
By		
	1. (Project) Increase bike storage downtown while reducing dependence on vehicle parking.	Public Works/ Parks
2016	2. (Project) Evaluate Comprehensive Plan to identify for policies related to green building and green neighborhood development. Recommend revisions as deemed desirable.	Planning
2016	3. (Project) Evaluate expanding bus service and consider Flex Bus for increasing service to Sunrail station.	Public Works, Planning
2016	4. (Project) Calculate Vehicle Miles Traveled (VMT) and GHG emissions as a result of VMT at select intersections	Public Works
2017	5. (Project) Evaluate Transportation Plan with regards to SunRail, safe routes to schools, Complete Streets and regional projects such as trails.	Public Works
2017	6. (Program) Encourage private developments to increase safety and ease of walking and cycling through site plan review process with recommendations from project design checklist.	Public Works, Planning
2018	7. (Program) Evaluate Bike Share through a third party vendor as part of a regional wide program in conjunction with SunRail.	Public Works
2018	8. (Program) Evaluate Car Share through a third party vendor as part of a regional wide program in conjunction with SunRail.	Public Works
2020	9. (Program) Encourage businesses to offer employee commuter incentive benefits.	Public Works, Planning
2020	10. (Policy) Incentivize LEED for Neighborhood Development standards for areas with potential for neighborhood scale	Planning

	redevelopment that ensure human scale, mixed use development and complete neighborhoods.	
2020	11. (Policy) Survey and publicize workforce housing located within a quarter mile from major employers.	Planning
2020	12. (Project) Increase the number of electric vehicle charging stations.	Electric Utility
2020	13. (Project) Enhance Pedestrian & Bicycle Wayfinding.	Public Works

Buildings, Energy & Water

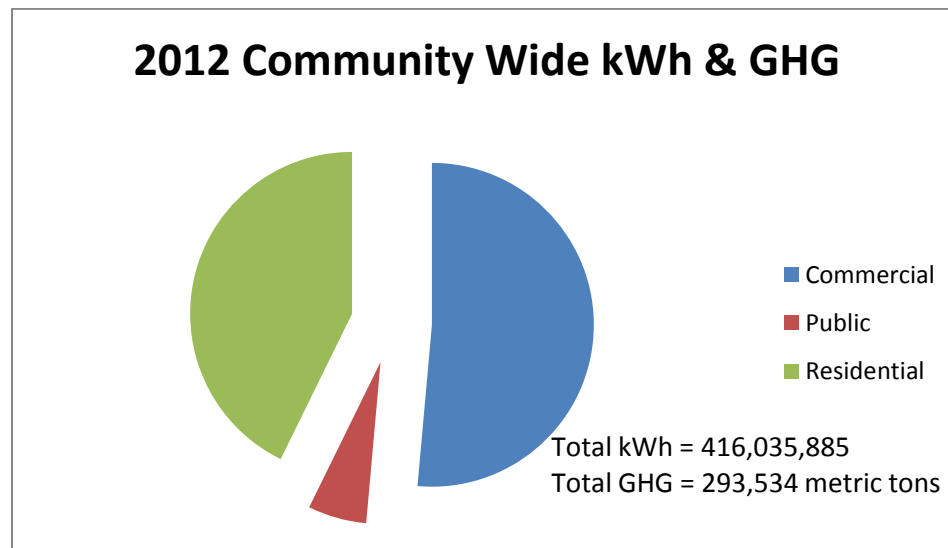
Overview

The Buildings, Energy and Water category focuses on measures that can reduce the environmental consequences of the construction, reconstruction and operation of buildings and infrastructure with a focus on energy and water conservation. Since buildings' energy usage is by far the largest contributor to the city's carbon footprint, implementing the prescribed actions is critical to achieving a more sustainable Winter Park.

In Winter Park, electricity usage in 2012 equated to 293,534 tons in greenhouse gas emissions. Most of the electricity is used to power buildings while some is used to power city scale infrastructure such as streetlights and transporting water. Electric usage has decreased about 5% between 2007 and 2012 with an increase in customers while water usage has decreased about 1.5% with a decrease in customers in the same five year time period. The average Winter Park home uses 15,262 kWh while consuming about 128,000 gallons of water per year compared to the average business that uses 91,849 kWh and 294,000 gallons of water per year.

Please refer to Appendix: Winter Park Utility Trends. All utility data is sourced from the city's 2012 Comprehensive Annual Financial Report which can be reviewed at the following link:

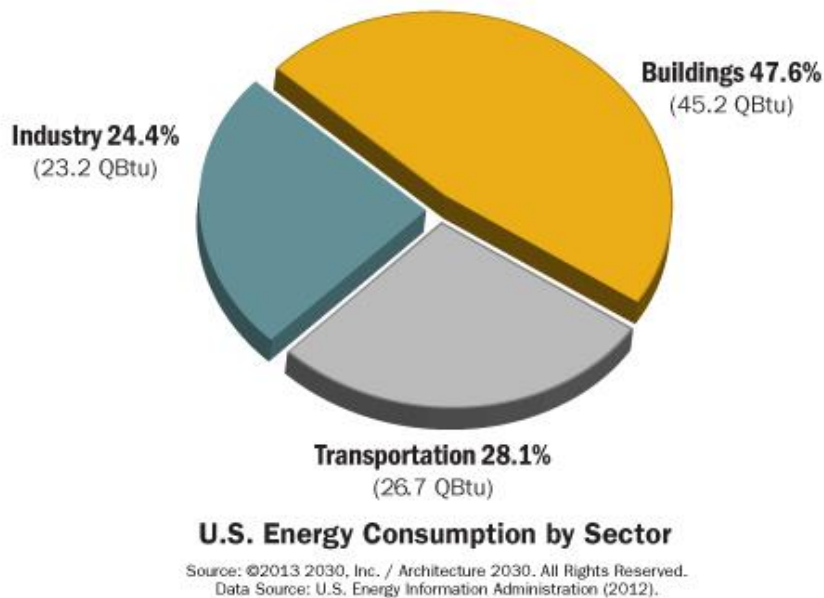
<http://cityofwinterpark.org/Docs/Departments/Finance/CAFR12.pdf>.



Source: 2012 City of Winter Park Comprehensive Annual Financial Report and the EPA Greenhouse Gas Equivalencies Calculator.

According to the U.S. Energy Information Administration, the Building Sector consumes nearly half (47.6%) of all energy produced in the United States and 14% of potable water use. Seventy-five percent (74.9%) of all the electricity produced in the U.S. is used just to operate buildings. The Building Sector

was responsible for nearly half (44.6%) of U.S. CO₂ emissions in 2010. By comparison, transportation accounted for 34.3% of CO₂ emissions and industry just 21.1%.



Objectives

1. Reduce community wide greenhouse gas emissions from building energy consumption.
2. Increase residential, commercial, and municipal building renewable energy
3. Increase number of residential energy audits and number of residential energy efficiency upgrade rebates.
4. Increase energy produced and sourced from renewables and clean alternative energy.
5. Increase number of municipal and commercial buildings benchmarked for electricity and water consumption.
6. Reduce per capita average annual potable water usage for the residential sector.

7. Incentivize and encourage new buildings and major renovations to meet green building standards.

Indicators

Category	Indicator	2012 Baseline	2020 Target	2030 Target
Buildings, Energy and Water	BEW1 Residential Energy Audits Performed Annually	152	150	150
	BEW2 Residential Rebates Administered Annually	95	100	100
	BEW3 Commercial Buildings Benchmarked	0	100	500
	BEW4 Percentage of WPEU energy portfolio from renewable and clean alternative sources	1.9%	40%	60%
	BEW5 Residential potable water average annual usage	128,000 Gallons	5% less	15% less
	BEW6 Community Wastewater (gallons)	968,638	5% less	15% less
	BEW7 Percentage of water from reclaimed sources	In Development	5% more	15% more
	BEW8 Percentage of buildings meeting City of Winter Park green building standards	1%	25% new construction	50% new construction and major renovations

Actions

Projected Implementation Year	Action	Lead Department
2015	1. (Program) Increase promotion of existing Energy & Water Conservation opportunities	Building, Communications

	such as audits and rebates.	
2015	2. (Program) Publicize funding opportunities to help property owners finance green building projects, energy efficiency upgrades and renewable energy.	Building, Finance, Electric Utility
2016	3. (Policy) Establish energy benchmarking and disclosure policy.	Building, Planning
2016	4. (Program) Provide Green Building Education to appropriate city staff, realtors, and private builders.	Building
2016	5. (Project) Create and maintain an electronic database of all building energy code compliance, green certifications and energy ratings within the City of Winter Park	Building
2017	6. (Policy) Explore opportunities for new buildings and major remodels achieve green building standards through updated building codes with minimum HERS rating for residential and ENERGY STAR for non-residential.	Building
2017	7. (Policy) Develop measures to discourage building destruction and encourage building design for long term use.	Building
2017	8. (Project) Increase promotion of Green Building Case Studies to residents, potential residents, home builders, and contractors.	Building, Communications
2017	9. (Project) Develop a plan for converting streetlights and public space lighting to LEDs.	Building, Electric Utility
2017	1. (Project) Review water utility rates to ensure	Water & Wastewater

	inverted rate structure is adequately discouraging overuse of water.	Utility
2018	2. (Policy) Recognize net zero energy/ carbon neutral new buildings and homes	Building
2018	3. (Program) Create rebate and/or code for utilization of electric vehicle charging for renovated and new buildings.	Electric Utility, Building
2018	4. (Policy) Develop policy and rebate addressing and incentivizing residential and commercial gray water & rain water reuse.	Building, Water & Wastewater Utility
2020	5. (Project) Optimize use of existing Water Reuse Plant and identify additional opportunities for maximizing ipercentage of water from reclaimed sources.	Water & Wastewater Utility
2020-2030	6. (Project) Increase the Electric Utility's percentage of energy derived from renewable and clean alternative sources.	Water & Wastewater Utility
2030	7. (Program) Encourage private developers to use District Energy systems for large scale developments with at least two buildings.	Electric Utility, Water & Wastewater Utility, Planning

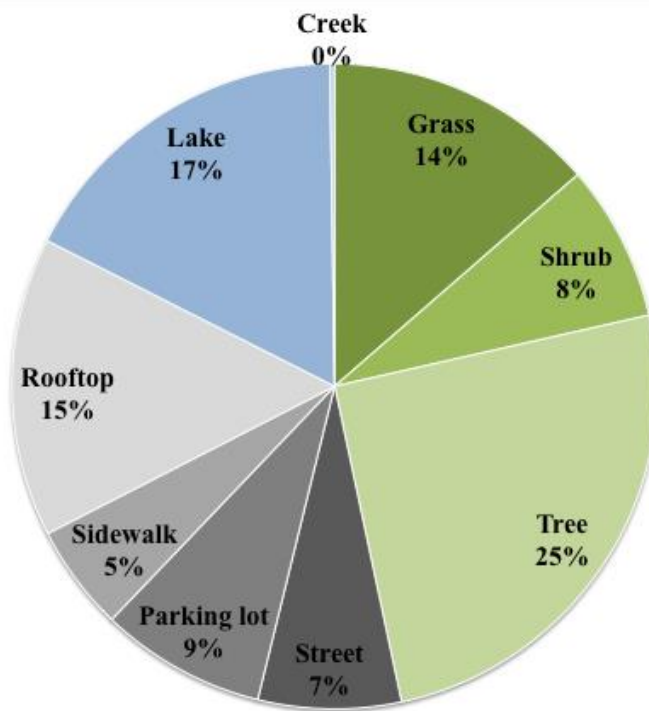
Natural Systems & Resources

Overview

Winter Park is known for its lush tree canopy and pristine lakes. Both of these features provide a multitude of benefits including improved air quality, wildlife habitat, cooler temperatures through reduced urban heat island effect, beautification and increased property values. The Natural Resources and Systems category is focused on preserving and enhancing these valuable natural features that help make Winter Park such a great place to live.

Winter Park Land Coverage Chart

*Percentages reported in tree canopy, greenspace and greyspace indicators only include land and not lakes.



Source:
Appendix-
Winter
Park Tree
Canopy
Report

Objectives

1. Maintain and expand the urban tree canopy.
2. Increase overall green space.
3. Maintain percentage of residents living within a half mile from public green space.
4. Reduce grey space (including paved parking lot, street, sidewalk, rooftop, impermeable).
5. Increase lakes water quality. *(The water clarity goal is intended to be aspirational in nature and success will be evaluated through an annual assessment of each lake's condition and ongoing management efforts to determine if all practical means are being employed to effect improvements. The assessment will be submitted by the Lakes Division staff following review and approval by the Lakes and Waterways Advisory Board).*

Indicators

Category		Indicator	2012 Baseline	2020 Target	2030 Target
Natural Systems & Resources	NSR1	Tree Canopy Coverage	55%	55%	60%
	NSR2	Greenspace Coverage	57%	57%	60%
	NSR3	Greyspace	43%	43%	40%
	NSR4	Lakes Water Quality-Visibility Depth	2 meters	2.5	3 meters
	NSR5	Residents living within a half mile of public greenspace	95%	95%	95%

Actions

Projected Implementation Year	Action	Lead Department
2015	1. Continue aquatic plant management.	Public Works Stormwater, Lakes
2018	2. (Project) Work towards establishing a Green Infrastructure Plan addressing stormwater with light impact development best management practices including Rain Gardens, Bio-Swales, Green Streets and Green Roofs that also serve as amenities.	Public Works Stormwater, Lakes, Parks & Recreation
2018	3. Increase frequency of existing stormwater infrastructure maintenance including street sweeping.	Public Works Stormwater, Lakes
2018	4. (Project) Explore installing a rain garden in a visible public space to serve as a demo for light impact development.	Public Works Stormwater, Lakes, Parks & Recreation
2018	5. (Program) Explore leveraging Electric Utility's Green Roof incentive with grant from Stormwater Fund	Public Works Stormwater, Lakes, Electric Utility
2020	1. (Program) Continue to develop long term reforestation plan to increase tree canopy coverage.	Forestry Division, Parks & Recreation

Local Food & Agriculture

Overview

Local Food & Agriculture seeks to reduce the distance products travel between producer and consumer and can range from the neighborhood-level to a regional scale. A local “foodshed” is the area that can support the food needs within a region. While it varies in size depending on geographic features and season, foodsheds tend to encompass a 100-250 mile radius.

A sustainable local food system is typically characterized by a comprehensive set of factors and activities that minimize environmental impact, support local economies, increase access, and promote public health and nutrition. This approach, sometimes described as “farm-to-table,” tends to emphasize direct relationships between producers and consumers, and can often result in indirect benefits such as reduced crime rates and a greater sense of place and community.

The Following objectives and actions have been identified as context sensitive approaches the City of Winter Park and greater community can implement to help facilitate a healthy, local and sustainable food system in our city and Central Florida region.

While it is difficult to accurately quantify Winter Park’s environmental impact from food it is important to recognize that the food we eat does in fact have an impact on the environment in many ways.

Objectives

1. Significantly increase the consumption of regionally grown, local food.
2. Reduce consumption of carbon intensive foods.

Indicators

Category	Indicator	2012 Baseline	2020 Target	2030 Target
Local Food & Agriculture	LFA1 % of Residents within 1/2 mile of local/healthful food	<i>In Development</i>	50	100%

	assets (community gardens, urban farms, CSAs, Farmer's Markets, Grocery Stores and restaurants offering locally grown food)			
LFA2	Local Food Consumption Baseline (meals at home)	21.8% (<i>Current metric for statewide consumption, city baseline in development</i>)	40%	60%

Actions

Projected Implementation Year	Action	Lead Department
2015	1. (Policy) Participate in regional Food Policy Council.	Sustainability
2015	2. (Project) Create a map identifying additional city-owned locations for edible landscaping.	Planning, Parks & Recreation, Sustainability
2016	3. (Program) Continue Community Garden Projects via KWPB grant program.	Sustainability
2020	4. (Policy) Include Local Food Preference in city's Environmentally Preferable Purchasing policy.	City Administration-Purchasing
2020	5. (Policy) Explore Residential, Commercial and Public Space Urban Agricultural Design Guidelines	Planning
2020	6. (Project) Pilot an urban farm	Parks & Recreation

Local Government Operations

Overview

The City of Winter Park, as a local government, is the third largest consumer of electric in the city using 12,153,788 kWh annually. The city is the fifth largest consumer (within city limits) of water using 14,422,000 gallons of water per year. In 2011, city buildings were energy retrofitted through a performance contract and Energy Efficiency and Conservation Block Grant dollars. This has resulted in 10% energy reductions and over \$113,000 in annual savings. In 2013, the city's Water and Wastewater Utility and Public Works Department has teamed up with the Parks and Recreation Department to begin conserving water in city parks resulting in additional tax dollars saved. The objectives and prescribed actions in the Local Government Operations category are intended to build on these efforts to conserve resources, reduce greenhouse gas emissions and save tax dollars. Creating healthier and more comfortable environments for employees and building occupants are also anticipated benefits from building and renovating city buildings to meet high performance, green standards.

Objectives

1. Reduce Local Government's Greenhouse Gas Emissions.
2. Reduce Local Government's energy usage in buildings and infrastructure.
3. Increase Local Government's renewable energy production.
4. Reduce Local Government's potable water usage.
5. Reduce Local Government's fleet fuel usage.
6. Increase Local Government employees taking transit, carpooling, cycling or walking to work.

Indicators

Category		Indicator	2012 Baseline	2020 Target	2030 Target
Local Government Operations	LGO1	Local Government GHG Emissions	11,473 metric tons	20% less	50% less
	LGO2	Energy usage	12,153,788 kWh	10% less	25% less
	LGO3	Renewable Energy Production	1.6%	6.6%	11.6%
	LGO4	City Fleet Fuel Usage	151,971 gallons of gasoline/ 82,196 gallons of diesel	25% less	50% less
	LGO5	Potable Water Usage	14,422,000 gallons	25% less	50% less
	LGO6	City Employees using transit, carpooling, cycling or walking to work	In Development	Increase	Increase

Actions

Projected Implementation Year	Action	Lead Department
2015	1. (Program) Continue monitoring city buildings' energy and water usage through ENERGY STAR Portfolio Manager.	Sustainability
2016	2. (Program) Explore establishing a Revolving Energy Efficiency Loan Fund for city owned buildings and infrastructure.	Finance, Public Works
2016	3. (Project) Conduct energy audits for all city owned facilities.	Public Works-Facilities

2018	4. (Policy) Shift from potable to non-potable water resources for parks irrigation while increasing efficiency.	Parks & Recreation, Water Utility
2018	5. (Program) Implement ISO 14001 Environmental Management System	Sustainability
2018	6. (Program) Develop Green City Fleet maintenance program by referring to FGBC itemized checklist and begin replacing older vehicles with more efficient vehicles potentially including hybrids, electric and natural gas.	Public Works-Fleet
2018	7. (Policy) Update the city's idling policy to allow for a maximum of one minute (currently five) for city fleet.	Public Works-Fleet City Administration
2020	8. (Project/Program) Begin monitoring occupied city buildings' energy and water usage in real time while engaging occupants with dashboards and competitions.	Public Works
2020	9. (Policy) Update Green Building Resolution to reflect minimum energy efficiency standards and percentage of energy derived from on-site renewables for city owned buildings.	Public Works- Sustainability

Sustainable actions you can take at home!

Together we can make a difference!

	Take action today!	Next Steps...	Start Planning for Change
	Most of these actions can be done in less than 20 minutes, for less than \$20. Why wait?	With just a little set up time, you can get your household on the right track.	Some changes take time and planning. Start thinking about these goals now.
A Sustainable and Healthy Home	<p>Save energy and costs: replace incandescent light bulbs with efficient compact fluorescent light bulbs (CFLs) or LEDs.</p> <p>Plug your microwave, stereo, chargers, television, and computer equipment into power strips that can be shut off when not in use.</p> <p>Keep your thermostat at 78°F while home, 82°F while away in the summer. Let the fresh air in during the winter.</p> <p>Do simple weatherization by sealing cracks and leaks around walls, trim, outlets, doors, and windows.</p>	<p>Set up a free home energy audit with Winter Park Electric Utility: www.cityofwinterpark.org/Pages/Departments/Electric_Utility.aspx</p> <p>Track and monitor your home's energy use (water, gas, oil, electricity) at www.myenergy.com and carbon footprint at www.epa.gov/climatechange/ghgemissions/ind-calculator.html</p>	<p>Fully insulate your home and seal ducts, and replace your furnace, water heater, and home appliances with ENERGY STAR models that qualify for rebates from Winter Park's Energy Conservation Rebates and Incentives Program. www.cityofwinterpark.org/Pages/Departments/Electric_Utility/Energy_Conservation_Rebates_and_Incentive_Program.aspx</p> <p>Plant native and drought-resistant vegetation: www.foridayards.org</p>
Sustainable Transportation	<p>Maintain your car: properly inflate tires and keep it tuned up for efficient driving.</p> <p>Combine several errands into one trip by planning ahead, making a list, using closer stores, grouping your appointments and doing one-stop shopping: www.driveless.savemore.com</p>	<p>Many trips within Winter Park are under 1.5 miles. Switch at least one of your drive-alone trips to walking, transit, carpooling, or biking. Free resources such as carpool matching at www.reThinkYourCommute.com</p> <p>Try riding the SunRail: www.SunRail.com</p> <p>Track your monthly driving mileage. Make a goal to reduce your mileage by a specific percentage.</p> <p>Enjoy the beautiful outdoors of Central Florida. www.healthycentralflorida.org/</p>	<p>Buy the most fuel-efficient vehicle that meets your needs.</p> <p>If your household has more than one car, try to eliminate a car and borrow or share a second vehicle when you need one.</p> <p>Planning to move? Consider neighborhoods with daily services within walking distance: www.walkscore.com</p>
Sustainability and Your Stuff	<p>Recycle right: recycle all paper, metal, and glass, as well as yogurt tubs and other plastics accepted at curbside. www.wasteprousa.com</p> <p>Paper or plastic? No thanks! Take reusable bags with you every time you go shopping.</p>	<p>Compost food scraps in your backyard. www.epa.gov/waste/conserve/tools/greencapscapes/pubs/compost-guide.pdf</p> <p>Shop local: visit neighborhood shops and keep your dollars in Winter Park. www.mygovhelp.info/WINTERPARK/_cs/supporthome.aspx</p> <p>Maintain and repair durable items.</p>	<p>Be a smart consumer:</p> <ul style="list-style-type: none"> • Make a list. • Cross off any items that can be rented, borrowed, or purchased used instead. • Buy long-lasting, durable, and reusable goods.
Sustainable Food Choices	<p>Make a shift to eating a diet rich in fruits, vegetables, and grains, and become less reliable on meat: www.meatlessmonday.com</p>	<p>Buy minimally processed and packaged food.</p> <p>Look for locally-produced and organic foods.</p>	<p>Plant a vegetable garden and fruit and nut bearing tree. www.simplelivinginstitute.org</p> <p>Apply for a Community Garden & Pocket Park Beautiful: www.cityofwinterpark.org/Docs/Government/SustainabilityProgram/KWPB/Guidelines.pdf</p> <p>Winter Park Community Gardens cityofwinterpark.org/Pages/Government/Sustainability_Program/Sustainable_Food.aspx</p>

Glossary

Complete Streets- Streets designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. Complete Streets make it easy to cross the street, walk to shops, and bicycle to work. They allow buses to run on time and make it safe for people to walk to and from train stations.

<http://www.smartgrowthamerica.org/complete-streets>

Connectivity- The number of publicly accessible intersections of the circulation network per square mile. If one must both enter and exit an area through the same intersection, such an intersection and any intersections beyond that point are not counted; intersections leading only to culs-de-sac are also not counted. The calculation of square mileage excludes water bodies, parks larger than 1/2 acre (0.2 hectare), public facility campuses, airports, rail yards, slopes over 15%, and areas non-buildable land under codified law.

Energy efficiency- Providing the same level of service (e.g., lighting, indoor temperature) while using less energy.

Equity- Equity is when everyone has access to the opportunities necessary to satisfy their essential needs, advance their well-being and achieve their full potential. We have a shared fate as individuals within a community and communities within society. All communities need the ability to shape their own present and future. Equity is both the means to healthy communities and an end that benefits us all. Source: Portland Plan

Florida Green Building Coalition- A nonprofit Florida corporation dedicated to improving the built environment. Our mission is "to provide a statewide green building program that defines, promotes, and encourages sustainable efforts with environmental and economic benefits." <http://www.floridagreenbuilding.org/about-us>

Graywater- Untreated household waste water which has not come into contact with toilet waste. Graywater typically includes used water from bathtubs, showers, bathroom wash basins, and water from clothes-washer and laundry tubs, though definitions may vary. Some states and local authorities also allow kitchen sink wastewater to be included in graywater. Project teams should comply with the graywater definition established by the authority having jurisdiction in the project area.

Green Economy- A green economy is one whose growth in income and employment is driven by public and private investments that reduce carbon emissions and pollution, enhance energy and resource efficiency, and prevent the loss of biodiversity and ecosystem services. Source: United Nation Environment Program

Green Infrastructure- An interconnected network of open spaces and natural areas, such as greenways, wetlands, parks, forest preserves and native plant vegetation, that naturally manages stormwater, reduces flooding risk and improves water quality.

Green Neighborhood-DEFINE

Greenhouse gases (GHGs)- Gases that trap heat in the atmosphere, including carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.

Each of these gases can remain in the atmosphere for different amounts of time, ranging from a few years to thousands of years. All of these gases remain in the atmosphere long enough to become well mixed, meaning that the amount that is measured in the atmosphere is roughly the same all over the world, regardless of the source of the emissions. Human activities are responsible for almost all of the increase in greenhouse gases in the atmosphere over the last 150 years. Source: United States Environmental Protection Agency

Incentives- Rewards or penalties applied through the regulatory processes, designed to induce specific outcomes seen as beneficial. Incentives are not requirements, but rather encourage specific choices and discourage others.

Integrated Design- An iterative, collaborative approach that involves a project's stakeholders in the design process from visioning through completion of construction, as opposed to a conventional linear design approach.

Leadership in Energy and Environmental Design (LEED)- An internationally recognized green building certification system that provides third-party verification that a building or community was designed and built using strategies aimed at improving performance across all the metrics that matter most: energy savings, water efficiency, CO2 emissions reduction, improved indoor environmental quality, stewardship of resources and sensitivity to their impacts. Developed by the U.S. Green Building Council, LEED provides a concise framework for identifying and implementing practical and measurable green building design, construction, operations and maintenance solutions.

Renewable Energy- For the purposes of this plan, renewable energy is defined as electrical, mechanical, or thermal energy produced from a method that uses one or more of the following fuels or energy sources: hydrogen, biomass, solar energy, geothermal energy, wind energy, ocean energy, waste heat, or hydroelectric power.

Ozone- A gas that occurs both in the Earth's upper atmosphere and at ground level. Ozone can be "good" or "bad" for people's health and for the environment, depending on its location in the atmosphere. In the troposphere, the air closest to the Earth's surface, ground-level or "bad" ozone is a pollutant that is a significant health risk, especially for children with asthma. It also damages crops, trees and other vegetation. It is a main ingredient of urban smog. Source: United States Environmental Protection Agency

Particulate matter- Very small pieces of solid or liquid matter such as particles of soot, dust, fumes, mists or aerosols. The size of particles is directly linked to their potential for causing health problems. Source: United States Environmental Protection Agency

Policies- The principles and directives guiding the City's actions, both in day-to-day operations and long-term planning.

Resilience- A capability to anticipate, prepare for, respond to, and recover from significant multi-hazard threats with minimum damage to social well-being, the economy, and the environment. Source: United States Environmental Protection Agency

Sustainability- Meeting the needs of the present without compromising the ability of future generations to meet their needs. Source: Brundtland Report, Our Common Future, 1987.

Sequestration- Terrestrial, or biologic, carbon sequestration is the process by which trees and plants absorb carbon dioxide, release the oxygen, and store the carbon. Source: United States Environmental Protection Agency

Tipping Fees- Are charged by a landfill for disposal of waste, typically quoted per ton.

Triple Bottom Line- An approach to decision making that takes into account an activity's social, environmental, and economic effects (people, planet, profit).

Urban Heat Island Effect- The incidence of higher air and surface temperatures caused by the absorption of solar energy and its reemission from roads, buildings and other structures

Wastewater- Water that has been used and contains dissolved or suspended waste materials.

Waste Diversion- Is a management activity that disposes of waste other than through incineration or the use of landfills. Examples include reuse, composting and recycling.

Appendix-Comprehensive Plan Supporting Policies

Community Engagement and Green Economy

GOAL 5-1: NATURAL AND ENVIRONMENTAL RESOURCES. PROVIDE FOR THE PRESERVATION, CONSERVATION AND APPROPRIATE MANAGEMENT OF THE CITY'S NATURAL RESOURCES SO THAT THE ECONOMIC, EDUCATIONAL, ENVIRONMENTAL, SOCIAL AND AESTHETIC VALUES THAT THEY PROVIDE TO THE COMMUNITY ARE PRESERVED AND ENHANCED AND ARE AVAILABLE TO FUTURE GENERATIONS.

OBJECTIVE 5-1.1: AIR QUALITY AND CLIMATE CHANGE. Winter Park shall contribute to a regional and statewide effort to attain satisfactory air quality in central Florida at a condition at or better than state and federal air quality standards through the implementation of the following policies. Winter Park should also reduce air emissions (including carbon) that contribute to global climate change.

Waste Diversion and Recycling

OBJECTIVE 4-3.1: EFFICIENT SOLID WASTE COLLECTION AND DISPOSAL. Provide safe, sanitary and efficient solid waste collection and contract disposal for all properties within the City and encourage reduction of waste through recycling programs.

OBJECTIVE 5-1.11: MANAGING DISPOSAL OF WASTES. The City shall assure that generation, storage, transport, and disposal of wastes in Winter Park are managed with the best available technology to protect environmental quality.

Policy 4-3.1.7: Public Awareness Program. Continue a public awareness program jointly developed by the City and Waste Management to inform and educate residents on the environmental and cost benefits associated with recycling.

Policy 4-3.1.8: Implement Recycling Programs. Continue to provide the actions necessary for implementation of the inter-local agreement for county-wide recycling and disposal requirements.

Mobility and Urban Form

Transportation Element Mission: “Winter Park will continue to be a walkable, pedestrian and bicycle-friendly, sustainable, treed, relaxed, beautiful, safe, urban village that promotes neighborliness and courtesy among its citizens and visitors.”

2-1: TRANSPORTATION GOALS, OBJECTIVES, AND IMPLEMENTING POLICIES. This section stipulates goals, objectives, and implementing policies for the Transportation Element pursuant to 9J-5, FAC. The purpose of this element is to provide guidance for appropriate plans and policies needed to insure a walkable, pedestrian and bicycle-friendly, treed, relaxed, beautiful, safe, urban village that promotes neighborliness and courtesy among citizens and visitors.

OBJECTIVE 2-1.1: SAFE AND BALANCED MULTIMODAL SYSTEM. The design and character of the streets within Winter Park shall create a safe, balanced

multimodal transportation system that promotes and supports the broad transportation needs of current and future Winter Park residents.

Policy 2-1.1: Transportation System Principles. The continuous improvement of the City's transportation system is dependent on coordinating all improvements to the transportation network and to develop improvements that support that network. The Transportation Element Goal recognizes transit, bicycle and pedestrian activities as alternative modes of transportation for each street in the community.

Policy 2-1.2: Final Design for Streets. The City shall seek citizen and business participation in those decision-making processes related to the transportation planning process, roadway modifications, transit service, the provision of bicycle and pedestrian amenities, and other design characteristics.

Policy 2-1.3: Traffic Calming Improvements to Local Streets. The City shall periodically monitor the traffic levels on Local streets. The City shall design and build appropriate traffic calming measures to encourage vehicular speed appropriate for the neighborhood where warranted.

Policy 2-1.4: Implementing Regulations. The City shall utilize land use, zoning, the Land Development Code, concurrency management, transportation impact analyses, proportionate fair share and other applicable regulations to coordinate the design of network facilities, transit corridors, bicycle and pedestrian facilities, appropriate setbacks, rights-of-way, and centerlines of the roadway network. At a minimum, the City will revise applicable regulations to incorporate the following policies for all roadways:

- The City shall promote the development of an interconnected street network.
- The City shall prohibit the construction of cul-de-sacs, unless required by terrain.
- The City will install stops signs and intersection signalization according to the warrants in the Manual on Uniform Traffic Control Devices (Millennium Edition).
- The City will evaluate the elimination of access to businesses through the installation of street medians on a case-by-case basis.
- The City does not support the conversion of two-way streets to one-way streets without full consultation of the impacted parties.
- The City shall prohibit the construction of gates for residential neighborhoods or subdivisions.

Policy 2-1.15: Street Tree Program. The City will continuously fund its Street Tree Program. The City shall revise current procedures in the Street Tree Program on Arterial, Collector and Local roadways to further the following principles:

- Trees shall be installed in areas equal to or larger than 25 square feet.
- The City shall fund the installation of street trees.
- The City shall initiate the installation of trees on all Arterial, Collector and Local Streets and shall maintain an ongoing tree maintenance program.

- The installation of the trees will be made in accordance with applicable State, County and local roadway design standards, including but not limited to recovery areas and line of sight standards.

Policy 2-5.1: Reducing Travel Demand through Land Use. When compatible with surrounding development, the City will require land use mix, density and site plan layout/phasing which supports reduced travel demand, shortened trip lengths, higher internal capture, and balanced trip demand.

Policy 2-5.5: Additional Demand Management Techniques for Developments Impacting Streets within the City. New or expanded Developments of Regional Impacts (DRI) and large scale Planned Developments whose traffic is projected to utilize the City's transportation network shall be subject to additional enhancement techniques and activities. To decrease the peak-hour demand on the City's transportation network, tenants shall participate in transportation demand management activities. These activities may include, but are not limited to:

- Ride-sharing,
- Transit and bicycle accessibility,
- Staggered work hours.

Policy 2-5.6: Facilitate Vehicular Miles Travel Reduction with Major Institutions The City will work with large institutions and employers, including but not limited to Rollins College and Winter Park Memorial Hospital, to develop Transportation Demand Management measures, which may include but are not limited to a carpool program, transit subsidies, and parking programs, to reduce the vehicle miles traveled associated with students, faculty, staff, and visitors of each institution or employer.

Policy 5-1.1.1: Transportation Alternatives. The City shall continue to plan for transportation alternatives to gasoline-powered automobiles by planning efficient pedestrian and bicycle systems and by evaluating future feasibility for multimodal systems, including bus and passenger rail transit, and by adapting streets, and parking structures to facilitate the use of alternatively powered vehicles such as electric and hybrid cars.

Policy 5-1.1.2: Support Transit Service. The City shall continue to support transit service within Winter Park, including annual allocation of city funds for such service when such services provide a direct benefit to Winter Park residents and businesses and meet City goals and objectives. Where possible such, service should include alternatively powered vehicles.

Policy 5-1.1.3: Urban Form and Pattern. The City shall integrate land use patterns and transportation systems by assuring that character, design, and intensity of development is compatible with adjacent transportation infrastructure and services. The City shall continue to facilitate an urban form following planning concepts inherent to neo-traditional neighborhood planning philosophies (i.e., grid system street pattern,

residential and non-residential uses within walking distance, public open spaces and plazas).

Buildings, Energy and Water

Policy 5-1.1.10: Energy Conservation and Alternative Energy Use. Because the City of Winter Park now owns the electric utility serving the city, it is able to pursue policies and programs designed to conserve energy and to make use of alternative energy sources. The City shall consider: 1) Incentives and provide technical assistance for commercial and residential energy conservation, 2) Incentives for the installation of solar power generation and solar hot water heating by its residential and commercial customers, 3) The purchase of “green power” for sale to its customers.

OBJECTIVE 5-1.3: PROTECTION OF POTABLE WATER RESOURCES. The City shall conserve, appropriately use and protect the water quality and quantity of current and projected water sources through the implementation of the following policies.

Policy 5-1.3.4: Utility Rate Structure. The City shall encourage and foster water conservation through its inverted water utility rates. The City shall periodically evaluate the utility service’s water rate methods and service to determine if rate adjustments are necessary to discourage overuse.

Policy 5-1.3.5: Public Education. The City shall support public awareness of water conservation needs through informative and education material made available to residents and business through mediums such as notices included with water bills and postings on the City’s web site. The City shall also cooperate with the SJRWMD regarding its public education programs that promote water conservation.

Policy 5-1.3.9: Drought-Tolerant Landscaping. Landscape standards shall continue to include requirements for the use of low-water tolerant plant species as well as the installation of rain or moisture monitor devices for irrigation systems.

Policy 5-1.3.10: Incentives for Use of Low-Water Tolerant Landscaping. The City shall allow the elimination of a required irrigation system when a landscape plan is approved by the Parks Department that includes the use of native plants and other vegetation which will survive without irrigation, while still achieving the landscape buffering.

Policy 5-1.3.11: Water-Saving Fixtures. By 2009, the City shall require the use of water saving plumbing fixtures for all new development. For building rehabilitation or remodeling projects, the City shall evaluate and consider adopting incentives to encourage plumbing fixture retrofits for water-saving fixtures. Public fountains installed at City parks and facilities after the effective date of the City of Winter Park Comprehensive Plan shall be designed to use recirculating water.

Policy 5-1.3.14: Extension of Gray Water/Re-Use Lines. The City shall encourage the extension of gray water systems and re-use lines to those developed areas of Winter Park currently not served by such systems. If such coordination efforts reveal that extension of re-use lines is not financially feasible, the City shall investigate potential grant funds administered by state or federal agencies that may be eligible to assist with the extension of such systems.

Policy 5-1.12.3: Protection of Designated Historic Sites. The City shall continue to preserve historic and archaeological resources and protect these resources from adverse impacts of development.

Policy 3-1.3.10: Implement of Green Building Practices and Programs. The City shall develop criteria that ensures that housing developed with public subsidies be cost effective to build, durable and practical to maintain. The green building practices criteria should ensure that housing developed with public subsidies results in high-quality, healthy living environments, lower utility costs, enhanced connections to nature, protection of the environment by the conservation of energy, water, materials and other resources, and the advancement of the health of local and regional ecosystems.

Natural Resources and Systems

Policy 2-1.11: Preserve and Enhance Existing Tree Canopy. Street trees should be an integral part of every street. The City will include landscaping in all transportation infrastructure enhancement projects, including pedestrian ways, bicycle trails, multiuse trails, traffic calming, parking facility and roadway infrastructure investments. To preserve existing canopy trees, the City shall evaluate the impacts of all infrastructure investments within the roadway and pedestrian-way right-of-way on the existing tree canopy. Wherever possible, impacts to the existing tree canopy shall be avoided. Where trees are impacted, the City shall ensure that there is mitigation for the impacts.

OBJECTIVE 5-1.5: PROTECT AND PRESERVE WETLANDS. Preserve, protect, restore and replace wetlands to achieve no net loss of functional wetlands after the adoption of this comprehensive plan. The City shall ensure the protection of wetlands and wetland functional values by prioritizing protective activities with avoidance of impacts as the first priority, minimization of impacts as the second priority, and mitigation for impacts as the third priority.

Policy 5-1.5.5: Protection of Environmentally Sensitive Lands. The City's protection of environmentally sensitive lands shall be to prohibit all development within fifty (50) feet of all designated wetlands, any stream, canal, or lake and within fifty (50) feet of any wildlife habitat containing endangered or threatened species as detailed on Map 5-5 in this element.

OBJECTIVE 5-1.6: PROTECTION OF NATURAL RESOURCES. The City shall conserve and protect the remaining natural systems through appropriate land use designations. All future development or redevelopment of land affecting natural resources shall be consistent with the City of Winter Park Comprehensive Plan.

OBJECTIVE 5-1.7: PROTECT NATIVE VEGETATION AND AQUATIC HABITATS. The City shall protect and retain major vegetative communities, aquatic habitats, and endangered and threatened plant species through implementation of the following policies.

Policy 5-1.7.2: Preservation of Native Plant Communities. Tree protection and land clearing standards within the Land Development Code shall continue to mandate that new development preserve shoreline vegetation, wetlands, and vegetative habits known to serve as nesting areas or habitat for endangered or threatened species, or that mitigate the impacts of runoff on lakes and wetlands.

Policy 5-1.7.3: Removal of Undesirable Exotic Vegetation. All nuisance and invasive exotic plant species shall be removed from development sites by a property owner/developer prior to issuance of a certificate of occupancy.

Policy 5-1.7.5: Use of Native Plants for Landscaping. Landscape plans and plant materials required of new development shall promote the use of native plant species and avoid the planting of exotic plants known to create nuisances.

OBJECTIVE 5-1.8: TREES AND TREESCAPE CONSERVATION AND PROTECTION. The City shall maintain, conserve, and foster the extensive tree inventory and tree canopy within the City.

Policy 5-1.8.1: Tree Planting Program. The City shall maintain, conserve and foster the extensive tree inventory and canopy within Winter Park by continuing an urban forestry program that includes tree planting, and tree maintenance along City right-of-ways and on City owned property, develop and implement educational programs to assist homeowners with the maintenance and care of trees, and the administration of a tree inventory, keeping record of the location and status of trees within public lands and along public right-of-ways. A comprehensive approach to the management of streetscape trees shall include the following:

1. Establish an accurate information database on the existing street tree inventory on a block-by-block basis;
2. Project the useful life expectancy of street trees in order to assess the replacement cost and other implementation requirements. The objective of the data is to assess the likely impact on individual streets when existing street trees die as well as to assess and quantify the requirements for replacement on a block-by-block basis for each fiscal year;
3. As a result of developing accurate forecasts and the costs of the replanting requirements, the City shall develop a funding plan to implement a streetscape tree protection and reforestation program.

Policy 5-1.8.2: Tree Protection from Development Activities. The City shall protect and conserve specimen and other significant trees from destruction by development activities.

OBJECTIVE 5-1.9: PROTECT FISHERIES, WILDLIFE, AND WILDLIFE HABITATS. The City shall conserve habitat for fish, wildlife, and aquatic species including species that are threatened and endangered.

Policy 5-1.9.1: Conduct an Inventory of Natural Habitats. The City shall work cooperatively with others environmental interest groups and agencies having jurisdiction to conduct an inventory of natural habitat remaining within its boundaries

Policy 5-1.9.2 Protect and Restore Areas of Existing Wildlife Habitat. The City shall protect areas of important wildlife habitat through appropriate restoration and management of City owned land, through acquisition of remaining open space, and through application of measures to prevent the filling and development of wetlands.

Local Food and Agriculture

None

Local Government Operations

Policy 5-1.1.11: Green Technology for Municipal Buildings. The City shall consider the feasibility of retrofit in existing municipal buildings and design new buildings to minimize the use of energy, water and other resources, to facilitate the generation of solar power, and to serve as examples for others of environmental sustainability.

Policy 5-1.1.9: Promote Alternative Transportation Fuels. As part of the capital purchasing process for new motor vehicles used to transport City staff serving functions other than life/safety or maintenance operations, the City shall consider the costs and benefits of vehicles powered by alternative fuels or engine design, such as hybrid or electric vehicles.

Policy 4-5.2.1: Water Reclamation. The City shall continue to apply treated effluent as reuse water for irrigation within parks, open space areas, golf courses, and cemeteries. Reuse lines shall be expanded as opportunities arise to provide additional areas of the City with reclaimed water for irrigation purposes. Expansion of the reuse lines and reclaimed water shall also occur consistently with requirements set forth by the St. Johns River Water Management District within the City's consumptive use permits.

Policy 4-5.2.3: Promote Low Water Use Landscaping and Plants. At least fifty (50%) percent of landscape plants used to meet City landscaping requirements for new development and redevelopment shall use native or drought resistant vegetation.

Policy 4-5.2.5: Water Conservation Fixtures. New construction shall be required to use water fixtures that efficiently distribute water in a manner that reduces overuse and promotes water conservation.

Appendix-FGBC Green Local Government Credits Needed to achieve Platinum Level

○ 120 points needed

▪ Community Engagement & Green Economy =	6
▪ Waste Diversion & Recycling =	21
▪ Mobility & Urban Form =	13
▪ Buildings, Energy & Water =	64
▪ Natural Systems & Resources =	9
▪ Local Food & Agriculture =	5
▪ Local Government Operations =	<u>87</u>
▪ Total Points Identified =	194

Community Engagement & Green Economy

- Green education to local lending / real estate industry (1 point).
- Incentives for location of green businesses within city/county. (1 point)
- Create or promote a green business certification program. (1 point)
- Budget for publicity / education related to the local government's commitment to the Florida Green Local Government Standard. (1 point)
- Conduct a green building awards program. (1 point)
- Place signs and/or brochures at green features of public amenities for their benefits. (1 point)

Waste Diversion & Recycling

- Offer recycling collection services and an education program for businesses. (1 pt)
- Provide recycling collection services and an education program to residents living in multifamily dwellings (apartments, condos, duplexes) (up to 5 pts)
- Incentives for local business who utilize EPP or other solid waste reduction strategy (1 pt)
- Mandatory recycling of typical recyclables for homes and businesses (1 pt)
- Mandatory recycling program for large volumes (wood, cardboard, metal, concrete, etc.) of construction and demolition (C&D) debris targeting building, contractors, and developers (2 pts)
- Offer waste assessments to businesses (1 pt)
- Volume based or special rates for solid waste collection (1 pt)
- Offer mulched yard waste to community (1 pt)
- Require recycling at all local government buildings (1 pt)
- Develop a program of composting food waste (1 pt)
- Develop a program of yellow and/or brown grease recycling (1 pt)
- Promote the EPA's Environmental Preferable Purchasing (EPP) program, recycling and other waste reduction strategies to local businesses (1 pt)
- Develop education program for solid waste management (1 pt)

- Offer educational materials and technical assistance on recycling to schools, businesses and special events (arenas, stadiums, convention centers) to increase recycling program participation (2 pts)
- Conduct a customer waste survey (1 pt)

Mobility & Urban Form

- Analyze public transportation route system to determine connectivity to bicycle and pedestrian network (1 point)
- and submit examples of project accomplishments implemented within 5 years of plan completion (1 point)
- Develop a system of sustainable community indicators related to local government planning. Link indicators to a GIS system (3 points).
- Maintain a bicycle / pedestrian coordinator on staff (1 point)
- Implement FDOT “12 Steps Towards Walkable Communities” into planning process. (2 points).
- Healthy street design is official local government policy (1 point)
- Encourage mixed-use zoning / development (1 point)
- Institute a bicycle sharing program (1 point)
- Make amends for vehicles to accommodate bicycles (1 point)
- Engage in carpool/vanpool assistance (1 point)

Buildings, Energy & Water

- Offer green building or green local government education to the community. (1 point)
- Create and maintain an electronic database of all building energy code compliance. (5 points)
- Create and maintain an electronic database of all green and energy ratings conducted on all buildings and land developments within the city/county. (5 points)
- Offer an incentive(s) for FGBC or LEED certified commercial and institutional buildings. (4 points)
- Offer an incentive(s) for FGBC or Energy Star certified green homes. (4 points)
- Offer an incentive(s) for FGBC certified green developments. (4 points)
- Department offers classes to industry professionals that detail any green incentives or regulations present. (1 point)
- Department advertises and offers incentives for local construction industry professionals to attend green building classes offered by others. (1 point)
- Conduct a green building awards program. (1 point)
- Publicity and case studies for green building. (1 point)
- Incentives for green redevelopment. (2 points)
- Offer green power. (1 point)
- Voluntary funding of green power through customer billing. (1 point)
- Rate structures based on consumption. (1 point)
- Initiate a community-wide energy efficiency challenge. (2 points)
- Construct/renovate green housing units. (1 point per living unit, maximum 20 points)

- Affordable housing constructed by city/county and other parties mandated green. (1 point)
- Offer incentives for construction of green affordable housing. (1 point)
- Offer incentives for location efficient affordable housing. (1 point)
- Remodeling of affordable housing mandated green. (1 point)
- Create a reclaimed water infrastructure. (2 points)
- Conduct energy audit of treatment facilities. (1 point)
- Use cogeneration. (1 point)
- Adopt policies to encourage alternative onsite wastewater and water reuse technologies and approaches. (1 point)
- Adopt Appendix C of the Florida Building Code related to gray water. (1 point)

Natural Systems & Resources

- Develop a system of sustainable community indicators and link to GIS. (2 points)
- Assist other departments with the tracking of indicators related to their function. (5 points)
- Maintain or reduce net impervious surface area through zoning decisions. (1 point)
- Minimize urban heat island effect and stormwater runoff. (1 point)

Local Food & Agriculture

- Offer incentives to maintain/create certified organic farms within the city/county or to incorporate sustainable and water efficient agriculture. (1 point per incentive—maximum 5 points)

Local Government Operations

- Offer incentives for construction of green affordable housing. (1 point)
- Offer incentives for location efficient affordable housing. (1 point)
- Remodeling of affordable housing mandated green. (1 point)
- Create a reclaimed water infrastructure. (2 points)
- Conduct energy audit of treatment facilities. (1 point)
- Use cogeneration. (1 point)
- Adopt policies to encourage alternative onsite wastewater and water reuse technologies and approaches. (1 point)
- Adopt Appendix C of the Florida Building Code related to gray water. (1 point)
- Green City Fleet Management and Vehicle Maintenance (63 points)
- Participate in Cities for Climate Protection Campaign (1 point)
- Develop a local government energy reduction plan. (1 point)
- Develop a local government solid/hazardous waste reduction plan. (1 point)
- Become a member of USGBC. (1 point)
- Construct LEED or FGBC certified buildings or renovate for LEED BD+C or ID+C. (1 point per 10% of owned or leased facilities)
- Employ green cleaning and maintenance procedures. (1 point per 20% of owned or leased)

- facilities)
- Implement an ISO 14001 Environmental Management System (1 point per department maximum 5 points)
 - Adopt green cleaning/maintenance practices available from FL DEP (5 points)
 - Utilize Renewable Energy on Energy Efficient Buildings (1 point per building, maximum 5 points)
 - Organize green building education for local government staff. (1 point)

Appendix- LEED for Neighborhood Development rating system

Community Engagement & Green Economy

- Community Outreach and Involvement (up to 2 pts)
- Green training for contractors, trades, operators and service workers (1 pt)

Waste Diversion & Recycling

- Recycled content in infrastructure (1 pt)
- Solid waste management infrastructure (1 pt)

Mobility & Urban Form

- Preferred Locations (up to 10 pts)
- Locations With Reduced Automobile Dependence (up to 7 credits)
- Bicycle network and storage (1 pt)
- Housing and jobs proximity (up to 3 pts)
- Walkable streets (up to 12 pts)
- Compact development (up to 6 pts)
- Mixed-use neighborhood centers (up to 4 pts)
- Reduced parking footprint (1 pt)
- Street network (up to 2 pts)
- Transit facilities (1 pt)
- Transportation demand management (up to 2 pts)
- Brownfields redevelopment (up to 2 pts)

Buildings, Energy & Water

- Certified green building (required, up to 5 pts)
- Minimum building energy efficiency (required, up to 2 pts)
- Minimum building water efficiency (required, 1 pt)
- Water efficient landscaping (1 pt)
- Wastewater management (up to 3 pts)
- Existing building reuse (1 pt)
- Historic resource preservation and adaptive use (1 pt)
- Solar orientation (1 pt)
- On-site renewable energy sources (up to 3 pts)
- District heating and cooling (up to 2 pts)
- Infrastructure energy efficiency (1 pt)
- Light pollution reduction (1 pt)

Natural Systems & Resources

- Smart Location, Preferred locations (required, up to 10 pts)
- Imperiled species and ecological communities conservation (required)

- Wetland and water body conservation (required)
- Floodplain avoidance(required)
- Site design for habitat or wetland and water body conservation (1 pt)
- Restoration of habitat or wetlands and water bodies (1 pt)
- Long-term conservation management of habitat or wetlands and water bodies (1 pt)
- Tree-lined and shaded streets (up to 2 pts)
- Minimized site disturbance in design and construction (1 pt)
- Rainwater management (up to 4 pts)
- Heat island reduction (1 pt)

Local Food & Agriculture

- Agricultural land conservation (required)
- Local food production (1 pt)

Appendix- Winter Park Community Greenhouse Gas Emissions Inventory

Sector	GHG Emissions	%	Units Measured	
Buildings Electricity	293,534	74%	kWh	416,035,885
Transportation	73,709	19%	VMT	225,373,461
Solid Waste	29,832	8%	Ton	35,357
Total	397,075			

Source:

<http://www.epa.gov/cleanenergy/energy-resources/calculator.html#results>

<http://www.epa.gov/cleanenergy/energy-resources/calculator.html#results>

http://epa.gov/epawaste/conserve/tools/warm/Warm_Form.html

2012 Community Wide GHG Emissions



Appendix- What is Pay As You Throw?

In communities with pay-as-you-throw programs (also known as unit pricing or variable-rate pricing), residents are charged for the collection of municipal solid waste—ordinary household trash—based on the amount they throw away. *This creates a direct economic incentive to recycle more and to generate less waste.*

In Winter Park, residents are currently charged a fixed fee through utility billing for waste collection, regardless of how much—or how little—trash they generate. Pay-As-You-throw (PAYT) breaks with this older approach by *treating trash services just like electricity, water, and other utilities. Households pay a variable rate depending on the amount of service they use.*

Gainesville PAYT Case Study

Before variable-rate pricing, the cost to individuals for service was hidden. Residential users did not have an apparent reason to limit their disposal habits. *Now, Gainesville's variable-rate pricing generates a visible monthly charge that has resulted in a substantial reduction in both solid waste and the costs associated with its disposal.*

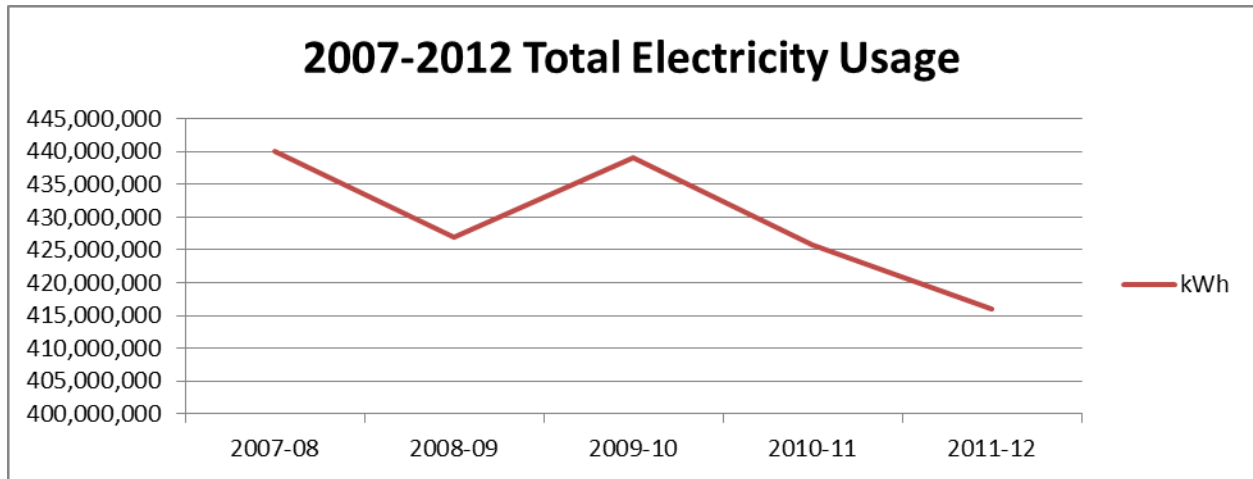
The new contract in 1994 for solid waste service included a variable rate for residential collections: *residents pay \$13.50, \$15.96, or \$19.75 per month according to whether they place 35, 64, or 96 gallons of solid waste at the curb for collection. Recycling service is unlimited.*

The results of the first year of our program were amazing. *The amount of solid waste collected decreased 18 percent, and the recyclables recovered increased 25 percent! The total disposal tonnage decreased from 22,120 to 18,116. This resulted in a savings of \$186,200 to the residential sector, or \$7.95 per home.*

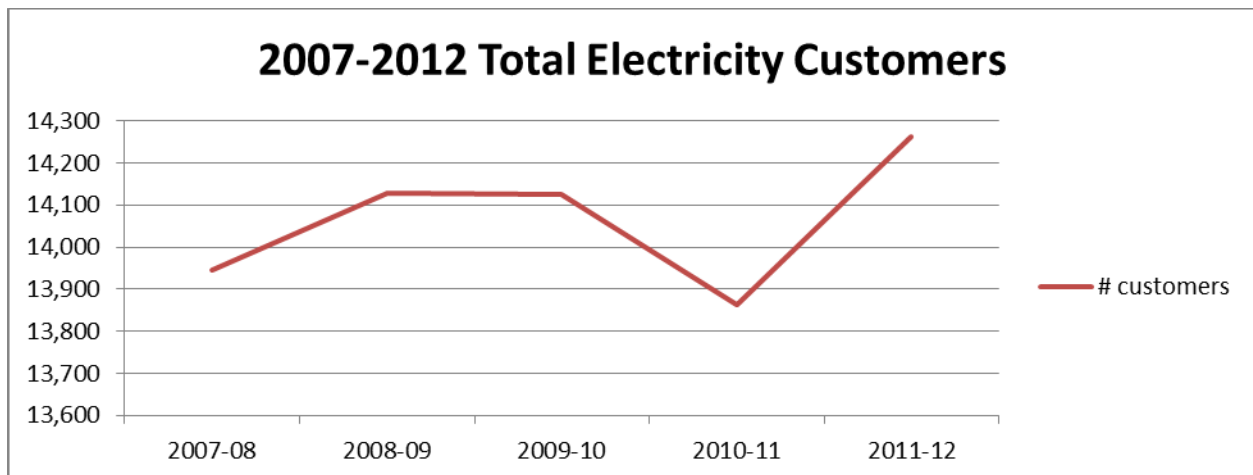
Gainesville's move to a cart-based, variable-rate residential collection system did more than just increase the rate of recovery and minimize disposal needs. The distribution of system costs is more equitable. Residents make the choice of service delivery based on individual waste-generation habits. This reduces the level of subsidy that unlimited, flat-rate collection systems encounter.

Source: <http://www.epa.gov/osw/conserve/tools/payt/tools/ssgaines.htm>

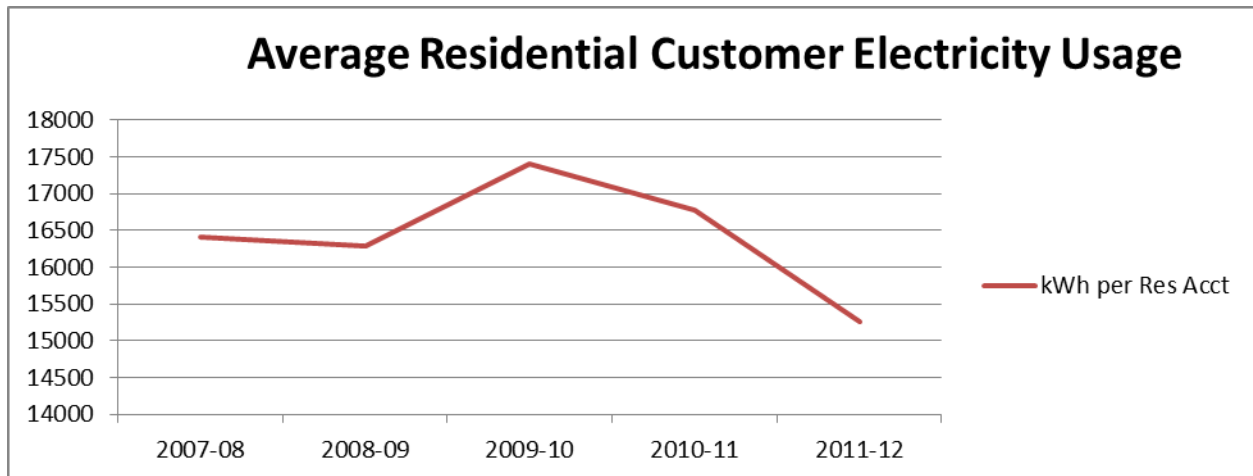
Appendix- Winter Park Energy and Water Usage Trends



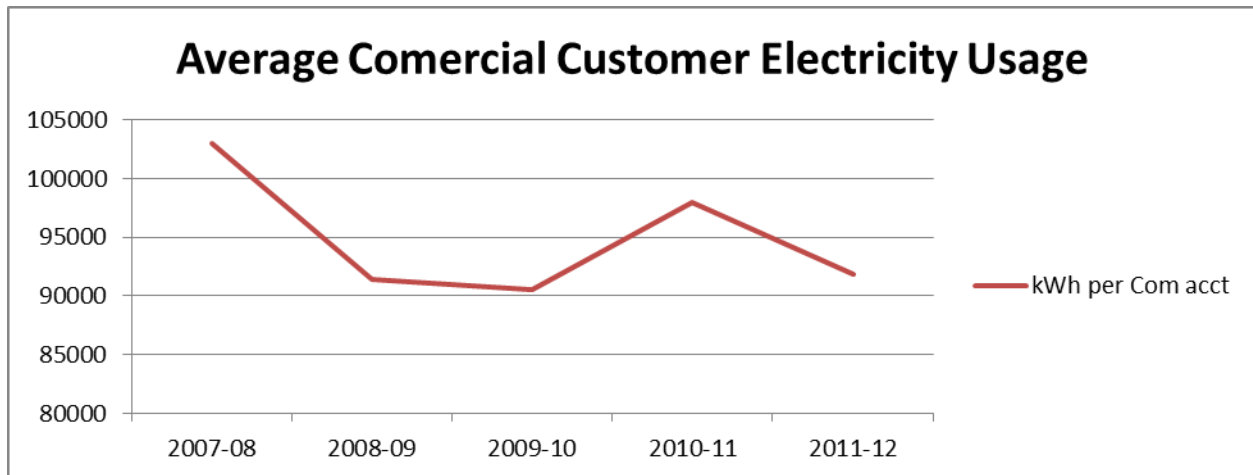
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 22



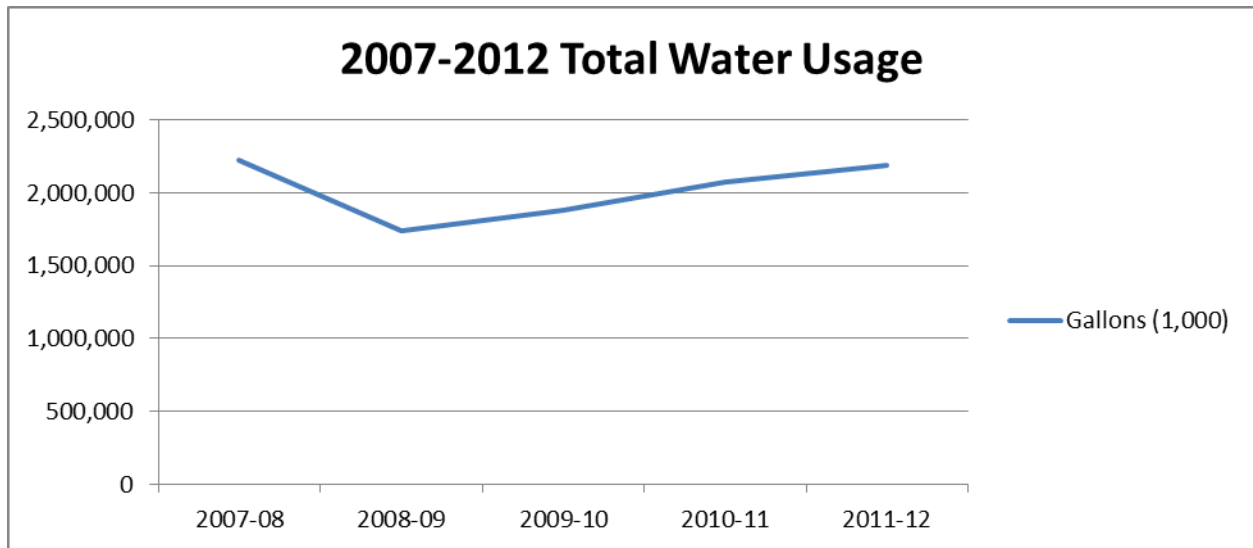
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 22



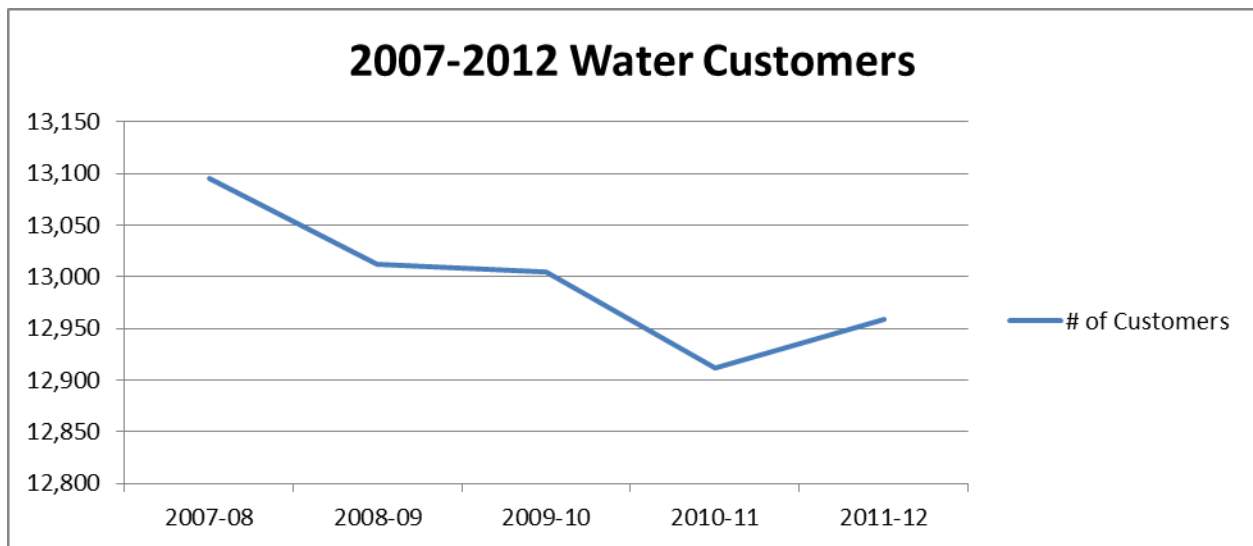
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 22



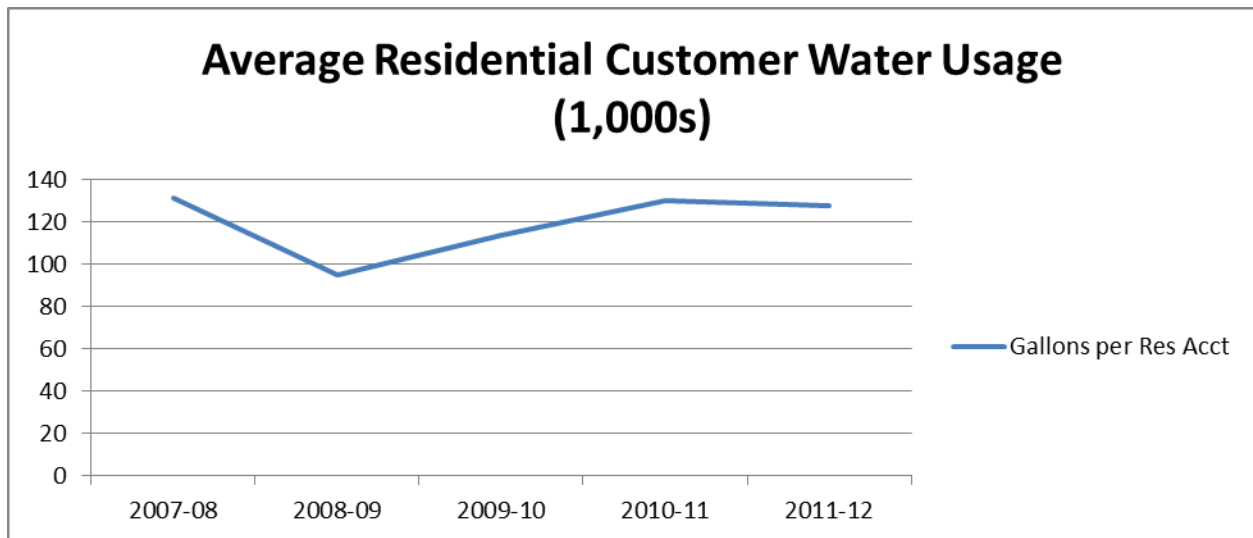
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 22



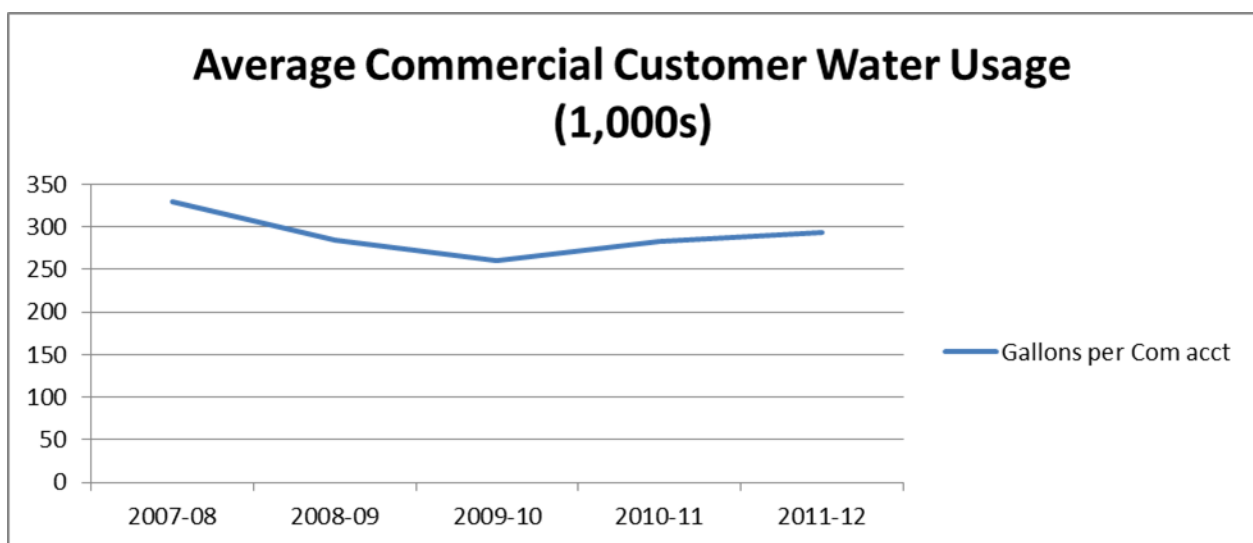
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 20



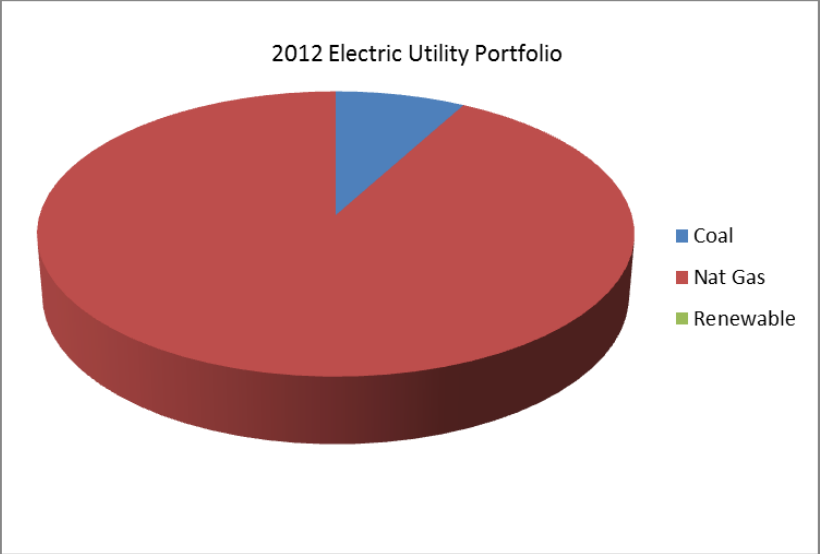
Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 19



Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 19 and Table 20

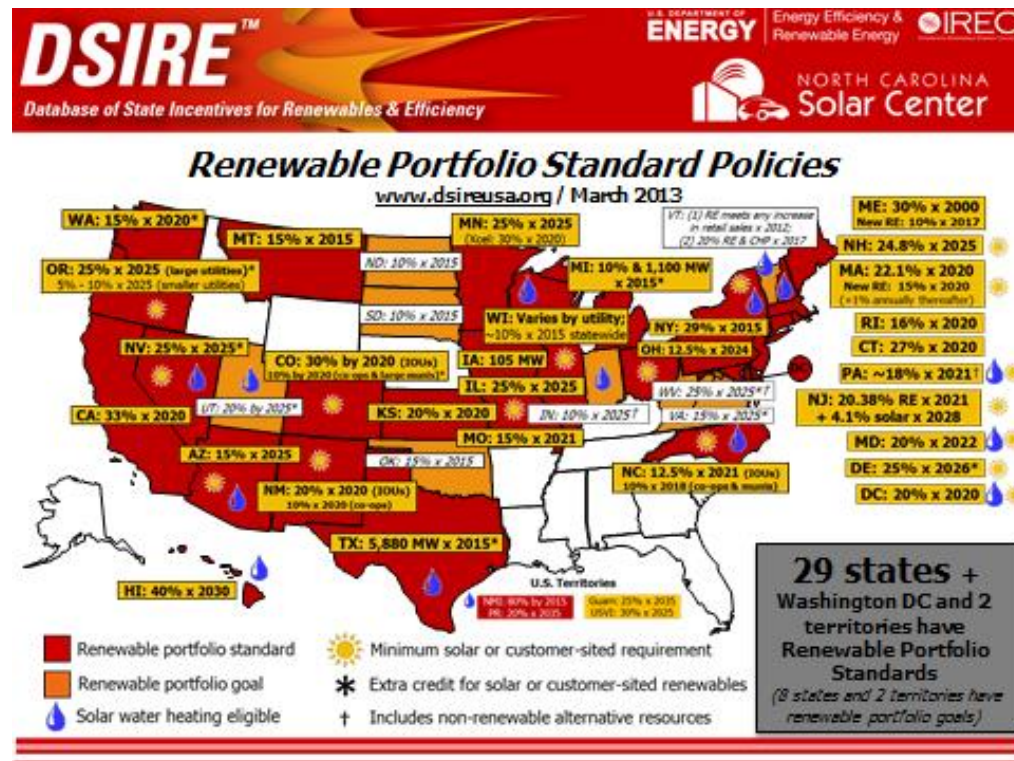


Source: 2012 City of Winter Park Comprehensive Annual Financial Report Table 19 and Table 20

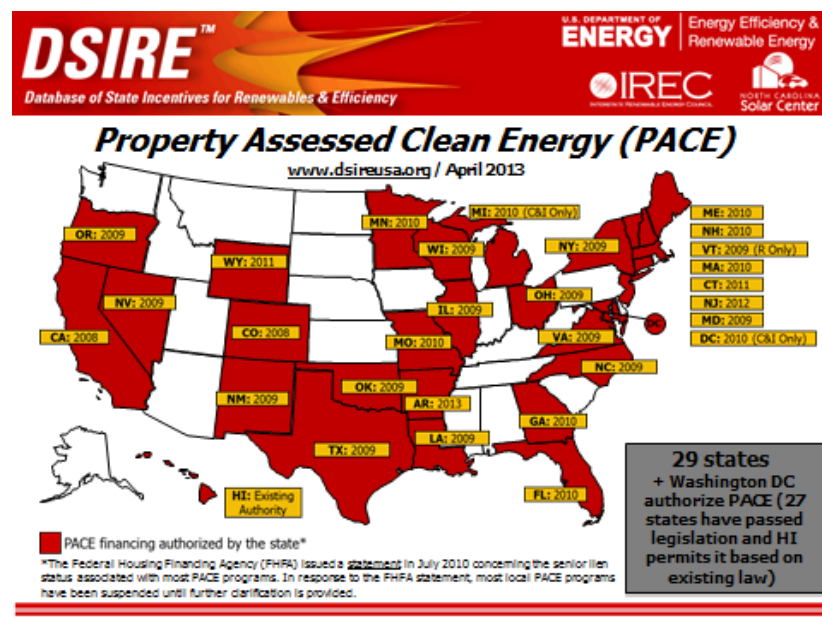


Appendix- United States Department of Energy DSIRE Maps

Renewable Portfolio Standards



PACE Financing Policies



Appendix- Tree Canopy

Carbon sequestration in trees:

Plant composition is increasingly recognized as an important biotic factor influencing carbon assimilation and loss within ecosystems (Dorrepaal 2007). 49 percent of Florida's land area is covered with trees, which accounts for about 5.8 million tons of atmospheric carbon sequestration per year, or a positive environmental impact worth \$29 million (Salisbury 2005). Since land-use change is the second leading source of CO₂ emissions after fossil fuel combustion (Watson 2000), it is important to restore the natural environment by planting trees to offset our carbon footprint. It is urgent to protect existing trees and start sooner rather than later to execute an action plan for planting even more trees, especially because carbon accumulation of a growing tree is slow in the early years and increases later during the strong growth period (Gorte 2009).

Proposal for rooftop gardens and tree planting zones:

With proper planning and citizen support, it is possible to reach the first canopy goal for Winter Park to increase tree cover from today's 25.2 percent to 40 percent by 2030. In order to realistically reach this goal, it is important to target which specific areas are in need of the most improvement. The results of this study demonstrate that rooftops and segregated areas in Winter Park have the highest urgency for increased tree cover.

To solve the drawback of Winter Park's total 15 percent of rooftop cover, it is recommended that rooftop gardens be implemented to not only increase canopy cover, but also to improve air quality, conserve energy, reduce storm water runoff, and lessen the urban heat island effect. If rooftops were utilized to promote green spaces, up to 684 metric tons of additional annual carbon could be sequestered in those areas alone in Winter Park.

When analyzing the city as a whole, the conspicuous area with the least canopy cover is located directly west of the train tracks. It is recommended that the commercial area on the west side of the train

tracks is the first target in establishing a zone to promote a higher density of trees. Not only would planting trees in this area improve the local environment, but it would also raise property values and in turn increase tax revenues for the local government. Once this area has a higher percentage of canopy cover, the entire city of Winter Park should be reassessed as to which locations require any subsequent tree plantings. It is worth noting another apparent area lacking tree cover is Glen Haven Memorial Park, but due to the nature of the park there will probably always be controversy if tree plantings are recommended upon that property.

Benefits and justification for increased canopy:

Planting trees provides numerous public benefits from promoting shadier, more welcoming civic spaces to breathing cleaner air by reducing our carbon footprint. Besides the social and environmental advantages of planting trees, there are economic incentives since every dollar spent on planting and caring for trees provides the communal benefits worth over two dollars (Brown 2008). Outdoor recreation in Florida is a \$22.3 billion industry, of which \$6 billion can be attributed to forests (Salisbury 2005). If the social and environmental incentives are not enough of a reason to plant more trees, then the economic benefits add yet another perk to this proposal.

In terms of what should be planted, it is suggested that fast-growing species are planted since they are known to sequester the most carbon (Cannell 1999). Perez-Cruzado et al. 2012 states that species selection is an important factor influencing a given area's carbon sink capacity. Hall et al. 2012 distinguishes between planting native versus exotic tree species and their relevance when restoring biodiversity in a landscape. Native trees, such as the sabal palm, should be planted for numerous ecological benefits including the control of invasive species, such as the Australian pine and Brazilian pepper, which already inhibit 15 percent of Florida's public conservation lands and waterways thus affecting eco-tourism at over \$7.8 billion annually (Plant Native Species on Florida Arbor Day 2006). By planting native trees in Winter Park, we can be a part of the restoration effort to protect Florida's natural landscape for future generations.

Comparing Winter Park to other cities:

On a national level, Winter Park's current tree cover results are average, but policies and goals should be put in place to increase the percentage of canopy. When compared to all other regions, the southeast portion of the United States represents the greatest average carbon storage per hectare capacity (Nowak & Crane 2002), and Winter Park should act soon to protect and promote the growth of the natural environment by planting native tree species. Prior canopy research on U.S. cities cites, "tree cover ranged from 53.9 percent in Atlanta to 9.6 percent in Denver; building impervious cover ranged from 27.1 percent in Chicago to 4.8 percent in Kansas City; road and other impervious cover varied from 61.1 percent in New York City to 17.7 percent in Nashville" (Nowak & Greenfield 2012).

Other cities have developed sustainable action agendas, such as the Chicago Trees Initiative, which aims to achieve 20 percent citywide average tree canopy cover by 2020. Currently, Chicago canopies cover 17.2 percent of the city, and nearly 51.9 percent of tree species are native to Illinois. The Chicago Trees Initiative plans to achieve their goal by planting more trees, improving tree maintenance/preservation, educating/empowering urban stewards, and advocating for tree funding/protection. If the results of this study are used to implement proper planning and practical goals, then Winter Park can adopt the Chicago motto, 'Urbs in Horto' (City in a Garden), and become a greener, more livable place to call home.

The results of this study should be used:

1. As baseline data for future research on canopy cover in Winter Park.
 - i. 25.2 percent tree cover in October 2013
2. To set canopy goals and assess progress over time.
 - i. Goal: 40 percent tree cover by 2020
3. To brief officials in order to promote well-informed decision-making and justify future funding for local tree programs.

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Appendix- City of Winter Park Energy Usage and Cost

Energy Usage and Cost City of Winter Park 2011-2012			There was a <i>reduction</i> in both Energy Use - Grid Purchase (kWh) and Energy Cost (\$) between the years 2011 and 2012. Energy Use Savings: 687,688 kWh Energy Cost Savings: \$113,265.49			
Year	Electricity Use (kWh)	Energy Cost (\$)				
2011	7557362.182	\$ 765,835.74				
2012	6869673.315	\$ 652,570.25				
Difference	-687688.8671	\$ (113,265.49)				
	9.10%	14.79%				
</						

Appendix-Winter Park Local Food Locations

Local Food – Winter Park a

Grocery Stores/Markets

- With the list below it is difficult to gauge the amount of products which are locally sourced. With large grocery store chains some products may be produced by Florida companies (such as juices, nuts, etc.), however, the chain may use large distributors to get the product. This practice undermines the purpose of sourcing locally. This same reality is true with fruits and vegetables. The smaller, non-chain businesses such as The Meat House, Lombardi's Seafood, and Eat More Produce, do indeed carry a variety of locally sourced food products. Chamberlin's Market and Café, while larger than the aforementioned markets, also carries local varieties such as Winter Park Honey. The markets that are *ed source locally, the ones unmarked need more research.

Publix - 2295 Aloma Ave. Winter Park, FL 32792-3303. 407-671-3403

Publix - 440 N Orlando Ave. Winter Park, FL 32789-2914. 407-644-1204

Publix - 741 S Orlando Ave. Winter Park, FL 32789-4844. 407-647-3457

Publix - 4270 Aloma Ave Ste 164. Winter Park, FL 32792-9393. 407-657-4902

Winn-Dixie - 7580 University Blvd, Winter Park, FL 32792. 407-677-4500

ALDI - 6766 Aloma Ave, Winter Park, FL 32792. 407-677-0644

Whole Foods Market – 1989 Aloma Ave, Winter Park, FL 32792. 407-673-8788

* The Meat House - 669 North Orange Avenue, Winter Park, FL 32789. 407-629-6328

* Lombardi's Seafood – 1152 Harmon Ave. Winter Park, FL 32789 407-628-3474

* Eat More Produce – 1111 S Orlando Ave. Winter Park, FL 32792 407-647-5292

* Chamberlin's Market and Café - 430 N Orlando Ave. Winter Park, FL 32789 407-647-6661

Restaurants

- The list below details restaurants that offer at least a portion of their menu items from local sources. I called most of the restaurants to confirm local food use. The restaurants in red I thought may have local food options, however, they were not contacted to confirm. Some of the restaurants featured, outwardly market the 'local' component such as Fresh, Luma on Park, and B&B Junction. Others, such as Café 118, Ethos Vegan Kitchen, and BurgerFi, attempt to purchase locally, however, certain externalities influence decisions such as price. Furthermore, some restaurants are listed that only offer one or a few particular items that are sourced locally, such as Austin Coffee and Film offering Winter Park Honey, and Toasted using bread from a local bakery.

* Prato - 124 N. Park Ave. Winter Park, FL 32792 407-262-0050 - Bulk of menu local, website list farms

* Luma on Park - 290 South Park Avenue in Winter Park, FL 32792 407-599-4111- Bulk of menu local, website lists farms

* Café 118 – 153 E Morse Winter Park, FL 32789 407-389-2233- FL farms when the prices are right

* Ethos Vegan Kitchen 601-B New York Ave. Winter Park, FL 32789 407-228-3898- Farms within FL, mainly stick within Southeast US

Austin Coffee and Film 929 W Fairbanks Ave. Winter Park, FL 407-975-3364- Local honey

Black Bean Deli 325 S Orlando Ave. Winter Park, FL 32789 407-628-0294

Power House Café 111 E Lyman Ave. Winter Park, FL 32789 407-645-3616

Stardust Video and Coffee 1842 E Winter Park Rd. Winter Park, FL 32789 407-623-3393 - Mainly produce

Toasted 1945 Aloma Ave. Winter Park, FL 32792 407-960-3922 - Local bread

BurgerFi 538 S Park Ave. Winter Park, FL 32789 407-622-2010 - Local produce within Florida

Fresh 535 W New England Ave. Winter Park, FL 32789 321-295-7837 - All food locally sourced, local roots, Lake Meadow Naturals

Cask & Larder 565 W Fairbanks Winter Park, FL 32789 321-280-4200 – Website claims food sourced locally, did not confirm over phone

Ravenous Pig 1234 N Orange Ave. Winter Park, FL 32789 407-628-2333 – Bulk of food from local sources

B&B Junction 2103 W Fairbanks Ave Winter Park, FL 32789 407-513-4134 – Beef and majority of produce from FL farms

Barnies Coffee Kitchen 118 S Park Ave, Winter Park, FL 32789 407-629-0042

Bosphorous 108 South Park Ave. Winter Park, FL 32789 407-644-8609 -

Winter Park Fish Co. 761 Orange Ave, Winter Park, FL 32789 407-622-6112 – source locally mainly My Yard Farm

Hillstone 215 S Orlando Ave, Winter Park, FL 32789 407-740-4005 – Partial menu food/produce within Florida

Rocco Italian Grill and Bar 400 S Orlando Ave, Winter Park, FL 32789 407-644-7770

CSA

Homegrown Local Food Cooperative - 2310 N Orange Ave, Orlando, FL 32804 407-895-5559 - Not within the boundaries of Winter Park but undoubtedly service some residents and there are no other CSAs in the area.

Community Garden

Our Whole Community Garden - 465 W. Welbourne Ave. Winter Park, FL 32792.

Theodore L Mead Community Garden - 1310 S. Denning Dr, Winter Park, FL 32789.

Calvary Towers Retirement Community – 1099 Clay Street Winter Park, FL 32789 407-645-1099

Depugh Community Garden – 550 West Morse Blvd. Winter Park, FL 32789

Winter Park Towers Garden – 111 South Lakemont Ave. Winter Park, FL 32792



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	February 9, 2015					
prepared by	Dori Stone	approved by	<input checked="" type="checkbox"/>	City Manager				
department	Planning & Comm. Development		<input type="checkbox"/>	City Attorney				
division			<input type="checkbox"/>	N/A				
board approval		<input type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	N/A	final vote
strategic objective	<input type="checkbox"/>	Exceptional Quality of Life		<input type="checkbox"/>	Fiscal Stewardship			
	<input checked="" type="checkbox"/>	Intelligent Growth & Development		<input type="checkbox"/>	Public Health & Safety			
	<input type="checkbox"/>	Investment in Public Assets & Infrastructure						

subject

Request to advertise Notice of Disposal for 1150 Orange Avenue, Winter Park, Florida.

motion | recommendation

Request authorization to advertise the City's intent to solicit proposals to dispose of property in the community redevelopment area, subject to the statutory requirements of Chapter 163.380, Florida Statutes.

background

The city acquired the Progress Point site as part of a land swap with CNL in 2011. It was formerly used by Progress Energy. The property is located at 1150 Orange Avenue and 1210/1211/1241 Palmetto Avenue along the southeast side of Orange Avenue, between Minnesota Avenue and Cypress Avenue. The site is 3.7+ acres in size and presently has a Future Land Use designation of Professional Office with the appropriate zoning district of O-1. The Comprehensive Plan does highlight this area as a potential Planned Development site with the possibility of a PD-1 future land use and zoning designations. The appraised value of the property in 2011 was \$4.4 million.

In 2012, staff met with the Planning & Zoning Board and the Economic Development Advisory Board in a joint workshop to consider possible uses for this property prior to any disposal of the site. A copy of the memo to the City Commissioners sent on December 11, 2012 is included in the backup information as a summary of that workshop. These items would be for consideration only.

The advantage to the Notice of Disposal process would be to allow the City Commission to see proposals for the property itself and base any decisions on various factors such as development type and timing as well as price. The City Commission is also not obligated to dispose of the property after the review period.

alternatives | other considerations

The City has the option to not issue a Notice of Disposal and continue to hold the property for a future use.

fiscal impact

Staff would recommend updating the appraisal for the property prior to the completion of the NOD submittal time period. This would allow for an up-to-date assessment of value given today's market.



CITY OF WINTER PARK

401 Park Avenue South

Winter Park, Florida

32789-4386

MEMORANDUM

To: MAYOR AND COMMISSIONERS
RANDY KNIGHT, CITY MANAGER
MICHELLE DEL VALLE, ASSISTANT CITY MANAGER
JEFF BRIGGS, PLANNING DIRECTOR

FROM: DORI STONE, AICP, ECONOMIC DEVELOPMENT/CRA DIRECTOR

DATE: DECEMBER 11, 2012

SUBJECT: JOINT P&Z/EDAB WORK SESSION ON PROGRESS POINT SITE

A joint work session with the City's Planning and Zoning Board and the Economic Development Advisory Board was held on November 29, 2012. The purpose of the joint work session was to give both Boards the opportunity to discuss options and preferred uses on the City's Progress Point site. Both Boards have expressed a desire to be included in the early planning/disposition of the property since it was acquired in early 2012.

Staff has been fielding development options on the property since the acquisition in early 2012 and was seeking direction on the next steps prior to taking options to the City Commission.

Staff reviewed the current O-1 zoning and the Office future land use designation and what is permitted under these uses at this time. Staff also reviewed the three alternatives that were prepared as part of the swap as well as reviewing the possibilities that were designed as a potential PD-1 zoning and land use on the site.

Jeff Oris with Planning and Redevelopment Consultants, Inc. facilitated the discussion about the property and the various options available to the city. The discussion began with a review of potential public uses. These include:

- Library
- Post office
- City Administration
- Public Recreation (tennis)
- Educational
- Community Playhouse/Arts
- Permanent Farmer's Market
- Open Space/Park Mitigation

The private uses under consideration include:

- Commercial/Retail – design, mixed dining/retail, stand along restaurants
- Hotel
- Assisted Living
- Apartments
- Office
- Educational facilities
- Some type of joint public/private partnership

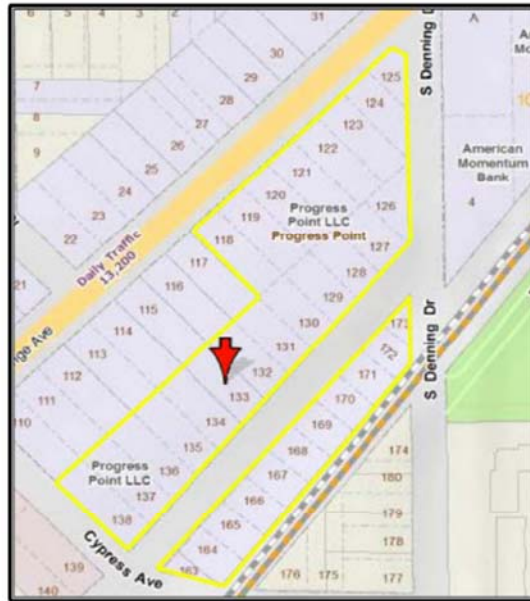
Uses that are not preferred are gas stations, stand - alone drug stores or any type of drive through food service.

Much of the discussion centers on the type of development pattern. All the Board members present felt that a pedestrian friendly development approach, with some type of a public thoroughfare or canopy would be beneficial to making Orange Avenue more walkable and tying it into the downtown area. Additionally, the option of more intensity with a parking structure was also discussed as well as a preference to two to three stories in height. The Board members also discussed the potential to realign Palmetto Avenue adjacent to the railroad tracks when development occurs to consolidate the properties. Keeping with the pedestrian theme, several board members felt that the project should encourage a sense of a public gathering place – providing a piazza of sorts along Orange Avenue.

The opportunity for a public/private joint development is also available on the site. Both Boards agreed that there are several policy issues that need to be addressed by the Commission:

- Keep the property until the market improves
- Decide if there is a public use of the property, or best to return it to a private use
- Decide when to sell the property
- If selling is the option, what process is used
- Should the city decide to sell, what should the development look like
 - The city should set the development standards
 - The city could rezone to a PD-1 designation as part of the terms
 - The city could require some public component of the deal, whether it's a use or a sense of place

Both Boards are interested in participating in further discussions regarding the redevelopment of the site, subject to a decision by the City Commission to either keep or sell the property.



PLAT MAP OF HONOLULU CITY AND COUNTY, HAWAII



THE SUBJECT PROPERTY (2) PROGRESS POINT SITE 3.73+ NET ACRES IS LOCATED



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	February 9, 2015		
prepared by	Dori Stone	approved by	<input checked="" type="checkbox"/> City Manager		
department	Planning & Comm. Development		<input type="checkbox"/> City Attorney		
division			<input type="checkbox"/> N/A		
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input checked="" type="checkbox"/> Exceptional Quality of Life		<input type="checkbox"/> Fiscal Stewardship		
	<input type="checkbox"/> Intelligent Growth & Development		<input type="checkbox"/> Public Health & Safety		
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Proposal for membership of a Visioning Steering Committee

motion | recommendation

Approve recommended membership structure **OR** provide alternative Steering Committee structure

background

Staff has researched steering committee membership for numerous visioning processes from across the United States. While each steering committee is unique, most have a heavy reliance on local residents making up a majority of the membership. As the Winter Park visioning process unfolds, neighborhood participation has continuously been discussed as the key to building a vision that provides a long-term aspirational view of the city for the next 20+ years.

The membership structure proposed creates an Executive Committee made up of local residents with the emphasis on appointing people who do not serve on existing city boards as a way to engage new faces into the public process. The Commission should also consider appointments from different neighborhoods throughout the city to make sure that all the 12 districts found in the attached map are reflected on the Steering Committee. Once formed, this group would elect a Chair and make recommendations to the Commission for filling the remaining seats which reflect community interests and businesses that form the core of Winter Park. Once all appointments are made, the Steering Committee would meet with city staff for an update on the RFP process. Once a consultant is selected, the first task will be to meet with the Steering Committee and establish a working relationship since this Committee will provide oversight for the consultant, the work products and ultimately

the final product. Staff envisions training opportunities for the Steering Committee members to represent the city in neighborhood or local meetings to provide additional data collection and surveying of the community in the visioning process. In other words, this is not a Committee that would just meet – active participation would be encouraged and expected.

While this is one model, staff is looking for any additional direction by the Commission on the makeup and composition of the Steering Committee.

The timeframe for the Steering Committee as a temporary board is estimated to be the duration of the visioning process.

alternatives | other considerations

Create a new Steering Committee model and implement that within the timeframes of the kickoff of the Visioning process.

fiscal impact

N/A

RECOMMENDATIONS FOR THE VISIONING STEERING COMMITTEE

Steering Committee Structure, Participation and Key Concepts

Role

The Steering Committee will operate as representatives of the Winter Park community with the following mission:

- Oversee the work of the consultant selected to lead the city through the visioning process
- Review and comment on all work products prior to public presentation
- Coordinate citywide community meetings and input
- Formally present the final visioning report to the City Commission

Composition

The Steering Commission should be made up of representatives from Winter Park neighborhoods and organizations that are community based and private businesses. The residents will make up an executive committee and elect a chair for the steering committee. The executive committee will recommend appointments for the remaining openings on the steering committee and present names to the City Commission for inclusion. This is a time-sensitive task to build the steering committee prior to the kickoff by the consultant in May.

Meetings

Meetings will be at least once a month. A revised meeting schedule will be made once the steering committee is formed and a consultant is hired.

Role of Consultant

The consultant will coordinate agendas and work products with both the city and the Steering Committee to maximize the timeframe to complete this project.

Role of City

The city staff will serve as staff support for the Steering Committee and publically notice any scheduled meetings with the consultant.

Timeframe of Committee

The Steering Committee will exist throughout the entire visioning process including the responsibility to present the process findings and vision statement to the City Commission. Once complete, the City Commission may disband the Committee or extend it based on any additional tasks.

Membership

DRAFT - Membership:

Each Commissioner picks two neighborhood appointments of community residents that are not currently serving on any other city boards.

Additional seats may include:

Representative from Faith-based community organization

Representative of large employer (over 100 employees)

Two Representatives of culture, art & heritage

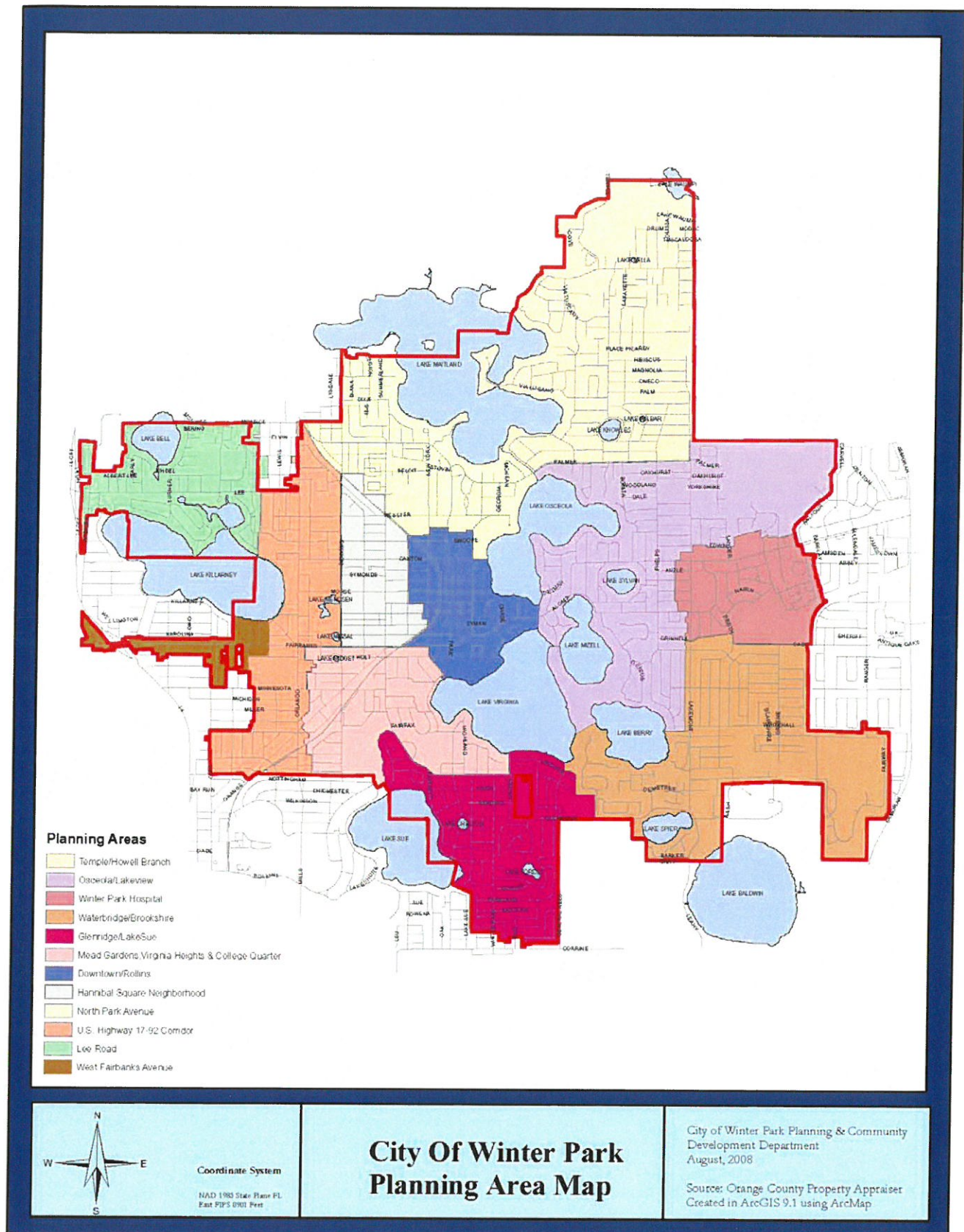
Representative of Health oriented organization

Representative of higher education

Representative of downtown business interest

Representative of commercial business

City Staff Liaison – Planning & Community Development Director – non voting member





city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	February 9, 2015		
prepared by	City Manager	approved by	<input checked="" type="checkbox"/>	City Manager	
department			<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life	<input checked="" type="checkbox"/> Fiscal Stewardship			
	<input type="checkbox"/> Intelligent Growth & Development	<input type="checkbox"/> Public Health & Safety			
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Review and approve State legislative priorities

motion | recommendation

Approve State legislative priorities

background

Staff has attached a suggested list of priorities for the City's lobbyist to champion in the State legislative session this year. Staff is requesting that the Commission review, modify if appropriate, and approve the list of priorities.

There is one new item on the list this year under "Legislative matters" which relates to restaurant seating. City Codes require a restaurant to have at least 150 seats before it can obtain an SRX alcoholic beverage license. This requirement matches the general requirement in State Statutes. However, it was discovered this past year, as part of a new restaurant application, that a special act was adopted by the State back in 1965 which required Winter Park restaurants to have 200 seats in order to obtain an SRX alcoholic beverage license. There were several other cities that also had these special acts at the time. When the State changed the overall statute to 150 seats, our particular special act was not repealed. The city changed its code to 150 seats at that time but apparently did not know the special act existed. Many restaurants have been approved by the City and the State since then using the 150 seat standard but this year the State discovered the special act and denied the application.

Representative Miller has agreed to sponsor a local bill to repeal the special act so that the State Statute and City Codes are in agreement. The Orange County Delegation agreed to support the Bill on Thursday, January 29, 2015.

alternatives | other considerations

Modify priorities.

fiscal impact

N/A

City of Winter Park 2015 State Legislative Priorities

Projects:

- Railroad Crossing Safety Enhancements and Quiet Zones
- Acquire excess CSX ROW from State including that within Central Park
- Assist with widening of SR 426 between 17-95 and Pennsylvania Ave.
- Mead Garden Lake Lillian Restoration
- Acquisition of Howell Branch Creek Property for Open Space and Linear Parkland
- New Library
- Acquisition of post office property for expansion of Central Park or Library
- Expansion of reuse water system
- Green energy generation (Solar, etc.)
- 17-92 Beautification and corridor improvements

Legislative matters:

- Local bill to repealing Special Act Bill 1558 Chapter 65-2402 (affecting number of seats required for a restaurant to obtain liquor license)
- Pension Reform
- Remove statutory requirements for public employers to provide subsidized health, hospitalization and other insurance coverage for retirees (FS 112.0801)
- Dedicated Funding Source for Commuter Rail
- Protection of home rule authority including control of local planning issues, revenues and expenditures
- Oppose Public Service Commission regulation of municipal owned electric utilities
- Have W. Fairbanks designated as a local city road instead of a state road

F L O R I D A H O U S E O F R E P R E S E N T A T I V E S

HB

2015 Legislature

A bill to be entitled

AN ACT RELATING TO City of Winter Park, Florida; repealing Chapters 63-2047 and 65-2402, Laws of Florida, relating to an exception for certain restaurants in the city to the limitation under general law on the number of alcoholic beverage licenses allowed to be issued in the city, to provide for the issuance of such licenses to restaurants in the city in excess of such limitation in accordance with the criteria and conditions specified in general law; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

- Section 1. Chapters 63-2047 and 65-2402, Laws of Florida, are repealed.
- Section 2. This act shall take effect upon becoming a law.

Florida law limits the number of alcoholic beverage licenses that may be issued to one license for every 7,500 residents in a county. Special Restaurant Beverage (SRX) licenses may be issued in excess of the quota limitations in Section 561.20(1), Florida Statutes, and are regulated under Rule 61A-3.0141, F.A.C. With the exception of specified counties or cities, SRX licenses may be issued to bona fide restaurants with a service area occupying 2,500 or more square feet of floor space and with accommodations for the service and seating of 150 or more patrons at tables at one time. Some cities and counties within Florida are subject to special acts setting forth more restrictive standards for the issuance of SRX licenses than those standards set forth in the general law.

The City of Winter Park, Florida, requests that the Florida Legislature enact a bill repealing Laws of Florida 63-2047 and 65-2402, relating to Special Restaurant Beverage (SRX) licenses in Winter Park. These special acts provide that an SRX license requires seating for at least 200 persons at tables at one time and at least 4,000 square feet of service area. Repeal of these special acts will allow restaurants within the City of Winter Park to apply for SRX licenses under the less restrictive general law provisions, which provide for special licenses to be issued to restaurants accommodating at least 150 persons at tables and occupying more than 2,500 square feet of service area.

Be It Enacted by the Legislature of the State of Florida:

Section 1. That the municipal boundaries of the City of Winter Park, Florida, shall be extended to include those parcels of land in Orange County, Florida, described as the West 230 feet of the Right-of-Way of Woodcrest Drive and that part of Lakemont Avenue lying between the East boundary of the Right-of-Way of Lakemont Avenue between the intersection of Taylor with Lakemont Avenues north to the northerly city limits of the City of Winter Park, Florida, and that the above described properties, after the effective date of this act, shall be incorporated within the municipal boundaries of the city of Winter Park, Florida.

Section 2. This act is severable in its provisions and the adjudicating invalidity of any part shall not affect the remainder.

Section 3. This act shall take effect immediately upon becoming a law with or without the Governor's approval.

Became a law without the Governor's approval.

Filed in Office Secretary of State May 14, 1963.

CHAPTER 63-2047

HOUSE BILL NO. 1142

AN ACT relating to the city of Winter Park, Florida, providing for the issuance of special liquor licenses to bona fide restaurants in the city of Winter Park meeting certain requirements; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. In the city of Winter Park, Florida, the limitation of the number of licenses as provided in subsection (1) of section 561.20, Florida Statutes, shall not apply to any bona fide restaurant containing all necessary equipment and supplies for serving full course meals regularly and having accommodations at all times for serving two hundred (200) or more patrons at tables and occupying more than four thousand (4,000) square feet of floor space; providing, however, that any restaurant granted such special restaurant license hereunder shall be prohibited from selling alcoholic beverages in packages for consumption off the premises and from operating as a package store; and, providing further, that

such alcoholic beverages shall be served only at the tables in conjunction with the serving of foods and that no bar, other than a serving bar, shall be upon said premises, and that said restaurant shall not be operated in conjunction with any other business other than a hotel, motel or motor court. Provided further, that no such special restaurant license shall be moved to a new location, such license being valid only on the premises of such restaurant.

Section 2. This act is severable in its provisions and the adjudication of the invalidity of any part shall not affect the remainder.

Section 3. This act shall take effect immediately upon becoming a law with or without the governor's approval.

Became a law without the Governor's approval.

Filed in Office Secretary of State May 30, 1963.

electors of the city of Winter Park, Florida, qualified to vote under the laws and ordinances now in effect relating to elections in the city of Winter Park, Florida, shall be qualified to vote in the election called for the purpose of approving and ratifying this act.

Section 3. This act shall take effect immediately upon becoming a law with or without the Governor's approval.

Became a law without the Governor's approval.

Filed in Office Secretary of State May 27, 1965.

CHAPTER 65-2402

HOUSE BILL NO. 1558

AN ACT providing the city of Winter Park, Florida, with power to permit the issuance of special licenses for the sale of intoxicating liquors, wines and beers within the city to certain qualified bona fide hotels, motels, motor courts and restaurants.

Be It Enacted by the Legislature of the State of Florida:

Section 1. The city of Winter Park, Florida, shall be empowered to provide for the issuance of special licenses for the sale and possession of intoxicating liquors, wines and beers within the city limits and without regard to any limitation by the general statutes of the state of Florida, to any bona fide hotel, motel or motor court of not less than 100 guest rooms or to any bona fide restaurant containing all necessary equipment and supplies for serving full course meals regularly, and having accommodations at all times for serving 200 or more patrons at tables and occupying more than 4,000 square feet of floor space. Providing, however, that any restaurant granted any license hereunder shall be prohibited from selling alcoholic beverages in packages for consumption off the premises and from operating as a package store. Providing, further, that no such special license shall be moved to a new location, such license being valid only on the premises of such hotel, motel, motor court or restaurant.

Section 2. This act is severable in its provisions and the

adjudicated invalidity of any part shall not affect the remainder.

Section 3. This act shall take effect immediately upon becoming a law with or without the Governor's approval.

Approved by the Governor June 1, 1965.

Filed in Office Secretary of State June 1, 1965.

CHAPTER 65-2403

HOUSE BILL NO. 1863

AN ACT providing for a housing code in the city of Winter Park, Florida, which shall apply to the construction, alteration, repair, equipment, use, and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances attached or connected to such buildings or structures providing the powers and duties for a building official to enforce this act, providing for levying the cost of the demolition of buildings upon the property owner requiring a board of adjustments and appeals, providing minimum standards for dwellings and apartments fit for human habitation and providing for penalties for violation of this act.

Be It Enacted by the Legislature of the State of Florida:

Section 1. This act and the provisions embraced within the following sections shall constitute and be known and may be cited as the building code, part IV. housing of the city of Winter Park, Florida, hereinafter referred to as "this code" and the city of Winter Park is hereby empowered to adopt such ordinances as may be required to effectuate the purposes and powers set forth herein.

Section 2. This code is hereby declared to be remedial, and shall be construed to secure the beneficial interests and purposes thereof—which are public safety, health and general welfare—through structural strength, stability, sanitation, adequate light and ventilation, and safety to life and property from fire and other hazards incident to the construction, al-



city commission public hearing

Item type	Public Hearing	meeting date	February 9, 2015		
prepared by	David Zusi	approved by	<input checked="" type="checkbox"/>	City Manager	
department	Utility Administration		<input checked="" type="checkbox"/>	City Attorney	
division	Waste Water Treatment		<input type="checkbox"/>	N/A	
board approval	Utilities Advisory Board	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/>	N/A	7:0 final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life <input type="checkbox"/> Fiscal Stewardship				
	<input type="checkbox"/> Intelligent Growth & Development <input checked="" type="checkbox"/> Public Health & Safety				
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Amending portions of Chapter 102 regarding Industrial Waste Pre-Treatment –
SECOND READING OF ORDINANCE

motion | recommendation

Commission approval of the recommended changes attached.

background

Approximately 85 percent of the wastewater generated in the Winter Park wastewater service area is treated by the City of Orlando. As their customer we are required to have agreements in place to regulate the pre-treatment and management of wastewater that is eventually treated by Orlando. Attached are copies of the ordinance tracking the proposed additions and deletions, and a clean copy of the new proposed ordinance. The most significant changes to the ordinance are summarized below.

Ordinance 102.86 Article IV, Sewer and Sewage Disposal relating to industrial waste treatment requires updating to include:

- Removal of fee schedule for ERC (Equivalent Residential Meter) Table
- Addition of Private Lift Station maintenance, signage and inspection
- Removal of Contaminants Table
- Registration of Grease Haulers
- Grease trap sizing calculations
- Establishment of Penalties for violations over six consecutive months
- Alternate trap sizing for space limitations
- Expanded Grease Trap Enforcement, fee recovery and Petroleum and Water Separators for Automotive related businesses

alternatives | other considerations

None

fiscal impact

None

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF WINTER PARK,
FLORIDA, AMENDING PORTIONS OF CHAPTER 102,
UTILITIES, ARTICLE IV, SEWERS AND SEWAGE
DISPOSAL, OF THE CODE OF ORDINANCES, AS WELL
AS CREATING THE CITY OF WINTER PARK GREASE
MANAGEMENT ORDINANCE, SECTIONS 102-115.01
THROUGH 102-115.14; PROVIDING FOR SEVERABILITY,
CODIFICATION, CONFLICTS AND AN EFFECTIVE
DATE.**

WHEREAS, the City of Winter Park's wastewater is processed by City of Orlando, and Winter Park desires to formally adopt the City of Orlando's Maximum Contaminant Levels (MCLs) to ensure Orlando will continue to accept Winter Park's wastewater; and

WHEREAS, the City of Orlando is requiring the City to formally adopt the City of Orlando's Grease Management Ordinance, which are being included in Sections 102-115.01 through 102-115.14 of the Winter Park City Code; and

WHEREAS, this Ordinance promotes the health, safety and welfare of the City residents; and

WHEREAS, words with double underline shall constitute additions to the original text and strike through text shall constitute deletions to the original text, and asterisks (* * *) indicate that text shall remain unchanged from the language existing prior to adoption of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF WINTER PARK AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are hereby adopted and confirmed.

Section 2. Portions of Chapter 102, Utilities, Article IV, Sewers and Sewage Disposal, are hereby amended to read as shown on Exhibit "A" attached hereto, and the City of Winter Park Grease Management Ordinance is created, being codified at Sections 102-115.01 through 102-115.14.

Section 3. Incorporation Into Code. This ordinance shall be incorporated into the Winter Park City Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance and the City Code may be freely made.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 5. Conflicts. All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.

Section 6. Effective date. This ordinance shall become effective immediately upon adoption by the City Commission of the City of Winter Park, Florida.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, held at City Hall, Winter Park, Florida, on the _____ day of _____, 2015.

Mayor Kenneth Bradley

Attest:

Cynthia Bonham, City Clerk

G:\docs\Cities\Winter Park\Ordinances and Resolutions General\Grease Ordinance\Grease ordinance final 1-16-15.docx

EXHIBIT “A”

Division 1

- 102-86 Definitions
- 102-87 Scope
- 102-88 Penalties
- 102-89 Powers and Authority of inspectors
- 102-90 Enforcement
- 102-91 Allocation of sewage treatment capacity
- 102-92 ~~Connection~~ Impact Fees
- 102-93 Use of public sewers required
- 102-94 Private sewage disposal
- 102-95 Building sewers and connections
- 102-96 Protection from damage
- 102-97 Unauthorized use of sewer system
- 102-98 Renewal of occupational license subject to adequate pollution control facilities

Division 2

- 102-111 Discharge of storm water, drainage and other waters
- 102-112 Prohibited discharges – Generally
- 102-113 Same – Specific substances
- 102-114 Pretreatment
- 102-115 Interceptors
- 102-116 Industrial wastewater discharge permits
- 102-117 Control manholes
- 102-118 Measurements, tests and analyses
- 102-119 Special Agreements
- 102-120 Frequency of measurements
- 102-121 Spill containment plan
- Secs. 102-122--102-130. Reserved.

DIVISION 1. GENERALLY

Sec. 102-86. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abnormal strength wastes means wastes containing BOD above 300 mg/l and any waste containing fats, waxes, grease or oil in excess of 100 mg/l and suspended solids above 300 mg/l.

Act or the act means the Federal Water Pollution Control Act, also known as the Clean Water Act (CWA), 33 USC 1251 et seq., as amended.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees Celsius, expressed in milligrams per liter.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and which conveys it to the building sewer beginning ten feet outside the building wall.

Building sewer or lateral means the extension from the building drain to the public sewer or other place of disposal.

Garbage means solid waste from the domestic and commercial preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

Indirect discharge means the discharge or the introduction of nondomestic pollutants from any source regulated under section 307(b) or (c) of the act (33 USC 1317) into the POTW including holding tank waste discharged into the system.

Industrial user means a source of nondomestic wastes entering the publicly owned treatment works, provided that such source is regulated under section 307(b) or (c) of the act (33 USC 1317).

Industrial wastes means the liquid wastes resulting from the processes employed in industrial, trade or business establishments.

Interference means the inhibition or disruption of the POTW treatment processes or operations or contributing to a violation of any requirement of an NPDES permit. The term includes prevention of sewage sludge use or disposal by the POTW in accordance with section 405 of the act (33 USC 1345) or any criteria, guidelines or regulations developed pursuant to the Solid Waste Disposal Act (SWDA), the Clean Air Act, the Toxic Substances Control Act or more stringent state criteria (including those contained in any state sludge management plan prepared pursuant to title IV of SWDA) applicable to the method of disposal or use employed by the POTW.

Multifamily dwelling means any structure or group of structures with the capacity to house eight or more families in a residential setting.

National categorical pretreatment standard or pretreatment standard means any regulation containing pollutant discharge limits promulgated by the Environmental Protection Agency in accordance with section 307(b) and (c) of the act (33 USC 1347) which applies to a specific category of industrial users.

Natural outlet means any outlet into a watercourse, pond, ditch, lake or other body of surface water or groundwater.

pH means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

Pretreatment or treatment means the reduction of the amount of pollutants, the elimination of pollutants or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into a POTW. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or by other means, except as prohibited by 40 CFR 403.6(d).

Private sewage disposal system means a watertight receptacle which receives the discharge of a drainage system or part thereof and which is designed and constructed to separate solids from the liquid, digest organic matter through a period of detention and allow the liquids to discharge into the soil outside of the tank through a system of open-joint or perforated piping or a disposal pit.

Properly shredded garbage means the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particles greater than one-half inch in any dimension.

Public sewer means a common sewer directly controlled by public authority.

Publicly owned treatment works (POTW) means a treatment works as defined by section 212 of the act (33 USC 1292) which is owned in this instance by the city or which treats sewage from the city but is owned by another local government. This definition includes any sewers that convey wastewater to the POTW treatment plant, but does not include pipes, sewers or other conveyances not connected to a facility providing treatment. POTW also includes any sewers that convey wastewaters to the POTW from persons outside the city who are, by contract or agreement with the city, users of the city's POTW.

Sanitary sewage means any combination of water-carried wastes from residences, business buildings, institutions and industrial establishments containing animal or vegetable matter or chemicals in suspension or solution, together with such groundwaters, surface waters and stormwaters as may be unintentionally present.

Sanitary sewer means a sewer which carries sewage and to which stormwaters, surface waters and groundwaters are not intentionally admitted.

Sewage treatment plant means any arrangement of devices and structures used for treating sewage.

Sewage works means all facilities for collecting, pumping, treating and disposing of sewage.

Sewer means a pipe or conduit for carrying sewage, industrial water or stormwater.

Significant industrial user means any industrial user of the city's wastewater disposal system who:

- (1) Has a discharge flow of 25,000 gallons or more per average workday;
- (2) Has a flow greater than five percent of the flow in the city's wastewater treatment system;
- (3) Has in his wastes toxic pollutants as defined pursuant to section 307 of the act or state law and rules; or
- (4) Is found by the city or the state department of environmental regulation to have significant impact, either singly or in combination with other contributing industries, on the wastewater treatment system, the quality of sludge, the system's effluent quality or air emissions generated by the system.

Slug means any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quantity of flow exceeds more than five times the average 24-hour concentration or flows during normal operation.

Standard Methods means the current edition of Standard Methods for the Examination of Water and Wastewater as published jointly by the American Public Health Association, Water Pollution Control Federation, and American Water Works Association.

Storm drain, also termed storm sewer, means a sewer which carries stormwaters and surface waters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

~~*Superintendent*~~ Director means the Director of ~~public works~~ water & wastewater utility department or his authorized deputy, agent or representative.

Suspended solids means solids that either float on the surface of or are in suspension in water, sewage or other liquids and which are removable by laboratory filtering.

Toxic pollutant means any pollutant or combination of pollutants listed as toxic in regulations promulgated by the administrator of the Environmental Protection Agency under the provision of CWA 307(a) or other acts.

Watercourse means a channel in which a flow of water occurs either continuously or intermittently.

(Code 1960, § 22-1.1; Ord. No. 1963, § 1, 1-14-92)

Cross references: Definitions and rules of construction generally, § 1-2.

Sec. 102-87. Scope.

The intent of this article is to prescribe procedures for safe and sanitary collection and treatment of sanitary sewage and other liquid wastes and to provide for the fees and other charges required to finance such collection and treatment services. The provisions of this article are applicable within the corporate territorial limits of the city and within the limits of the sewer service area established by the city pursuant to F.S. § 180.02(3). Violations of this article are subject to appropriate penalties as prescribed by sections 1-7 and 102-88 of this Code.

(Code 1960, § 22-1)

Sec. 102-88. Penalties.

(a) Any person found to be violating any provision of this article, except section 102-96, shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

(b) Any person found to be in violation of any provision of this article shall be guilty of an offense and on conviction thereof shall be fined in the amount not exceeding \$500.00 for each violation. Each day in which any violation shall continue shall be deemed a separate offense. The violation of this article shall, in addition to the penalties prescribed in this section, be subject to abatement by injunction order of a court of competent jurisdiction.

(c) Any person violating any of the provisions of this article shall become liable to the city for any expense, loss or damage occasioned the city because of such violation. In addition, the city may recover reasonable attorneys' fees, court costs and other expenses of litigation by appropriate suit at law against the person found to have violated this article or the orders, rules, regulations or permit issued under this article.

(d) A surcharge may be imposed upon institutional, commercial or industrial users discharging abnormally high-strength sewage according to the following:

(1) The surcharge in dollars for fats, wax, grease, oil and solvent-soluble substances shall be computed as follows:

Total oil and grease above 100 mg/liter times the metered water used during the billing period in millions of gallons times a treatment surcharge factor.

(2) Billing will be monthly, based on monthly charges, payable within 30 days or be subject to a late penalty of 1 1/2 percent per month or fraction of a month to be added.

(e) Sampling and analyses shall be conducted according to the following:

(1) ~~Routine~~Periodic sample collection will be practiced by city forces to include the discharge from sewer customers known or suspected of producing abnormal strength wastes. Such collection may include grab or composite sampling taken manually or by the use of special automatic sampling equipment. Institutional, commercial, multifamily and industrial customers may be required to install such suitable automatic sampling equipment at the discretion of the ~~d~~Director of public works, such installations to be accessible only to those designated employees of the city.

(2) The city's representatives shall sample all accounts known or suspected of having abnormal strength wastes on a monthly basis. Should a sample show unusually high strength, additional samples shall be taken until the strength levels are within the limits established in division 2. The average of these tests will be used to determine whether a surcharge is due and, if so, the amount thereof. The customer may request additional samples and include the results thereof in calculating the average strength in the month in which taken, provided the cost of such additional samples shall be paid for by the customer at the rate then prescribed by the city laboratory.

(3) Laboratory analytical work will normally be done by city employees at the city an independent laboratory. ~~Should the city's facilities not be equipped for any special test or should the customer request analyses by an independent private laboratory, such tests shall be made and the cost thereof directly assessed to the customer involved.~~

(f) If the discharge from any user causes a deposit, obstruction or damage to any of the city wastewater collection or treatment facilities, the ~~d~~Director of public works shall cause the deposit or obstruction to be promptly removed or cause the damage to be promptly repaired, at the sole cost of the person or user causing such deposit, obstruction or damage.

(g) In addition to remedies available to the city as set forth elsewhere in this article, if the city is fined by the state, or the Receiving Treatment Authority, ~~the City of Orlando, the City of Altamonte Springs, the South Seminole North Orange County Wastewater Transmission Authority,~~ the EPA or any other agency for a violation of water quality standards as the result of a discharge of pollutants, the fine and all city legal, sampling, analytical testing and any other related costs shall be charged to the responsible user. Such charges shall be in addition to and not in lieu of any other remedies the city may have under this article or under any statutes or regulations at law or in equity.

(h) The remedies provided in this article shall not be exclusive, and the city may seek whatever other remedies are authorized by statute, at law or in equity, against any person or user violating the provisions of this article.

(Code 1960, § 22-8)

Sec. 102-89. Powers and authority of inspectors.

(a) The ~~d~~Director of public works and other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, testing and records examination in accordance with the provisions of this article. The ~~d~~Director or his representatives shall have no authority to inquire into any processes including metallurgical, chemical, oil refining, ceramic, paper or other

industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for wastewater treatment. Upon written request by a person furnishing a report, permit application or questionnaire, those portions of any document which might disclose trade secrets or secret processes, to the extent permitted by state law, shall not be made available to the public. The physical and chemical characteristics of a discharger's wastewater will not be recognized as confidential information or as a trade secret.

(b) While performing the necessary work on private properties referred to in subsection (a) of this section, the ~~superintendent~~ Director or duly authorized employees of the city shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the city employees, and the city shall indemnify the company against loss or damage to its property by the city employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in section 102-117.

(c) The ~~Directorsuperintendent~~ and other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter all private properties through which the city holds negotiated easement for the purpose of but not limited to inspection, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within the easement. All entries and subsequent work, if any, on the easements shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

(Code 1960, § 22-7)

Sec. 102-90. Enforcement.

(a) The city may suspend the wastewater treatment service and an industrial wastewater discharge permit when such suspension is necessary, in the opinion of the ~~Director of public works~~ Utilities, in order to stop an actual or threatened discharge which represents or may present an imminent or substantial danger to the health or welfare of persons, to the environment or which causes interference to a POTW or causes the violation of any condition of an NPDES permit. Service may also be suspended when the city finds that facilities have been connected to its sewer system without prior approval from the city for the connection.

(b) Any person notified of a suspension of the wastewater treatment service or the industrial wastewater discharge permit shall immediately stop or eliminate the discharge. If the person fails to voluntarily comply with the suspension order, the city shall take such steps as deemed necessary, including immediate severance of the sewer connection and water connection, to prevent or minimize damage to the POTW system or endangerment of any individual. The city may reinstate the industrial wastewater discharge permit, the water service and the wastewater treatment service upon proof of the elimination of the noncomplying discharge. A detailed written statement submitted by the user describing the causes of the discharge and the measures taken to prevent any future occurrence shall be submitted to the ~~Director of public works~~ Utilities within 15 days of the date of occurrence.

(c) Any user who violates the following conditions or applicable local, state and federal laws, regulations and case decisions is subject to having his permit revoked in accordance with the procedures outlined in section 94-41(b)--(d) and (f):

(1) Failure of a user to factually report the wastewater constituents and characteristics of his discharge;

- (2) Failure of the user to report significant changes in operations or wastewater constituents and characteristics;
 - (3) Refusal of reasonable access to the user's premises for the purpose of inspection or monitoring;
 - (4) Obtaining a permit by misrepresentation or failure to disclose fully all relevant facts;
 - (5) A change in any condition that requires either a temporary or permanent reduction or elimination of the permitted discharge; or
 - (6) Violation of conditions of the permit.
- (d) As required by EPA pretreatment regulations, the city shall provide public notification of industrial waste discharges which, during the previous 12 months, were significantly violating the city ordinances or the industrial wastewater discharge permit conditions. Notification will be made by publishing the names of the industrial users and facilities responsible for the violations in the largest daily newspaper published in the county. A significant violation is defined as a violation which:
- (1) Remains uncorrected for 45 days after notification of noncompliance;
 - (2) Is part of a pattern of noncompliance over a 12-month period;
 - (3) Involves a failure on the part of the discharger to accurately report noncompliance; or
 - (4) Requires the city to exercise its authority to require emergency suspension of service to a discharger.
- (Code 1960, § 22-7.1)

Sec. 102-91. Allocation of sewage treatment capacity.

- (a) When the city commission determines that the unused and uncommitted sewage treatment capacity available to city utilities is less than the capacity required to service new development within the preceding three years, the city commission shall, by resolution, adopt standard policies and procedures to be followed in allocating and committing the remaining unused sewage treatment capacity until such time as more than a three-year supply becomes available. The purpose of this sewer allocation policy shall be to spread available capacity equitably over a number of years and a larger number of properties. The policies may distinguish between sewage collection systems according to their available capacity restraints. Factors to be considered in allocating capacity shall include but not be limited to compatibility with existing land use plans, public benefit of the project, impact on the immediate neighborhood of the project and impact on the city.
 - (b) The ~~Director of public works~~ Director of public works shall make an annual report to the city commission, no later than February 28 of each year, concerning the previous year's allocation and use of sewage treatment service, including an analysis of sewage capacity remaining and an estimation of the time period such sewage treatment capacity is likely to allow for new development. This report shall allow the city commission to effectively manage available sewage treatment capacity in recognition that this commodity can be in short supply and must be managed to maximize the public benefit.
- (Code 1960, § 22-9(5))

Sec. 102-92. ~~Connection~~ Impact Fees.

- (a) *Purpose.* To share in the capital costs of existing and future sewage collection, treatment and disposal facilities, a ~~connection~~ Impact Fee shall be charged to every property owner, except as otherwise provided, whose property first receives sewer service from systems owned or

controlled by the city after December 22, 1981. The ~~connection~~ Impact Fees shall be used only for construction of new wastewater collection, treatment and disposal facilities and not for repair and replacement of existing facilities.

(b) *Amount.* ~~Connection~~ Impact Fees for sewer service shall be as set forth in the City of Winter Park fee schedule. Impact Fees shall be computed on the following basis:

Fee for Each Dwelling Unit or
Equivalent Residential Connection (ERC)
TABLE INSET:

Classification	Inside City	Outside City
Single family	\$2,700.00	\$3,375.00
Multiple dwelling	2,700.00	3,375.00
ERC	2,700.00	3,375.00

The number of dwelling units shall be determined using the definitions in section 102-132. Equivalent residential connection (ERC) shall be calculated utilizing the following formula with reference to the standard plumbing code as adopted and amended by the city:

$$\text{One ERC Unit} = \frac{\text{Total Number of Fixture Units} \times 21}{333}$$

In no event will the connection fee for sewer service be less than one ERC.

(c) *Exceptions.* Any applicant for a sewer connection whose property was located within the city on December 22, 1981, and where construction was started prior to December 22, 1981, on the building to be connected to the sewer shall not be required to pay the fee provided for in this section. Any applicant for a sewer connection whose property was located outside the city on December 22, 1981, and where construction was started prior to December 22, 1981, on the building to be connected to the sewer shall only be required to pay connection fees in the amount which would have been charged by General Waterworks Corporation on December 1, 1981, provided that such application for a sewer connection permit is filed prior to February 1, 1982.

(d) *Due date.* Such charges shall be in addition to all other charges and shall be paid when the sewer connection permit is issued, unless payment thereof is deferred by the city in accordance with its economic development incentive policy.

(Code 1960, § 22-9(2)--(4); Ord. No. 1963, § 4(22-9(1)), 1-14-92; Ord. No. 2484-02, § 2, 10-8-02; Ord. No. 2524-03, § 1, 7-14-03)

State law references: User fees authorized, F.S. § 166.201.

Sec. 102-93. Use of public sewers required.

(a) It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner on public or private property within the city or in any area under the jurisdiction of the city any human or animal excrement, garbage or other objectionable waste.

(b) It shall be unlawful to discharge to any natural outlet within the city or in any area under the jurisdiction of the city any sewage except where suitable treatment has been provided in accordance with the provisions of this article.

(c) Except as provided in this article, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

(d) Flush toilets shall be required within the city in all houses, buildings or structures used for human occupancy, employment, recreation or other purposes, and such flush toilets shall be connected to the public sanitary sewer at the owner's expense as and when required by the provisions of section 102-94(c), subject, however, to the following exceptions and limitations: If the house, building or structure is not situated on property abutting a street, alley or road right-of-way wherein there is located a public sanitary sewer or if the house, building or structure is not within 100 feet of the public sanitary sewer, such connections shall not be required; further, if the connection of the house, building or structure requires unusual and costly plumbing such as a lift station, force main or similar plumbing facilities, either the city shall bear such expense and allocate its costs through the public sanitary sewer system or no connection shall be required. (Code 1960, § 22-2)

Sec. 102-94. Private sewage disposal.

- (a) Where a public sanitary sewer is not available under the provisions of section 102-93(d), the building sewer shall be connected to a private sewage disposal system complying with the provisions of this section, and no sewer fees and charges provided for in sections 102-131 and 102-132 shall be imposed.
- (b) The type, capacities, location and layout of a private sewage disposal system shall comply with all state and county requirements.
- (c) Notwithstanding the provisions of section 102-93, existing residences, places of business and other structures served by adequate private sewage disposal systems, including septic tanks, constructed prior to the construction and availability of a public sanitary sewer shall not be required to connect to the public sanitary sewer until such time as the private sewage disposal system requires maintenance or repair or is abandoned or is condemned by regulatory health authorities. When such private sewage disposal system becomes inoperative, requires maintenance or repair, is abandoned or is condemned by regulatory health authorities, connection with the public sanitary sewer shall be made within 15 days following notice by the city to the property owner. If such connection is not made, the city shall cause all water service thereto to be discontinued until such connection is provided and until all connection and reconnection charges are paid.
- (d) The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times at no expense to the city.
- (e) The owners of Private Sanitary Sewer Collection Systems within the Utility Service Area shall be responsible for the proper maintenance and operation of said systems. The owners shall be required to maintain said systems to minimize inflow and infiltration.
- (f) Any person seeking a permit from the City for installation of a private collection system or owning a private sewer collection system on the effective date of this article shall record in the public records of Orange County a document delineating the private collection system and indicating the exact location of any and all lift stations included within the system. The owner shall provide a copy of the recorded document to the City Utility Department. The Utility Department will maintain documents pertaining to private collection systems located within the Utility Service Area.
- (g) The owners of private collection systems shall be required to develop and follow a sewerage spill contingency plan for such systems addressing and remediating sewerage spills caused by

but not limited to line failure, line collapse, line obstruction, surcharge, power failure and/or mechanical failure. A copy of this plan shall be provided to the Utility Department.

(h) The Owner of Private Sanitary Lift Stations shall provide a copy of the contract with a reputable person or firm experienced in the operation, maintenance, and repairs of lift stations for review prior to committing to contract for service. The contractor must provide proof of a minimum of two (2) years experience in lift station operation and maintenance to include pump and electrical experience. The contractor must have access to equipment to pull and service pumps as well as well pumping and hauling lift station waste. The contractor must be able to have a twenty four (24) hour, seven (7) days a week response time and be able to respond to site within two (2) hours after notification of spill or overflow. The owners of all private lift stations shall maintain a written maintenance record and shall make same available to the City in the enforcement of the provisions of this section. These records shall be maintained for a period of three years.

(i) Provide the city of Winter Park with a twenty four (24) hour emergency contact phone number of the property owner and contractor.

(j) Upon expiration or change of status of the contractor, the Owner of the Private Sanitary Lift station must notify the City of Winter Park Industrial Waste division within 72 hours of change.

(k) The owner of the Private Sanitary Lift Station must have a sign posted on or adjacent to the lift station, preferably on the control panel, with lettering legible from a distance of 30 feet. The sign is to include the following:

1. Private Lift Station

2. In Case of Emergency Call _____

3. Owner or Business Name and phone number

4. Contractors name and phone number

5. The City will provide the owner of the private lift station a unique identification number for the lift station sign.

(l) The City will conduct annual inspections on private lift stations and charge an annual inspection fee. The annual inspection fee will be incorporated in the City of Winter Park Fee Schedule. The City will have the right to inspect all private wastewater collection systems and appurtenances, and discontinue sewer service if the private wastewater collection system is not maintained in a sanitary and effective operating condition or if the public sewer facilities may be harmed thereby.

(em) No statement contained in this section shall be construed to interfere with any additional requirements that may be imposed by the health officer of the county.

(Code 1960, § 22-3; Ord. No. 1963, § 2, 1-14-92)

Sec. 102-95. Building sewers and connections.

(a) No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenances thereof without first obtaining a written permit from the building official.

(b) There shall be two classes of sewer permits as follows:

(1) For residential service; and

(2) For commercial service and service to establishments producing industrial wastes.

In either case, the owner or his agent shall make application on a special form furnished by the city. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the building official. A permit fee for a

residential building sewer permit and a permit fee for a commercial or industrial building sewer permit shall be paid to the city at the time the application is filed, which fees shall be as prescribed by the city commission. The permit fee shall pay the administrative cost in processing the permit application and the cost of sewer lateral location and shall be in addition to the other costs and expenses incident to the installation and connection to the building sewer, such as the cost of time and materials required and county right-of-way utilization fees.

(c) All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the city from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(d) A separate and independent building sewer shall be provided for every building. This shall not apply if one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway. In such situation, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

(e) Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the building official, to meet all requirements of this article.

(f) The size, slope, alignment and materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements of the building and plumbing codes or other applicable rules and regulations of the city. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

(g) Whenever possible, the building sewer shall be brought to the building at an elevation below any basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

(h) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer.

(i) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing codes or other applicable rules and regulations of the city or the procedures set forth in appropriate specifications of the ASTM and the WPCF Manual of Practice No. 9. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the building official before installation.

(j) The applicant for the sewer permit shall notify the building official when the building sewer is ready for inspection and connection to the sanitary sewer. The connection shall be made under the inspection and approval of the building official or his representative.

(k) All excavations for building sewer installation shall be adequately guarded with barricades and lights to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city. (Code 1960, § 22-4; Ord. No. 1963, § 3, 1-14-92)

Sec. 102-96. Protection from damage.

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the sewage works.

(Code 1960, § 22-6)

Sec. 102-97. Unauthorized use of sewer system.

It shall be unlawful for any person to tap, cut or in any way use any line, branch or part of the sanitary sewer system without obtaining a written permit and paying all fees, rates and charges established by the city.

(Code 1960, § 22-15)

Sec. 102-98. Renewal of occupational license subject to adequate pollution control facilities.

After any occupational license is issued, a copy of the application shall be forwarded to the environmental division, ~~public works department~~ wastewater utility, and if alteration of occupational activities would create pollution problems, modification of the facilities such as grease traps and other pretreatment facilities may be required. Where facilities require updating or additional equipment to meet pollution standards, such changes shall be made prior to the renewal of any occupational license.

(Code 1960, § 22-16)

Secs. 102-99--102-110. Reserved.

DIVISION 2. DISCHARGE REGULATIONS

Sec. 102-111. Discharge of stormwater, drainage and other waters.

(a) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, subsurface drainage or unpolluted cooling water to any sanitary sewer.

(b) Stormwater and all unpolluted drainage shall be discharged to storm drains or to a natural outlet approved by the city engineer. Unpolluted industrial cooling water or unpolluted industrial process water may be discharged, on approval of the city engineer, to a storm drain or natural outlet.

(Code 1960, § 22-5(1), (2))

Sec. 102-112. Prohibited discharges--Generally.

No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

(1) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.

(2) Any waters or wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance or create any hazard in the receiving waters of the sewage treatment plant.

(3) Any waters or wastes having a pH lower than 6.0 or higher than 8.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the sewage works.

(4) Solids or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewage works, such as but not limited to ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups, milk containers, etc.

(Code 1960, § 22-5(3))

Sec. 102-113. Same--Specific substances.

No person shall discharge or cause to be discharged to any public sewer the following described substances, materials, waters or wastes if it appears likely in the opinion of the ~~superintendent~~Director that such wastes can harm either the sewers, sewage treatment process or equipment; have an adverse effect on the receiving waters; or can otherwise endanger life, limb, public property or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the ~~superintendent~~ Director will give consideration to such factors as to quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant and other pertinent factors. The substances prohibited are:

- (1) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (65 degrees Celsius) or a flash point lower than 180 degrees Fahrenheit (ASTM open cup).
- (2) Any waters or wastes containing fat, wax, grease or oil, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit (zero degrees and 65 degrees Celsius).
- (3) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths horsepower or greater shall be subject to the review and approval of the building official.
- (4) Any waters or wastes containing strong acid, iron pickling wastes or concentrated plating solutions, whether neutralized or not.

Refer to the City of Winter Park Industrial Waste Specific Contamination List Policy for Maximum Allowable Concentrations.

- (5) ~~Wastewater in excess of the concentration set forth in the following table unless:~~
- a. ~~An exception has been granted the user under the provisions of section 102-119; or~~
 - b. ~~The wastewater discharge permit of the user provides as a special permit condition a higher interim concentration level in conjunction with a requirement that the user construct a pretreatment facility or institute changes in operation and maintenance procedures to reduce the concentration of pollutants to levels not exceeding the standards set forth in the table within a fixed period of time.~~

TABLE INSET:

Parameter	Maximum Concentration in Milligrams/Liter
Ammonia (An).....	0.5
Antimony (Sb).....	1.0
Arsenic (As).....	0.25
Barium (Ba).....	10.0
Beryllium (Be).....	0.25
Boron (B).....	1.0
Cadmium (Cd).....	5.0

Chromium (Cr).....—	3.0—
Cobalt (Co).....—	0.3—
Copper (Cu).....—	3.0—
Cyanide (CN).....—	2.0—
Lead (Pb).....—	0.4—
Lithium (Li).....—	0.03—
Manganese (Mn).....—	1.5—
Mercury (Hg).....—	0.005—
Nickel (Ni).....—	0.1—
Selenium (Se).....—	0.5—
Silver (Ag).....—	5.0—
Tin (Sn).....—	5.0—
Zinc (Z).....—	3.0—
Oil and grease (petroleum and/or mineral).....—	100.0—
Phenol.....—	0.5—

The constituent limits may be adjusted and additional constituent limits added from time to time based on treatment plant monitoring, water quality requirements, field investigation of industrial users, and any other factors which the superintendent deems of significance with respect to the proper and safe operation of the POTW.

(65) Any waters or wastes containing phenols or other odor-producing substances in such concentrations exceeding limits which may be established by the Director ~~superintendent~~ as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal or other public agencies having jurisdiction for such discharge to the receiving waters.

(76) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Director ~~superintendent~~ in compliance with applicable state or federal regulations.

(87) Materials which exert or cause:

- a. Unusual concentrations of inert suspended solids, such as but not limited to fuller's earth, lime slurries and lime residues, or of dissolved solids, such as but not limited to sodium chloride and sodium sulfate.
- b. Excessive discoloration, such as but not limited to dye wastes and vegetable tannin solutions.
- c. Unusual BOD (in excess of 300 ppm), suspended solids (in excess of 300 ppm), COD or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works.
- d. Unusual volume of flow or concentration of wastes constituting slugs.

(98) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment employed or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

(Code 1960, § 22-5(4))

Sec. 102-114. Pretreatment.

(a) If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in section 102-113 which, in the judgment of the ~~superintendent~~ Director, may have a deleterious effect upon the sewage works, processes, equipment or receiving waters or which otherwise create a hazard to a life or constitute a public nuisance, the ~~superintendent~~ Director may:

- (1) Reject the wastes;
- (2) Require pretreatment to an acceptable condition for discharge to the public sewers;
- (3) Require control over the quantities and rates of discharge; and/or
- (4) Require payment under the provisions of section 102-119 or 102-88(d) to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges.

(b) If the ~~superintendent~~ Director permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the ~~superintendent~~ Director and subject to the requirements of all applicable codes, ordinances and laws.

(Code 1960, § 22-5(5))

Sec. 102-115.01 ~~Interceptors~~ Grease Management.

(a) This section shall be known and may be cited as the “City of Winter Park Grease Management Ordinance.”

~~(a)~~ Grease, oil and sand interceptors shall be provided when, in the opinion of the ~~superintendent~~ Director, they are necessary for the proper handling of sanitary sewage containing grease in excessive amounts or any flammable wastes, sand or other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All grease interceptors must be self-recovering units. The size, type and location of each recovery unit shall be approved by the building official and ~~superintendent~~ Director. A sediment/solids removal unit must be installed in series before the recovery unit. All installations must conform to the manufacturer's specifications and to all applicable building codes. Grease interceptors installed prior to the adoption of the ordinance from which this section is derived will be allowed to remain in place.

~~(b)~~ All grease recovery units and interceptors shall be installed to provide ready accessibility to the cover and contents thereof and for servicing and maintaining the grease recovery units or interceptors in proper operating condition. All grease recovery units and interceptors shall be maintained in efficient and continuous operating condition by regular, periodic removal of accumulated contents by the owner at his expense.

(Code 1960, § 22-5(6))

Sec. 102-115.02 Purpose.

This article establishes uniform maintenance and monitoring requirements for controlling the discharge of grease from food service facilities discharging into the City's treatment works and for regulation of grease haulers operating within the City Utility Service area. The objectives of this Ordinance are:

- (1) To prevent the introduction of excessive amounts of grease into Winter Park's treatment works.

- (2) To prevent clogging or blocking of the City's sewer lines due to grease build-up causing sanitary sewer overflows onto streets, into stormwater systems or waterways and into residences and commercial buildings, resulting in potential liability to the City.
- (3) To prevent maintenance and odor problems at wastewater pumping stations due to grease build-up.
- (4) To implement a process to recover costs for any liability incurred by the City for damage caused by grease blockages resulting in sanitary sewer overflows.
- (5) To establish fees for the recovery of costs resulting from the program established herein.
- (6) To register grease haulers operating within the City of Winter Park Utility Service Area.
- (7) To establish enforcement procedures for violations of this article.

Sec. 102-115.03 Applicability.

- (a) The provisions of this article shall apply to all food service facilities discharging into the City's treatment works and to all grease haulers doing business within the City of Winter Park Utility Service Area.
- (b) Where there is a conflict between this article and the Florida Building Code - Plumbing, as amended (current edition), the Florida Building Code - Plumbing, as amended (current edition) shall be applicable.

The City of Winter Park currently regulates the improper discharge of grease into water or wastewater pursuant to the Article IV Sewers and Sewage Disposal, Section 102 in the City's Code of Ordinances, 1960 §22-5 (6) Where there is a conflict between this article and the Technical Services Manual, as amended, this article shall be applicable.

Sec. 102-115.04 Definitions.

For the purposes of this article, certain abbreviations, terms, phrases, words and their derivatives shall have the following meanings:

Biochemical oxygen demand (BOD); means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees Celsius, expressed in milligrams per liter.

Director means the Director of the Water & Wastewater Utility Department or his or her designee.

Food service facility or facility means any business or food service facility which prepares and/or packages food or beverages for sale or consumption. This does not apply to private residences. Food service facilities may include, but are not limited to, food courts, food manufacturers, food packagers, restaurants, grocery stores, bakeries, lounges, meat markets, hospitals, hotels, nursing homes, churches, schools, cafeterias, delicatessens, coffee shops, concession stands and all other food service facilities not specifically listed above.

Food service facility owner or owner means in the case of individual food service facilities, the owner or proprietor of the food service facility. Where the facility is a franchise operation, the owner of the franchise is the responsible person or entity. Where the facility is owned by a partnership, corporation, or other type of business entity, the individual who is authorized to legally act on behalf of the business entity under Florida State law shall be the responsible person. Where two or more food service facilities share a common grease interceptor, the owner shall be the individual who owns or assumes control of the grease interceptor or the property on which the grease interceptor is located. Owner shall also mean his or her duly authorized representatives, employees or agents.

Gray water means all liquid contained in a grease interceptor that lies below the floating grease layer and above the food solids layer.

Grease means a material either liquid or solid, composed primarily of fats, oils or grease from animal or vegetable sources.

Grease hauler means a person who collects the contents of a grease interceptor or trap and transports it to an approved recycling or disposal facility.

Grease interceptor means an interceptor whose rated flow exceeds 50 gpm or has a minimum storage capacity of 750 gallons or more and is a device located underground and outside of a facility. It is designed to collect, contain or remove food wastes or grease from the wastewater while allowing the balance of the liquid waste to discharge to the wastewater collection system by gravity.

Grease trap means an interceptor whose rated flow is 50 gpm or less and is a device located inside a facility and/or under a sink designed to collect, contain, or remove food wastes and grease from the wastewater while allowing the balance of the liquid waste to discharge to the wastewater collection system by gravity.

IW inspector means a member of the staff of the City's Industrial Waste Inspection Program, designated by the Director to enforce the City of Winter Park Grease Management Ordinance.

Notice of Violation (NOV) means a written notice informing a food service facility owner or grease hauler that a violation of the City of Winter Park Grease Management Ordinance has occurred.

Registered hauler means a grease hauler registered with the City of Winter Park in accordance with this article who is authorized to perform inspection, cleaning, and grease disposal for food service facilities.

Sanitary facilities mean bathrooms, bathroom fixtures, bathroom groups, hand sinks or other similar fixtures or facilities.

Treatment Works mean any part of the City's wastewater system as defined in Section 102 of the City of Winter Park Code.

Sec. 102-115.05 Authority.

- (a) Pursuant to Sections 102-89 and 102-90 of the City of Winter Park Code, the Director, or his or her designee shall have the power, duty and responsibility to administer and enforce the provisions of this article.

Sec. 102-115.06 Facility inspections.

- (a) Entry. Pursuant to Section 102-89 of the City of Winter Park Code, each facility shall allow the Director or his or her designee the right of entry upon real property for the purpose of inspection, observation, records examination, measurement, and sampling in accordance with the provisions of this article.
- (b) Inspections. The IW inspector shall inspect food service facilities on either an unannounced or scheduled basis to verify continued compliance with the requirements of this article. The IW inspector shall inspect all grease traps or interceptors, plumbing connections, the logbook and file, other pertinent data or take samples as necessary. The IW inspector shall record all observations in a written report. Any deficiencies shall be noted, including but not limited to:
 - a. Failure to properly maintain the grease interceptor or trap in accordance with the provisions of this article.
 - b. Failure to report changes in operations, or wastewater constituents and characteristics.
 - (1) Chemical Biological Oxygen Demand (CBOD) limit not to exceed 300 mg/L
 - (2) Total Suspended Solids (TSS) limit not to exceed 300 mg/L
 - (3) Grease limit not to exceed 100 mg/L
 - c. Failure to maintain logs, files, records or access for inspection or monitoring activities.
 - d. Inability of existing grease interceptor or trap to prevent discharge of grease into the City's treatment works.
 - e. Any other inconsistency with or violation of this article.
- (c) Re-inspections. The IW inspector shall inspect any repairs, replacements or other deficiencies and shall provide written notice of compliance or noncompliance. In the event of continuing noncompliance, re-inspections will be performed.

Sec. 102-115.07 Grease traps and interceptors.

- (a) Permit Required. Any food service facility that intends to erect, install, remove, convert or replace any grease trap or interceptor is required by Section 102-98 "Renewal of Occupational License Subject to Adequate Pollution Control Facilities" of the City of Winter Park Code to make application to the building official and obtain the required permit. The facility shall submit with its permit

application the appropriate design criteria in accordance with the Florida Building Code - Plumbing, as amended (current edition).

(b) *Requirements.* All food service facilities are required to have a grease interceptor or trap properly installed in accordance with any and all applicable requirements of the Florida Building Code - Plumbing, as amended (current edition).

(1) *New facilities.* On or after the effective date of the City of Winter Park Grease Management Ordinance, food service facilities which are newly proposed or constructed, or existing food service facilities which will be expanded or renovated to include a food service facility, where such a food service facility did not previously exist, shall be required to install a grease interceptor or trap according to the requirements of the Florida Building Code - Plumbing, as amended (current edition) and to operate and maintain the grease interceptor or trap according to the requirements contained in this article.

(2) *Existing facilities.* Food service facilities existing prior to the date of the City of Winter Park Grease Management Ordinance shall be permitted to operate and maintain existing grease interceptors or traps provided their grease interceptors or traps are in good operating condition.

The City may require an existing facility to install a new grease interceptor or trap that complies with the requirements of the Florida Building Code - Plumbing, as amended (current edition) or to modify or repair any noncompliant plumbing or existing grease interceptor or trap when any one or more of the following conditions exist:

a. The facility is found to be contributing grease in quantities sufficient to cause line stoppages or necessitate increased maintenance on the wastewater collection system.

b. Grease concentrations exceed 100 mg/l on wastewater effluent as determined by sampling performed by the IW inspector.

c. The facility exceeds CBOD, TSS and grease concentrations continually for 6 months resulting in surcharges for excessive discharge.

d. The facility does not have a grease interceptor or trap.

e. The facility has a defective grease interceptor or trap.

f. Remodeling of the food preparation or kitchen waste plumbing system is performed which requires a plumbing permit to be issued by the City of Winter Park.

g. The facility is sold or undergoes a change of ownership.

h. The facility does not have plumbing connections to a grease interceptor or trap in compliance with the requirements of this article.

(c) *Plumbing connections.* Grease interceptors or traps shall be installed in accordance with Florida Building Code - Plumbing, as amended (current edition). Wastewater from sanitary facilities shall not be introduced into the grease interceptor or trap under any circumstances.

(d) *Grease Trap/Interceptor Tank Sizing.* Any fixture that has the potential to introduce organic waste, grease, oil or fat into the Sanitary Sewer System shall be connected to Grease Interceptor/Trap (mop Sink, floor sink/drain, floor cleanout, trench drain, prep sink, three compartment sink, dishwasher, soda or beer run-off,

etc.). Per Florida Plumbing Code, hand sinks are not required to be connected to a Grease Trap/Interceptor.

a. Interior Grease Trap requirements and sizing:

Proposed and future seating capacity (interior and exterior) shall not exceed 40 seats.

1. Calculate the capacity of the device in cubic inches:

$$\frac{\text{(Width)} \times \text{(Depth)} \times \text{(Height)}}{\text{Cu. In.}} = \text{Cu. In.}$$

2. Convert the capacity from cubic inches to gallons per minute (GPM):

$$\frac{\text{Cu. In.}}{231} = \text{GPM}$$

3. Adjust for displacement:

$$\text{GPM} \times 0.75 = \text{GPM}$$

* Result is the flow rate required to drain the sink in one minute and the alternate two minute calculation is not accepted.

b. Exterior Grease Interceptor Sizing

(S) X (GS) X (HR/12) X (LF) = Effective capacity of Grease Trap in Gallons

S=Total Seating Number

GS= 18.75 (Gallon values reflect the private use 25% reduction)

HR= Hours of operation/12

LF= (2.0 Interstate Highway, 1.5 other freeway, 1.25 recreational area, 1.0 main highway, 0.75 other roads)

c. In the event the City declares an exterior grease trap or interceptor cannot be installed due to space limitations, the owner may be permitted to use an alternate trap or interceptor. The trap must perform with the same principle as a full size interceptor or trap. The owner will also be required to prove the trap can adequately accept and treat the waste stream generated from the owner's facility without exceeding the CBOD, TSS and Oil limits.

(e) Records maintenance. Each food service facility shall maintain a bound logbook in which a record of all interceptor maintenance is entered. Maintenance information shall include, but not be limited to, date and time of the maintenance, estimated gallonage removed from interceptor or trap, any defects in the grease interceptor or trap, changes in operations, or wastewater constituents and characteristics, receipts from grease haulers, plumbers, parts suppliers, etc., and any other records pertaining to the interceptor. This logbook shall be made available for review upon request. Records shall be maintained for a period of three years. Each facility shall provide, upon request of the IW Inspector within 10 days, drawings of sufficient detail to depict the plumbing layout of the facility.

(f) Grease interceptors. Grease interceptors shall be designed and installed in accordance with the Florida Building Code - Plumbing, as amended (current edition) and shall be operated and maintained as follows:

(1) Pumping and maintenance. Each food service facility shall be responsible for the costs of pumping, cleaning, and maintaining its grease interceptor. All food service facilities that have grease interceptors shall utilize a

registered grease hauler. Pumping services shall include the complete removal of all contents, including floating materials, gray water, bottom sludge, and solids from the interceptor. Grease interceptor cleaning shall include scraping excessive solids from the walls, floors, baffles, and all piping.

It shall be the responsibility of the grease hauler to inspect an interceptor during, or immediately after the pumping procedure to ensure that the interceptor is clean and that all fittings and fixtures inside the interceptor are in working condition and functioning properly. If the interceptor is not functioning properly, the grease hauler shall notify the owner in writing. The notice shall include a sufficient description of the malfunction.

(2) *Interceptor pumping frequency.* Each food service facility shall have its grease interceptor pumped according to the following criteria:

- a. When the settled solids layer exceeds the invert of the outlet pipe (typically eight inches in depth), or;
- b. When the total volume of captured grease and solid material displaces more than twenty-five percent (25%) of the capacity of the interceptor, or;
- c. When the interceptor is not retaining or capturing oils and greases.
- d. At a minimum, every 60 days, with grease sample collection every 30 days. The facility shall have the grease sample tested by an independent laboratory and the results of those tests submitted to the city's IW inspector. The City can reduce or increase the pumping frequency based on the lab analysis after 12 months of testing.

(3) *Inspection.* Grease interceptors shall be inspected by an IW inspector as necessary to assure compliance with this article.

(4) *Disposal.* Wastes removed from each grease interceptor shall be disposed of at a facility permitted to receive such wastes. Grease, solid materials, or gray water removed from interceptors shall not be returned to any grease interceptor, private sewer line or to any portion of the City's treatment works, except for food service facilities that use a two compartment pump truck where the compartments are fully separate with their own valve system, so there is no cross contamination between the gray water with the solids and grease. With this type of equipment, gray water may be re-introduced back into the interceptor as long as the wastewater effluent grease concentrations do not exceed 100 mg/l.

(g) *Grease traps.* Grease traps shall be installed in accordance with the Florida Building Code - Plumbing, as amended, (current edition) and shall meet the following criteria:

(1) *Flow control device.* Grease traps shall be equipped with a device to control the rate of flow through the unit. The rate of flow shall not exceed the manufacturers rated capacity recommended in gallons per minute for the unit. Each food service facility is responsible for maintaining appropriate flow control devices.

- (2) *Venting.* The flow-control device and the grease trap shall be vented in accordance with the Florida Building Code - Plumbing, as amended (current edition). The vent shall terminate not less than six inches above the flood-rim level or in accordance with the manufacturer's instructions. Each food service facility is responsible for maintaining appropriate venting of the grease trap.
- (3) *Cleaning and maintenance.* Each food service facility shall be solely responsible for the cost of grease trap cleaning and maintenance. Each facility may contract with a registered grease hauler or it may develop a written protocol and perform its own grease trap cleaning and maintenance procedures. Cleaning and maintenance must be performed when the total volume of captured grease and solid material displaces more than twenty-five percent (25%) of the total volume of the grease trap. Each facility shall determine the frequency at which their grease trap shall be cleaned, but all grease traps shall be opened, inspected, cleaned, and maintained at a minimum of once per week.
- (4) *Inspection.* Grease traps shall be inspected by an IW inspector as necessary to assure compliance with this article and to assure proper cleaning and maintenance is being performed as cited in Section 115-07 (e)(2)d.
- (5) *Disposal.* Grease and solid materials removed from a grease trap shall be removed by a registered grease hauler unless the grease is in a solid, dry form, mixed with an oil absorbent in an enclosed bag or container, and does not exceed five (5) pounds.
- (h) *Additives.* Any chemicals, enzymes, emulsifiers, live bacteria or other grease cutters or additives, used for the purpose of grease reduction shall, be approved by the IW inspector prior to their addition to grease interceptors or traps. The City of Orlando Bioaugmentation Additives Evaluation Sampling and Analytical Protocol must be followed prior to the addition of any additive. Applicable information concerning the composition, frequency of use and mode of action of the proposed additive shall be sent to the City together with a written statement outlining the proposed use of the additive(s). The City may request a sampling port installed by the food service facility at the facility's expense to demonstrate the additive will work. The City, upon evaluation of all of the information received, shall permit or deny the use of the additive in writing. Permission to use additives may be withdrawn by the City at any time.
- (i) *Alternative grease removal devices or technologies.* Alternative devices and technologies such as automatic grease removal systems shall be subject to written permission by the Director prior to installation. Permission to use the device shall be based on demonstrated and proven removal efficiencies and reliability of operation. The City may permit these types of devices depending on manufacturer's specifications on a case-by-case basis. The food service facility may be required to furnish analytical data demonstrating grease removal effectiveness, or perform effluent monitoring. Permission to use alternative devices and technologies may be withdrawn by the City at any time.
- (j) *Laundries.* Commercial laundries shall be equipped with an interceptor with a wire basket or similar device, removable for cleaning, that prevents passage (into

the wastewater collection system) of solids 0.5" or larger in size such as rags, strings, buttons, or other solids detrimental to the system.

Sec. 102.115.08 Petroleum Oil – Water Separators.

- (a) Where the installation and use of an oil/water separator is required by this Section, wastes containing residual (trace amounts) petroleum based oil and grease shall be directed to the oil/water separator.
- (b) Commercial users that have the potential to discharge wastes containing residual petroleum based oil and grease, such as commercial laundries, self-service laundries, car washes and automotive related facilities, shall have an approved oil/water separator. Other commercial users and owners of private wastewater collection systems may be required by the Director to install an approved oil and grease interceptor or an oil/water separator, as appropriate, for the proper handling of waste streams containing oil and grease for those facilities that have been found by the Director to be contributing oils and grease in quantities sufficient to cause line stoppages or necessitate increased maintenance on the City's wastewater system; or are contributing waste streams containing oil and grease in excess of one hundred (100) mg/l by weight.
- (c) Automotive related enterprises, commercial and self-service laundries, and other commercial users, which contribute wastes containing petroleum (hydrocarbon) based oils and greases shall install an oil/water separator. Oil/water separators shall be sized on an individual case by case basis using established design guidelines approved by the Director. A control manhole or inspection box shall be installed downstream and shall be easily accessible for inspections, cleaning and maintenance.
- (d) Minimum removal efficiency for oil and grease interceptors for animal fats and vegetable oils shall be eighty (80%) percent. Minimum removal efficiency for oil/water separators for trace petroleum based wastes shall be ninety (90%) percent.
- (e) The design of oil/water separators shall be based on peak flow and where applicable, capable of treating and removing emulsions. Oil/water separators shall be sized to allow efficient removal (retention) of the petroleum-based oils and grease from the commercial user's discharge to the POTW.
- (f) Expansion, remodeling, repair, or renovation of an automotive related enterprise, commercial laundry, self-service laundry, or other facilities of a commercial user that potentially may contribute wastes with petroleum based oils and greases where such expansion, remodeling, repair or renovation is subject to a building permit issued by the City of Winter Park building official.

Sec. 102-115.09 Grease interceptor and trap enforcement.

- (a) Whenever the IW inspector determines that a grease interceptor or trap is in need of pumping, maintenance, or replacement, enforcement shall be as follows:

- (1) Notice of Violation (NOV). The IW inspector conducting the inspection shall immediately notify the food service facility owner that a violation exists and issue the owner a NOV stating the nature of the violation.
- (2) Inspection and Re-inspection. If a grease interceptor or trap has to be re-inspected because of deficiencies found during a previous inspection, and all of the deficiencies have been corrected, there shall be no charge for the re-inspection. If all of the deficiencies have not been corrected, a re-inspection fee shall be charged to the food service facility.
- (3) Sampling fees. Fees for any sampling and analysis of wastewater discharges deemed necessary for the protection of the treatment works shall be charged to the food service facility owner in the amount per sampling event.
- (4) Pump-out and cleaning. A violation involving the lack of proper cleaning and maintenance of a grease trap shall require the food service facility owner to clean out the trap(s) within twenty-four (24) hours of the NOV. If interceptor pumping frequency is not being met, the owner shall be required to have the interceptor pumped out within seventy-two (72) hours of the NOV.
- (5) Repairs and Replacement. The food service facility owner shall be responsible for the cost and scheduling of all replacement of its grease interceptor(s) or trap(s). Replacements required by an IW inspector shall be completed within a reasonable time as established in written guidelines prepared by the Director. The time for corrective action shall commence on the date of receipt of the NOV. Written guidelines shall include provisions for time extensions if the owner responds with an acceptable plan for rectifying the situation.
- (6) Noncompliance. If the food service facility owner continues to violate the provisions set forth in this article, or fails to initiate or complete corrective action in response to a NOV, or a City approved plan to rectify a violation, the Director may pursue one or more of the following options at the Director's sole discretion:
 - a. Pump the grease interceptor and seek reimbursement of the costs from the food service facility owner.
 - b. Assess further inspection fees as provided.
 - c. Terminate sanitary sewer service as provided in Section 102-90 of the City of Winter Park Code.
 - d. Refer any violation by any food service facility or, its owner for enforcement for any or all applicable remedies.

Sec. 102-115.10 Grease haulers.

- (a) Grease hauler registration. Any person, firm, or business desirous of collecting, pumping, or hauling grease interceptor or trap wastes from businesses located within the Utility Service Area shall be required to register with the City. It shall be unlawful for any grease hauler to clean or pump out grease interceptors or traps within the Utility Service Area without being registered. Registrations

shall be effective for a period of three years. The registration required by the City shall be in addition to any other permits, registrations, or occupational licenses required by federal, state, and local agencies having lawful jurisdiction. The registration is not transferable. The Director shall issue stickers to all City of Winter Park registered grease haulers. The stickers shall be displayed in a visible location on all vehicles used to clean interceptors or traps.

(1) *Application.* To register with the City, a grease hauler shall submit a completed application form to the Director. The Director shall approve, deny, or approve with conditions all applications by written notice within forty-five (45) calendar days of the City's receipt of the completed application form. The grease hauler shall be registered prior to providing grease hauling services within the Utility Service Area.

The application shall require, but not be limited to, the following information:

- a. List of all trucks or vehicles used to clean interceptors or traps, which include vehicle make, model, year, identification number, color, tank capacity, proof of insurance, and tag number.
- b. List of all drivers or personnel used to clean interceptors or traps, including proof of valid driver's licenses.
- c. List of all disposal sites.

(2) *Information Update.* Registered grease haulers shall update application information annually from date of issuance of registration.

(3) *Registration renewal.* An application for registration renewal shall be submitted on the appropriate renewal form at least forty-five (45) calendar days prior to the expiration date of the existing registration by each applicant wishing to provide grease hauling services in the Utility Service Area.

(b) *Spill reporting.* Any accident, spill, or other discharge of grease, solids or gray water, which occurs within the City, shall be reported to the City of Winter Park Wastewater Department by the grease hauler as soon as possible but not longer than twenty-four (24) hours after the incident. The grease hauler shall comply with all procedures and reporting requirements contained in federal, state and local regulations. The grease hauler shall be responsible for all clean-up procedures and costs.

(c) *Record keeping.* Grease haulers shall retain and make available for inspection and copying, all records related to grease interceptor or trap pumping and grease disposal. A City of Winter Park grease hauler manifest or approved form shall be required to be signed by the grease hauler certifying the accuracy of the information on the manifest. The manifest shall include, but not be limited to, name, location, date and time of the facility serviced, estimated gallonage removed from interceptor or trap, disposal times, dates, locations, and amounts. These records shall remain available for a period of at least three (3) years. The failure to provide information to the City within ten (10) days of a written request is a violation of this article.

- (d) *Vehicle inspection.* Grease haulers shall permit the City to inspect grease hauler's registered vehicles.
- (e) *Disposal.* Wastes removed from each grease interceptor or trap shall be disposed of at a grease disposal facility permitted to receive such wastes. Grease, solid materials, or gray water removed from interceptors or traps shall not be returned to any grease interceptor, trap, private sewer line, or to any portion of the City's treatment works, except for food service facilities that use a two compartment pump truck where the compartments are fully separate with their own valve system, so there is no cross contamination between the gray water with the solids and grease. With this type of equipment, gray water may be re-introduced back into the interceptor as long as the wastewater effluent grease concentrations do not exceed 100 mg/l.
- (f) *Grease hauler enforcement.* Enforcement actions against grease haulers in violation of this article shall be as follows:
 - (1) *Notice of violation (NOV).* A NOV will be issued to any grease hauler who is found to be in non-compliance with this article. Response to this NOV must be received by the City within ten (10) calendar days of its receipt by the grease hauler. The grease hauler will be required to describe how the violation occurred, verification that the violation has been corrected, and shall provide assurance that steps will be taken to prevent the re-occurrence of the violation.
 - (2) *Registration revocation.* Any registration issued pursuant to the provisions of this article may be modified, suspended or revoked in whole or in part during its term for cause shown including, but not limited to any one of the following:
 - a. *Falsification of any information,*
 - b. *Discharging any grease, liquid, or solid waste into a non-authorized location, or*
 - c. *Failing to comply with this article.*

Sec. 102-115.11 Fees.

Fees associated with this article will be established pursuant to the provisions of the City of Winter Park Fee Schedule, latest revision. The facility shall pay monthly lab testing fees for 12 months and shall provide a copy of the lab results for the city IW inspector to establish a pumping frequency.

Sec. 102-115.12 Enforcement.

- (a) *Search or Inspection warrant.* The Director, through the City Attorney, may seek to obtain a search or inspection warrant from the appropriate authority to gain access to a facility for the purposes of inspection and monitoring if such lawful entry under Section 102-89 of City of Winter Park Code has been denied by the owner.

- (b) Referral to Code Enforcement Board. The Director may enforce the violation of any provision of this Ordinance against an owner or grease hauler, pursuant to and in the manner provided by Chapter 102-90 of the City of Winter Park Code and the provisions of Chapter 162, Florida Statutes.
- (c) Injunctive and other relief. The Mayor, through the City Attorney, may file a petition in the name of the City in the Circuit Court of the County or such other courts as may have jurisdiction seeking the issuance of an injunction, damages, or other appropriate relief to enforce the provisions of this article or other applicable law or regulation.
- (d) Recovery of damages. When the discharge from a food service facility causes an obstruction, damage, or any other impairment to the treatment works, or causes any expense, fine, penalty, or damage of whatever character or nature to the City, the Director shall invoice the owner for same incurred by the City. If the invoice is not paid, the Director shall notify the City Attorney to take such actions as shall be appropriate to seek reimbursement.
- (e) Remedies nonexclusive. The remedies provided for in this Ordinance are not mutually exclusive. The Director may take any, all, or any combination of these actions against a noncompliant person.
- (f) Appeal of revocation or denial of grease hauler registration. Any revocation or denial of grease hauler registration may be appealed in accordance with the City of Winter Park Code. The appellate officer designated to hear these matters shall be the Director. The grease hauler shall have fifteen (15) days from receipt of written notice of denial or revocation of the registration to file an appeal. Failure of the grease hauler to file an appeal within the fifteen (15) day time limit shall constitute acceptance of the decision to deny or revoke the registration.

Sec. 102-115.13 Additional Criminal Offenses.

- (a) Damage to City property. It is unlawful for any person to maliciously, willfully or negligently, break, damage, destroy, deface, tamper with, or remove any city property.
- (b) Falsifying information. Any person who knowingly makes any false statements, representation, or certification in any application, record, report, plan, or other document filed or required to be maintained pursuant to this article, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required under this article, shall, upon conviction, be subject to a penalty in an amount not to exceed \$500.00, or by imprisonment for not more than sixty (60) days, or by both. Each day on which a violation shall occur or continue shall be deemed a separate and distinct offense.

Sec. 102-116. Industrial wastewater discharge permits.

- (a) Required. All industries or multifamily dwellings whose discharge could render them a significant user or whose discharge otherwise may have a deleterious impact on the sewage system, as determined by the ~~superintendent~~ Director, shall obtain a permit prior to discharge of industrial wastewaters.

(b) *Existing industrial wastewater discharges.* All discharges of industrial wastewater into the city's sewer system prior to March 26, 1985, are hereby granted temporary authority to continue to discharge industrial wastewaters in compliance with the city's codes, regulations, and policies. This temporary authority shall expire 90 days after March 26, 1985, unless prior to that date the discharger has filed an application for an industrial wastewater discharge permit pursuant to subsection (7)(d) of this section. In such case, this temporary authority shall expire on the date the industrial wastewater discharge permit is issued. Any person discharging pursuant to the temporary authority provided herein is subject to all provisions of this article, and such authority may be suspended or revoked in accordance with the terms and procedures set forth in section 102-116(c) of the city Code.

(c) *Application.* Persons seeking a permit shall complete and file with the city an application in the form prescribed by the city. The applicant shall submit, where appropriate the following:

(1) Name, address, telephone number and location (if different from address) of the applicant, the owner of the premises from which industrial wastes are intended to be discharged and the name of a local representative duly authorized to act on behalf of the company.

(2) SIC number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended.

(3) Average daily and three-minute peak wastewater flow rates, including daily, monthly and seasonal variations, if any.

(4) Schedule of all industrial process waste flows produced before and after pretreatment, if any, at the premises, including the daily volume, and wastewater constituents and characteristics as determined by representative samples and analyses done by a qualified laboratory acceptable to the city and in accordance with Standard Methods.

(5) Estimated time and duration of discharge within a 20-percent tolerance.

(6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections and appurtenances by the size, location and elevation.

(7) Each product produced by type, amount, process and rate of production.

(8) Type and amount of raw materials processed (average and maximum per day).

(9) Number and type of employees and hours of operation of pretreatment system.

(10) Any other information as may be deemed by the city to be necessary to evaluate the permit application.

(d) *Processing and issuance.* The ~~superintendent~~ Director will act only on applications that are accompanied by a report which contains all the information required in subsection (c) of this section. Persons who have filed incomplete applications will be notified by the ~~superintendent~~ Director that the application is deficient and the nature of such deficiency and will be given 30 days to correct the deficiency. Upon receipt of complete applications, the ~~superintendent~~ Director shall review and evaluate the applications and shall propose such special permit conditions as he deems advisable. All wastewater discharge permits shall be expressly subject to all the provisions of this article and all other applicable ordinances, laws and regulations. Upon completion of his evaluation, the ~~superintendent~~ Director shall notify the applicant of any special permit conditions which he proposes be included in the wastewater discharge permit. The applicant shall have 30 days from and after the date of the ~~superintendent's~~ Director's recommendations for special permit conditions to review the conditions and file written objections with the ~~superintendent~~ Director in regard to any special permit conditions recommended by the ~~superintendent~~ Director. The ~~superintendent~~ Director may but shall not be required to schedule a meeting with the applicant's authorized representative within 15 days

following receipt of the applicant's objections and attempt to resolve disputed issues concerning special permit conditions. If the applicant files no objection to special permit conditions proposed by the ~~superintendent~~ Director or a subsequent agreement is reached concerning the conditions, the ~~superintendent~~ Director shall issue a wastewater discharge permit to the applicant with such special conditions incorporated therein. Issuance of a permit shall not relieve the discharger from complying with all applicable laws, regulations and ordinances promulgated by other government authority nor shall the issuance of a permit be construed as a representation by the city that the discharge permitted therein complies with all laws, regulations and ordinances. Permits are issued solely to govern the discharge of wastewater into the sewage system and the applicable receiving waters, as between the discharger and the city, and shall not be construed to benefit any third party.

(e) *Compliance required; amended permit.* No permit holder shall discharge industrial wastewaters in excess of the quantity, rate of discharge or quality conditions specified in the permit. Any person desiring to modify his discharge which would violate conditions of his permit shall apply for an amended permit. Granting of an amended permit is not guaranteed.

(f) *Restrictions.* The restrictions in permits shall be uniformly enforced by the city and may include but shall not be limited to the following:

- (1) The maximum permissible concentration of wastewater constituents.
- (2) Limits on rate and time of discharge or requirements for flow regulation and equalization.
- (3) Requirements for inspection, flow metering and sampling facilities and alternative sampling methods.
- (4) Pretreatment of industrial wastewater before discharge.
- (5) Compliance schedules.
- (6) Specifications for monitoring programs which may include sampling locations, frequency and method of sampling, flow metering, number, types and standards for tests and report schedule.
- (7) Prohibition of discharge of certain wastewater constituents.
- (8) Requirements for submission of periodic discharge reports to include information concerning volume, rate of flow, constituent concentrations, peak flow rates, hours of operation, number of employees or other information.
- (9) Requirements for maintaining and retaining plant records relating to wastewater discharge as specified by the city and affording the city access thereto.
- (10) Requirements for notification of the city for any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system.
- (11) Requirements for notification of slug or accidental discharges.
- (12) Other conditions as deemed appropriate by the city to ensure compliance with this article. The city may require that any or all of the pretreatment requirements or restrictions be provided by the user at his sole expense.

(g) *Pretreatment requirements.* If pretreatment is required through the issuance of industrial wastewater discharge permit, users of the POTW shall design, construct, operate and maintain such wastewater pretreatment facilities whenever necessary to reduce, modify or eliminate the user's wastewater discharge to achieve compliance with the limitations in wastewater strength set forth in this section, to meet applicable national pretreatment standards or to meet any other wastewater condition or limitation contained in the user's wastewater discharge permit. If required by the city, plans, specifications and operating procedures for such wastewater

pretreatment facilities shall be prepared by a registered professional engineer and shall be submitted to the ~~superintendent~~ Director for review. The ~~superintendent~~ Director shall review the plans and shall recommend to the user any appropriate changes. Prior to beginning construction of the pretreatment facility, the user shall submit a certified set of construction plans and specifications to be maintained by the ~~superintendent~~ Director. Prior to beginning construction, the user shall also secure such building, plumbing or other permits that may be required by city or county ordinance. The user shall construct the pretreatment facilities within the time provided in the user's wastewater discharge permit. Following completion of construction, the user shall provide the ~~superintendent~~ Director with as-built drawings to be maintained by the ~~superintendent~~ Director. Neither filing of the plans nor the issuance of a permit shall be construed to indicate that the city in any way vouches for or warrants the capabilities of any such plans, specifications or data in any manner. Subsequent alterations or additions to such pretreatment or flow-control facilities shall not be made without prior notice to and acceptance by the city.

(h) *Duration.* Permits shall be issued for any specified period of time, not to exceed five years.

(i) *Modification.* The terms and conditions of any permit may be subject to modification and change by the city during the life of the permit to accommodate changed conditions and as local, state, regional and federal laws, rules and regulations and case decisions are modified or amended or if variation occurs in reported data as provided in section 102-120. Permit holders shall be informed of any proposed changes in their respective permits at least 60 days prior to the effective date of change and shall be allowed a comment period relating to any of the proposed changes in their permits within the first 30 days after issuance of such proposed change by the city. The city shall allow a discharger a reasonable period of time to comply with any changes in the permit required by the city, unless otherwise required by emergency or governmental regulations. The permit holder may petition the city for modification of permit based on changed conditions. The ~~superintendent~~ Director shall review such petitions with support data and take appropriate action.

(j) *Transferability.* A separate permit shall be required for each wastewater connection discharging, directly or indirectly, into the sewage system. For each discharger having multiple connections at a single plant or facility, a single permit shall be required which may set forth specific effluent limitations and conditions for discharge from each separate connection. Wastewater discharge permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be assigned or transferred or sold to a new owner, new user or for different premises, unless approved by the ~~superintendent~~ Director, and any such attempted assignment, transfer or sale shall be void and of no effect.

(Code 1960, § 22-5(7))

Sec. 102-117. Control manholes.

(a) The owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole, together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling and measurement of the wastes.

(b) Such manhole shall be accessibly and safely located and shall be constructed in accordance with plans approved by the ~~superintendent~~ Director. The manhole shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times. The owner shall install such manhole within 30 days from the date the lateral connection is made to the sewer. If such manhole is not installed within the time provided, the city shall have the right

to enter into a contract for the installation of the manhole at the owner's expense, and the cost of installing the manhole, together with the administrative cost to the city necessary to process the installation of the manhole, shall be chargeable to the owner, and, if not paid within 30 days from the date such installation is completed, the unpaid costs together with lawful interest thereon shall be a lien upon the property wherein the user is situated. The city shall be entitled to institute foreclosure proceedings for the collection of the unpaid costs and interest thereon, such proceedings to be in accordance with law, and the city shall be entitled to collect reasonably attorneys' fees from the owner for services rendered by the city's attorneys in the institution and prosecution of such foreclosure proceedings.

(c) Liens created under this section shall, upon the request of the user or owner of the property affected and upon payment of all installation and administrative costs and lawful interest thereon, be released by a certificate signed by the city manager or the city finance director and bearing the seal of the city. The issuance of such certificate shall constitute prima facie evidence of existence or nonexistence of any such unpaid costs, and shall, in the absence of fraud perpetrated by the party requesting the certificate, be binding upon the city as to the existence and nonexistence of any lien created under this section.

(Code 1960, § 22-5(8))

Sec. 102-118. Measurements, tests and analyses.

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this article shall be determined in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Public Health Association, from suitable samples taken at the control manhole. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb and property. The particular analysis involved will determine whether a 24-hour composite of all outfalls of a premises is appropriate or whether a grab sample or other multiple samples should be taken.

(Code 1960, § 22-5(9))

Sec. 102-119. Special agreements.

No statement contained in this article shall be construed as preventing any special agreement or arrangement between the city and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the city for treatment, subject to payment therefor by the industrial concern.

(Code 1960, § 22-5(10))

Sec. 102-120. Frequency of measurements.

The industrial wastewater discharge permit holder shall make measurements, including but not limited to flow rates, flow volumes, BOD and suspended solids concentrations as well as concentrations of other particular constituents of their industrial wastewater discharges, at their own expense, as frequently as necessary to comply with the terms and conditions of each permit. Should measurements or other investigations indicate that the industrial user has discharged wastewater which has constituents significantly different in quantity or quality from those stated by the discharger, the city shall notify and require the discharger to furnish all information in his possession relevant to the apparent variance.

(Code 1960, § 22-5(11))

Sec. 102-121. Spill containment plan.

All industrial users who pose a threat to the normal operation of the sewer works, process, equipment or receiving waters shall be required to establish a spill containment plan. This plan shall contain the following elements:

(1) *Accidental discharges.* Each user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this article. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner's or user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the city for review and shall be approved by the city before construction of the facility. All existing users shall complete such a plan by the date as specified by the industrial wastewater discharge permit. No new user who begins discharge to the POTW after the effective date of the ordinance from which this section is derived shall be permitted to introduce pollutants into the system until accidental discharge procedures have been approved.

(2) *Telephone notification.* Any person causing or suffering any discharge, whether accidental or not, which presents or may present an imminent or substantial endangerment to the health and welfare of persons, to the environment or which is likely to cause interference with the POTW shall notify the ~~superintendent~~ Director immediately by telephone. In the absence or unavailability of the ~~superintendent~~ Director, notification shall be given to the city employee then in charge of the treatment works.

(3) *Written report.* Within five days following such occurrence, the user shall provide the ~~superintendent~~ Director with a detailed written report describing the cause of the dangerous discharge and measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage or other liability which may be incurred as a result of damage to the POTW, fish kills or any other damage to persons or property nor shall such notification relieve the user of any fines, civil penalties or other liability which may be imposed by this article or other applicable law. Furthermore, the industrial user shall control its production (or all its discharges) to the extent necessary to maintain compliance with all applicable city, state and federal regulations upon reduction, loss or failure of its treatment facility and until the facility is completely restored or an alternative and equally effective method of pretreatment is provided. This applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost or fails.

(4) *Notice to employees.* A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call if a dangerous discharge occurs. Employers shall ensure that all employees who may cause or suffer such a dangerous discharge to occur are advised of the emergency notification procedure.

(Code 1960, § 22-5(12))

Secs. 102-122--102-130. Reserved.



city commission public hearing

item type	Public Hearing	meeting date	February 9, 2015
prepared by department division	Dori Stone/Jeff Briggs Planning Department	approved by	<input checked="" type="checkbox"/> City Manager <input type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	Planning and Zoning Board	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> N/A	6-0 final vote

Subject: Conditional Use request for the Lakeside Crossings project (Mt. Vernon).

This public hearing is a request by Unicorp National Development Inc. for the redevelopment of the Mt. Vernon Inn site located at 110 S. Orlando Avenue. The applicant is requesting to redevelop the site with a commercial project consisting of retail and restaurant tenant spaces. This project proposes to develop within the existing C-3 zoning standards and is then only subject to Conditional Use review. This is the Preliminary Conditional Use.

Summary:

The proposed development consists of 37,473 square feet of retail/restaurant development of which 2,820 sq. ft. is used for common area mechanical/trash purposes and 34,653 sq. ft. is rentable commercial floor space. The overall site area is 155,945 square feet (3.58 acres). The developer is proposing a FAR of 44.17% which is within the maximum FAR of 45%. The developer is exceeding the street front minimum setbacks on the Orlando Avenue and Morse Boulevard frontages in order to provide more room for landscaping, sidewalk and outdoor patio dining. On Harper Street and the interior sides, the project meets the applicable setbacks. Impervious coverage or green area also complies with the minimum 15% requirements.

The only exception requested is from the landscape code for the size of the interior landscape islands within the surface parking lot and the spacing every 11-12 spaces apart versus 10 spaces per code. Those landscape islands are shown at 9 feet wide versus the minimum 12 feet of width required. However, that width exception is recommended for denial by the P&Z Board. As a result, the developer will lose four parking spaces to increase the widths accordingly.

For purposes of comparison, the following table outlines the C-3 zoning requirements and the proposed dimensions of this project.

	C-3 Require-ments	Project Proposal
Property Size		3.58 acres
Floor Area Ratio	Max. 45%	44.17%
Lot Coverage	Max. 45%	44.17%

Min.Open Space	Min. 15%	15.0%
Orlando Avenue setback	15 feet	30 feet
Morse Blvd. setback	10 feet	20 feet
Harper Street setback	10 feet	10 feet
Interior Side setback	5 feet	5 feet
Landscape Protection Zone	8 feet	8 feet
Bldg. Height	55 feet	20 feet

Parking spaces shown for this project are 315 spaces (or 311 spaces with the exception denied) to meet a code requirement of 300 spaces. That requirement includes the 40 parking spaces that are committed by Development Agreement to be set aside as employee parking for the Lakeside project.

Parking for retail tenants is based on one space for each 250 square feet of floor area. Parking for restaurant tenants is based on one space for every three seats or one space for every 50 square feet of customer area, whichever is greater. Most often the seat count creates the greater demand. Based on the 300 spaces allocated by the developer for the total 27,300 sq. ft. of restaurant space shown, the one per three seat calculations would allow 690 seats spread amongst the four restaurants. However, the staff has also looked at an alternative parking requirement based on the "customer area" calculations. The staff looked at four restaurant floor plan scenarios and the typical amount of customer area versus kitchen/bar etc. is 50%-60% "back of house" to 40%-50% "customer area". Using a 45% average as the "customer area", the calculations for these four restaurants would create a demand for 245 spaces. At 50% of customer area, it would create a demand for 273 spaces.

Current Development Request: This application package is for "preliminary" conditional use approval and as such includes the site plan, architectural perspective images of the building facades from the street, conceptual landscape and storm water retention design and a traffic impact report as required for the "preliminary" approval. For the "final" conditional use approval, the City will see final architectural elevations including materials, signage, complete storm water design, complete landscape plan, lighting plan and the other details regarding functions such as trash disposal, utilities, etc.

Staff Analysis of the Applicant's Requests:

Various city departments have reviewed this application including representatives from Planning & Community Development, Public Works, Electric Utility, Water and Wastewater Utilities, Fire, Urban Forestry, Parks & Recreation and City Administration. Their comments were as follows:

Fire Dept.: For the final conditional use the staff needs to see details on the fire lane provided at the rear of the buildings.

Traffic Engineering/Police Dept.: To improve the operating efficiency of the traffic signal at Morse Boulevard/Orlando Avenue, the developer will need to coordinate and install intersection improvements for the full Morse Boulevard/Orlando Avenue intersection to include restricted left turn signals in all directions subject to FDOT and City approval. The developer will also pay their pro-rate share to install adaptive traffic signal control technology improvements at the Morse Boulevard/Orlando Avenue intersection. The developer has committed to upgrade the pedestrian crosswalks to colored concrete. The Code requires 30 bicycle parking spaces, including 6 locker spaces within the garage which can be adjusted as part of the final conditional use review. The access along Orlando Avenue should be restricted to a right in-right out only.

Planning & Community Development: There is an opportunity for CRA participation in reconstructing, as part of this project, the Morse Boulevard/Orlando Avenue traffic signal with decorative mast arms.

For the final conditional use, the City needs a cross section of the "public realm" between Orlando Avenue/Morse Boulevard and the buildings to better plan the interconnection of sidewalk, landscape/tree locations and patio dining.

For the final conditional use, the application of the Morse Boulevard Design Guidelines should be undertaken.

For the final conditional use, the architectural treatment of the building facades on all four sides (including the parking garage) is critically important. For the final conditional use, architectural detail is also needed on the rear of the buildings as these sides are also seen by everyone parking and walking to their destination.

Building: The pedestrian passageways from the parking garage to the tenant destinations are not clearly shown.

Water/Sewer Utility: Sewer - No issue. Water - Depending on fire flow needs for the building there may be some off-size water main upgrades needed with costs to be borne by the developer.

Electric Utility: Would like to explore opportunities for undergrounding of the electric lines along Orlando Avenue and Harper Street as part of the final conditional use.

Parks & Recreation and Urban Forestry Depts.: Waiting for the final conditional use to see the final landscape plan and tree protection/replacement plan.

Traffic Study:

As required by the Land Development Code, the developer has provided a traffic study to determine the impacts of this project. This type of project generates considerable new net traffic (2,210 trips per day) but that is offset by the traffic previously generated by the Mt Vernon Inn (1,276 trips per day). The net increase is 934 new car trips per day.

The city staff asked Christopher Simoneaux with CES Engineering to review the traffic study and make comments about the findings. While this new net traffic does not change the level of service of the adjacent roadways, the city's traffic consultant has concerns

about the operating efficiency of the intersection of Morse Boulevard and Orlando Avenue and suggested that the developer provide new signals and do a complete signal warrant study to include restricted lefts in each direction. The consultant also recommends that the driveway along Orlando Avenue be restricted to a right in/right out only.

Staff Recommendations:

Overall, the applicant has provided a plan that meets the requirements of the land use and zoning as outlined in the Comprehensive Plan and Land Development Code. After significant review, staff recommended approval of the Preliminary Conditional Use subject to the following conditions:

1. The Lakeside Crossing Development entitlements comprise 37,473 square feet of commercial development which includes restaurants and retail space.
2. The project is required to have a minimum of 300 parking spaces to meet the anticipated needs of the development plan, which includes a parking garage and surface parking lot. Restaurant seating and floor plans will only be permitted that meet the parking code and no parking variances are to be granted.
3. The entrance to the project along Orlando Avenue will be restricted to right in/right out only.
4. The developer will coordinate and install intersection traffic signal improvements for the full Morse Boulevard/Orlando Avenue intersection to include restricted left turn signals in all directions subject to FDOT and city approval.
5. The developer will contribute \$50,000 to the cost of new mast arms as part of the improvements to Orlando Avenue and West Morse Boulevard.
6. The developer will pay and install adaptive traffic signal control technology improvements at the Morse Boulevard/Orlando Avenue intersection.
7. The developer will install and maintain decorative paving within the entire Morse Boulevard/Orlando Avenue intersection for safer pedestrian crossing.
8. The developer commits to using 5" caliper street trees along street frontages for landscaping.
9. The developer will work with the city's Arborist regarding any tree replacement and maintenance along Orlando Avenue, Morse Avenue and Harper Avenue as it affects his property.
10. The developer will provide bike parking to be determined as part of the final conditional use review.

Planning and Zoning Board Recommendation:

Motion made by Mr. Weldon, seconded by Mr. Sacha to deny the variance to reduce the median island from 12 feet down to 9 feet. Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.

Motion made by Mr. Weldon, seconded by Mr. Sacha to incorporate the condition that requires the applicant contribute \$50,000 toward the full signaling cost of West New England Avenue and South Orlando Avenue should the City of Winter Park and FDOT deem it necessary within three years of issuance of certificate of occupancy. Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.

Motion made by Mr. Weldon, seconded by Mr. Sacha to grant preliminary conditional use approval to the request subject to the following conditions:

- 1. The Lakeside Crossing Development entitlements comprise 37,473 square feet of commercial development which includes restaurants and retail space.**
- 2. The project is required to have a minimum of 300 parking spaces to meet the anticipated needs of the development plan, which includes a parking garage and surface parking lot. Restaurant seating and floor plans will only be permitted that meet the parking code and no parking variances are to be granted.**
- 3. The entrance to the project along Orlando Avenue will be restricted to right in/right out only.**
- 4. The developer will coordinate and install intersection traffic signal improvements for the full Morse Boulevard/Orlando Avenue intersection to include restricted left turn signals in all directions subject to FDOT and city approval.**
- 5. The developer will contribute \$50,000 to the cost of new mast arms as part of the improvements to Orlando Avenue and West Morse Boulevard.**
- 6. The developer will pay and install the adaptive traffic signal control technology improvements at the Morse Boulevard/Orlando Avenue intersection.**
- 7. The developer will install and maintain decorative paving within the entire Morse Boulevard/Orlando Avenue intersection for safer pedestrian crossing.**
- 8. The developer commits to using 5" caliper street trees along street frontages for landscaping.**
- 9. The developer will work with the city's Arborist regarding any tree replacement and maintenance along Orlando Avenue, Morse Avenue and Harper Avenue as it affects his property.**
- 10. The developer will provide bike parking to be determined as part of the final conditional use review.**

Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.

Recent Update

At the P&Z meeting, the applicant proposed to add 74 additional parking spaces to the garage, making it a full two story building with parking on the rooftop third level rather than having a ramp partway up to the third level that stops at a wall. The applicant offered to make ½ of these additional parking spaces as public parking (in excess of Code) and use the other ½ of the additional spaces to gain some additional seating for the project restaurants.

The P&Z could not take action on these revisions since there was no plan presented and the request had not been advertised. On January 9, 2015, after the P&Z meeting, the applicant's architect sent staff a revised set of plans showing the configuration of the expanded garage with the additional 74 parking spaces. This revision has not been advertised for the City Commission meeting as it exceeds the FAR for Commercial land use and the C-3 zoning in the Comprehensive Plan and the Land Development Code. This proposal would increase the FAR to 60% which exceeds the maximum 45% FAR in the Comprehensive Plan. The applicant intends to bring this issue up during his presentation to the Commission at the meeting on February 9, 2015.

Since there is no variance or exceptions procedure permitted to the City's Comprehensive Plan, there is no mechanism available to permit this increase in the FAR to allow for additional parking. There are three options currently available to the developer to add this additional parking. The first would be to reduce the square footage of the retail/restaurant building by 12,425 square feet and add the additional FAR to the parking garage. The second option would be to make all the 74 spaces as public parking in excess of the Code requirements. The third option would be to consider a change or revision to the Comprehensive Plan which would come back through P&Z and City Commission.

Staff has reviewed this proposal **in concept only** to highlight the challenges and potential benefits of finding an opportunity to offer 74 more parking spaces. Staff's consideration on this proposal are highlighted below:

- The citizens/customers get 37 extra parking spaces and the developer gets 37 more spaces or 102 more seats spread across the four restaurants which actually becomes parking needed for the outdoor patio seating. Our staff analysis of the customer area to back of house accounted for the tenant leased areas only. The outdoor seating is over and above the current 690 seat count.
- At \$15,000 per space, the 37 extra "public spaces" is a \$555,000 investment toward surplus public parking.
- On the architectural drawings within the preliminary conditional use application, the two floors of parking structure with opening/grills along Harper Street gives the appearance of a two story building. The public will see approximately 21 feet of height plus the 4 foot rooftop parapet wall for the third open rooftop level of parking. The 25.9 feet of structure height will match the height of the commercial buildings.
- The developer is asking for a FAR of 60% which would include both the public and private spaces. Since public parking spaces are exempt from the FAR calculations, the developer's request is actually 52% FAR. Within the Commercial FLU and the C-3 zoning, there is an allowable scale of between 45% - 60% FAR for mixed use commercial and residential development (See Table 3 for range and conditions). While this range of FAR is not permitted with the commercial/parking mix proposed, it appears that this intensity of development is visually acceptable along this corridor for commercial/residential mixed use projects.

Policy 1-2.3.1: Commercial. This land use designation includes both the wide variety of commercial retail uses, restaurants, and various professional office uses. It is designed to relate to those areas zoned C-1, C-3 and C-3A, but may also include areas zoned I-1 when used for commercial or office or residential purposes. This designation also allows a density of residential uses as a conditional use up to 17 units per acre. Residential units however, shall only be permitted above the first or ground floor level. The intensity of use (floor area ratio) of buildings in this designation may not exceed the standards as listed in the Maximum Future Land Use Density/ Intensity Table and as governed by the maximum number of stories permitted in the Maximum Height Map within this Future Land Use Element.

Table 3 Future Land Use Map Designation Maximum Density/ Intensity Table					
	Office	Commercial	Medium Density PD 1	High Density PD 2	C.B.D.
Density (units/ acre)	17 units/ acre	17 units/ acre	17 units/ acre	25 units/ acre	17 units/ acre
Intensity (FAR)					
Up to 2-3 story limit	45%*+ 60%**	45%*+ 60%**	130%	130%	200%
Up to 4 story limit	45%*+ 60%**	45%*+ 60%**	175%	200%	Not permitted
Up to 5-8 story limit	45%*+ 60%**	45%*+ 60%**	N/A	250%	Not permitted
<p>Note: <i>All categories count private parking garage floor space toward FAR limits.</i> Maximum number of stories is determined by the Maximum Height Map and may be further restricted by other policies of this Comprehensive Plan.</p> <p>+ The 45% FAR may be increased up to 5% if parking for the increase is entirely underground beneath the foot print of the building or if the building's upper floor(s) cantilevered over such parking or for hotel buildings.</p> <p>* For any building project exclusively commercial or office; or any mix of commercial or office uses.</p> <p>** For any building project at least 85% commercial or office on the first floor with residential units on upper floors.</p> <p>Note: This table reflects the maximum intensities that may be permitted in the underlying zoning district. The maximum intensity that will be approved on any specific site will be based on the applicable development regulations and the ability of the project to further promote the goals of the City, but is not an entitlement.</p>					



**CITY OF WINTER PARK
Planning & Zoning Board**

**Regular Meeting
City Hall, Commission Chambers**

**January 6, 2015
6:00 p.m.**

MINUTES

Vice-Chairman Peter Gottfried called the meeting to order at 6:00 p.m. in the Commission Chambers of City Hall. Present: Peter Gottfried, Vice-Chairman, Shelia De Ciccio, Tom Sacha, Ross Johnston, Robert Hahn, Randall Slocum and Peter Weldon. Absent: James Johnston. Staff: Planning Manager, Jeff Briggs, Planning Director, Dori Stone, City Attorney, Catherine Reischmann and Recording Secretary Lisa Smith.

Approval of minutes – December 2, 2014

Motion made by Mr. Sacha, seconded by Mr. Slocum to approve the December 2, 2014, meeting minutes. Motion carried unanimously with a vote.

PUBLIC HEARINGS

REQUEST OF UNICORP NATIONAL DEVELOPMENTS, INC. FOR: CONDITIONAL USE APPROVAL TO REDEVELOP THE FORMER MT. VERNON INN PROPERTY WITH A PROJECT TO BE CALLED LAKESIDE CROSSING OF APPROXIMATELY 37,473 SQUARE FEET OF RETAIL AND RESTAURANT SPACE INCLUDING A TWO LEVEL PARKING DECK AND SURFACE PARKING OF APPROXIMATELY 315 SPACES ON THE PROPERTY AT 110 S. ORLANDO AVENUE, ZONED C-3 AND PROVIDING FOR CERTAIN EXCEPTIONS AND FOR THE APPROVAL OF A DEVELOPMENT ORDER PERTAINING TO THE PROJECT.

Mr. Slocum announced that he has a conflict, and will not be participating in the discussion or voting of this item. Form 8B, Memorandum of Voting Conflict was completed and is an attachment to these minutes.

Planning Manager Jeffrey Briggs presented the staff report and explained that this public hearing is at the request of Unicorp National Development Inc. to redevelop the Mt. Vernon Inn site located at 110 South Orlando Avenue. He noted that the applicant is requesting preliminary conditional use approval to redevelop the site with a commercial project consisting of retail and restaurant tenant spaces. He noted that unlike the previous application for The Luxe, which requested a change to FLU/Zoning, this project proposes to develop to the existing C-3 zoning standards and is then only subject to Conditional Use review. He explained that the project site is approximately 3.58 acres, and consists of 37,473 square feet of retail/restaurant development of which 2,820 sq. ft. is used for common area mechanical/trash purposes and 34,653 sq. ft. is rentable commercial floor space. The developer is proposing a FAR of 44.17% which is within the maximum FAR of 45%. He outlined the C-3 zoning requirements for the this project in relation to the proposed dimensions. Mr. Briggs explained that the developer is exceeding the street front minimum setbacks on the Orlando Avenue and Morse Boulevard frontages in order to provide more room for landscaping, sidewalk and outdoor patio dining. On Harper Street and the interior sides, the project meets the applicable setbacks. Impervious

coverage complies with the minimum 15% requirements. The only exception requested is from the landscape code for the size of the interior landscape islands within the surface parking lot and the spacing every 11-12 spaces apart versus 10 spaces per code. Those landscape islands are shown at 9 feet wide versus the minimum 12 feet of width required. If that exception is not approved then the developer will lose four parking spaces to increase the widths accordingly.

Mr. Briggs explained that parking spaces shown for this project are 315 spaces to meet a code requirement of 300 spaces. That requirement includes the 40 parking spaces that are committed by Development Agreement to be set aside as employee parking for the Lakeside project.

Parking for retail tenants is based on one space for each 250 square feet of floor area. Parking for restaurant tenants is based on one space for every three seats or one space for every 50 square feet of customer area, whichever is greater. Most often the seat count creates the greater demand. Based on the 300 spaces allocated by the developer for the total 27,300 sq. ft. of restaurant space shown, the one per three seat calculations would allow 690 seats spread amongst the four restaurants. However, the staff has also looked at the parking requirements if based on the "customer area" calculations. The staff looked at four restaurant floor plan scenarios and the typical amount of customer area versus kitchen/bar etc. is 50%-60% "back of house" to 40%-50% "customer area". Using a 45% average as the "customer area", the calculations for these four restaurants would create a demand for 245 spaces. At 50% of customer area, it would create a demand for 273 spaces.

Mr. Briggs stated that the applicant's plans have been reviewed by various city departments including representatives from Planning & Community Development, Public Works, Electric Utility, Water and Wastewater Utilities, Fire, Urban Forestry, Parks & Recreation and City Administration. He briefed the Board members on what the concerns were. He discussed the details of the applicant's traffic study.

He summarized by stating that after significant review, staff has analyzed the preliminary Conditional Use and will recommend approval subject to certain conditions. Overall, the applicant has provided a plan that meets the requirements of the land use and zoning as outlined in the Comprehensive Plan and Land Development Code. The one exception to the landscape code seems acceptable and thus staff recommendation of the "preliminary" Conditional Use subject to the following conditions:

11. The Lakeside Crossing Development entitlements comprise 37,473 square feet of commercial development which includes restaurants and retail space.
12. The project is required to have a minimum of 300 parking spaces to meet the anticipated needs of the development plan, which includes a parking garage and surface parking lot. Restaurant seating and floor plans will only be permitted that meet the parking code and no parking variances are to be granted.
13. The entrance to the project along Orlando Avenue will be restricted to right in/right out only.
14. The developer will coordinate and install intersection traffic signal improvements for the full Morse Boulevard/Orlando Avenue intersection to include restricted left turn signals in all directions subject to FDOT and city approval.
15. The developer will contribute \$50,000 to the cost of new mast arms as part of the improvements to Orlando Avenue and West Morse Boulevard.
16. The developer will pay and install the smart signal technology improvements at the Morse Boulevard/Orlando Avenue intersection.
17. The developer will install and maintain decorative paving within the entire Morse Boulevard/Orlando Avenue intersection for safer pedestrian crossing.
18. The developer commits to using 5" caliper street trees along street frontages for landscaping.
19. The developer will work with the city's Arborist regarding any tree replacement and maintenance along Orlando Avenue, Morse Avenue and Harper Avenue as it affects his property.
20. The developer will provide bike parking to be determined as part of the final conditional use review.

Mr. Briggs responded to questions posed by Board members.

Chuck Whittall, Unicorp National Developments, addressed the Board members concerning the request. He explained that resident's concerns for less density were heard and that the project has been scaled back and is now commercial only. He provided insight into the new proposed project. He said that it their goal to provide adequate parking for business patrons. He said that for the garage, there will be valet parking and employees will be required to park on the top floor. Mr. Whittall detailed his desire to redesign the parking garage to accommodate an additional 75 parking spaces on the top level, and he reiterated his request for the variance to keep parking lot islands at 9 feet. He stated that granting the variance will accommodate four parking spaces. He stated his willingness to plant whatever trees at whatever caliper the city desires in the islands. He said that parking for the employees of Blue Cross across the street will be accommodated in the garage. He added that he feels that the two projects will work well together. Mr. Whittall responded to Board member questions and concerns.

Mr. Briggs responded to Board member concerns with regard to the parking proposal described by the applicant.

Jim Barnes, #7 Isle of Sicily, stated that he feels that the new proposed project is much improved over the previous. He elaborated on his concerns with regard to storm water runoff from this project and the direction in which it will flow. He also expressed concern regarding the traffic from S. Orlando Avenue to Harper, and denying the requested variance and maintaining the 12 foot median.

Sally Flynn, 1400 Highland Road, the proposed project is greatly improved over the previous proposal. She asked if the applicant would consider planting oak trees in the median islands versus palm trees. She stated that she feels that the requested variance should be denied and that 12 foot median be kept.

Gary Brewer, 1250 South Denning Drive, spoke concerning traffic on Morse Boulevard and Orlando Avenue.

Mr. Whittall responded to the citizens comments. He stated that they are contributing to intersection improvements traffic improvements with continuous left turn signals. He said that retention to accommodate the project will be on constructed on-site and he reiterated his willingness to place whatever trees in the medians that the City desires, but noted that this particular development will have oak trees.

No one else wished to speak concerning the request. Public Hearing closed.

Mr. Weldon complimented the applicant for redesigning a project that meets code. He discussed his issues with ingress/egress. He stated that he has spoken with the City's traffic engineer and many of the comments he heard at tonight's meeting echoed that conversation. He said that he feels that there should be full signalization at West New England Avenue and South Orlando Avenue. Mr. R. Johnston articulated his concerns with traffic circulation in the immediate area surrounding the project, specifically vehicles at Harper Avenue attempting to go westbound on Morse. He said that he has witnessed a substantial amount of accidents at that location. Mr. Johnston stated that this problem is not specific to this applicant, but with any applicant that tries to develop in that particular location. Mrs. De Ciccio agreed with Mr. Johnston. She spoke her concerns regarding pedestrian safety for those walking to these projects via Morse Boulevard and South Orlando Avenue. She encouraged more efforts to ensure pedestrian safety. Mr. Gottfried expressed that the while he agrees with the concerns about traffic it is important to note that the project meets all of the City's Code requirements. He agreed with the comments made, but feels that the applicant has made every effort to bring back a project that

pleases the City. Mr. Hahn agreed with the comments made by Mrs. De Ciccio. He verbalized his thoughts for a project with a different type of use that encourages more public gathering spots and a differing orientation toward the park. Consensus of the Board after further discussion was not to approve the landscape code exception for the width of the landscape islands in the surface parking area.

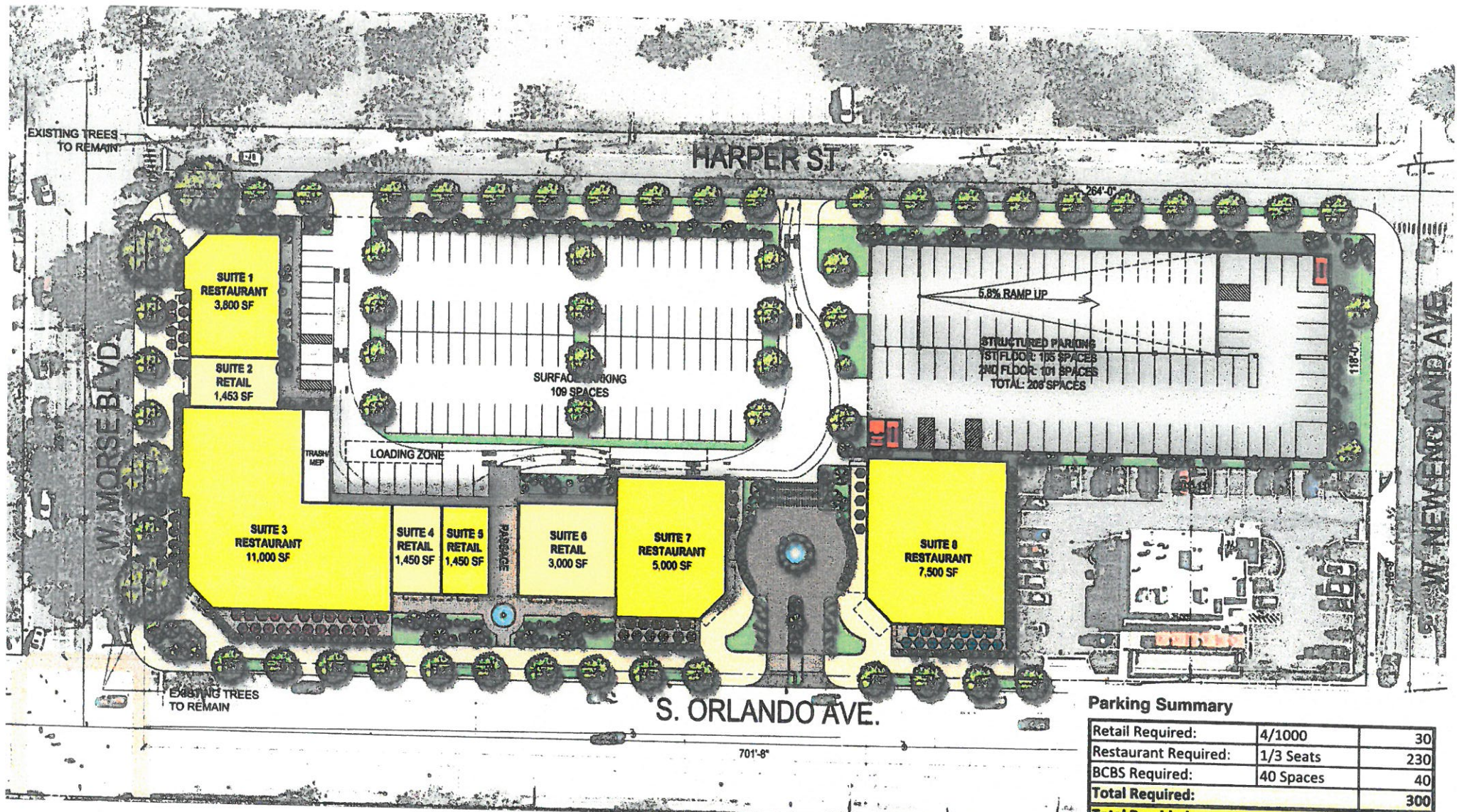
Motion made by Mr. Weldon, seconded by Mr. Sacha to deny the variance to reduce the median island from 12 feet down to 9 feet. Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.

Motion made by Mr. Weldon, seconded by Mr. Sacha to incorporate the condition that requires the applicant contribute \$50,000 toward the full signaling cost of West New England Avenue and South Orlando Avenue should the City of Winter Park and FDOT deem it necessary within three years of issuance of certificate of occupancy. Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.

Motion made by Mr. Weldon, seconded by Mr. Sacha to grant preliminary conditional use approval to the request subject to the following conditions:

- 11. The Lakeside Crossing Development entitlements comprise 37,473 square feet of commercial development which includes restaurants and retail space.**
- 12. The project is required to have a minimum of 300 parking spaces to meet the anticipated needs of the development plan, which includes a parking garage and surface parking lot. Restaurant seating and floor plans will only be permitted that meet the parking code and no parking variances are to be granted.**
- 13. The entrance to the project along Orlando Avenue will be restricted to right in/right out only.**
- 14. The developer will coordinate and install intersection traffic signal improvements for the full Morse Boulevard/Orlando Avenue intersection to include restricted left turn signals in all directions subject to FDOT and city approval.**
- 15. The developer will contribute \$50,000 to the cost of new mast arms as part of the improvements to Orlando Avenue and West Morse Boulevard.**
- 16. The developer will pay and install the smart signal technology improvements at the Morse Boulevard/Orlando Avenue intersection.**
- 17. The developer will install and maintain decorative paving within the entire Morse Boulevard/Orlando Avenue intersection for safer pedestrian crossing.**
- 18. The developer commits to using 5" caliper street trees along street frontages for landscaping.**
- 19. The developer will work with the city's Arborist regarding any tree replacement and maintenance along Orlando Avenue, Morse Avenue and Harper Avenue as it affects his property.**
- 20. The developer will provide bike parking to be determined as part of the final conditional use review.**

Motion carried unanimously with a 6-0 vote. Mr. Slocum abstained.



Parking Summary

Retail Required:	4/1000	30
Restaurant Required:	1/3 Seats	230
BCBS Required:	40 Spaces	40
Total Required:		300
Total Provided:		315

Lakeside Crossing Winter Park

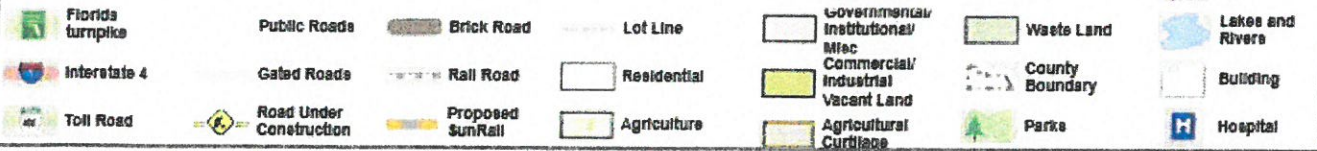
Jnicorp National Developments, Inc. Antunovich Associates, Inc. ©



Site Plan | 9

December 15, 2014

OCA Web Map



Courtesy Rick Singh, CFA, Orange County Property Appraiser



17
92

12	29
13	Carmel Cafe' and Wine Bar
14	Pjs Carmel Land Holdings II LLC
15	Sesco Lighting
16	1133 W Morse Blvd LLC
17	32 33 34

4	8
3	
2	10
1	11
	8
	9
	10

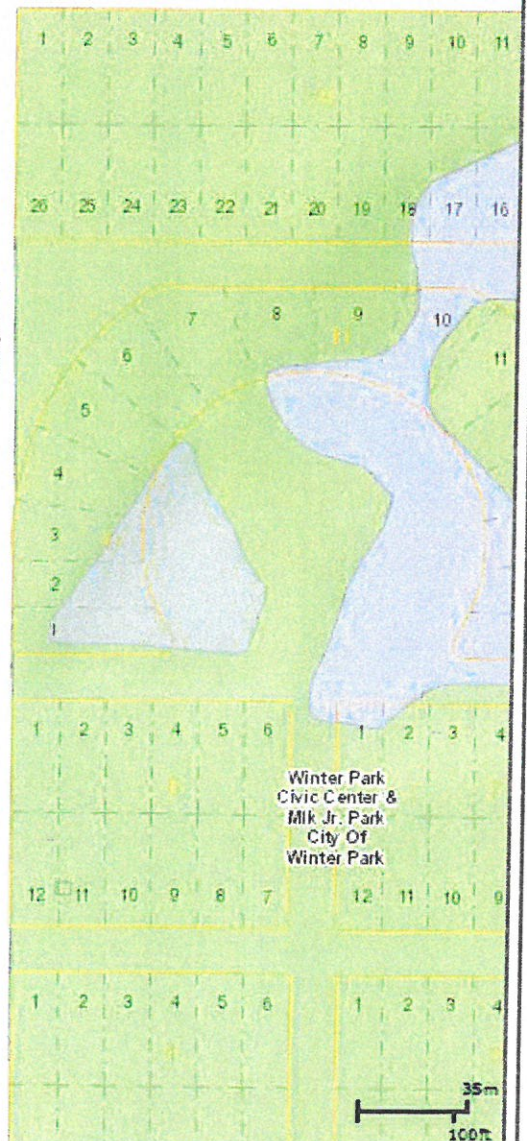
W Morse Blvd

Daily Traffic
7000

S Orlando Ave

14	15
13	16
12	17
11	18
10	Best Western/mt Vernon Inn
9	Motorlodge Of Winter Park Inc
8	[147 Rooms]
7	10
6	28
5	24
4	276 S Orlando Avenue LLC
3	25
2	26
1	27
	28

Harper St



Beachview Ave

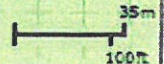
Fairview Ave

W New England Ave

17
92

11	New England
10	Wharf Shopping
9	New England Courtyard LLC
8	15
7	16
6	17
5	Copytronics
4	Sss Investments
3	Of Jacksonville Inc
2	19
	20
	21




















Winter Park Civic Center & Mik Jr. Park City Of Winter Park



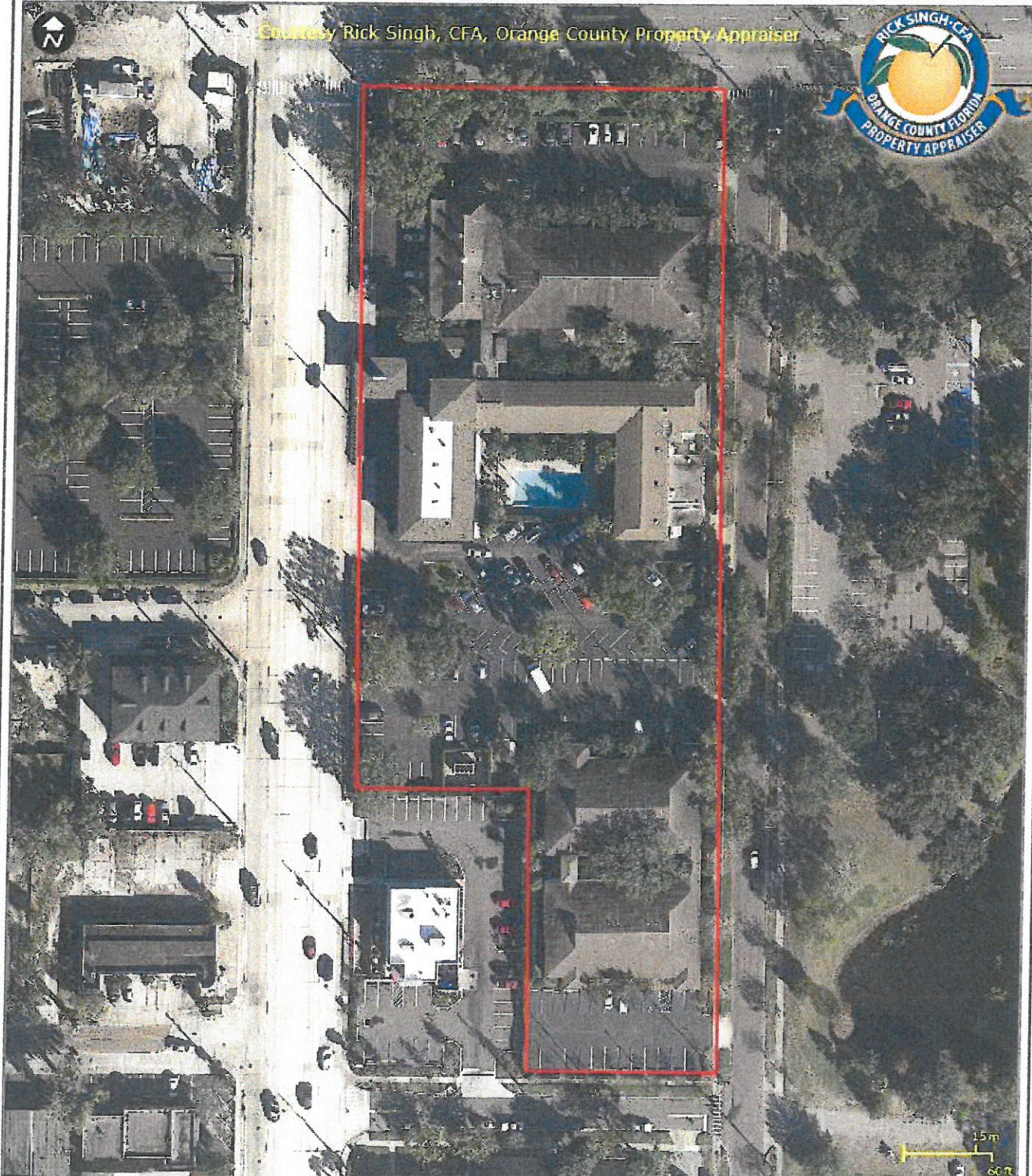
Created: 10/28/2014

This map is for reference only and is not a survey.

OCA Web Map

	Florida Turnpike		Proposed Road		Residential		Commercial/Industrial/Vacant Land		Parks	6	Lot Number
	Interstate 4		Brick Road		Agriculture		Agricultural Curtilage		Lakes and Rivers	06060	Parcel Number
	Toll Road		Gated Roads		Block Line		Commercial/Institutional/Governmental/Institutional/Misc.		Building	3106	Parcel Address
	Road Under Construction		Lot Line		Waste Land		Block Number	E	Block Number	111.9	Parcel Dimens

Courtesy Rick Singh, CFA, Orange County Property Appraiser



Created: 10/28/2014

This map is for reference only and is not a survey.

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CITY OF WINTER PARK
401 South Park Avenue
Winter Park, FL 32789



Citywide Public Notice

LAKE SIDE CROSSING **110 S. ORLANDO AVE.** **(MT. VERNON INN BEST WESTERN)**

**Planning & Zoning Board
Public Hearing**
Tuesday, January 6
@ 6 p.m.

**City Commission
Public Hearing**
Monday, February 9
@ 3:30 p.m.

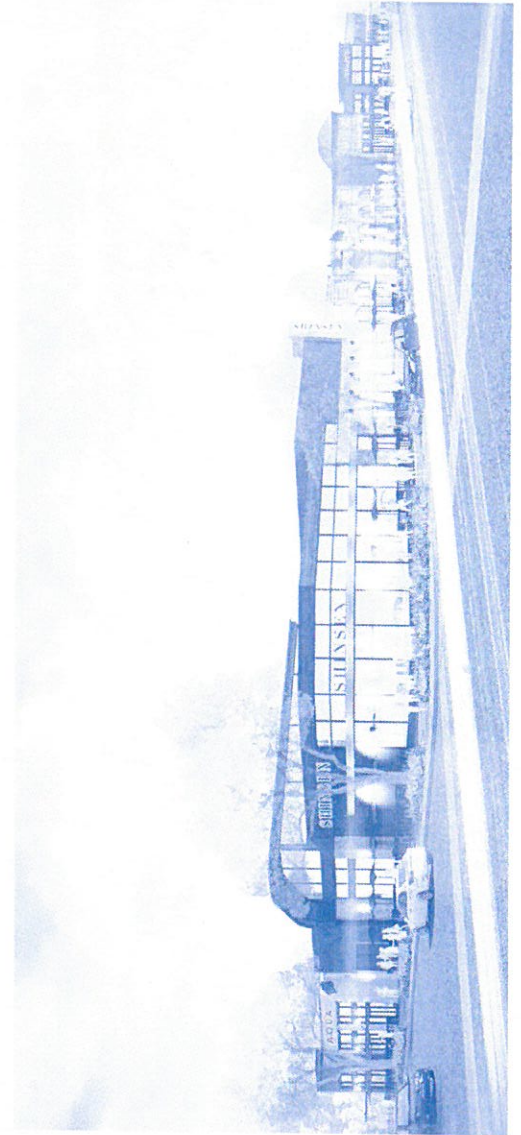
Commission Chambers
Winter Park City Hall, 2nd Floor
401 South Park Avenue | Winter Park, Florida

Unicorp National Developments is requesting Conditional Use approval in order to redevelop the Mt. Vernon Inn Best Western into a commercial development with 37,473 square feet of retail and restaurant space with 317 parking spaces.

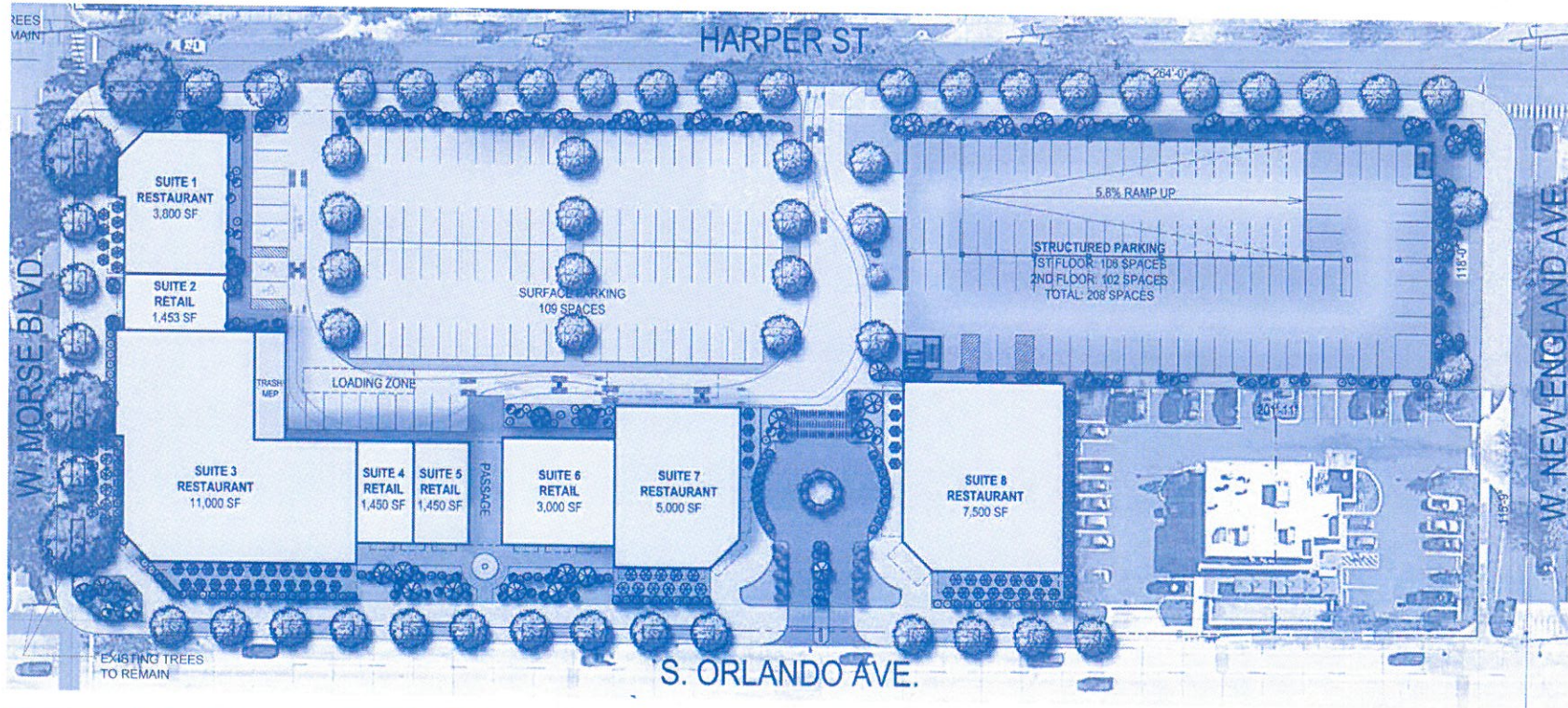
NOTE: If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105).

Persons with disabilities needing assistance to participate in any of these proceedings should contact the Planning & Community Development Department at 407-599-3453 at least 48 hours in advance of the meeting.

Lakeside Crossing ■ Conceptual Rendering



Lakeside Crossing ■ Site Plan & Information Comparison



	Permitted	Proposed
Zoning	C-3	C-3
Parking	300	317
Height	55 feet maximum	20 feet
Retail & Restaurant		37,473 sq. feet

	Permitted	Proposed
Lot Coverage Percentage of building that can cover the lot	45% maximum	44.17%
Floor Area Ratio (FAR) Total square footage based on size of the property (including 1st floor of covered parking garage)	45% maximum 69,891 sq. feet	44.17% 68,603 sq. feet

More detailed information can be found in the Planning & Zoning Board's staff report that will be available Monday, December 22, 2014, at cityofwinterpark.org/pzb-reports.



Lakeside Crossing Winter Park

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Project Location | 1
December 15, 2014

MORSE BOULEVARD

HARPER STREET

NEW ENGLAND AVENUE

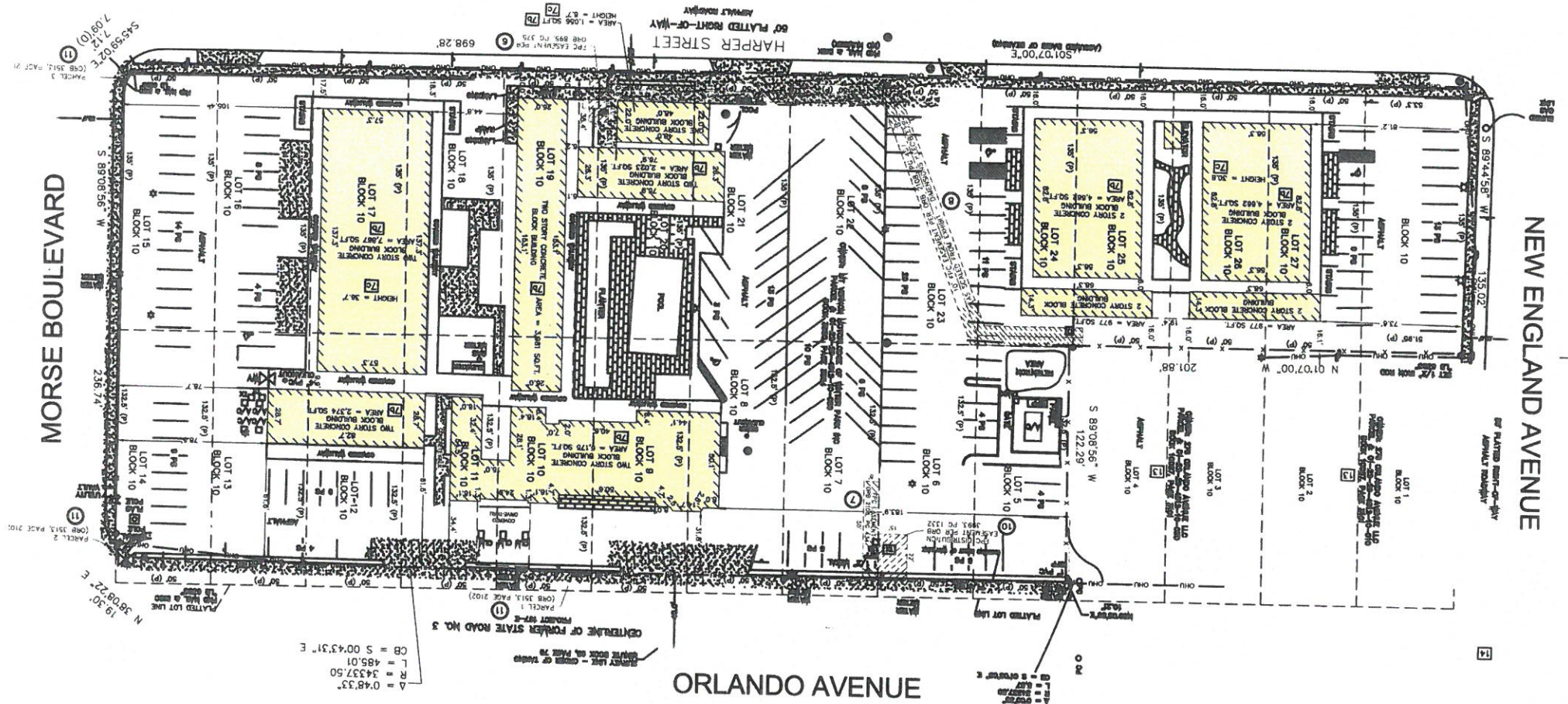
ORLANDO AVENUE

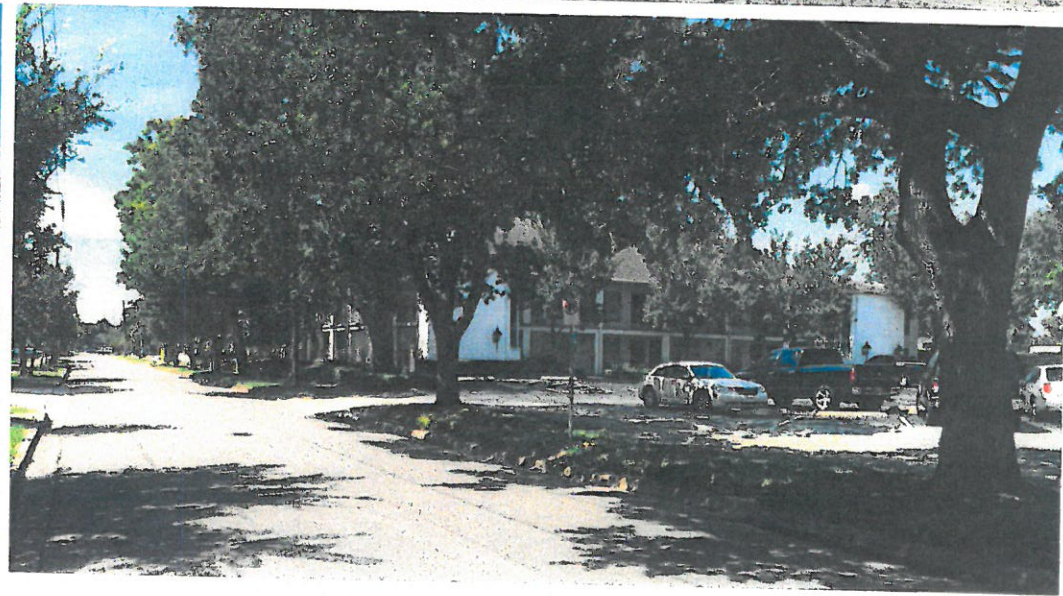
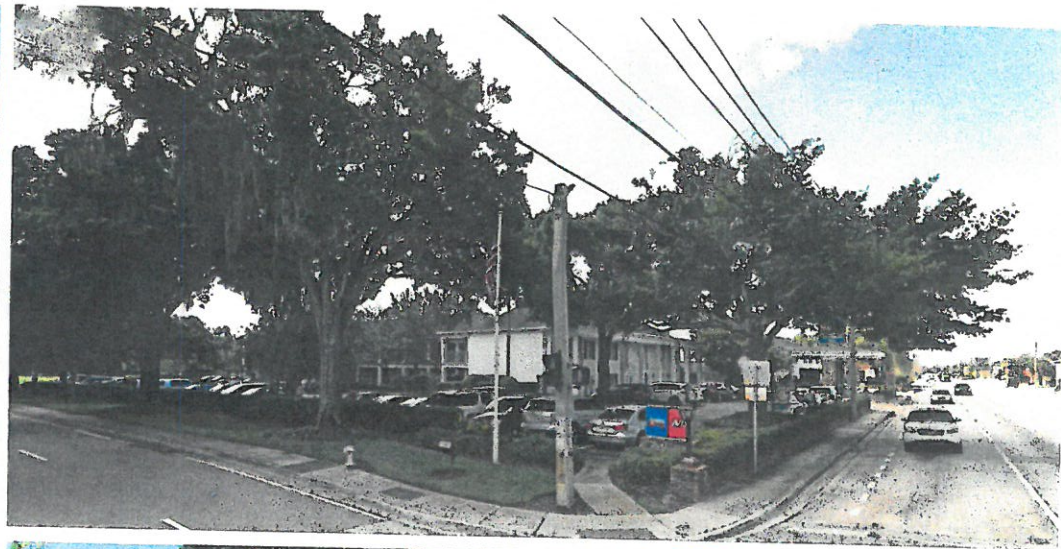
Lakeside Crossing Winter Park

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Site Survey - Mt. Vernon Inn | 2

December 15, 2014





Lakeside Crossing Winter Park

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Existing Site Photos | 3

December 15, 2014

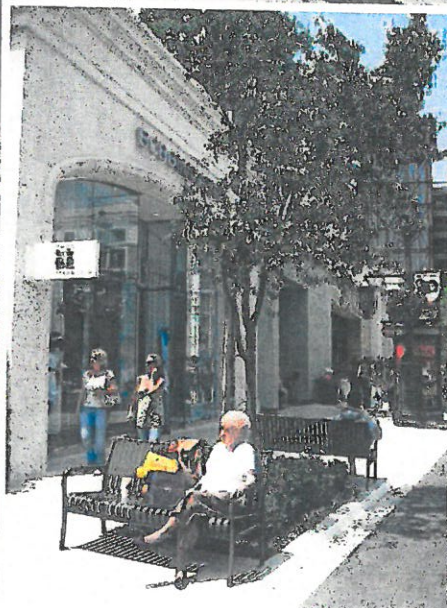
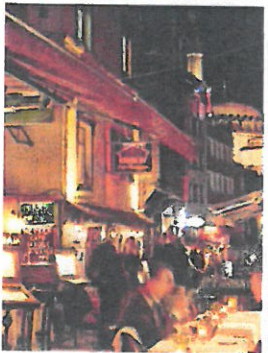
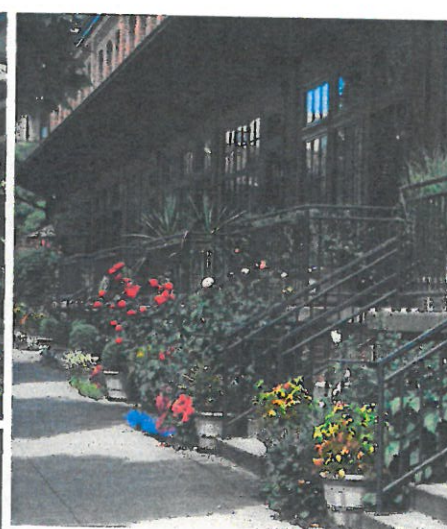
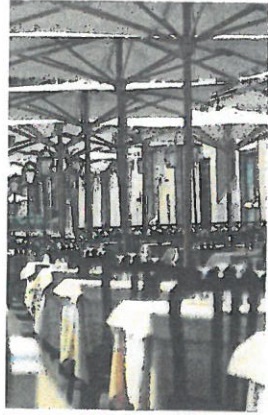


Lakeside Crossing Winter Park

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Winter Park Streetscape Images | 4

December 15, 2014



Lakeside Crossing Winter Park

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Lakeside Crossing Winter Park

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Street View: S. Orlando Ave. | 6
December 15, 2014



Lakeside Crossing Winter Park

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Street View: S. Orlando Ave. & W. Morse Blvd. | 7

December 15, 2014

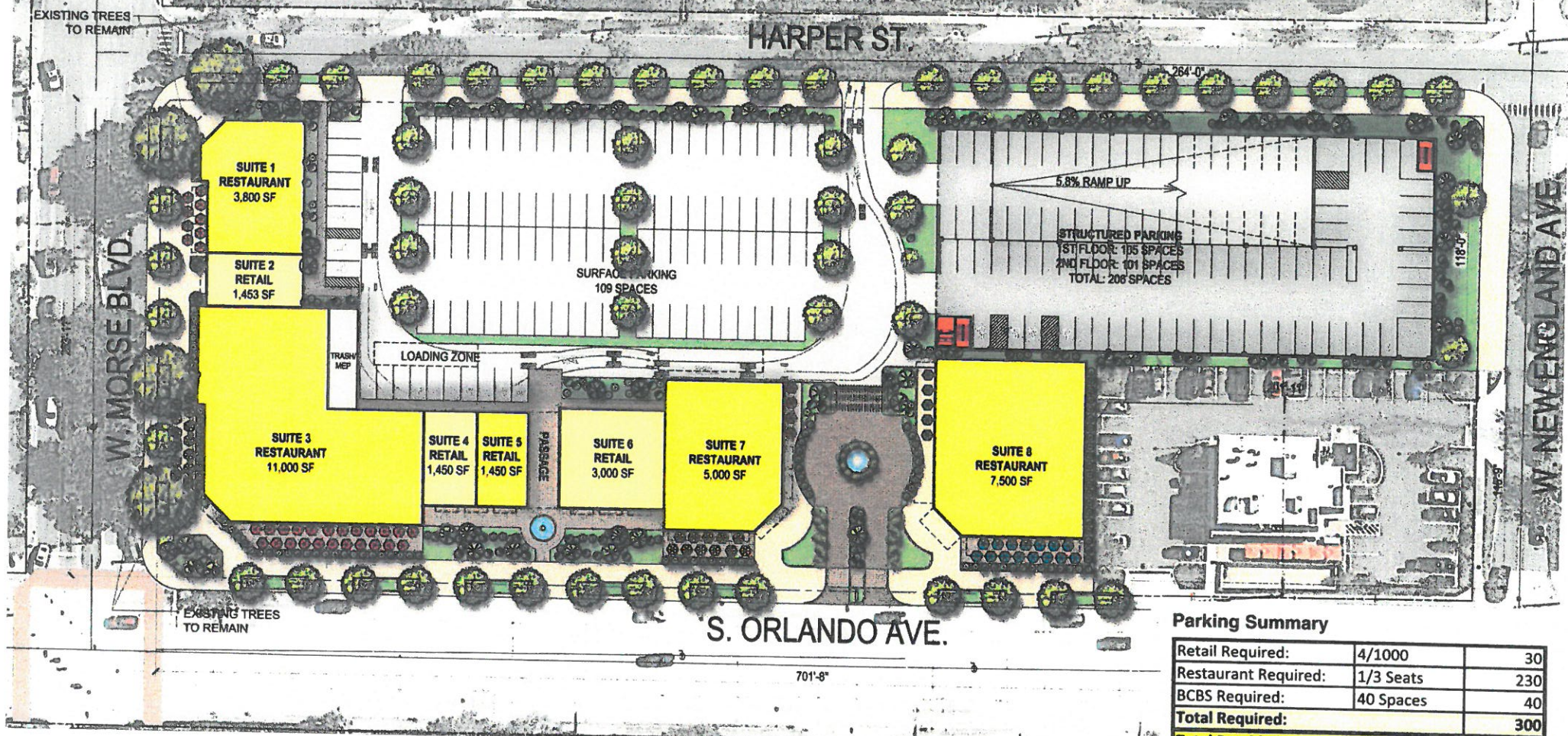


Lakeside Crossing Winter Park

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Street View: Harper Street | 8

December 15, 2014



Parking Summary

Retail Required:	4/1000	30
Restaurant Required:	1/3 Seats	230
BCBS Required:	40 Spaces	40
Total Required:		300
Total Provided:		315

Lakeside Crossing Winter Park

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Site Plan | 9

December 15, 2014



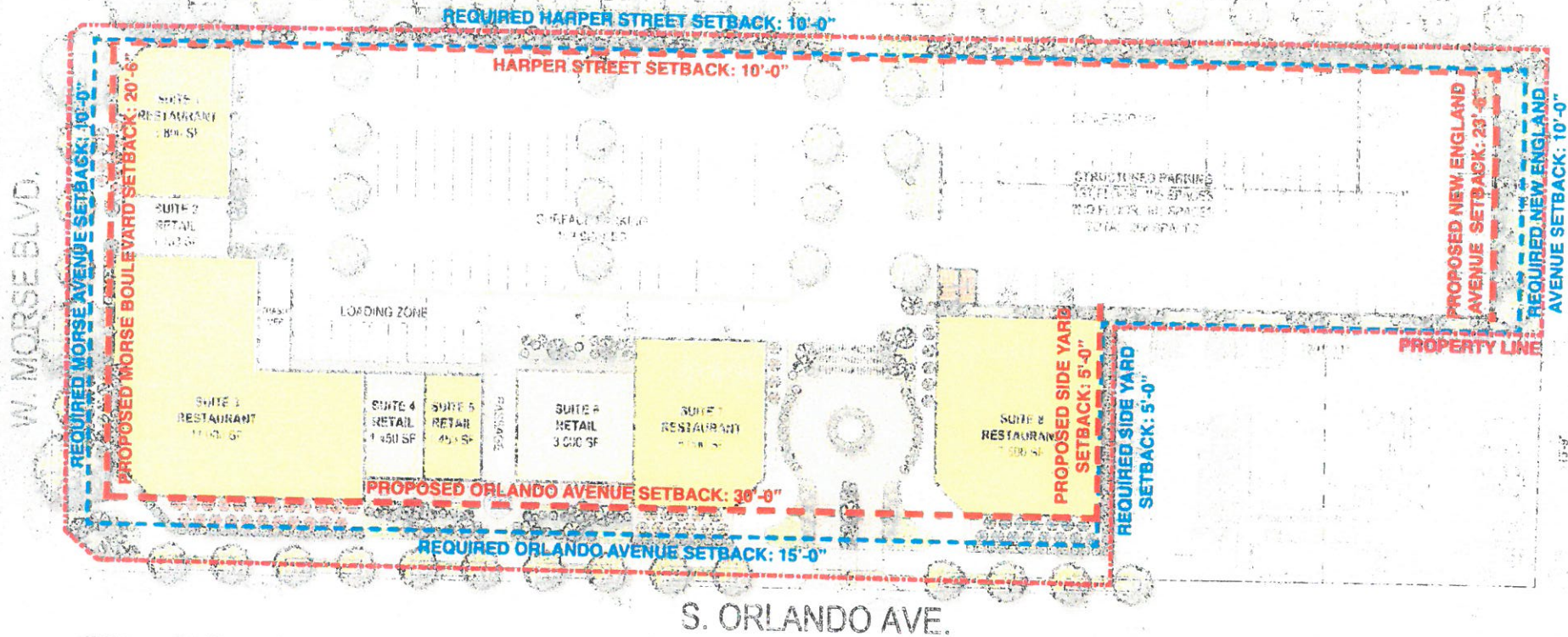
Lakeside Crossing Winter Park

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Second Floor Plan | 10

December 15, 2014



LAKESIDE CROSSING - AREA ANALYSIS: C-3									
LEVEL	BUILDING HEIGHT	PARKING			RETAIL			GROSS BUILT AREA	FAR AREA
		GARAGE	SURFACE	GSF	COMMON	RSF	GSF		
2	20'-0"	101		31,130				31,130	0
1	10'-0"	105	109	31,130	2,820	34,653	37,473	68,603	68,603
TOTAL	55'-0"	206	109	62,260	2,820	34,653	37,473	99,733	68,603

C-3 ZONING ANALYSIS					
	PROPOSED	REQUIRED		PROPOSED	REQUIRED
SITE AREA	155,314	-	FRONT YARD (Orlando Ave)	30'	15' Min
LOT COVERAGE	44.17%	45% Max	FRONT YARD (Other)	Morse Blvd	20'-6"
FAR	44.17%	45% Max		Harper St	10'
PERVIOUS SPACE	15.00%	15% Min		New England	23'-6"
PARKING TOTAL	315	300	SIDE YARD	5'	5' Min

* One story retail building height is 20' to top of roof

Lakeside Crossing
Winter Park

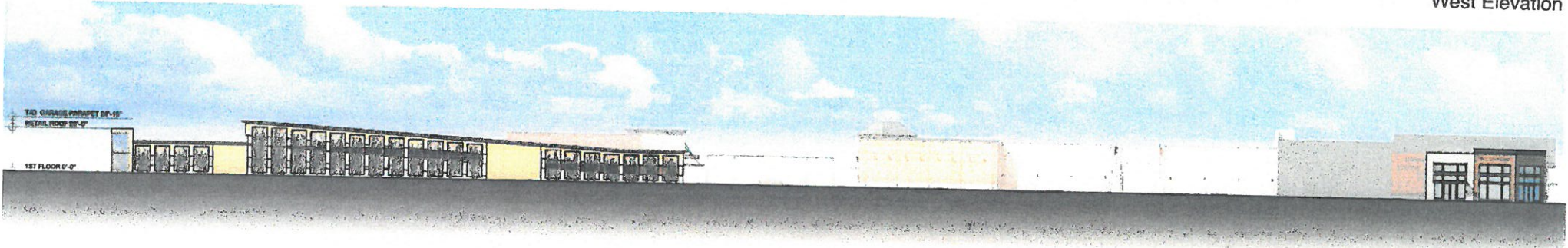
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Setback Diagram & Project Analysis | 11

December 15, 2014



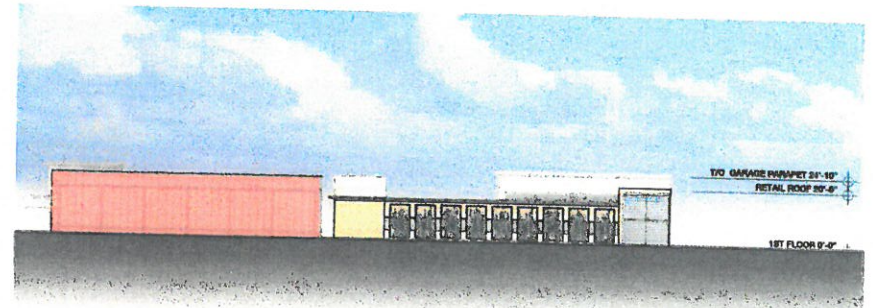
West Elevation



East Elevation



North Elevation



South Elevation

Lakeside Crossing Winter Park

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Building Elevations | 12

December 15, 2014

MEMORANDUM

DATE: December 10, 2014

TO: Mr. Jeffrey Briggs
Manager, Planning & Community Development
City of Winter Park, Florida

FROM: Joseph Antunovich
Antunovich Associates

SUBJECT: Lakeside Crossing - Winter Park
Southeast Corner of S. Orlando Avenue & W. Morse Avenue, Winter Park
Application for C-3 Zoning

ATTACHMENT: Lakeside Crossing - Winter Park Project Design Booklet, dated November 19, 2014

Mr. Briggs,

On behalf of our Client, Unicorp National Developments, Inc, thank you for the opportunity to submit these additional materials to support our application for the Lakeside Crossing project in Winter Park, Florida. We have included a series of project-specific responses to each subsection (1-13) of Paragraph (e) of Sec. 58-76, "Commercial (C-3) District," of the Winter Park Zoning Code. These responses are found below. We have also included herewith an updated design booklet for Lakeside Crossing - Winter Park, dated November 19, 2014.

(1) Any building constructed within this district shall adhere to the following minimum or required setbacks for front, rear and side yards. The front setback to all streets shall be a minimum of ten (10) feet from the property line and a minimum of fifteen (15) feet on Orlando Avenue and on the north side of Fairbanks Avenue and twenty (20) feet on the south side of Fairbanks Avenue. For properties along Orange Avenue, the front setback may be reduced to the average front setback of the existing buildings within that block if approved by the City Commission. Side yard setbacks shall be a minimum of five (5) feet from each property line unless the parcel shares a common line with a residentially zoned parcel, then a fifteen (15) foot setback shall be observed. The rear setback shall be a minimum of thirty (30) feet from the property line unless the rear yard abuts a residentially parcel, then a thirty-five (35) foot setback shall be observed. However, within the Hannibal Square Neighborhood Commercial District area, as set forth in this section, new buildings shall have a required ten (10) foot front setback and may be permitted zero-foot side setbacks unless the parcel shares a common line with a residentially zoned parcel, then a fifteen (15) foot setback shall be observed. For any required front setback, the distance may be increased upon the determination by the public works director and police chief that a traffic sight distance safety problem may exist, to the extent required to remedy the problem.

- All setbacks adhere to the requirements:
 - 30'-0" setback along Orlando Avenue
 - 20'-0" setback along Morse Boulevard
 - 10'-0" setback along Harper Street

(2) If a person constructing a building within this district desires to combine the minimum side yard setbacks and provide them on only one side of the lot, a site plan showing the locations of the proposed building as well as the location of existing adjacent building must be submitted to the planning and zoning commission for approval prior to the issuance to a building permit to ensure sufficient compatibility with adjacent properties.

This reduction to the required side setback however, shall not be permitted if adjacent to a residentially zoned parcel.

- *Not Requested*

(3) The maximum floor area ratio and building lot coverage shall be forty-five (45%) percent. The floor area ratio shall include the floor area of any attached or detached above grade private parking garage. The forty-five (45%) percent floor area ratio and building lot coverage may be increased by an additional five (5%) percent if the parking for the increased five (5%) percent floor area ratio is located entirely underground beneath the building's footprint or if the building's upper floor(s) are cantilevered over such parking or if it is for a hotel building.

- *Current FAR is 44.17%*

(4) Exclusively residential buildings are not permitted. Residential units are not permitted on the first or ground floor. When residential units are included on the second floor or above, the floor area ratio of the project may be up to sixty (60%) percent FAR. Limited residential use of the first or ground floor of such buildings may be permitted when such space is limited to the functions of entrance lobby/elevator/stair access, leasing or management office or residential amenity spaces such as health/fitness, meeting/activity room or storage. However, in no case shall more than fifteen (15%) percent of first or ground floor be devoted to these ancillary residential uses (not counting the area of parking garages).

- *Not Requested*

(5) The maximum floor area ratios outlined above are not an entitlement and are not achievable in all situations. Many factors may limit the achievable floor area ratio including limitations imposed by the Maximum Height Map, concurrency management/level of service standards, physical limitations imposed by property dimensions and natural features as well as compliance with applicable code requirements such as, but not limited to, parking and internal circulation, setbacks, landscaping requirements, impervious lot coverage, design standards and on-site and off-site improvements and design amenities required to achieve land use compatibility. Land located across a street and/or separated from the building site shall not be included in the floor area ratio calculations.

- *Noted.*

(6) The maximum residential density shall not exceed seventeen (17) units per acre.

- *No residential use planned.*

(7) Building heights shall not exceed the height limits imposed by the Maximum Height Map. For those properties shown with a two story maximum, the maximum building height shall be thirty (30) feet; for those properties shown with a three story maximum height, the maximum building height shall be forty-two and a half (42.5) feet, unless located within the Central Business District where the maximum height for three stories shall be forty (40) feet if approved as a conditional use. Variances for more than three stories in the Central Business District are prohibited. For those properties shown with a four story maximum height, the maximum building height shall be fifty-five (55) feet; for those properties shown with a five story maximum height, the maximum building height shall be sixty-five (65) feet and for the properties shown permitting up to eight stories, the maximum height shall be ninety-five (95) feet. Unless specifically approved by the City Commission as a conditional use, buildings developed with less than the maximum building stories shall conform to the maximum height for the applicable stories. For example, if a two story building is developed within an area permitting a four story building, the two story building shall conform to the thirty (30) foot height limit. Parking garage levels shall be counted as stories for each level except for any basement level or the open roof level.

- *All maximum building heights comply with the noted limitations.*

(8) Parapet walls, or mansard roofs functioning as parapet walls, may be added to the permitted building height but in no case shall extend more than five (5) feet above the height limits in this subsection. Mechanical penthouses, mechanical and air conditioning equipment, elevator/stair towers and related non-occupied structures may be permitted to extend up to ten (10) feet above the height limits in this subsection. Architectural appendages, embellishments and other architectural features may be permitted to exceed the roof heights specified in this section, on a limited basis, encompassing no more than thirty (30) feet of the building roof length and area, up to eight (8) feet of additional height, upon approval of the City Commission, based on a finding that said features are compatible with adjacent projects.

- *Noted.*

(9) For properties not shown on the Maximum Height Map, located adjacent to four land roadways, the maximum height shall not exceed fifty-five (55) feet, and the maximum height shall not exceed forty-two and a

half (42.5) feet for properties located adjacent to two lane roadways. For corner properties adjacent to both four lane and two lane roadways, the maximum height shall be fifty-five (55) feet.

- *Noted.*

(10) Terracing and articulation providing additional setbacks are required to create relief to the overall massing of the building facades. Such design features of building façade articulation are required at least every sixty (60) feet on average along the primary building façades facing streets, or the building frontage where the building fronts primary parking lot area. For any building over two stories in height and over 200 feet in length, there shall be a thirty-five (35) foot break on at least the first floor, the design of which shall be a component of the architectural review process required for conditional use. For any building over two stories or 30 feet in height, a significant portion, comprising at least seventy-five (75%) of the top floor, shall be terraced and stepped back from the exterior face of the next lower floor by an average of at least five (5) feet. Parking structures are exempt from this terracing requirement.

- *No additional height requested.*

(11) Whenever the rear or side property lines within this district share a common property line with parcels zoned residential, either a solid wall or fence (other than wood) shall be provided along the entire common line. The wall or fence shall be six (6) feet in height; except that such wall or fence shall be only three feet in height from the front setback line of the adjoining parcel to the front property line of the adjoining parcel.

- *No shared property lines with residential uses.*

(12) Development shall not exceed eighty-five (85%) percent impervious coverage in this district.

- *Impervious coverage shown at 85%.*

(13) Other code sections related to development that should be referenced include but are not limited to Off-street Parking Regulations, Maximum Height Map, General Provisions, Definitions, Sign Regulations (Article IV), Environmental Protection (Article V) (this section includes Division 1 Storm Water, Division 6 Tree Preservation, Division 8 Landscape Regulations Division 9 Irrigation Regulations and Division 10 Exterior Lighting), Subdivision Regulations (Article VI), Historic Preservation (Article VIII) and Concurrency Management Regulations (Article II).

- *We will comply with all required code sections within the C-3 zone.*
 - *We are providing a total of 317 parking spaces, exceeding the required amount of 300. We have included a breakdown of this requirement within the drawing package.*

Sec. 58-90. Conditional uses.

(i) Conditional Use Submittal Requirements.

Landscaping plan; which may be conceptual for preliminary approval but for final approval shall include the location and specifications for plantings for parking lot landscaping, buffers, open spaces, recreation areas, and other landscaped areas and landscape.

- *In addition to maintaining four large Live Oak trees along Morse Boulevard, we are proposing using all local species to ensure their prolonged lifespan in this particular site, such as Sycamore, Hickory, or River Birch. All final landscaping will meet city code with respect to new trees and plantings.*

Existing tree protection; identify existing trees from tree survey to be removed and/or protected and explain or illustrate method to preserve such trees or compensate for their removal both during and after construction. Applicants should meet on-site with city staff to develop such tree protection and tree compensation plan.

- *We are proposing to save four large Live Oak trees along Morse Boulevard, as shown and notated in drawings dated November 19th, 2014. We will meet on-site with city staff to develop a comprehensive tree protection and tree compensation plan.*

Drainage plan; for preliminary approval the conceptual design approach and method of code compliance and for final approvals show all existing and proposed grades, proposed guttering on buildings and storm water management details, including swales, berms, piping or other methods used to achieve compliance.

- *Storm water retention will be achieved in a fully underground manner for this project. All storm water collected on the site will be diverted to a series of below-grade exfiltration vaults, primarily located below the surface parking lot on the North half of the site, with additional storm water retention located below the structured parking garage on the South half of the site.*

Please do not hesitate to contact me if you require any additional information.

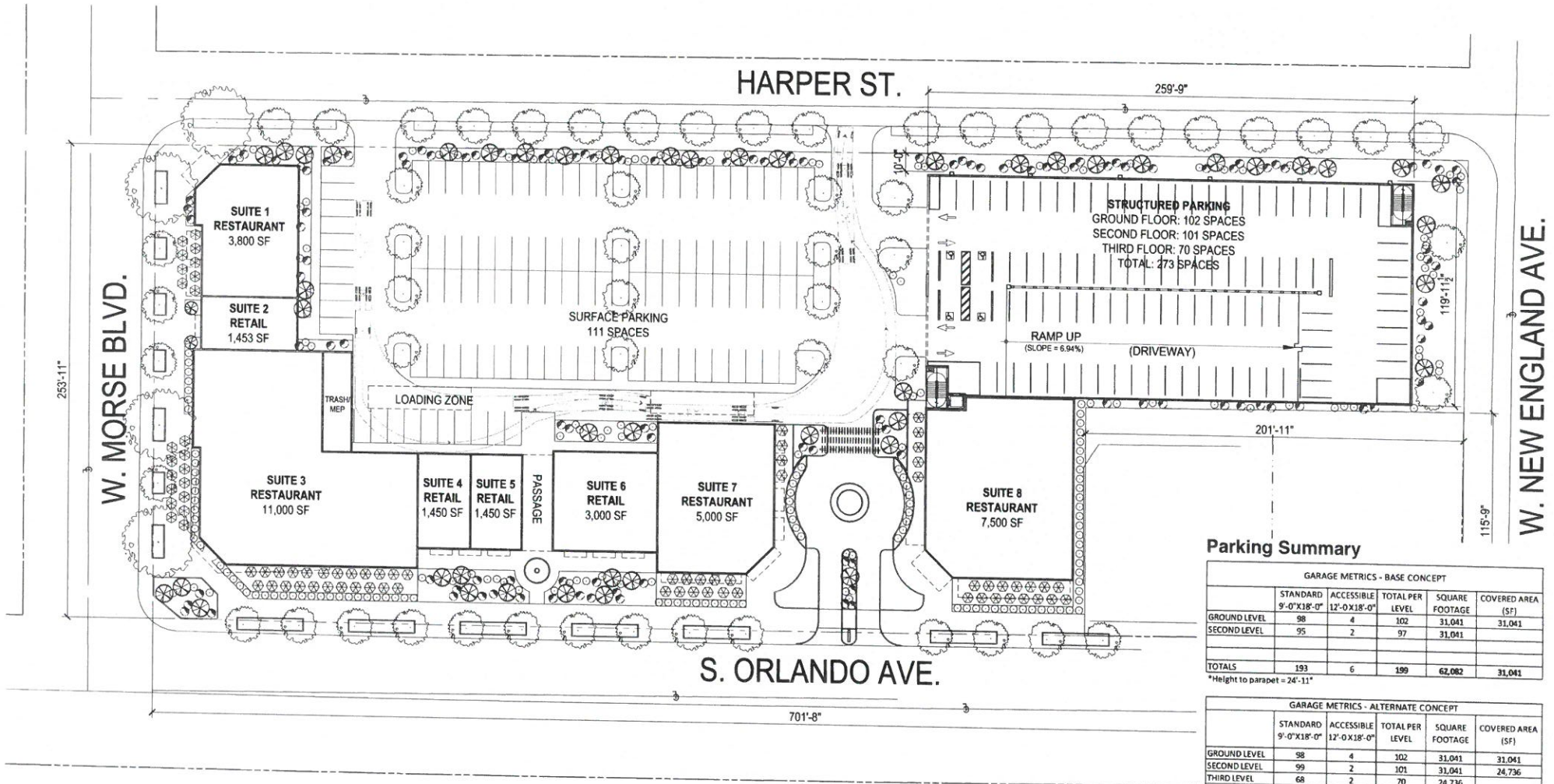
Respectfully Submitted,

ANTUNOVICH ASSOCIATES, INC.

Joseph M. Antunovich, AIA

Distribution: Dori Stone, City of Winter Park, Florida
Chuck Whittall, Unicorp National Developments, Inc.
Amy Schuemann, Unicorp National Developments, Inc.
Art Wellington, Unicorp National Developments, Inc.
Daina Rodak, Unicorp National Developments, Inc.
Kevin Sperry, Antunovich Associates, Inc.

Plans Submitted After P&Z for the Expanded Garage



Parking Summary

GARAGE METRICS - BASE CONCEPT					
	STANDARD 9'-0" X 18'-0"	ACCESSIBLE 12'-0" X 18'-0"	TOTAL PER LEVEL	SQUARE FOOTAGE	COVERED AREA (SF)
GROUND LEVEL	98	4	102	31,041	31,041
SECOND LEVEL	95	2	97	31,041	
TOTALS	193	6	199	62,082	31,041

*Height to parapet = 24'-11"

GARAGE METRICS - ALTERNATE CONCEPT					
	STANDARD 9'-0" X 18'-0"	ACCESSIBLE 12'-0" X 18'-0"	TOTAL PER LEVEL	SQUARE FOOTAGE	COVERED AREA (SF)
GROUND LEVEL	98	4	102	31,041	31,041
SECOND LEVEL	99	2	101	31,041	24,736
THIRD LEVEL	68	2	70	24,736	
TOTALS	265	8	273	86,818	55,777

*Height to parapet = 25'-9"

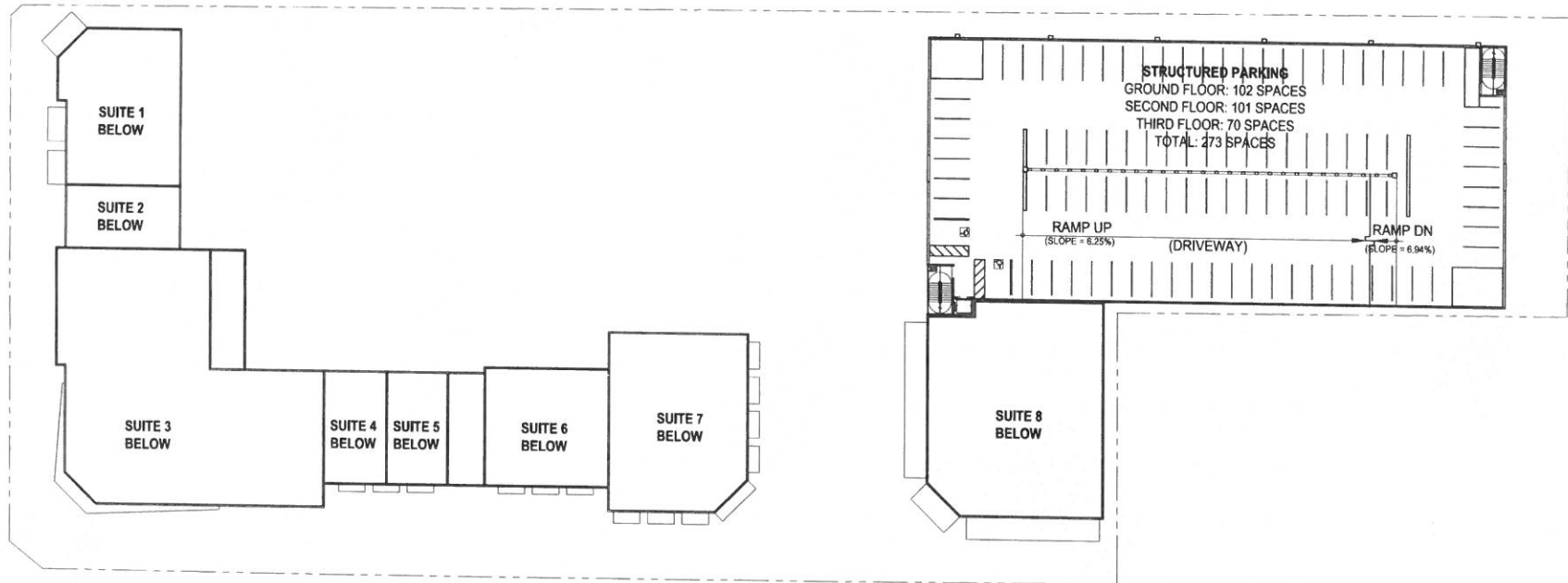


Lakeside Crossing
Winter Park

Unicorp National Developments, Inc. • Antunovich Associates, Inc. ©

→ **Additional Parking Scheme: Site Plan** | 1

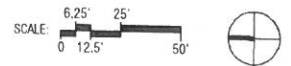
→ January 9, 2015



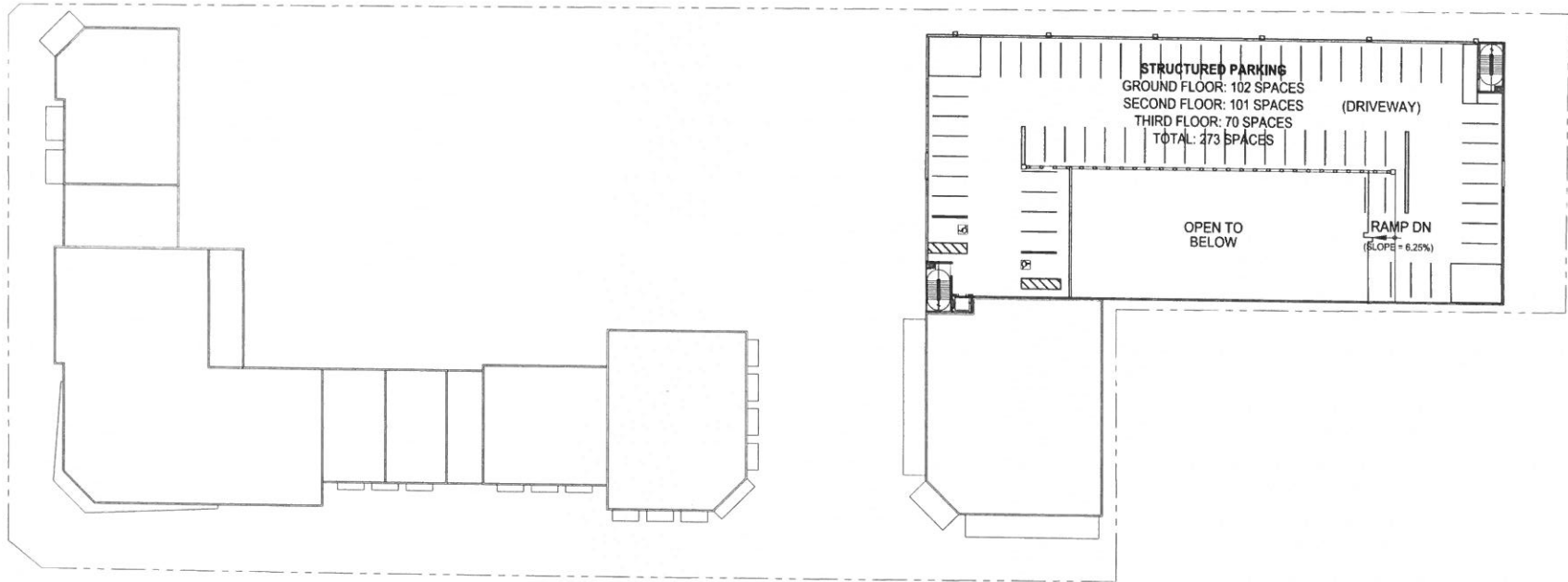
Lakeside Crossing Winter Park

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Additional Parking Scheme: Second Floor Plan | 2



January 9, 2015



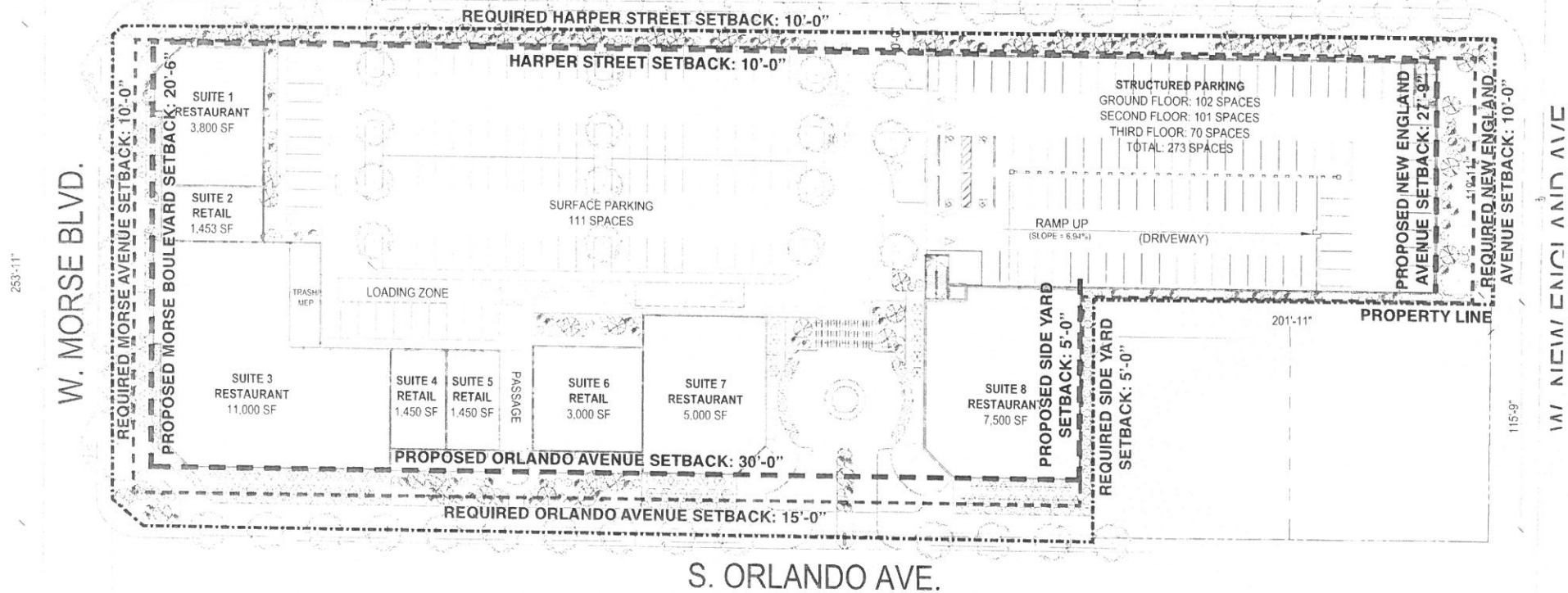
Lakeside Crossing Winter Park

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Additional Parking Scheme: Third Floor Plan | 3

January 9, 2015



LAKESIDE CROSSING - AREA ANALYSIS: C-3 ADDITIONAL PARKING OPTION									
LEVEL	FLOOR HEIGHT	PARKING			BUILDING HEIGHT	RETAIL			FAR AREA
		GARAGE	SURFACE	GSF		COMMON	RSF	GSF	
3	22'-2"	70		24,736				24,736	
2	10'-6"	101		31,041				31,041	24,736
1	0	102	111	31,041	20'-0"	2,820	34,653	37,473	68,514
TOTAL		273	111	86,818		2,820	34,653	37,473	93,250

C-3 ZONING ANALYSIS					
	PROPOSED	REQUIRED		PROPOSED	REQUIRED
SITE AREA	155,314	-	FRONT YARD (Orlando Ave)	30'	15' Min
LOT COVERAGE	44.11%	45% Max	FRONT YARD (Other)	Morse Blvd.	20'-6"
FAR	60.04%	45% Max		Harper St.	10'
PERVIOUS SPACE	15.74%	15% Min		New England Ave.	27'-9"
PARKING TOTAL	384	300	SIDE YARD	5'	5' Min

LakesideCrossing
 Winter Park

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Additional Parking Scheme: Setback Diagram & Project Analysis

TRAFFIC IMPACT ANALYSIS

LAKESIDE CROSSING
WINTER PARK, FLORIDA



Prepared for:

Unicorp National Developments, Inc.
7940 Via Dellagio Way, Suite 200
Orlando, Florida 32819

Prepared by:

Traffic Planning and Design, Inc.
535 Versailles Drive
Maitland, Florida 32751
407-628-9955

December 2014

TPD № 4566.1

PROFESSIONAL ENGINEERING CERTIFICATION

I hereby certify that I am a Professional Engineer properly registered in the State of Florida practicing with Traffic Planning & Design, Inc., a corporation authorized to operate as an engineering business, EB-3702, by the State of Florida Department of Professional Regulation, Board of Professional Engineers, and that I have prepared or approved the evaluations, findings, opinions, conclusions, or technical advice attached hereto for:

PROJECT: Lakeside Crossing
LOCATION: Winter Park, Florida
CLIENT: Unicorp National Development, Inc.

I hereby acknowledge that the procedures and references used to develop the results contained in these computations are standard to the professional practice of Transportation Engineering as applied through professional judgment and experience.

NAME: Turgut Dervish
P.E. No.: 20400
DATE: December 2, 2014
SIGNATURE:



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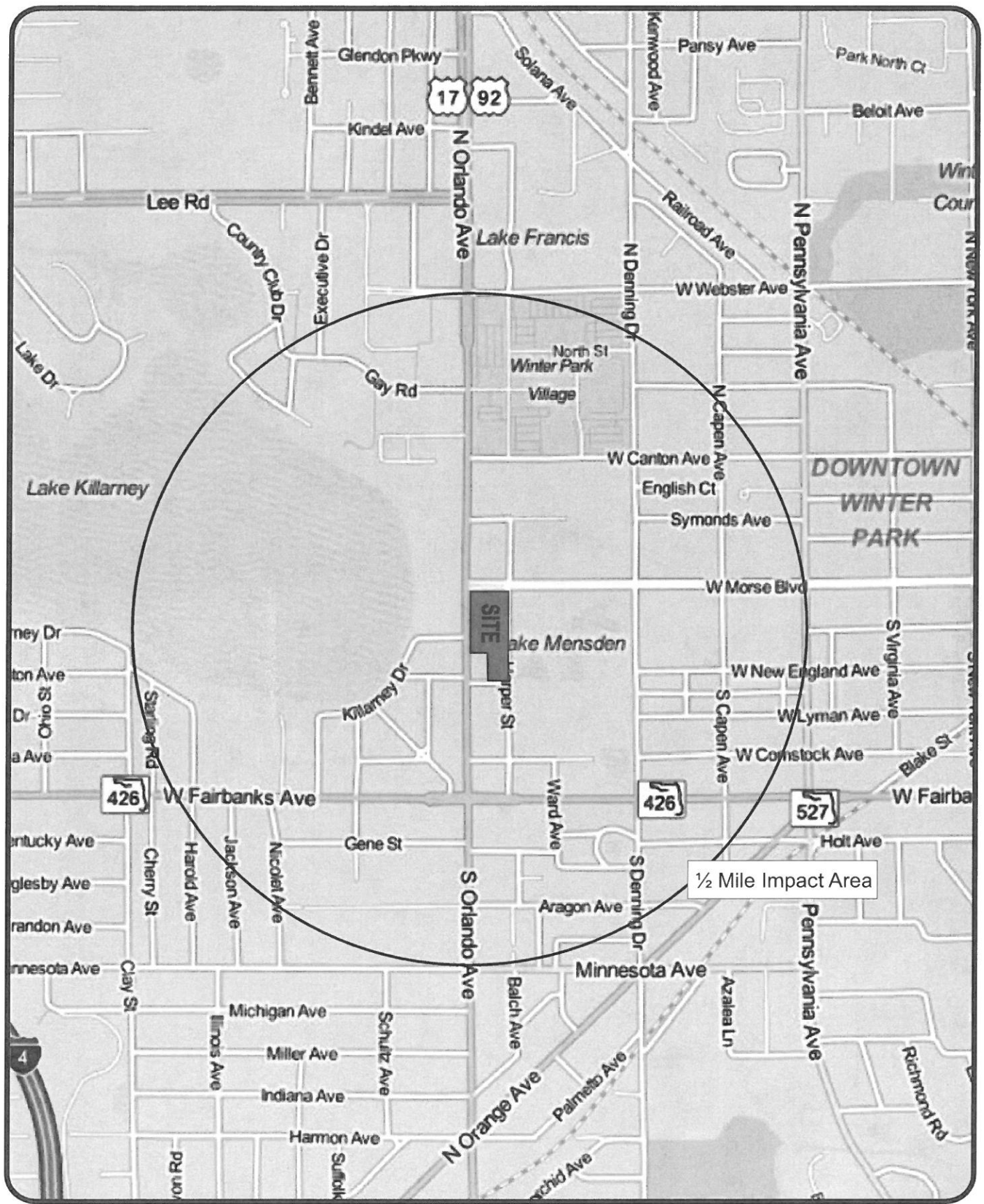
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INTRODUCTION

This analysis was conducted in order to assess the traffic impact of the proposed redevelopment of the existing Mt. Vernon Inn site in Winter Park, Florida. Located in the southeast corner of US 17-92 and Morse Boulevard, the Mt. Vernon Inn is a hotel with 143 rooms. This hotel will be demolished to make room for the proposed redevelopment. Referred to as Lakeside Crossing, the new development will consist of 27,300 square feet in four restaurants and 7,353 square feet in retail stores/shops. **Figure 1** depicts this site location and its one-half mile impact area.

US 17-92 and Morse will serve to provide external access to the site. US 17-92 is a multi-lane highway with two through lanes in each direction plus a center two-way left turn lane. It carries a daily traffic volume of 29,500 vehicles and has a posted speed limit of 35 mph in this area. Morse Boulevard, which intersects US 17-92 from the east adjacent to the site, is a four-lane divided roadway. It carries a daily traffic volume of approximately 6,000 vehicles and has a speed limit of 30 mph.





Lakeside Crossing
Project № 4566.1

Figure 1

Site Location



EXISTING CONDITIONS ANALYSIS

The existing conditions analysis was conducted for roadways and intersections within a one-half mile impact area as required by the City. Capacity analyses were performed for the study roadway segments and intersections for the existing traffic in order to establish their current operating conditions. The roadway segments and intersections were analyzed for P.M. peak hour conditions.

Roadway Segment Analysis

The study roadway segments were analyzed by comparing their existing traffic volumes with their respective capacities at the adopted LOS standard. For US 17-92 and Fairbanks Avenue, the P.M. peak hour traffic volumes were obtained from the 2013 Florida Traffic Information (FTI) DVD and are included in **Appendix A**. For Morse Boulevard, the P.M. peak hour traffic volumes were determined from the intersection counts. The respective capacities of the study roadways were obtained from the *2013 FDOT Quality/Level of Service Handbook*. A summary of the P.M. peak hour roadway capacity analysis is presented in **Table 1**.

Table 1
Existing P.M. Peak Hour Roadway Capacity Analysis

Roadway Segment	No. of Lanes	Adopted		Existing PHPD Volume		Existing LOS
		LOS	Capacity	Direction	Volume	
US 17-92						
Webster Ave to Morse Blvd	4L	E	1,700	NB	1,222	D
Morse Blvd to Fairbanks Ave	4L	E	1,700	NB	1,222	D
Fairbanks Ave to Minnesota Ave	4L	E	1,700	NB	1,192	D
Morse Boulevard						
Us 17-92 TO Denning Dr	4L	D	1,467	EB	252	C
Denning Dr to Pennsylvania Ave	4L	D	1,467	EB	294	C
Fairbanks Avenue						
US 17-92 to Clay Street	4L	E	1,700	EB	1,272	D
US 17-92 to Pennsylvania Ave	4L	E	1,700	EB	1,092	D

The existing conditions analysis reveals that the study segments currently operate at adequate LOS.



Intersection Analysis

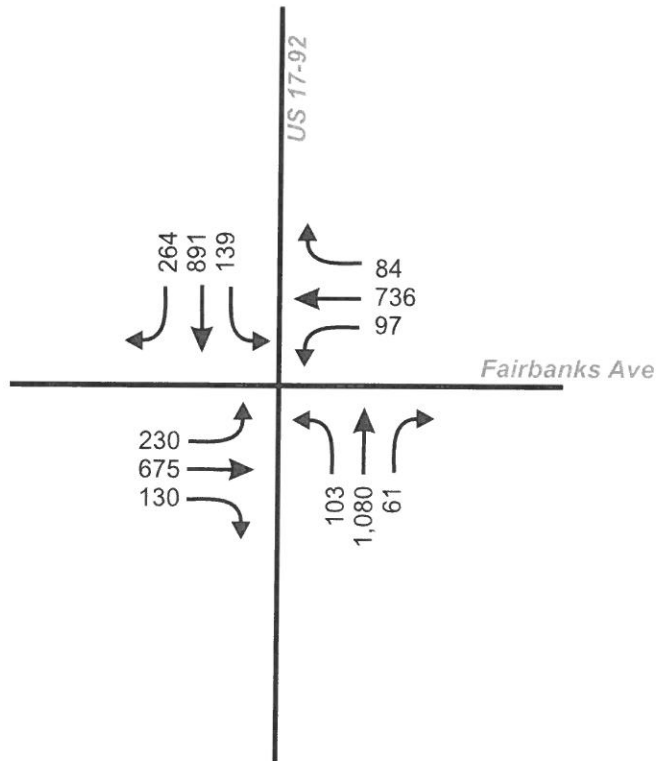
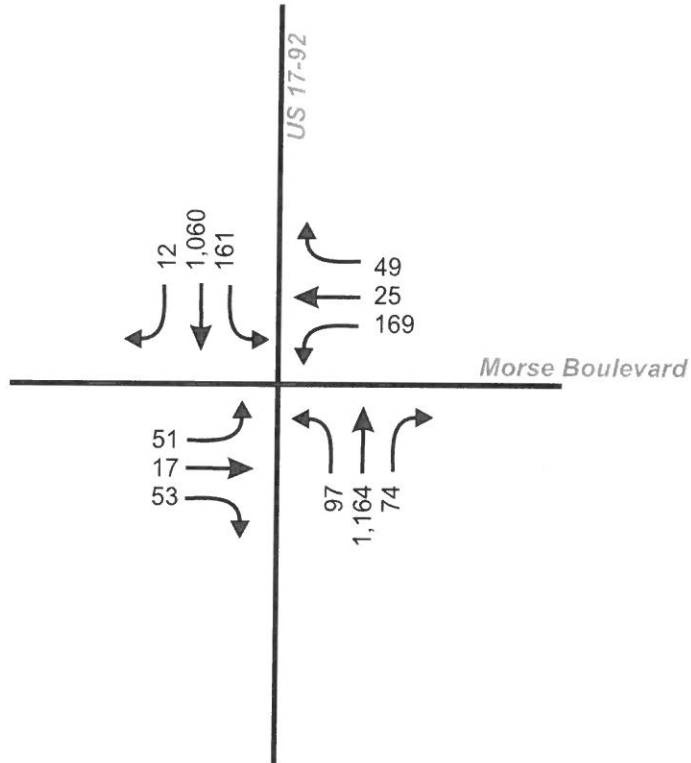
A capacity analysis was conducted for each study intersection using the *Highway Capacity Software (HCS)* in accordance with the procedures of the 2010 *Highway Capacity Manual (HCM)*. The capacity analysis was performed using the existing intersection geometries, traffic volumes during the P.M. peak hour and signal timing/phasing data. Turning movement counts and signal timings were obtained by TPD and are included in **Appendix B**. The existing intersection volumes are displayed in **Figure 2**, and the intersection capacity analysis is summarized in **Table 2**.

Table 2
Existing P.M. Peak Hour Intersection Capacity Analysis

Intersection	Control	EB		WB		NB		SB		Overall	
		Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
US 17-92 & Morse Boulevard	Signal	22.9	C	25.5	C	16.4	B	7.9	A	13.9	B
US 17-92 & Fairbanks Avenue	Signal	58.0	E	65.7	E	61.0	E	43.9	D	56.4	E

This analysis indicates that the study intersection approaches currently operate at LOS E or better. Detailed HCS worksheets of the existing intersection analysis are included in **Appendix C**.





Lakeside Crossing
Project № 4566.1

Figure 2

**Existing P.M. Peak Hour
Turning Movements**



PROPOSED DEVELOPMENT AND TRIP GENERATION

The proposed development is a commercial project consisting of restaurants and retail stores/shops. **Figure 3** is a site plan which depicts the access and parking configuration as well as the proposed restaurant/retail uses. Access to the site will be provided by one driveway on US 17-92 and two driveways on Harper Street which intersects Morse Boulevard adjacent to the site. To determine the impact of the proposed development, an analysis of its trip generation characteristics was made. This included the estimation of the trips to be generated and their distribution/assignment in the area.

Trip Generation

The trip generation of the proposed development was calculated utilizing data from the 9th Edition of the *ITE Trip Generation Manual*. This calculation is summarized in **Table 3** which also includes the trip generation of the existing hotel currently occupying the site. The restaurant and retail uses generate a portion of their trips from the existing traffic shown on the adjacent roadways. The pass-by trip capture rates for these uses as shown in the table were taken from the 2nd Edition of *ITE Trip Generation Handbook*. The redevelopment of the Mt. Vernon Inn Site as proposed will result in 934 new net daily trips and 78 new net P.M. peak hour trips.

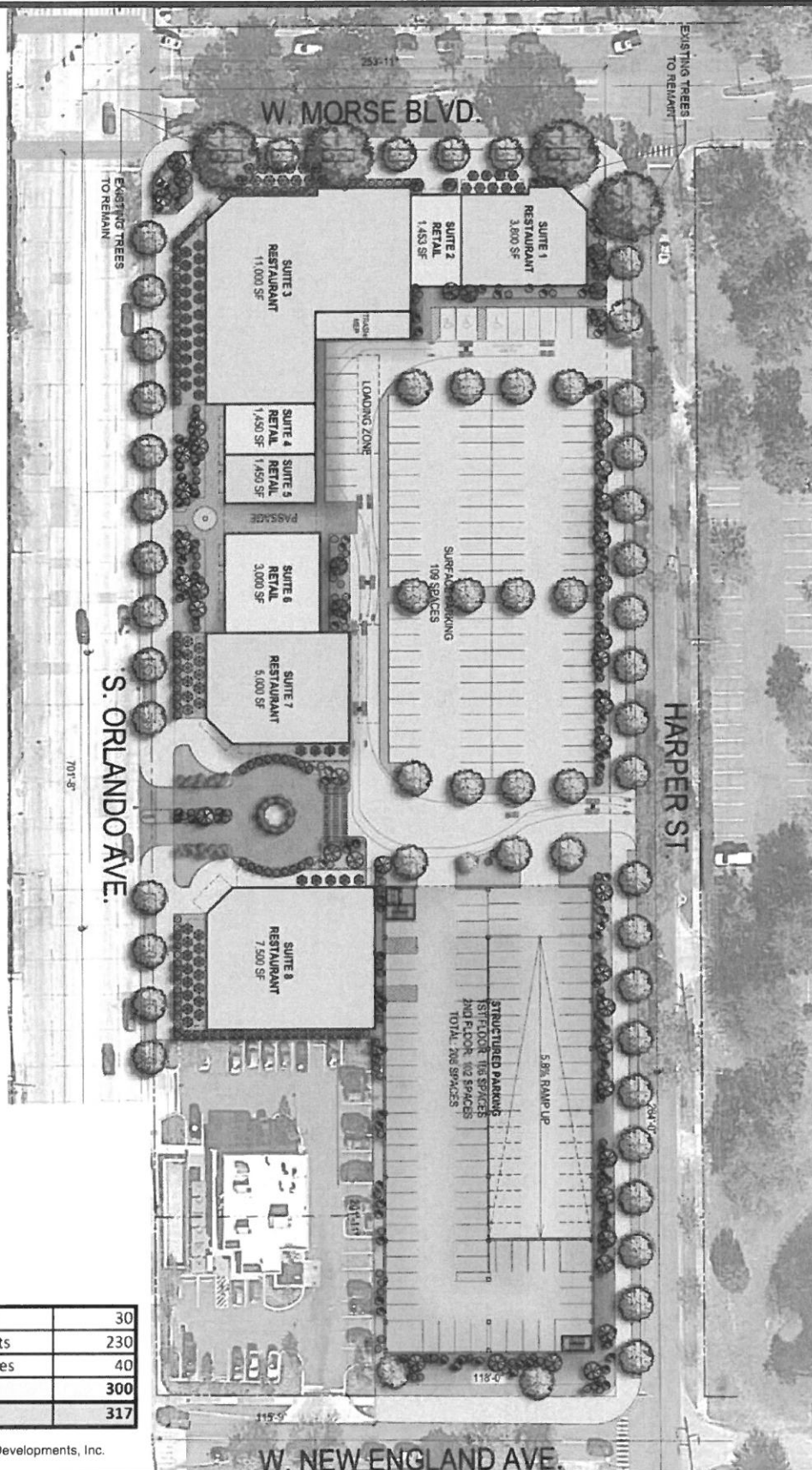
Table 3
Trip Generation Calculation

Land Use	ITE Code	Quantity	Daily Trips		P.M. Peak Hour Generation			
			Rate*	Trips	Rate*	Enter	Exit	Total
Proposed Land Use								
Restaurant	932	27.3 KSF**	127.15/R	3,471	9.85/R	161	108	269
Retail Commercial	826	7.353 KSF	47.87/E	352	5.32/E	17	22	39
Total			----	3,823	----	178	130	308
Restaurant Pass-by Trips (43%)			----	1,493	----	69	47	116
Retail Pass-by Trips (34%)			----	120	----	6	8	14
New Net Trips			----	2,210	----	103	75	178
Existing Land Use								
Hotel	310	143 Rooms	8.92	1,276	0.70	49	51	100
Trip Increase Due to Redevelopment			----	934	----	54	24	78

* R = Average Rate, E = Equation

** KSF = 1,000 Square Feet





Parking Summary

Retail Required:	4/1000	30
Restaurant Required:	1/3 Seats	230
BCBS Required:	40 Spaces	40
Total Required:		300
Total Provided:		317

Drawing provided by Unicorp National Developments, Inc.



Lakeside Crossing
Project № 4566.1
Figure 3

Site Plan

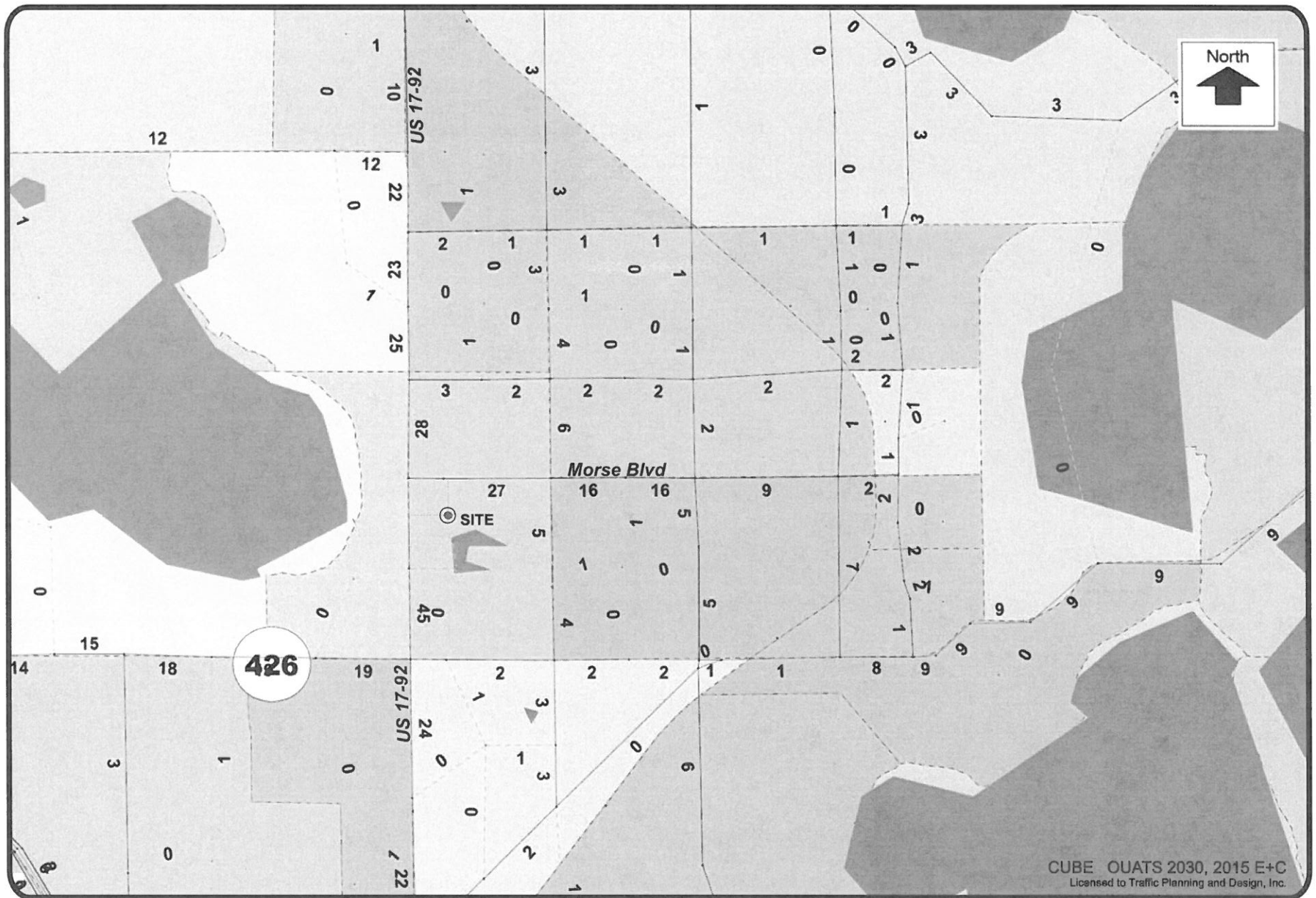


Trip Distribution/Assignment

The distribution of the project's new net trips in the area was determined with the use of the Orlando Urban Area Transportation Study (OUATS) model. Prior to the use of this model, a minor modification was made to add a traffic analysis zone (TAZ) representing the development. Subsequently, the model was run with a select zone analysis to separate the project trips and determine a trip distribution pattern as shown in **Figure 4**. The distribution of the project's pass-by trips will be based upon existing traffic flows on adjacent roadways during the P.M. peak hour.

Utilizing the above trip distribution pattern, the project's new net trips were assigned to area roadways as shown in **Figure 5**. This figure shows the project's daily and P.M. peak hour trips within one-half mile impact area as required by the City.





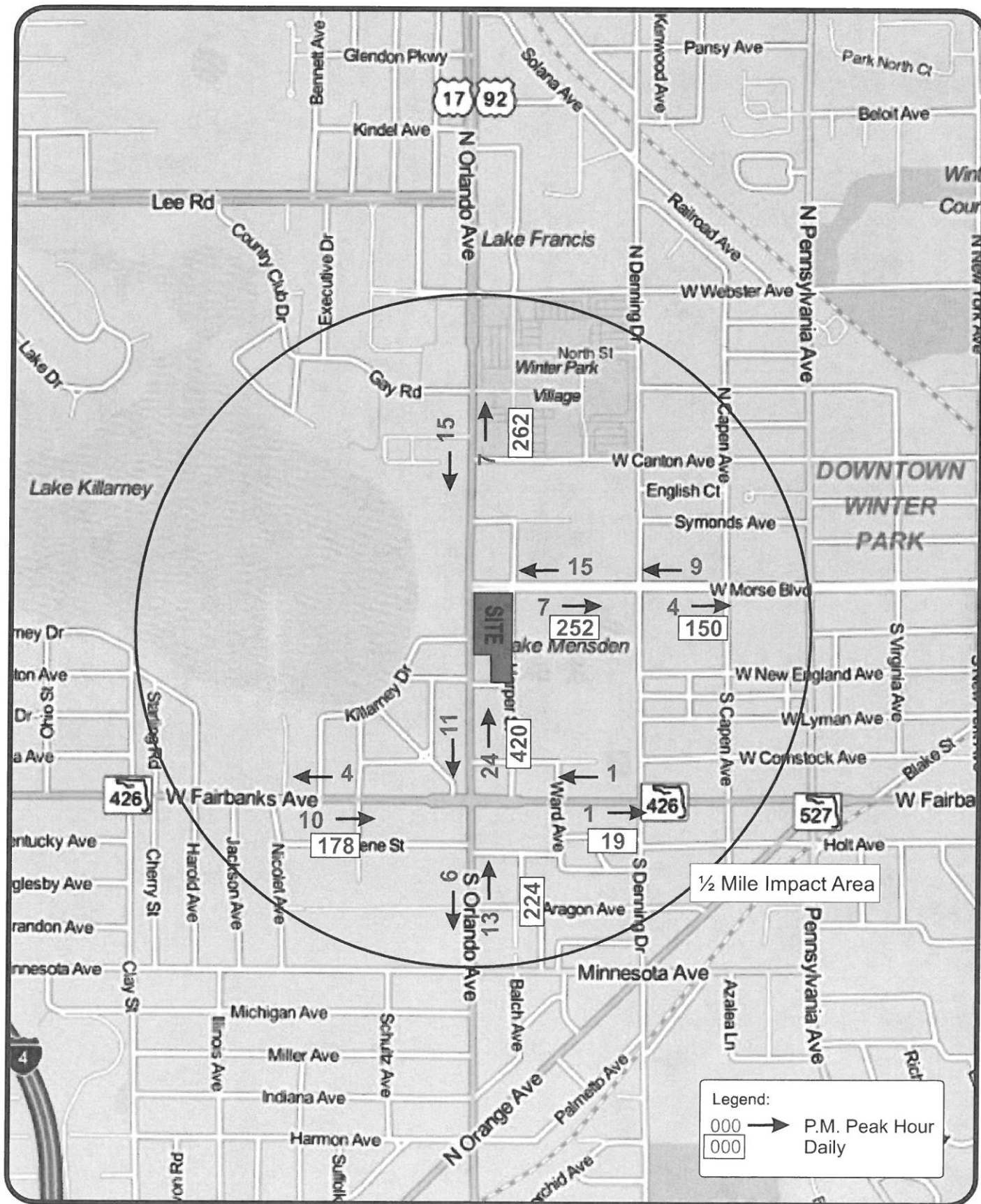
CUBE QUATS 2030, 2015 E+C
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Lakeside Crossing
Project № 4566.1
Figure 4

Project Trip Distribution





Lakeside Crossing
Project No. 4566.1

Figure 5

Project Trip Assignment



PROJECTED TRAFFIC CONDITIONS

Projected traffic conditions for the project buildout in 2015 were analyzed using P.M. peak hour traffic volumes for the roadway segments and intersections similar to the existing conditions analysis. The projected traffic volumes used in the analysis consisted of background traffic volumes, the estimated trips of approved but not built Lakeside project and project trips. Background traffic volumes were estimated with the use of an annual growth of 2% or a factor of 1.02 for one-year growth. A review of the historical traffic volumes on US 17-92 and Fairbanks Avenue revealed an annual growth ranging from -1.72% to +0.56% during the last 5-6 years. Therefore, a minimum annual growth of 2% was used in the background traffic estimation. The trends analysis sheets are included in **Appendix D**.

Roadway Segment Analysis

A roadway segment analysis was performed for the study roadway segments by comparing the projected traffic volumes of the segments with their respective capacities at the adopted LOS standards. The peak hour analysis is summarized in **Table 4**. The results of the analysis show that the study roadway segments will continue to operate at adequate LOS in the projected conditions.

Table 4
Projected P.M. Peak Hour Roadway Capacity Analysis

Roadway Segment	No. of Lns	Adopted		P.M. Peak Hour Peak Background Traffic		Lakeside Trips**	Project Trips	Total Volume	Projected LOS
		LOS	Capacity	Direction	Volume*				
US 17-92									
Webster Ave to Morse Blvd	4L	E	1,700	NB	1,246	18	7	1,271	D
Morse Blvd to Fairbanks Ave	4L	E	1,700	NB	1,246	28	24	1,290	D
Fairbanks Ave to Minnesota Ave	4L	E	1,700	NB	1,216	15	13	1,244	D
Morse Blvd									
Us 17-92 to Denning Dr	4L	D	1,467	EB	257	18	7	284	C
Denning Dr to Pennsylvania Ave	4L	D	1,467	EB	300	10	4	314	C
Fairbanks Ave									
US 17-92 to Clay St	4L	E	1,700	EB	1,297	12	10	1,319	D
US 17-92 to Pennsylvania Ave	4L	E	1,700	EB	1,114	1	1	1,116	D

* Existing Volume X 1.02

**See Appendix E for Lakeside trip estimation. Lakeside trips assigned to roadways/intersections similar to The Luxe trips.



Intersection Analysis

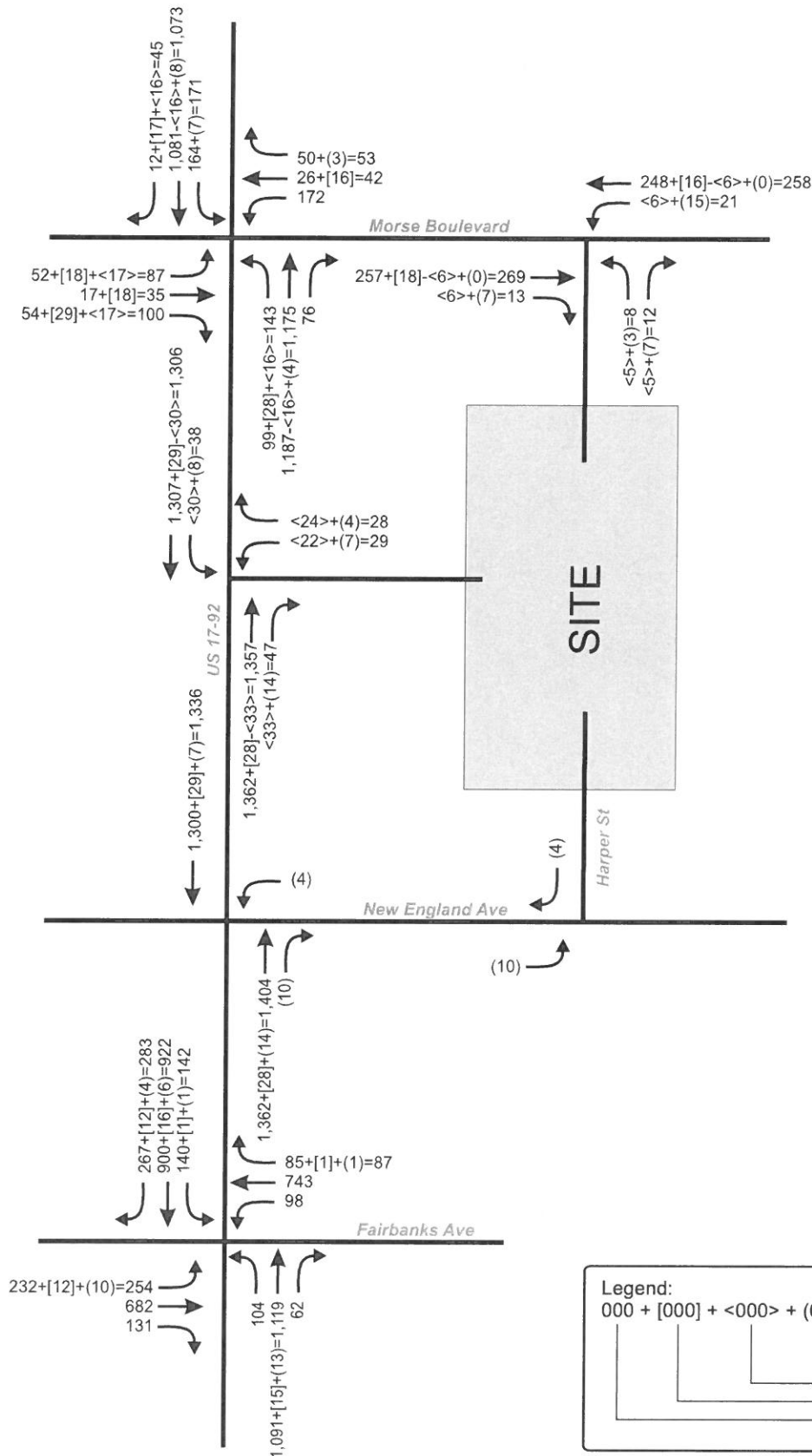
To assess the projected operating conditions at the study intersections, intersection capacity analyses were conducted using projected P.M. peak hour traffic volumes. The intersections were analyzed using the *Highway Capacity Software (HCS)* in accordance with the procedures of the *2010 Highway Capacity Manual*. Projected peak hour volumes were similarly calculated by applying a 1.02 growth factor to existing volumes and adding the approved/not built Lakeside trips plus project trips. **Figure 6** shows the projected peak hour intersection turning volumes for the study intersections. The projected Levels of Service are summarized in **Table 5**.

The analysis shows that the study intersection approaches will continue to operate at LOS E or better, similar to existing conditions in the projected conditions. Detailed printouts of each intersection capacity analysis are included in **Appendix F**.

Table 5
Projected P.M. Peak Hour Intersection Capacity Analysis

Intersection	Control	EB		WB		NB		SB		Overall	
		Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
US 17-92 & Morse Boulevard	Signal	24.9	C	28.1	C	18.8	B	10.0	A	16.4	B
US 17-92 & Fairbanks Avenue	Signal	71.3	E	70.3	E	65.5	E	45.1	D	61.9	E





Lakeside Crossing
Project No 4566.1

Figure 6

Projected P.M. Peak Hour Turning Movements



STUDY CONCLUSIONS

This analysis was conducted in order to assess the traffic impact of the proposed redevelopment of the Mt. Vernon Inn site located in the southeast corner of US 17-92 and Morse Boulevard in Winter Park, Florida. Mt. Vernon Inn is a 143-room hotel which will be demolished to make room for Lakeside Crossing, a commercial development consisting of 27,300 square feet in restaurant and 7,353 square feet in retail stores/shops. The results of the analysis as documented herein are as follows:

- The proposed redevelopment of the Mt. Vernon Inn site will generate 934 new net daily trips and 78 new net P.M. peak hour trips to be added to the area roadways.
- The additional trips to be generated by the proposed uses were distributed and assigned to the area roadways within a one-half mile impact area. The maximum increase in the daily traffic volumes of the state arterial roadways in the area will be slightly less than 2% on US 17-92 adjacent to the site.
- The impacted roadways and intersections within the project's one-half mile impact area are currently operating at Levels of Service E or better and the same Levels of Service will prevail at the project buildout in 2015. This is due to the relatively low traffic volumes generated by the proposed development on the area roadways and intersections.
- The proposed redevelopment is proposed to be served by one driveway on US 17-92 and two driveways on Harper Street. These driveways will provide adequate access to the proposed uses.



APPENDICES

APPENDIX A

FDOT Hourly Traffic Counts

COUNTY: 75
 STATION: 5061
 DESCRIPTION: ON US-17/92, 0.446 MI. S OF SR-423 (UC)
 START DATE: 02/12/2013
 START TIME: 0345

TIME	DIRECTION: N					DIRECTION: S					COMBINED TOTAL
	1ST	2ND	3RD	4TH	TOTAL	1ST	2ND	3RD	4TH	TOTAL	
0000	32	32	17	24	105	49	36	20	17	122	227
0100	16	19	16	13	64	14	13	12	7	46	110
0200	7	15	17	14	53	14	7	8	10	39	92
0300	9	7	6	8	30	7	2	4	4	17	47
0400	12	9	6	8	35	7	15	6	12	40	75
0500	10	11	9	12	42	8	19	30	31	88	130
0600	24	40	44	60	168	60	55	96	144	355	523
0700	76	105	151	158	490	139	163	228	216	746	1236
0800	193	225	198	230	846	250	251	260	282	1043	1889
0900	223	234	219	187	863	229	218	258	214	919	1782
1000	219	207	176	178	780	217	218	202	201	838	1618
1100	201	249	234	247	931	240	241	232	239	952	1883
1200	252	289	260	286	1087	254	270	294	247	1065	2152
1300	268	270	276	248	1062	281	267	254	224	1026	2088
1400	268	265	255	234	1022	243	266	244	252	1005	2027
1500	247	243	251	299	1040	218	239	269	256	982	2022
1600	264	302	257	282	1105	274	268	281	247	1070	2175
1700	252	272	288	324	1136	249	295	273	271	1088	2224
1800	285	325	283	272	1165	264	276	267	233	1040	2205
1900	252	280	227	227	986	251	224	204	132	811	1797
2000	178	165	152	121	616	170	150	158	144	622	1238
2100	134	127	116	106	483	139	128	119	118	504	987
2200	85	89	62	55	291	95	97	92	73	357	648
2300	60	43	37	22	162	67	36	54	71	228	390

24-HOUR TOTALS: 14562 15003 29565

DIRECTION: N			DIRECTION: S			COMBINED DIRECTIONS		
A.M.	HOUR	VOLUME	HOUR	VOLUME		HOUR	VOLUME	
	845	906	800	1043		815	1898	
P.M.	1730	1222	1715	1103		1730	2306	
DAILY	1730	1222	1715	1103		1730	2306	

TRUCK PERCENTAGE 5.04 6.85 5.96

CLASSIFICATION SUMMARY DATABASE																
DIR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTTRK TOTVOL
N	52	12124	1652	20	113	130	25	73	110	15	100	32	116	0	0	734 14562
S	74	12325	1576	35	93	155	52	82	125	40	101	88	257	0	0	1028 15003

COUNTY: 75
 STATION: 5058
 DESCRIPTION: ON US-17/92, 0.1 MI. N OF SR-527 (UV)
 START DATE: 01/29/2013
 START TIME: 0000

TIME	DIRECTION: N					DIRECTION: S					COMBINED TOTAL	
	1ST	2ND	3RD	4TH	TOTAL	1ST	2ND	3RD	4TH	TOTAL		
0000	18	9	15	15	57	13	15	14	12	54	111	
0100	6	6	11	4	27	12	9	8	3	32	59	
0200	8	10	7	5	30	4	11	7	6	28	58	
0300	7	6	5	7	25	3	4	3	4	14	39	
0400	3	2	4	9	18	9	8	9	14	40	58	
0500	12	7	27	22	68	14	24	32	54	124	192	
0600	34	27	44	65	170	53	87	118	139	397	567	
0700	92	110	172	206	580	122	200	237	278	837	1417	
0800	232	209	201	247	889	277	289	271	254	1091	1980	
0900	225	209	182	183	799	311	237	219	201	968	1767	
1000	163	171	150	178	662	184	174	195	188	741	1403	
1100	188	212	224	264	888	201	184	206	191	782	1670	
1200	262	235	233	242	972	221	212	246	221	900	1872	
1300	223	234	232	241	930	236	264	239	234	973	1903	
1400	183	222	210	234	849	240	215	214	231	900	1749	
1500	198	237	256	217	908	228	206	188	224	846	1754	
1600	240	268	240	258	1006	234	209	206	241	890	1896	
1700	249	334	289	316	1188	239	292	270	286	1087	2275	
1800	253	258	224	216	951	239	250	219	158	866	1817	
1900	172	179	134	137	622	174	147	141	130	592	1214	
2000	102	101	86	85	374	148	123	131	125	527	901	
2100	82	82	66	59	289	108	120	92	88	408	697	
2200	56	60	41	43	200	73	61	47	43	224	424	
2300	25	27	19	15	86	27	18	21	23	89	175	
24-HOUR TOTALS:					12588						13410	25998

		PEAK VOLUME INFORMATION					
		DIRECTION: N		DIRECTION: S		COMBINED DIRECTIONS	
	HOUR	VOLUME		HOUR	VOLUME	HOUR	VOLUME
A.M.	800	889		815	1125	815	2007
P.M.	1715	1192		1700	1087	1715	2279
DAILY	1715	1192		815	1125	1715	2279

COUNTY: 75
 STATION: 0435
 DESCRIPTION: ON SR-426, 0.2 MI. W OF US-17/92
 START DATE: 09/11/2013
 START TIME: 0900

TIME	DIRECTION: E					DIRECTION: W					COMBINED TOTAL
	1ST	2ND	3RD	4TH	TOTAL	1ST	2ND	3RD	4TH	TOTAL	
0000	30	28	11	17	86	49	43	28	18	138	224
0100	14	18	10	12	54	20	20	9	7	56	110
0200	6	9	8	5	28	17	12	8	10	47	75
0300	7	12	4	6	29	6	10	8	12	36	65
0400	8	17	23	21	69	5	13	18	16	52	121
0500	16	32	57	85	190	21	27	38	77	163	353
0600	94	139	195	219	647	65	98	129	135	427	1074
0700	228	239	277	285	1029	206	272	279	277	1034	2063
0800	302	323	312	299	1236	274	277	308	313	1172	2408
0900	293	266	290	276	1125	261	242	218	235	956	2081
1000	235	271	243	266	1015	212	231	215	242	900	1915
1100	237	251	289	292	1069	229	257	240	257	983	2052
1200	265	327	250	264	1106	247	282	300	286	1115	2221
1300	249	265	258	243	1015	281	306	314	282	1183	2198
1400	244	299	311	259	1113	294	313	324	277	1208	2321
1500	243	253	261	266	1023	296	247	311	295	1149	2172
1600	265	256	303	295	1119	319	263	275	285	1142	2261
1700	306	352	296	297	1251	324	293	303	244	1164	2415
1800	327	310	315	265	1217	267	241	273	239	1020	2237
1900	211	229	193	196	829	246	192	212	204	854	1683
2000	156	141	126	118	541	221	191	166	174	752	1293
2100	113	105	83	90	391	185	224	174	173	756	1147
2200	72	68	54	41	235	116	112	86	72	386	621
2300	39	26	38	40	143	84	66	53	40	243	386

24-HOUR TOTALS: 16560 16936 33496

DIRECTION: E			DIRECTION: W			COMBINED DIRECTIONS		
A.M.	800	1236	800	1172	800	2408		
P.M.	1715	1272	1345	1213	1645	2454		
DAILY	1715	1272	1345	1213	1645	2454		

TRUCK PERCENTAGE 3.04 2.57 2.80

CLASSIFICATION SUMMARY DATABASE																
DIR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTTRK TOTVOL
E	161	13783	2081	73	268	40	11	52	48	6	0	0	5	0	32	503 16560
W	70	14123	2307	63	233	50	3	40	44	3	0	0	0	0	0	436 16936

COUNTY: 75
 STATION: 5071
 DESCRIPTION: ON SR-426, 0.11 MI. E OF US 17/92 (UV)
 START DATE: 01/29/2013
 START TIME: 0000

TIME	DIRECTION: E					DIRECTION: W					COMBINED TOTAL	
	1ST	2ND	3RD	4TH	TOTAL	1ST	2ND	3RD	4TH	TOTAL		
0000	33	14	18	19	84	37	19	24	22	102	186	
0100	12	12	9	8	41	14	15	11	19	59	100	
0200	8	11	8	7	34	9	14	7	7	37	71	
0300	7	18	7	8	40	7	11	9	16	43	83	
0400	9	11	15	19	54	9	8	18	16	51	105	
0500	8	26	49	64	147	10	31	43	63	147	294	
0600	78	120	150	185	533	73	92	116	133	414	947	
0700	171	169	187	261	788	178	208	269	239	894	1682	
0800	206	245	279	215	945	248	221	253	225	947	1892	
0900	205	237	225	233	900	232	207	222	198	859	1759	
1000	212	210	239	226	887	189	183	205	194	771	1658	
1100	221	222	241	264	948	230	238	218	240	926	1874	
1200	291	242	273	286	1092	217	247	256	245	965	2057	
1300	250	247	272	260	1029	265	256	237	239	997	2026	
1400	240	222	246	261	969	204	246	253	260	963	1932	
1500	228	256	251	274	1009	230	257	288	221	996	2005	
1600	237	244	225	252	958	300	245	253	256	1054	2012	
1700	268	265	272	269	1074	246	261	232	215	954	2028	
1800	250	245	276	219	990	261	209	220	170	860	1850	
1900	205	174	144	134	657	267	178	170	139	754	1411	
2000	144	135	133	115	527	155	155	161	146	617	1144	
2100	128	103	82	104	417	161	200	157	101	619	1036	
2200	83	61	68	54	266	101	108	72	61	342	608	
2300	39	44	26	33	142	58	71	40	33	202	344	
24-HOUR TOTALS:					14531						14573	29104

		PEAK VOLUME INFORMATION					
		DIRECTION: E		DIRECTION: W		COMBINED DIRECTIONS	
	HOURLY	VOLUME		HOURLY	VOLUME	HOURLY	VOLUME
A.M.	745	991		730	977	745	1952
P.M.	1200	1092		1515	1066	1515	2084
DAILY	1200	1092		1515	1066	1515	2084

APPENDIX B

Existing Intersection Counts /
Signal Timing Data

(Cars and Trucks)

DATE: August 11, 2014 (Monday)

CITY: Orlando

LATITUDE: _____

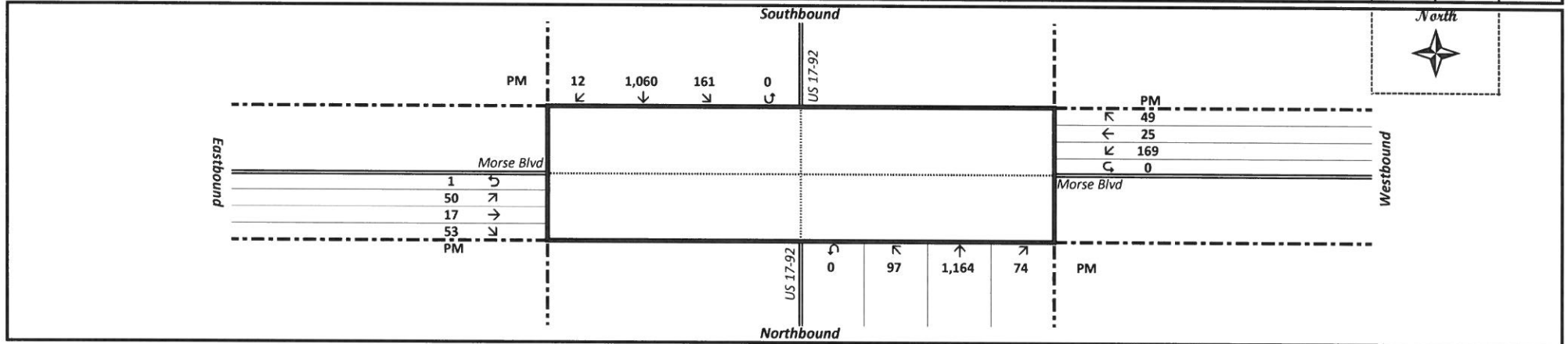
LOCATION: US 17-92 & Morse Blvd

COUNTY: Orange Co

LONGITUDE: _____

US 17-92						US 17-92						Morse Blvd						Morse Blvd						E/W TOTAL	GRAND TOTAL
TIME BEGIN	NORTHBOUND					SOUTHBOUND					N/S TOTAL	EASTBOUND					WESTBOUND								
	L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL				
04:00 PM	25	253	17	0	295	43	245	5	1	294	589	12	5	12	0	29	32	11	19	1	63	91	680		
04:15 PM	28	275	14	0	317	47	251	4	0	302	619	10	7	21	1	39	42	3	8	0	53	91	710		
04:30 PM	28	278	23	0	329	34	259	4	0	297	626	10	1	7	0	18	35	4	6	0	45	63	689		
04:45 PM	18	295	17	0	330	42	265	1	0	308	638	11	3	16	0	30	45	5	5	0	55	85	723		
TOTAL	99	1,101	71	0	1,271	166	1,020	14	1	1,201	2,472	43	16	56	1	116	154	23	38	1	216	330	2,802		
05:00 PM	21	284	26	0	331	34	264	5	0	303	634	15	4	8	0	27	51	6	14	0	71	98	732		
05:15 PM	23	289	17	0	329	44	275	5	0	324	653	16	5	18	1	40	48	7	6	0	61	100	753		
05:30 PM	35	296	14	0	345	41	256	1	0	298	643	8	5	11	0	24	25	7	24	0	56	80	723		
05:45 PM	15	276	11	0	302	48	245	2	0	295	597	25	6	11	0	42	48	4	14	0	66	108	705		
TOTAL	94	1,145	68	0	1,307	167	1,040	13	0	1,220	2,527	64	20	48	1	133	172	24	58	0	254	386	2,913		

PM Peak		Peak Hour Factor: 0.973																						
04:45 PM to	05:45 PM	97	1,164	74	0	1,335	161	1,060	12	0	1,233	2,568	50	17	53	1	121	169	25	49	0	243	363	2,931



15 MINUTE TURNING MOVEMENT COUNTS

(Trucks Only)

DATE: August 11, 2014 (Monday)

CITY: Orlando

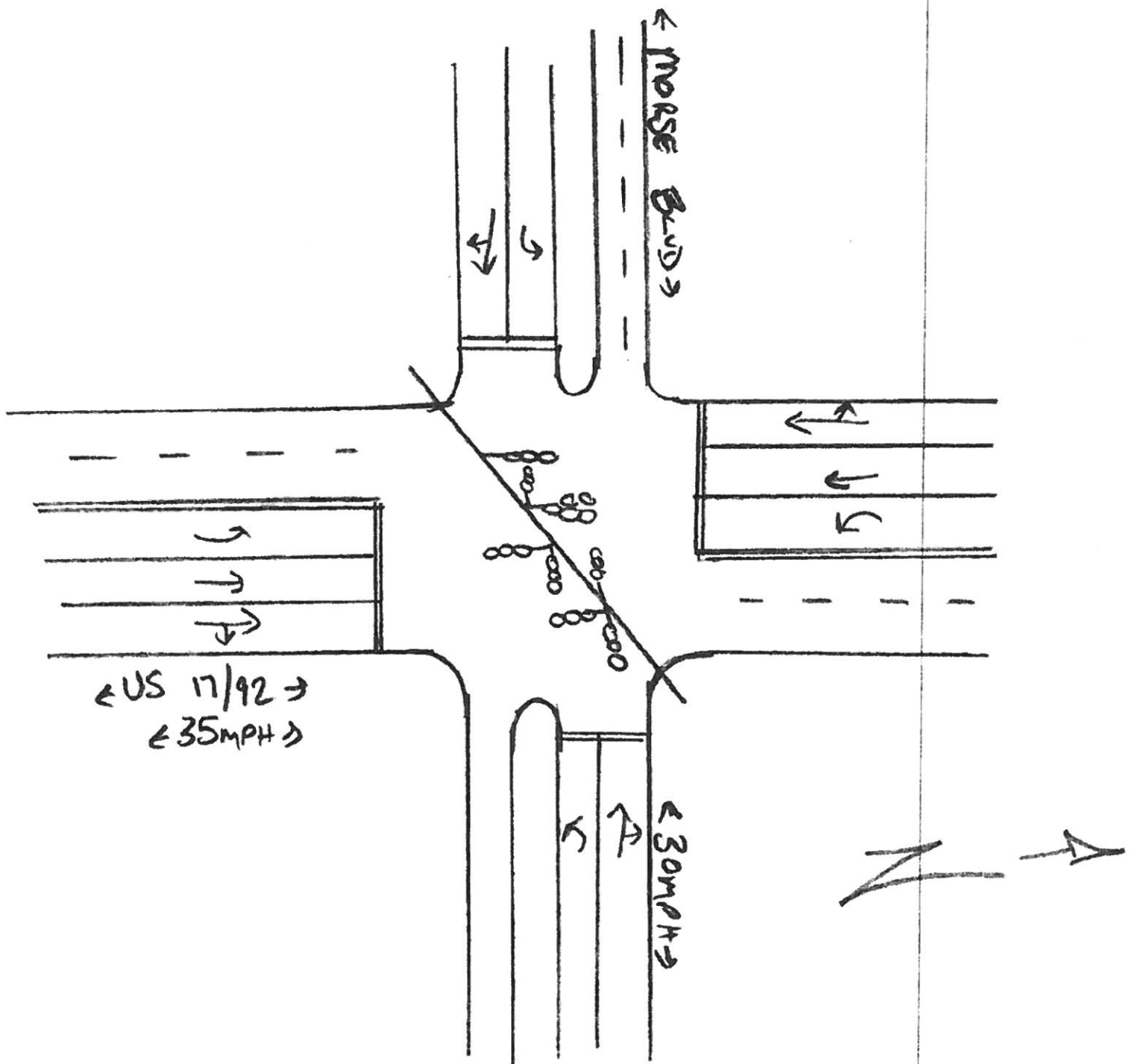
LATITUDE: 00.000000°

LOCATION: US 17-92 & Morse Blvd

COUNTY: Orange Co

LONGITUDE: 00.000000°

US 17-92						US 17-92						Morse Blvd						Morse Blvd					
TIME BEGIN	NORTHBOUND					SOUTHBOUND					N/S TOTAL	EASTBOUND					WESTBOUND					E/W TOTAL	GRAND TOTAL
	L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		
04:00 PM	0	0	1	0	1	0	0	0	0	0	1	1	0	0	0	1	0	0	1	0	1	2	3
04:15 PM	0	0	0	0	0	1	2	0	0	3	3	0	0	1	0	1	0	0	0	0	0	1	4
04:30 PM	0	4	0	0	4	1	0	0	0	1	5	0	0	0	0	0	0	0	0	0	0	0	5
04:45 PM	0	1	0	0	1	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	1	1	2
TOTAL	0	5	1	0	6	2	2	0	0	4	10	1	0	1	0	2	1	0	1	0	2	4	14
05:00 PM	0	0	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1	1	2
05:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1	1
05:30 PM	0	2	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2
05:45 PM	0	1	0	0	1	0	1	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL	0	3	1	0	4	0	1	0	0	1	5	0	0	0	0	0	1	0	1	0	2	2	7
PM Peak																							
04:45 PM to 05:45 PM	0	3	1	0	4	0	0	0	0	0	4	0	0	0	0	0	2	0	1	0	3	3	7



15 MINUTE TURNING MOVEMENT COUNTS

(Cars and Trucks)

DATE: August 11, 2014 (Monday)

CITY: Orlando

LATITUDE: _____

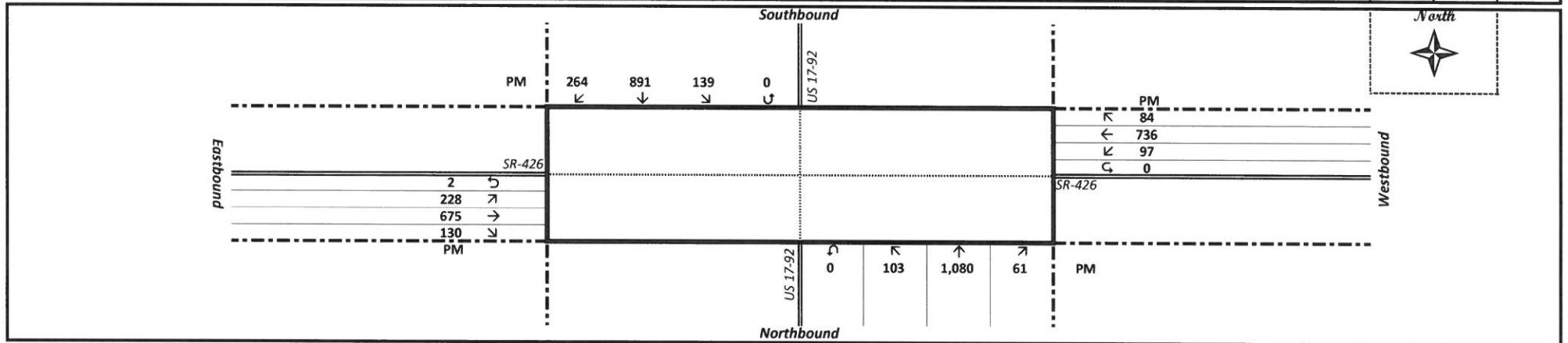
LOCATION: US 17-92 & SR-426

COUNTY: Orange Co

LONGITUDE: _____

US 17-92						US 17-92						SR-426						SR-426							
TIME BEGIN	NORTHBOUND					SOUTHBOUND					N/S TOTAL	EASTBOUND					WESTBOUND					E/W TOTAL	GRAND TOTAL		
	L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL				
04:00 PM	37	244	15	0	296	40	258	77	0	375	671	45	142	28	0	215	26	147	33	0	206	421	1,092		
04:15 PM	24	224	18	0	266	35	183	64	0	282	548	67	156	28	0	251	42	188	35	0	265	516	1,064		
04:30 PM	37	288	19	0	344	37	225	66	0	328	672	51	159	27	0	237	27	150	29	0	206	443	1,115		
04:45 PM	24	239	16	0	279	31	186	64	0	281	560	63	163	36	0	262	29	190	21	0	240	502	1,062		
TOTAL	122	995	68	0	1,185	143	852	271	0	1,266	2,451	226	620	119	0	965	124	675	118	0	917	1,882	4,333		
05:00 PM	36	283	19	0	338	34	249	63	0	346	684	49	174	32	0	255	17	154	19	0	190	445	1,129		
05:15 PM	21	259	10	0	290	36	214	75	0	325	615	63	188	29	1	281	25	215	17	0	257	537	1,152		
05:30 PM	22	299	16	0	337	38	242	62	0	342	679	53	150	33	1	237	26	177	27	0	230	466	1,145		
05:45 PM	22	212	6	0	240	29	183	60	0	272	512	57	188	39	1	285	31	168	40	0	239	523	1,035		
TOTAL	101	1,053	51	0	1,205	137	888	260	0	1,285	2,490	222	700	133	3	1,058	99	714	103	0	916	1,971	4,461		

PM Peak												Peak Hour Factor: 0.974											
04:45 PM to 05:45 PM	103	1,080	61	0	1,244	139	891	264	0	1,294	2,538	228	675	130	2	1,035	97	736	84	0	917	1,950	4,488



15 MINUTE TURNING MOVEMENT COUNTS

(Trucks Only)

DATE: August 11, 2014 (Monday)

CITY: Orlando

LATITUDE: 00.000000°

LOCATION: US 17-92 & SR-426

COUNTY: Orange Co

LONGITUDE: 00.000000°

US 17-92

US 17-92

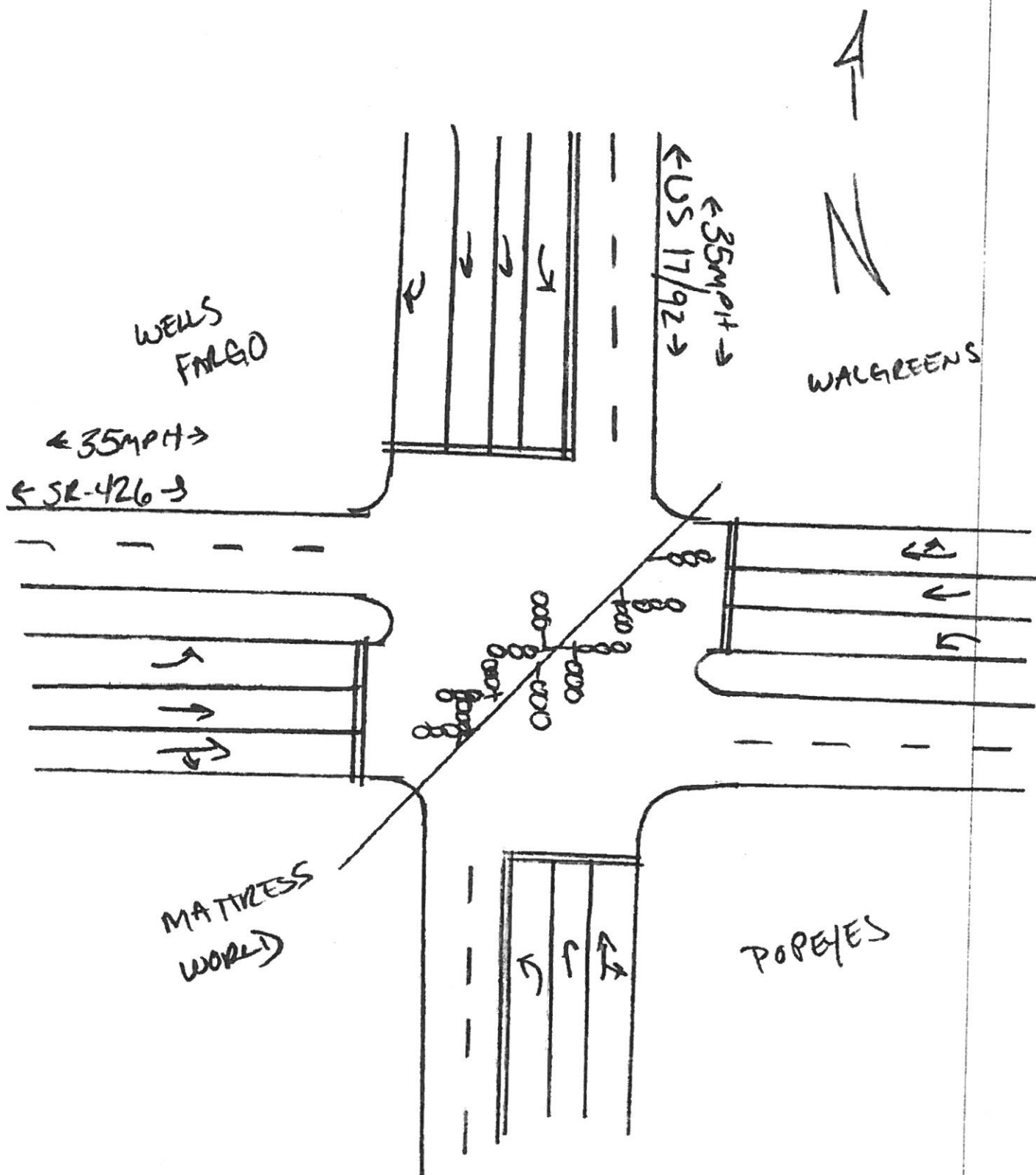
SR-426

SR-426

TIME BEGIN	NORTHBOUND					SOUTHBOUND					N/S TOTAL	EASTBOUND					WESTBOUND					E/W TOTAL	GRAND TOTAL
	L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		L	T	R	U-turn	TOTAL	L	T	R	U-turn	TOTAL		
04:00 PM	0	1	0	0	1	1	0	0	0	1	2	1	0	0	0	1	0	3	0	0	3	4	6
04:15 PM	0	0	0	0	0	0	1	2	0	3	3	1	0	0	0	1	1	4	0	0	5	6	9
04:30 PM	0	1	0	0	1	0	0	0	0	0	1	2	3	2	0	7	0	0	0	0	0	7	8
04:45 PM	1	0	0	0	1	1	1	0	0	2	3	0	1	0	0	1	0	4	1	0	5	6	9
TOTAL	1	2	0	0	3	2	2	2	0	6	9	4	4	2	0	10	1	11	1	0	13	23	32
05:00 PM	0	1	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	1	1	2
05:15 PM	0	0	0	0	0	0	0	2	0	2	2	0	0	0	0	0	1	1	0	0	2	2	4
05:30 PM	1	1	0	0	2	0	0	0	0	0	2	1	2	0	0	3	0	1	0	0	1	4	6
05:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	1	1	0	2	3	3
TOTAL	1	2	0	0	3	0	0	2	0	2	5	1	3	0	0	4	1	4	1	0	6	10	15

PM Peak


04:45 PM to 05:45 PM	2	2	0	0	4	1	1	2	0	4	8	1	3	0	0	4	1	7	1	0	9	13	21
-------------------------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	----	----




Us 17/92 & Morse Rd

Cycle	198	198	199	198	199	198	200
NB LT	133	133	134	133	133	132	133
NB TH	133	133	134	133	133	132	133
SB LT	19	20	20	21	20	22	22
SB TH	153	154	153	153	154	154	154
EB LT & RT	31	31	32	30	30	32	33

EB & WB 














SB LTR SB 

SB & NB 



US 17/92 & Fairbanks Ave

8/13/2014

	 	 	 	 	 	 	7	8	Cycle
	1	2	3	4	5	6	7	8	Cycle
1	0:23	0:11	0:59	0:22	1:05	0:18			3:18
2	0:24	0:11	1:00	0:30	0:56	0:20			3:21
3	0:23	0:00	1:11	0:25	0:56	0:23			3:18
4	0:23	0:12	1:00	0:27	0:59	0:19			3:20
5	0:24	0:00	1:10	0:26	1:01	0:18			3:19
6	0:24	0:11	1:00	0:22	1:05	0:19			3:21
	0:23	0:07	1:03	0:25	1:00	0:19			3:19

APPENDIX C

Existing HCS Capacity Analysis

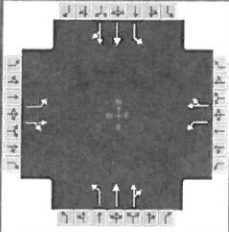
HCS 2010 Signalized Intersection Results Summary

General Information

Agency	TPD		
Analyst	MJA	Analysis Date	Dec 2, 2014
Jurisdiction	Winter Park	Time Period	PM Peak Hour
Intersection	US 17/92 & Morse Boulevard	Analysis Year	2014
File Name	US 17-92 & Morse Boulevard Existing PM Peak.xus		
Project Description	Existing PM Peak Hour		

Intersection Information

Duration, h	0.25
Area Type	Other
PHF	0.97
Analysis Period	1> 16:45



Demand Information

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (v), veh/h	51	17	53	169	25	49	97	1164	74	161	1060	12

Signal Information

Cycle, s	66.6	Reference Phase	2																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								</
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Timer Results

	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase		8		4		6	5	2
Case Number		6.0		6.0		6.3	1.0	4.0
Phase Duration, s		19.8		19.8		35.1	11.7	46.8
Change Period, (Y+R _c), s		6.0		6.0		6.0	6.0	6.0
Max Allow Headway (MAH), s		3.3		3.3		3.2	3.1	3.2
Queue Clearance Time (g _s), s		6.9		13.1		21.6	5.0	12.6
Green Extension Time (g _e), s		0.8		0.7		7.6	0.2	7.6
Phase Call Probability		1.00		1.00		1.00	0.95	1.00
Max Out Probability		0.00		0.00		0.00	0.00	0.00

Movement Group Results

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	3	8	18	7	4	14	1	6	16	5	2	12
Adjusted Flow Rate (v), veh/h	53	72		174	76		100	644	632	166	554	551
Adjusted Saturation Flow Rate (s), veh/h/ln	1344	1672		1297	1681		518	1881	1841	1810	1900	1892
Queue Service Time (g _s), s	2.3	2.4		8.6	2.5		8.9	19.5	19.6	3.0	10.6	10.6
Cycle Queue Clearance Time (g _c), s	4.9	2.4		11.1	2.5		8.9	19.5	19.6	3.0	10.6	10.6
Green Ratio (g/C)	0.21	0.21		0.21	0.21		0.44	0.44	0.44	0.55	0.61	0.61
Capacity (c), veh/h	332	345		327	346		335	822	805	329	1165	1161
Volume-to-Capacity Ratio (X)	0.158	0.209		0.533	0.220		0.299	0.784	0.785	0.505	0.475	0.475
Available Capacity (c _a), veh/h	682	780		664	784		1145	3765	3685	690	4374	4357
Back of Queue (Q), veh/ln (50th percentile)	0.7	0.9		2.6	1.0		0.9	7.3	7.2	1.0	3.2	3.2
Queue Storage Ratio (RQ) (50th percentile)	0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Uniform Delay (d ₁), s/veh	24.0	21.9		26.5	21.9		13.1	16.0	16.0	12.7	7.0	7.0
Incremental Delay (d ₂), s/veh	0.1	0.1		0.5	0.1		0.2	0.6	0.7	0.4	0.1	0.1
Initial Queue Delay (d ₃), s/veh	0.0	0.0		0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0
Control Delay (d), s/veh	24.1	22.0		27.1	22.1		13.2	16.7	16.7	13.1	7.1	7.1
Level of Service (LOS)	C	C		C	C		B	B	B	B	A	A
Approach Delay, s/veh / LOS	22.9	C		25.5	C		16.4	B		7.9	A	
Intersection Delay, s/veh / LOS	13.9						B					

Multimodal Results

	EB			WB			NB			SB		
Pedestrian LOS Score / LOS	2.8	C		2.8	C		2.3	B		2.2	B	
Bicycle LOS Score / LOS	0.7	A		0.9	A		1.6	A		1.5	A	

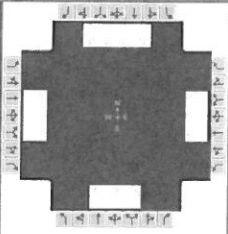
HCS 2010 Signalized Intersection Results Summary

General Information

Agency	TPD
Analyst	MJA
Jurisdiction	Winter Park
Intersection	Us 17/92 & Fairbanks Ave
File Name	US 17-92 & Fairbanks Avenue Existing PM Peak.xus
Project Description	Existing PM Peak Hour

Intersection Information

Duration, h	0.25
Area Type	Other
PHF	0.97
Analysis Period	1> 16:45



Demand Information

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (v), veh/h	230	675	130	97	736	84	103	1080	61	139	891	264

Signal Information

Cycle, s	157.9	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Timer Results

	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	5	2	1	6	7	4	3	8
Case Number	2.0	4.0	2.0	4.0	2.0	4.0	2.0	3.0
Phase Duration, s	28.6	58.6	16.8	46.7	17.4	58.8	23.8	65.1
Change Period, (Y+R _c), s	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Max Allow Headway (MAH), s	3.1	3.1	3.1	3.1	3.1	3.0	3.1	3.1
Queue Clearance Time (g _s), s	22.5	32.7	10.7	37.0	11.4	50.0	14.2	35.8
Green Extension Time (g _e), s	0.0	3.6	0.1	3.5	0.1	2.5	3.4	3.4
Phase Call Probability	1.00	1.00	0.99	1.00	0.99	1.00	1.00	1.00
Max Out Probability	1.00	0.00	0.00	0.03	0.01	0.00	0.00	0.00

Movement Group Results

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	5	2	12	1	6	16	7	4	14	3	8	18
Adjusted Flow Rate (v), veh/h	237	427	403	100	430	415	106	594	583	143	919	272
Adjusted Saturation Flow Rate (s), veh/h/in	1810	1900	1793	1792	1881	1813	1774	1900	1864	1792	1809	1594
Queue Service Time (g _s), s	20.5	30.7	30.7	8.7	34.9	35.0	9.4	48.0	48.0	12.2	33.8	20.4
Cycle Queue Clearance Time (g _c), s	20.5	30.7	30.7	8.7	34.9	35.0	9.4	48.0	48.0	12.2	33.8	20.4
Green Ratio (g/C)	0.14	0.33	0.33	0.07	0.26	0.26	0.07	0.33	0.33	0.11	0.37	0.37
Capacity (c), veh/h	260	633	597	123	485	468	128	636	624	201	1356	598
Volume-to-Capacity Ratio (X)	0.913	0.674	0.675	0.816	0.887	0.887	0.826	0.933	0.934	0.711	0.677	0.455
Available Capacity (c _a), veh/h	262	838	791	260	699	674	201	994	975	982	1983	874
Back of Queue (Q), veh/in (50th percentile)	11.8	14.6	13.8	4.2	17.5	16.9	4.6	24.0	23.7	5.7	15.1	8.1
Queue Storage Ratio (RQ) (50th percentile)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Uniform Delay (d ₁), s/veh	67.0	45.5	45.5	72.9	56.7	56.7	72.6	51.1	51.1	67.9	41.6	37.4
Incremental Delay (d ₂), s/veh	32.7	0.6	0.6	4.9	7.4	7.7	8.0	8.1	8.3	1.7	0.2	0.2
Initial Queue Delay (d ₃), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Control Delay (d), s/veh	99.7	46.1	46.2	77.9	64.1	64.4	80.6	59.1	59.4	69.7	41.8	37.6
Level of Service (LOS)	F	D	D	E	E	E	F	E	E	E	D	D
Approach Delay, s/veh / LOS	58.0	E		65.7	E		61.0	E		43.9	D	
Intersection Delay, s/veh / LOS	56.4						E					

Multimodal Results

	EB			WB			NB			SB		
Pedestrian LOS Score / LOS	2.8	C		3.0	C		2.9	C		2.8	C	
Bicycle LOS Score / LOS	1.4	A		1.3	A		1.5	A		1.6	A	

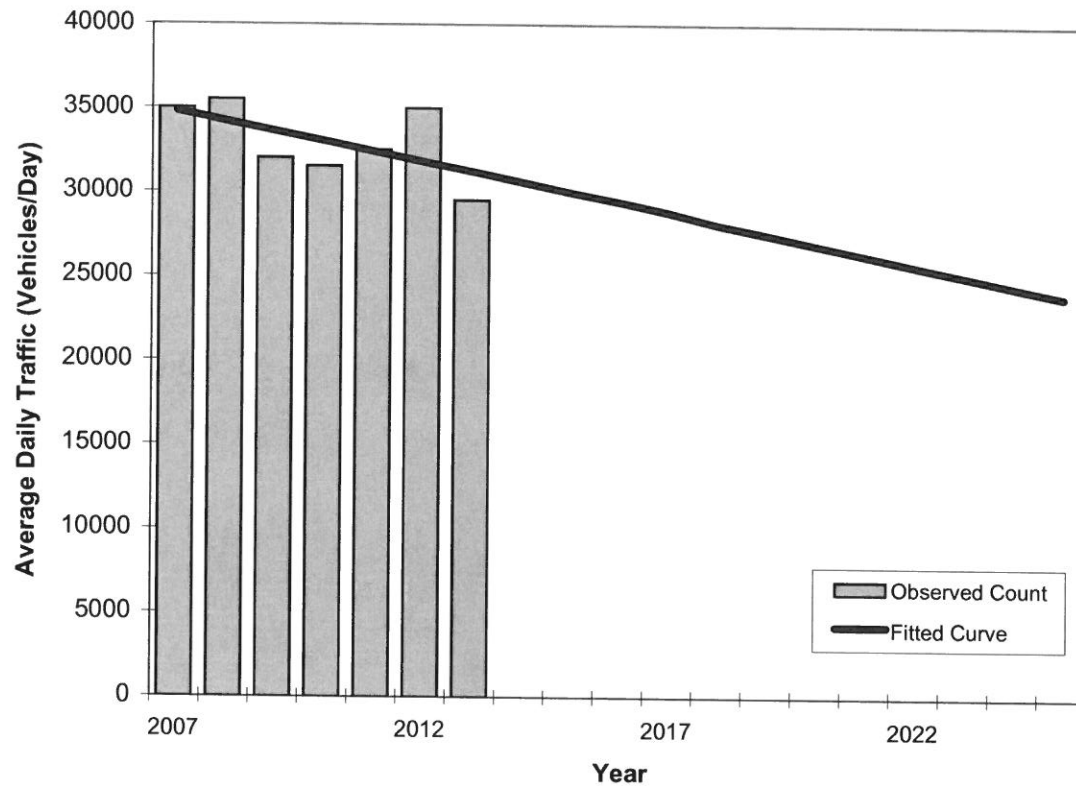
APPENDIX D

Trends Analysis

TRAFFIC TRENDS

US 17-92 -- 0.446 Mi S of SR 423

County: Orange
 Station #: 5061
 Highway: US 17-92



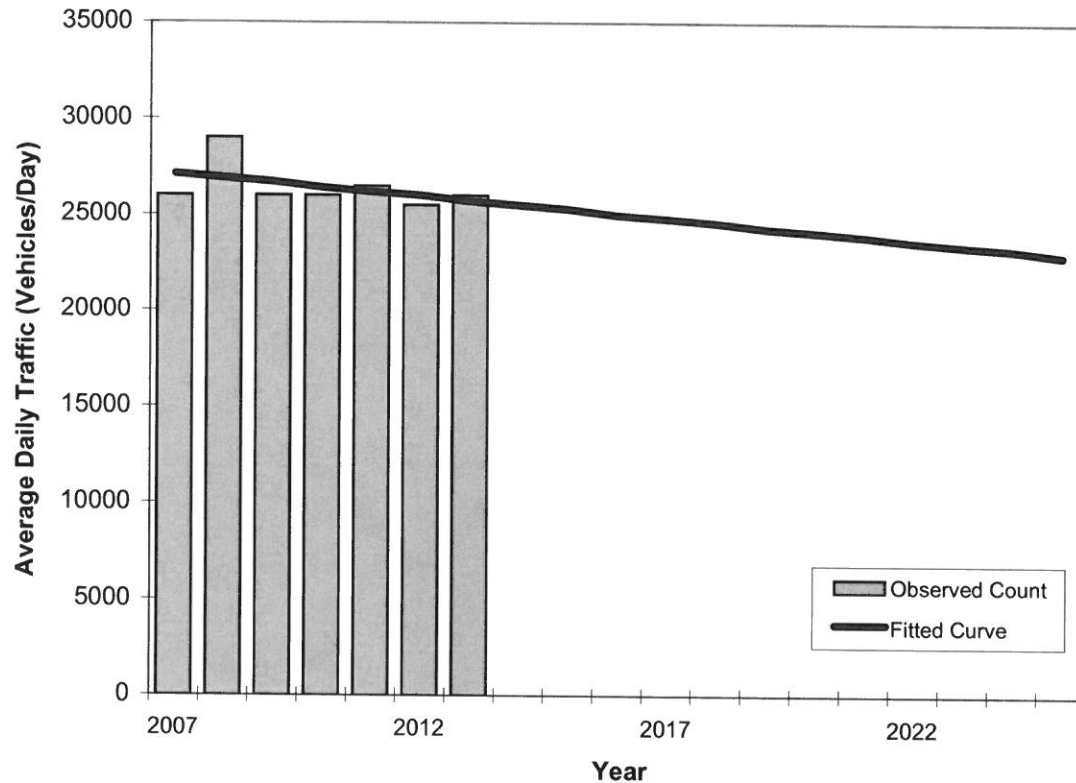
Year	Traffic (ADT/AADT)	
	Count*	Trend**
2007	35000	34800
2008	35500	34200
2009	32000	33600
2010	31500	33000
2011	32500	32400
2012	35000	31800
2013	29500	31200
2014 Opening Year Trend		
2014	N/A	30600
2016 Mid-Year Trend		
2016	N/A	29400
2018 Design Year Trend		
2018	N/A	28100
TRANPLAN Forecasts/Trends		

** Annual Trend Increase: -607
 Trend R-squared: 34.4%
 Trend Annual Historic Growth Rate: -1.72%
 Trend Growth Rate (2013 to Design Year): -1.99%
 Printed: 15-Aug-14
 Straight Line Growth Option

*Axle-Adjusted

TRAFFIC TRENDS **US 17-92 -- 0.1 Mi N of SR 527**

County: Orange
 Station #: 5058
 Highway: US 17-92



Year	Traffic (ADT/AADT)	
	Count*	Trend**
2007	26000	27100
2008	29000	26900
2009	26000	26700
2010	26000	26400
2011	26500	26200
2012	25500	26000
2013	26000	25700
2014 Opening Year Trend		
2014	N/A	25500
2016 Mid-Year Trend		
2016	N/A	25000
2018 Design Year Trend		
2018	N/A	24600
TRANPLAN Forecasts/Trends		

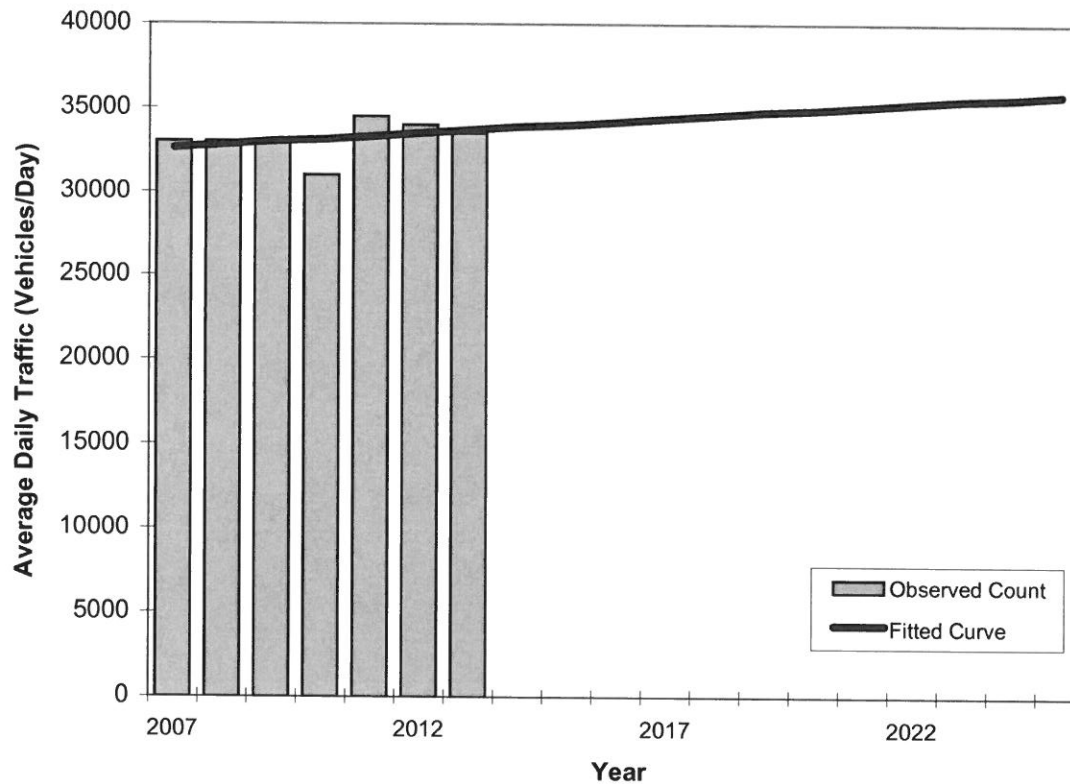
** Annual Trend Increase: -232
 Trend R-squared: 18.4%
 Trend Annual Historic Growth Rate: -0.86%
 Trend Growth Rate (2013 to Design Year): -0.86%
 Printed: 15-Aug-14

Straight Line Growth Option

*Axle-Adjusted

TRAFFIC TRENDS **SR 426 -- 0.2 Mi W of US 17-92**

County: Orange
Station #: 435
Highway: SR 426



Year	Traffic (ADT/AADT)	
	Count*	Trend**
2007	33000	32600
2008	33000	32800
2009	33000	33000
2010	31000	33100
2011	34500	33300
2012	34000	33500
2013	33500	33700
2014 Opening Year Trend		
2014	N/A	33900
2016 Mid-Year Trend		
2016	N/A	34200
2018 Design Year Trend		
2018	N/A	34600
TRANPLAN Forecasts/Trends		

**** Annual Trend Increase:** 179
Trend R-squared: 12.1%
Trend Annual Historic Growth Rate: 0.56%
Trend Growth Rate (2013 to Design Year): 0.53%
Printed: 15-Aug-14

Straight Line Growth Option

*Axle-Adjusted

APPENDIX E

Lakeside Trip Estimation



LAKESIDE PROJECT

Trip Generation Summary

ITE Code	Land Use	Size	Daily Trips		P.M. Peak Hour Generation			
			Rate	Trips	Rate	Enter	Exit	Total
820	Shopping Center	39,485 KSF	94.01	3,712	8.16	155	167	322
Total Trips			--	3,712	--	155	167	322
Pass-by Trips (34%)			--	1,262	--	53	57	110
Net New Trips			--	2,450	--	102	110	212

Shopping Center Constructed/Occupied	=	16,000 Sq Ft	40.52%
Shopping Center Under Construction	=	23,485 Sq Ft	59.48%
Total Center Size		39,485 Sq Ft	100.00%

Trip Generation Under Construction (P.M. Peak Hour)
(Prorated based upon size)

Pass-by Trips – 32 Enter / 34 Exit
New Net Trips – 61 Enter / 63 Exit

Note: Trip Generation calculations based upon the 9th Edition of the ITE Trip Generation Manual and 2nd Edition of the ITE Trip Generation Handbook.

APPENDIX F

Projected HCS Capacity Analysis

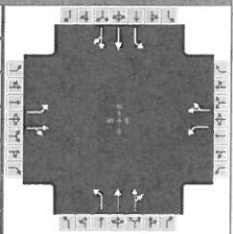
HCS 2010 Signalized Intersection Results Summary

General Information

Agency	TPD		
Analyst	MJA	Analysis Date	Dec 2, 2014
Jurisdiction	Winter Park	Time Period	PM Peak Hour
Intersection	US 17/92 & Morse Boulevard	Analysis Year	2014
File Name	US 17-92 & Morse Boulevard Projected PM Peak.xus		
Project Description	Projected PM Peak Hour		

Intersection Information

Duration, h	0.25
Area Type	Other
PHF	0.97
Analysis Period	1> 16:45



Demand Information

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (v), veh/h	87	35	100	172	42	53	143	1175	76	171	1073	45

Signal Information

Cycle, s	76.5	Reference Phase	2																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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Timer Results

	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase		8		4		6	5	2
Case Number		6.0		6.0		6.3	1.0	4.0
Phase Duration, s		24.9		24.9		39.7	11.9	51.6
Change Period, (Y+R _c), s		6.0		6.0		6.0	6.0	6.0
Max Allow Headway (MAH), s		3.4		3.4		3.3	3.1	3.3
Queue Clearance Time (g _s), s		10.0		17.9		24.7	5.8	15.6
Green Extension Time (g _e), s		1.1		1.0		9.0	0.2	9.0
Phase Call Probability		1.00		1.00		1.00	0.98	1.00
Max Out Probability		0.00		0.01		0.00	0.00	0.00

Movement Group Results

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	3	8	18	7	4	14	1	6	16	5	2	12
Adjusted Flow Rate (v), veh/h	90	139		177	98		147	651	639	176	580	572
Adjusted Saturation Flow Rate (s), veh/h/ln	1318	1676		1221	1710		495	1881	1841	1810	1900	1873
Queue Service Time (g _s), s	4.5	5.2		10.7	3.5		18.7	22.6	22.7	3.8	13.6	13.6
Cycle Queue Clearance Time (g _c), s	8.0	5.2		15.9	3.5		20.0	22.6	22.7	3.8	13.6	13.6
Green Ratio (g/C)	0.25	0.25		0.25	0.25		0.44	0.44	0.44	0.54	0.60	0.60
Capacity (c), veh/h	359	413		311	421		304	831	813	298	1134	1118
Volume-to-Capacity Ratio (X)	0.250	0.337		0.570	0.233		0.484	0.784	0.785	0.592	0.512	0.512
Available Capacity (c _a), veh/h	568	679		505	692		946	3269	3198	608	3798	3744
Back of Queue (Q), veh/ln (50th percentile)	1.4	2.0		3.1	1.4		2.0	8.9	8.7	1.3	4.6	4.5
Queue Storage Ratio (RQ) (50th percentile)	0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Uniform Delay (d ₁), s/veh	26.2	23.7		30.3	23.1		18.0	18.2	18.3	15.1	8.9	8.9
Incremental Delay (d ₂), s/veh	0.1	0.2		0.6	0.1		0.4	0.6	0.6	0.7	0.1	0.1
Initial Queue Delay (d ₃), s/veh	0.0	0.0		0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0
Control Delay (d), s/veh	26.4	23.9		30.9	23.2		18.5	18.9	18.9	15.8	9.1	9.1
Level of Service (LOS)	C	C		C	C		B	B	B	B	A	A
Approach Delay, s/veh / LOS	24.9		C	28.1		C	18.8		B	10.0		A
Intersection Delay, s/veh / LOS	16.4						B					

Multimodal Results

	EB			WB			NB			SB		
Pedestrian LOS Score / LOS	2.8		C	2.8		C	2.3		B	2.2		B
Bicycle LOS Score / LOS	0.9		A	0.9		A	1.7		A	1.6		A

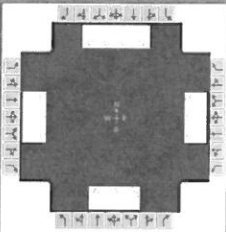
HCS 2010 Signalized Intersection Results Summary

General Information

Agency	TPD
Analyst	MJA
Jurisdiction	Winter Park
Intersection	US 17/92 & Fairbanks Ave
File Name	US 17-92 & Fairbanks Avenue Projected PM Peak.xus
Project Description	Projected PM Peak Hour

Intersection Information

Duration, h	0.25
Area Type	Other
PHF	0.97
Analysis Period	1> 16:45

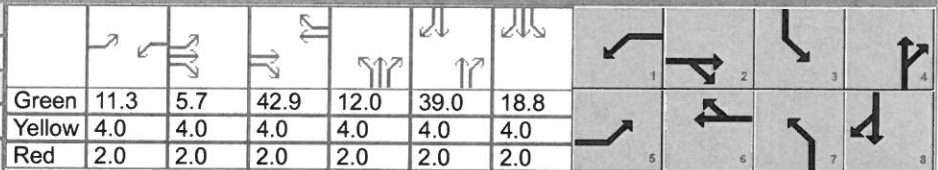


Demand Information

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (v), veh/h	254	682	131	98	743	87	104	1119	62	142	922	283

Signal Information

Cycle, s	165.7	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Timer Results

	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	5	2	1	6	7	4	3	8
Case Number	2.0	4.0	2.0	4.0	2.0	4.0	2.0	3.0
Phase Duration, s	29.0	60.6	17.3	48.9	18.0	63.0	24.8	69.9
Change Period, (Y+R _c), s	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Max Allow Headway (MAH), s	3.1	3.1	3.1	3.1	3.1	3.0	3.1	3.1
Queue Clearance Time (g _s), s	25.0	34.8	11.3	39.2	11.9	54.2	15.1	38.4
Green Extension Time (g _e), s	0.0	3.6	0.1	3.5	0.1	2.6	3.6	3.6
Phase Call Probability	1.00	1.00	0.99	1.00	0.99	1.00	1.00	1.00
Max Out Probability	1.00	0.00	0.00	0.04	0.02	0.00	0.00	0.00

Movement Group Results

	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	5	2	12	1	6	16	7	4	14	3	8	18
Adjusted Flow Rate (v), veh/h	262	431	407	101	436	420	107	614	603	146	951	292
Adjusted Saturation Flow Rate (s), veh/h/ln	1810	1900	1793	1792	1881	1812	1774	1900	1864	1792	1809	1594
Queue Service Time (g _s), s	23.0	32.7	32.8	9.3	37.1	37.2	9.9	52.1	52.2	13.1	36.4	22.9
Cycle Queue Clearance Time (g _c), s	23.0	32.7	32.8	9.3	37.1	37.2	9.9	52.1	52.2	13.1	36.4	22.9
Green Ratio (g/C)	0.14	0.33	0.33	0.07	0.26	0.26	0.07	0.34	0.34	0.11	0.39	0.39
Capacity (c), veh/h	250	625	590	123	488	470	128	655	642	204	1395	615
Volume-to-Capacity Ratio (X)	1.046	0.689	0.690	0.824	0.894	0.894	0.834	0.938	0.939	0.719	0.681	0.474
Available Capacity (c _a), veh/h	250	800	755	248	667	643	192	948	930	937	1892	834
Back of Queue (Q), veh/ln (50th percentile)	15.5	15.7	14.8	4.5	18.9	18.3	4.9	26.6	26.2	6.1	16.3	9.1
Queue Storage Ratio (RQ) (50th percentile)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Uniform Delay (d ₁), s/veh	71.7	48.4	48.4	76.5	59.4	59.4	76.1	52.8	52.8	71.1	42.6	38.4
Incremental Delay (d ₂), s/veh	69.6	1.0	1.0	5.2	9.4	9.7	11.5	10.6	10.9	1.8	0.2	0.2
Initial Queue Delay (d ₃), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Control Delay (d), s/veh	141.2	49.4	49.5	81.6	68.8	69.1	87.6	63.4	63.7	72.9	42.8	38.6
Level of Service (LOS)	F	D	D	F	E	E	F	E	E	E	D	D
Approach Delay, s/veh / LOS	71.3	E		70.3	E		65.5	E		45.1	D	
Intersection Delay, s/veh / LOS	61.9						E					

Multimodal Results

	EB			WB			NB			SB		
Pedestrian LOS Score / LOS	2.9	C		3.0	C		2.9	C		2.8	C	
Bicycle LOS Score / LOS	1.4	A		1.3	A		1.6	A		1.6	A	