



city commission agenda

Regular Meeting

February 8, 2016
3:30 p.m.
Commission Chambers

commissioners				mayor	commissioners			
seat 1	Gregory Seidel	seat 2	Sarah Sprinkel	Steven Leary	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 website at 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 Pastor Jeff Arp, Calvary Assembly of God Pledge of Allegiance	
3	Approval of Agenda	
4	Mayor's Report	*Projected Time *Subject to change
	a. Visioning Game Night and Game Box Update	10 minutes
5	City Manager's Report	*Projected Time *Subject to change
6	City Attorney's Report	*Projected Time *Subject to change

7	Non-Action Items	*Projected Time *Subject to change 15 minutes 20 minutes
	a. Visioning update b. Progress Point property update	
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 5 minutes
	a. Approve the minutes of January 25, 2016. b. Approve the following purchase and contracts: <ol style="list-style-type: none"> Task Order 2015-02 for the Water Distribution System Model Update and Water Quality Evaluation to CH2M Hill and approval of all subsequent purchase orders related to project; \$128,002 Contract renewal for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services) with Associated Consulting International (ACi) and authorize the Mayor to execute Amendment 4. Contract renewal for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services) with Helman Hurley Charvat Peacock, Inc. (HHCP), and authorize the Mayor to execute Amendment 4. 	
10	Action Items Requiring Discussion	*Projected Time *Subject to change 15 minutes 15 minutes
	a. "Support our Scholars" proposal b. Solid Waste RFP (if action is necessary after 2:00 work session)	
11	Public Hearings	*Projected Time *Subject to change 10 minutes
	a. Ordinance – Amending Section 58-65 "R-1AAA Lakefront District" subsection (f)(1)(h) and Section 58-66 "R-1A and R-1AA District to remove unnecessary deed restriction requirements to streamline the permitting process; to establish rear setbacks for Single Family Residential properties with short lot depths; and to correct a Single Family dwelling coverage error and modify certain miscellaneous residential provisions (2)	
12	City Commission Reports	*Projected Time *Subject to change 10 minutes each
	a. Commissioner Seidel b. Commissioner Sprinkel c. Commissioner Cooper d. Commissioner McMacken e. Mayor Leary	

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 8, 2016

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
Railroad crossing update	Four of Winter Park's street crossings are included in FDOT's CIP for installing concrete panels. Estimates were provided for the remaining crossings.	FDOT is expected to complete the work by 1 st quarter 2016. The City and FDOT are working in cooperation to complete the improvements at Lyman/New York Avenues in February 2016, not included in the CIP.
MLK (Rollins) Restroom	The MLK punch list walk through is Wednesday, 12/9/15.	Restroom complete and open for use.
Visioning Steering Committee	Inviting community to participate at www.visionwinterpark.org .	Next Steering Committee meeting on February 3 rd at 2:00 p.m. Status briefing to City Commission on February 8 th .
New Hope Baptist Church Project	The exterior of the buildings, accessible restrooms, landscaping, parking and drainage have been completed and approved. The Pastor has agreed to obtain assistance of a designer to improve the architectural appearance of the buildings to include the area at the base of the structures. Awaiting response from Pastor.	Tabled at the October 26 Commission meeting to come back to the Commission at a later date.
Progress Point property	Planning and Zoning Board work session was held on 11/3/2015 and joint meeting with EDAB was held on 1/19/2016.	Review outcome with City Commission at February 8, 2016 meeting.
Ward Park restrooms	Design is complete on two new restrooms by the new soccer fields and adjacent to the existing restrooms at the Little League fields.	Out to bid February 15th. Bid release rescheduled due to extraordinary attention required by currently active construction projects.

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.



city commission agenda item

Item type	Non-Action Item	meeting date	February 8, 2016		
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

Visioning Update

background

Over the past six months, city staff and the consultants have been meeting with the Visioning Steering Committee and the community to work through an active public process. The city has hosted two major community events and has had numerous small group and individual sessions with residents and stakeholders to engage everyone in the process. The consultants have developed an on-line website that includes all aspects of the city's visioning process.

The next steps in the process will be to engage the community even further by asking them their thoughts on the themes through focus groups and neighborhood meetings, allowing the community to offer suggestions and strategies about the themes. These are scheduled to begin in mid to late March. Staff will be working with the Communications Department to appropriately notify everyone in the city about these meetings.

To highlight all the efforts to date and begin the next phase which includes public vetting of the themes developed by the Steering Committee, the consultants along with the Steering Committee Chair and Vice-chair developed the attached handout.

This handout outlines the visioning work in progress. It is not the vision statement or the final document, but a snapshot of what's happened to date. Staff will include an update from the Steering Committee meeting scheduled for February 3rd at the meeting as well.

Formulating the
WINTER PARK
VISION

A Milestone Summary



A WORK IN PROGRESS



PRELUDE

Countless communities have created vision documents that simply gather dust. This is not the case for Winter Park - because it IS Winter Park - a place where people are unusually passionate about and involved in their community.

The vision statements found within this document are not what you would see for other cities. Winter Park is truly different. Winter Park has undertaken a herculean effort - to develop a vision for how residents and businesses envision their city in the future – an issue that has taken on much greater urgency as the regional economy is rapidly strengthening and more developers are surveilling Winter Park as their next opportunity. The goal has been to create a vision of how the City should look in future years, and how to manage expectations and development to achieve that outlook. A vision founded on what residents love about the City today, and how those aspects are preserved long into the future.

Understanding the love affair people have with their places, the process anticipated the creation of great and beautiful places to matter. Challenging participants to describe what makes favorite places special, focuses the conversation at a higher and positive level. Not every city has the foresight and the leadership to push their citizens to think beyond which roads need to be repaved or which potholes need to be filled, and ask them to think about what's next. Handing the reins to the public to identify the future for the community unleashes possibilities past simply reacting to and addressing immediate issues.

In response to City leadership's desire for accommodating as many city residents and businesses in the process as possible, the process had focused intensely on public involvement. Built around public events at each stage in the six-phase process, the strategy builds on what we know, what we love, and what we dream of for the future. One of the first questions asked at project kickoff, was how the public wanted to input, who to reach out to, and who they wanted to communicate through.

THE VISION IS WHAT WINTER PARK JUST NATURALLY DOES - THE CITY THOUGHTFULLY PLANS THE CREATION OF PLACE AND BEAUTY - WHETHER 1915, TODAY, OR 2115.

FORMULATING OUR VISION

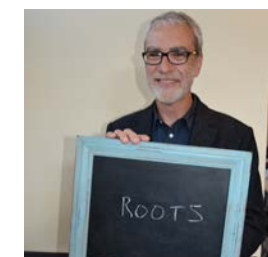
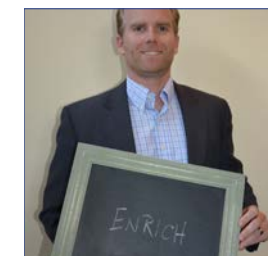
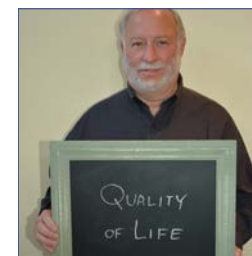
OUR PEOPLE

Building the vision has been directed by our community, our over 100 co-creators and our 20-person Steering Committee that together, serve as our advocates for the future. Our co-creators act as advocates for the process – one who plays a vital role in the creation of this plan and takes a sense of pride and ownership in the outcome. In recognition of their additional responsibility, our co-creators have been invited to personalized workshops.

Our program has been designed to represent our people and our neighborhoods. Our Steering Committee has assisted in getting word out; identifying those additional opportunities to reach out to the community; and listen to our neighbors, business owners, visitors, family, and friends. They have created a program that continually engages our City.

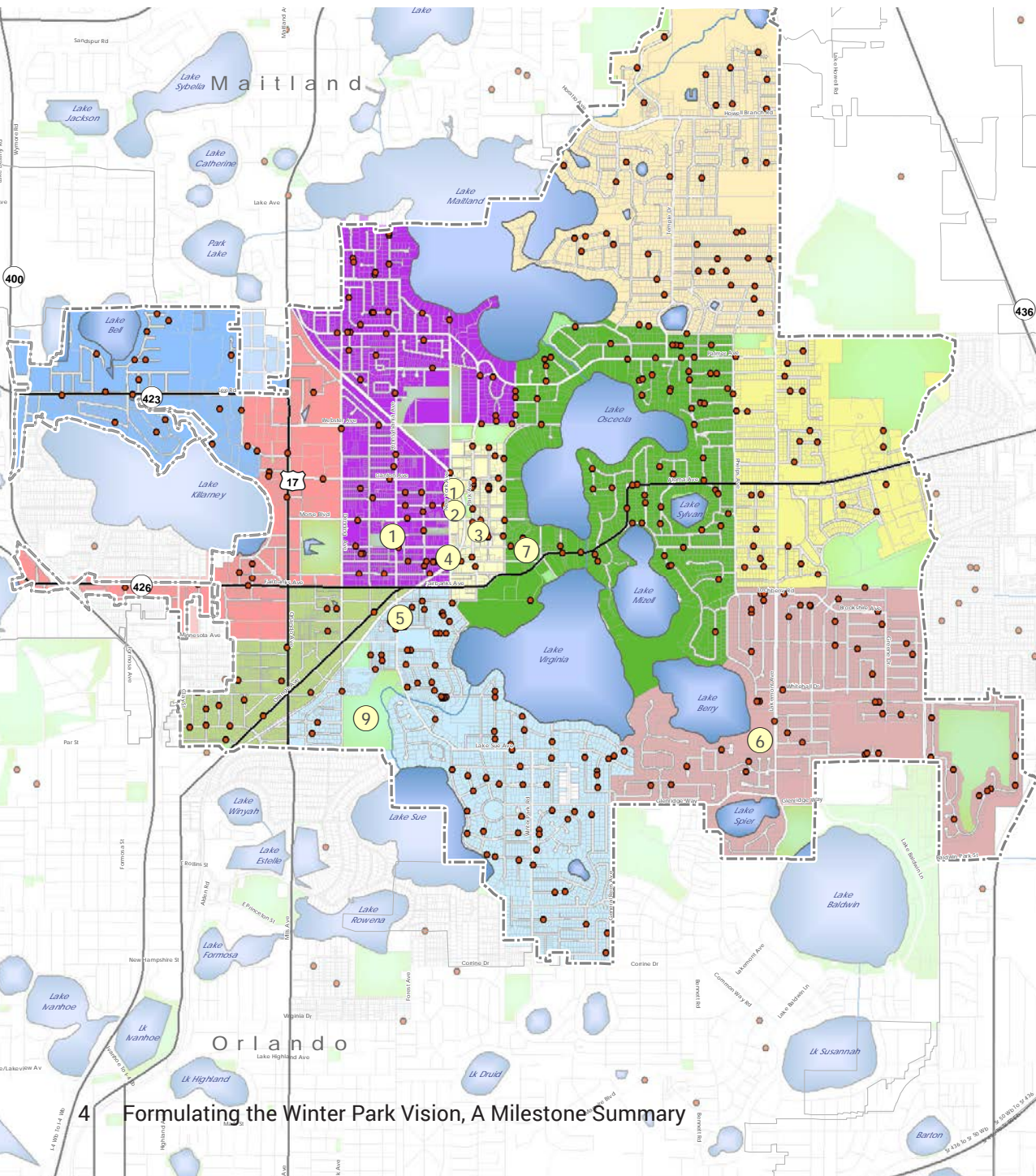
Media has included newsletters, utility bill inserts, hard-copy surveys, letters, and advertisements and articles in the Winter Park Magazine, Winter Park/Maitland Observer, Winter Park Update, Winter Park Forum, Winter Park Voice, The Sandspur, Park Press, and the Orlando Sentinel. Through PhotoVoice, two online questionnaires, social media, including Instagram, Facebook, and Twitter, – people are clearly engaged.

Door-to-door walks, coffee talks, stakeholder interviews, the Sip N' Stroll event, booths at Fourth of July, Farmers' Markets, and the Fall Art Festival, Winter Park Game Night, and the Steering Committee's supplemental online activities have gotten word out. Three key event series reached out to those who wanted more. Engagement currently exceeds 1,000 people online and 1,000 people through key events.



FORMULATING OUR VISION

OUR PEOPLE



WINTER PARK SIP N' STROLL

June 2015
approximately 400
attendees



"WINTER PARK COFFEE TALKS"

June 2015
100 participants



WINTER PARK 4TH OF JULY

July 2015
approximately 7,000
attendees

FORMULATING OUR VISION

OUR PEOPLE



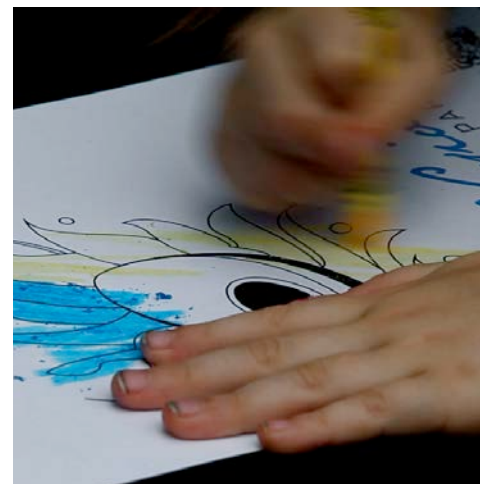
"CELEBRATE WINTER PARK"

August 2015
280 attendees
411 survey responses



"CELEBRATE WINTER PARK"

August 2015
2 small group workshops
75 participants



WINTER PARK ART FESTIVAL

October 2015
approximately 3,000
attendees



"WINTER PARK KEYNOTES"

October 2015
70 attendees
132 survey responses

650
REGISTERED WEBSITE USERS

FORMULATING OUR VISION

OUR PEOPLE: "WINTER PARK COFFEE TALKS"



"Winter Park Coffee Talks" were made available to the entire City, and served as a chance to simply ask people how they thought the overall community should be involved. Over the course of a month, nearly one hundred residents took advantage of this opportunity. "While I want to keep the charm of the past, we do have to plan for the future," Mayor Steve Leary said. One of the things people rarely do in a vision process is to ask the people how it should be done. A key focus during this phase was to hear from the underrepresented people - likely to be families and working people who are often too busy to attend formal sessions or workshops. Instead, the process reached out to them where they do go, such as the Winter Park Day Care, and the Manors, and quick drop-in sessions at the Civic Center and Community Center, so residents could stop in when convenient to them.

FORMULATING OUR VISION

OUR PEOPLE: "CELEBRATE WINTER PARK"

"Celebrate Winter Park" formally kicked off the Vision Winter Park process, and revolved around the main Celebrate event, with an energizing keynote presentation by Peter Kageyama, and supported by a series of small group workshops. While the evening Celebrate event asked nearly 300 residents to think about those small things that they could accomplish to make their city better, the small group workshops dove into those ideas, and translated them into actions. Michelle Royal's storyboard on the following page, summarized the Celebrate event, highlighting what people love about Winter Park; their ideas for t-shirt designs and logos that would represent Winter Park; and those \$500 ideas that could enrich the quality of life within the city and bring folks together. The first annual Game Night in the Park, held in mid-January is just one example of the outcome of these workshops. See the first Vision Winter Park video to learn more about the event (<https://vimeo.com/139691407>).



FORMULATING OUR VISION

OUR PEOPLE: "CELEBRATE WINTER PARK"



FORMULATING OUR VISION

OUR PEOPLE: "CELEBRATE WINTER PARK"



FORMULATING OUR VISION

OUR PEOPLE: "WINTER PARK KEYNOTES"



"Keynotes in the Park" had nothing to do with music – but served as an effort to bring the community together and encourage them to take part in the ongoing vision process. Keynotes featured three respected speakers: Mark Brewer, president of the Community Foundation of Central Florida, Inc.; Grant Cornwell, PhD, president of Rollins College; and Mark Freid, owner/ director of Think Creative.

THEIR PRESENTATIONS REFLECTED THE NEED TO ADDRESS THE DESIRES OF ALL SIX CURRENT GENERATIONS; RETAINING THE CHARACTER AND SIZE OF ROLLINS COLLEGE AS A REFLECTION OF THE CHARACTER OF WINTER PARK; AND HOW BOTH OF THESE OPPORTUNITIES CAN IN EFFECT CONTRIBUTE TO THE QUALITY OF LIFE AND CONTINUED HAPPINESS OF THE RESIDENTS WITHIN WINTER PARK.

Attendees were encouraged to talk about how changing demographics could impact Winter Park's future, and help identify the trends, risks, and opportunities for the City in the short- and long-term.

See the second Vision Winter Park video to learn more about the event (<https://vimeo.com/147674175>).

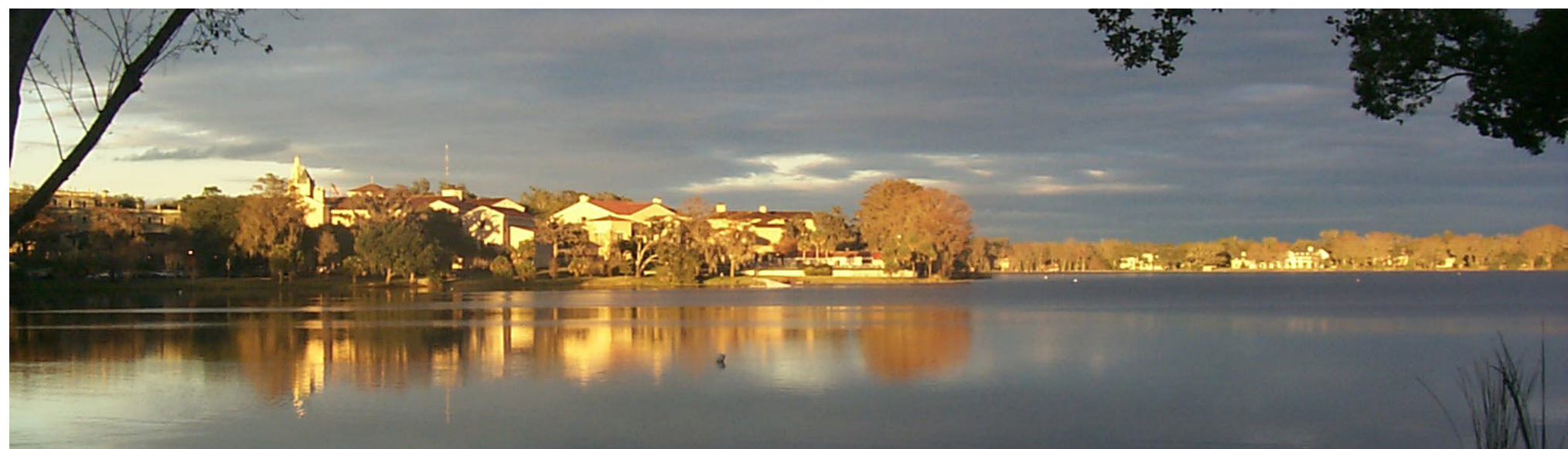
FORMULATING OUR VISION

OUR PLACES

Winter Park offers the locational convenience and amenities associated with the nation's greatest planned cities, and boasting charming streetscapes and Mediterranean, craftsman, contemporary, mid-century, and modern homes. Central to the City is the SunRail station, elegantly surrounded by the overarching live oak tree canopy and artwork within Central Park and adjacent to the centerpiece of Winter Park, Park Avenue.

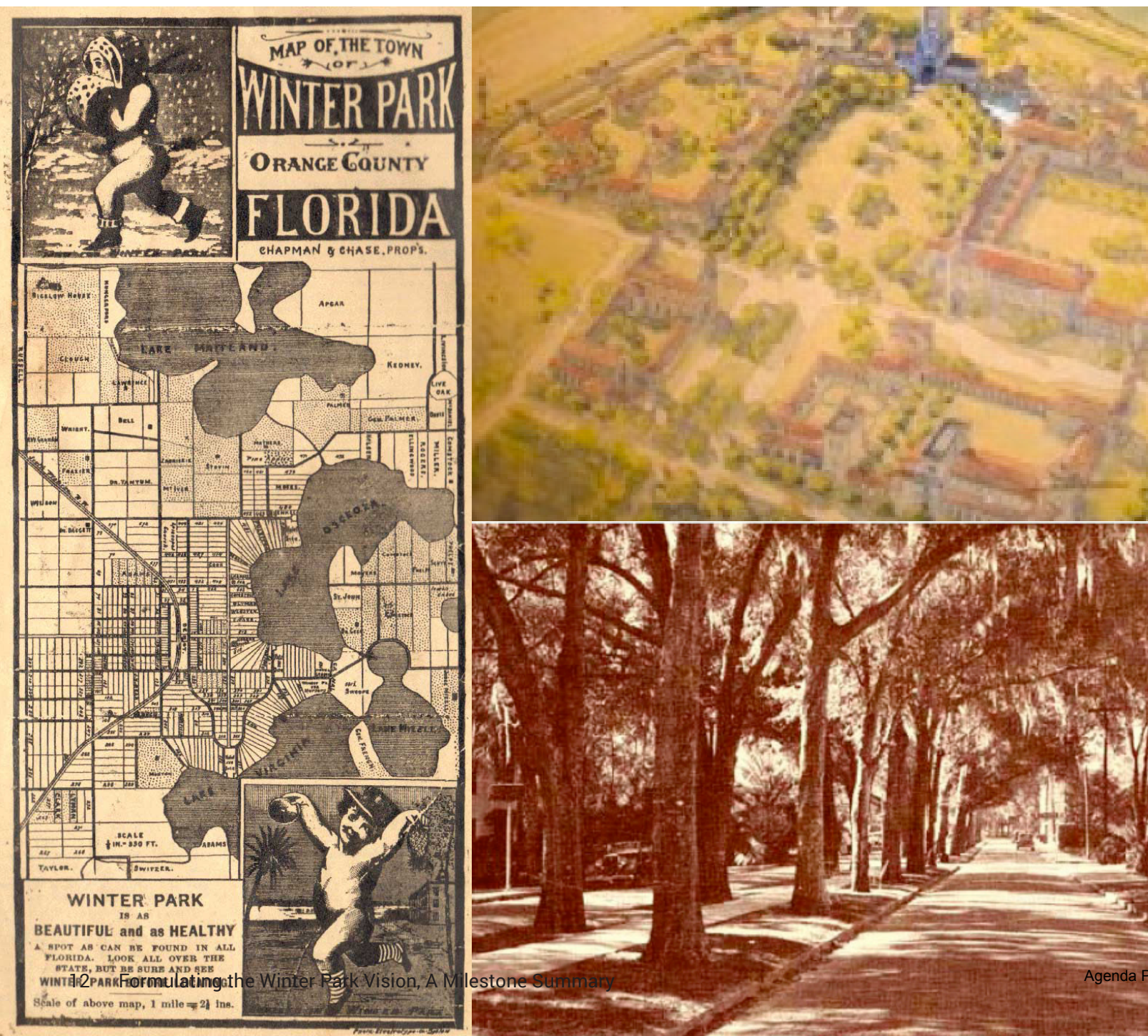
Winter Park was founded and designed to create a city welcoming of tourists and visitors. As a planned city, the design boasts distinctive architecture, small walkable blocks, a fine-grain street network, and vibrant public spaces. Our narrow streets curve organically around the lakes and the tree canopy tunnels over the roads, creating a pedestrian-friendly environment. New forms of mobility are beginning to be embraced, allowing for vehicular travel, while emphasizing the City as a walkable and bikable community that is served by transit to the larger metropolitan region.

Winter Park is beyond exceptional through our first class museums and cultural assets, expansive parks and recreation opportunities, and first rate city services. Cultural assets are equal to those found in our largest cities including the Morse Museum of American Art, the Polasek Museum and Sculpture Gardens, and Mead



FORMULATING OUR VISION

OUR PLACES



Botanical Garden.

Adjacent neighborhoods include those such as Orwin Manor, named for its location at the boundary between Orlando and Winter Park, and featuring its share of million dollar lakefront properties. Continual improvement through renovations and expansions, speak to residents' wish to remain here.

Winter Park finds a harmony between providing needs and amenities for every stage of life, while creating a beautiful, safe, and joyful community in which to grow up and grow old. A community that respects its neighbors and leaders and leads the region in volunteerism, philanthropy, and creating a welcoming environment. This sense of community has been through the preservation of the site of the community's original sales office in the 1920s. Residents and former residents contributed to park development and bought paving squares that they imprinted with their handprints.

Winter Park thrives on its character, and is a friendly, welcoming community that offers a high quality of life for all. Winter Park transcends generational barriers, offering a richness through educational opportunities; housing choices; and cultural and recreational assets for our youth, families, and seniors. Winter Park appreciates and promotes community interaction and creativity through collaborative programs available to and for the benefit of all.

Winter Park today is a thriving testament to the importance of visioning. Its 1880s foundation was based on visionaries and their plan has stood the test of time. Settlers like Oliver Chapman and Loring Chase did not know what a vision document was. But there is no doubt that in the world of urban design, they understood this process. Visioning is in Winter Park's DNA.

FORMULATING OUR VISION

OUR FUTURE

At “Keynotes in the Park”, our community had a chance to think about the future. The people and the world around Winter Park are changing. During the building of the vision, we had the opportunity to think about what we love about Winter Park and how to make sure that these qualities are enhanced and preserved. Our community discussed how changing demographics could impact Winter Park’s future, and helped identify the trends, risks, and opportunities for the city. We all love Winter Park, and we know our strengths in higher education institutions such as Rollins College and Full Sail University, but the goal is in retaining that knowledge and talent. As new people arrive, they will bring new ideas, new energy, and new possibilities. The vision strives to capture a little bit more of that, get them to stay a little bit longer and maybe plant a few more deep roots in our communities. We all acknowledge that through a creative, forward-thinking dialogue, we can ensure our Winter Park is still extraordinary a century from now.





VISION THEMES + STATEMENTS

Winter Park is an extraordinary community in which to live, work, and recreate.

A V I L L A G E W I T H A L L O F T H E A M E N I T I E S O F A C I T Y .

A community that invests in its future by honoring all generations; fostering continual learning; designing high-quality places; offering access to nature and green space; our visitors, celebrating our culture; walkability, technology and health. It is our home, thoughtfully built to invite a future created from the values of each of our citizens. These initial values center around a beautiful, cultural, unique, vibrant, and inviting community.

These initial nine themes and nineteen vision statements have been built on Our People, Our Places, and Our Future. They represent the initial thoughts of our community and Steering Committee. As we take our next steps, we ask you to think about how these statements represent your personal needs, what opportunities exist to fulfill them.

1. OUR EXTRAORDINARY VILLAGE TO LIVE, WORK + PLAY
2. PLAN OUR FUTURE GROWTH BASED ON THE MIX OF NEIGHBORHOOD, VILLAGE + URBAN CHARACTER
3. IMPROVE OUR MEANS TO GET AROUND
4. CONNECT TO NATURE
5. INCREASE OUR GENERATIONAL APPEAL
6. ENHANCE LEARNING THROUGH COLLABORATION + SOCIAL INTERACTIONS
7. EMBRACE WELLNESS FOR ALL AGES
8. INVEST FOR OUR FUTURE
9. PROMOTE, EXPAND + CONTINUALLY IMPROVE COMMUNITY ENGAGEMENT





1 RETAIN OUR EXTRAORDINARY VILLAGE TO LIVE, WORK + PLAY

Winter Park - welcome home.

A brick village thoughtfully built to
invite the future.









PLAN OUR FUTURE GROWTH BASED ON THE MIX OF NEIGHBORHOOD, VILLAGE + URBAN CHARACTER

Develop a process to encourage a higher level of design in both planning and building.

Increase the amount of open space through sensitive use of density.

Plan for an acceptable level of growth to retain our village character and open space.

Utilize technology to understand and visualize our future growth.



IMPROVE OUR MEANS TO GET AROUND

Integrate pedestrian connectivity between our neighborhoods, and especially around our schools, parks, and shopping.

Promote and incorporate pedestrian-oriented streetscapes for our commercial corridors.

Design our corridors to take advantage of technology.

Create a transportation network that permits locals to travel within the City without having to access major corridors.









CONNECT TO NATURE

Preserve our abundance of
natural resources and activities
within a connected, approachable
environment.



5 INCREASE OUR GENERATIONAL APPEAL

Reinforce our community as a
community that cares generation to
generation.

Keep Winter Park family-friendly.

Attract younger generations.









ENHANCE LEARNING THROUGH COLLABORATION + SOCIAL INTERACTIONS

Foster a learning community by
connecting and integrating our
learning institutions.



EMBRACE WELLNESS FOR ALL AGES

Expand City involvement in health initiatives.









INVEST FOR OUR FUTURE

In a town that gets better every day, provide the best possible infrastructure and institutions to keep Winter Park at its highest level.

Encourage a welcoming climate for visitors to stay and enjoy the experience of Winter Park.

Balance our obligation to our heritage to direct future cultural and civic development.



9

PROMOTE, EXPAND
+ CONTINUALLY
IMPROVE
COMMUNITY
ENGAGEMENT









REFINING OUR VISION

V I S I O N W I N T E R P A R K . O R G

1. Register as a website user, if you haven't already, or login if you have already created a user account.
2. Prioritize and refine the vision statements to meet the needs of your group, business, neighborhood, and family.
3. Provide opportunities underneath vision statement that would help us achieve this future.
4. Identify your closest neighborhood park or focus group visioning event.
5. Sign up for one of the Vision Winter Park City Classroom Sessions where you will be able to virtually translate ideas into possibilities for Winter Park.



city commission **agenda item**

Item type	Non-Action Item	meeting date	February 8, 2016	
prepared by	Jeff Briggs	approved by	<input checked="" type="checkbox"/> City Manager	
department	Planning		<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 checked="" type="checkbox"/> Intelligent Growth & Development <input type="checkbox"/> Public Health & Safety			
	<input type="checkbox"/> Investment in Public Assets & Infrastructure			

subject

Update on Progress Point Property

background

On September 14, 2015 when reviewing a proposal for the Progress Point site, the City Commission postponed a decision about the use of the property until the Planning and Zoning Board (P&Z) could recommend a development scenario on the Progress Point site that is an appropriate fit for the Orange Avenue corridor.

The P&Z Board held a noticed and advertised public meeting on November 4, 2015 to take public comment and consider options and uses for this site. In addition, the P&Z and the Economic Development Advisory Board (EDAB) held a joint work session on January 19, 2016 to share ideas and concepts about the property.

This agenda item is to brief the City Commission on these meetings and other community discussions that have occurred since September. Staff will present the attached PowerPoint presentation with details on the Progress Point property, the P&Z public meeting and the joint P&Z/EDAB work session. Staff would also like to discuss additional options for the property.



September 14, 2015:

**The City Commission
requested that the P&Z
Board to advise them on**

**“what they believe is the
best fit for this corridor for
the City’s Progress Point
property”**



Public Notice

PROGRESS POINT 1150 N. ORANGE AVE.

**PLANNING & ZONING BOARD
PUBLIC MEETING**
Tuesday, November 3 @ 4 p.m.

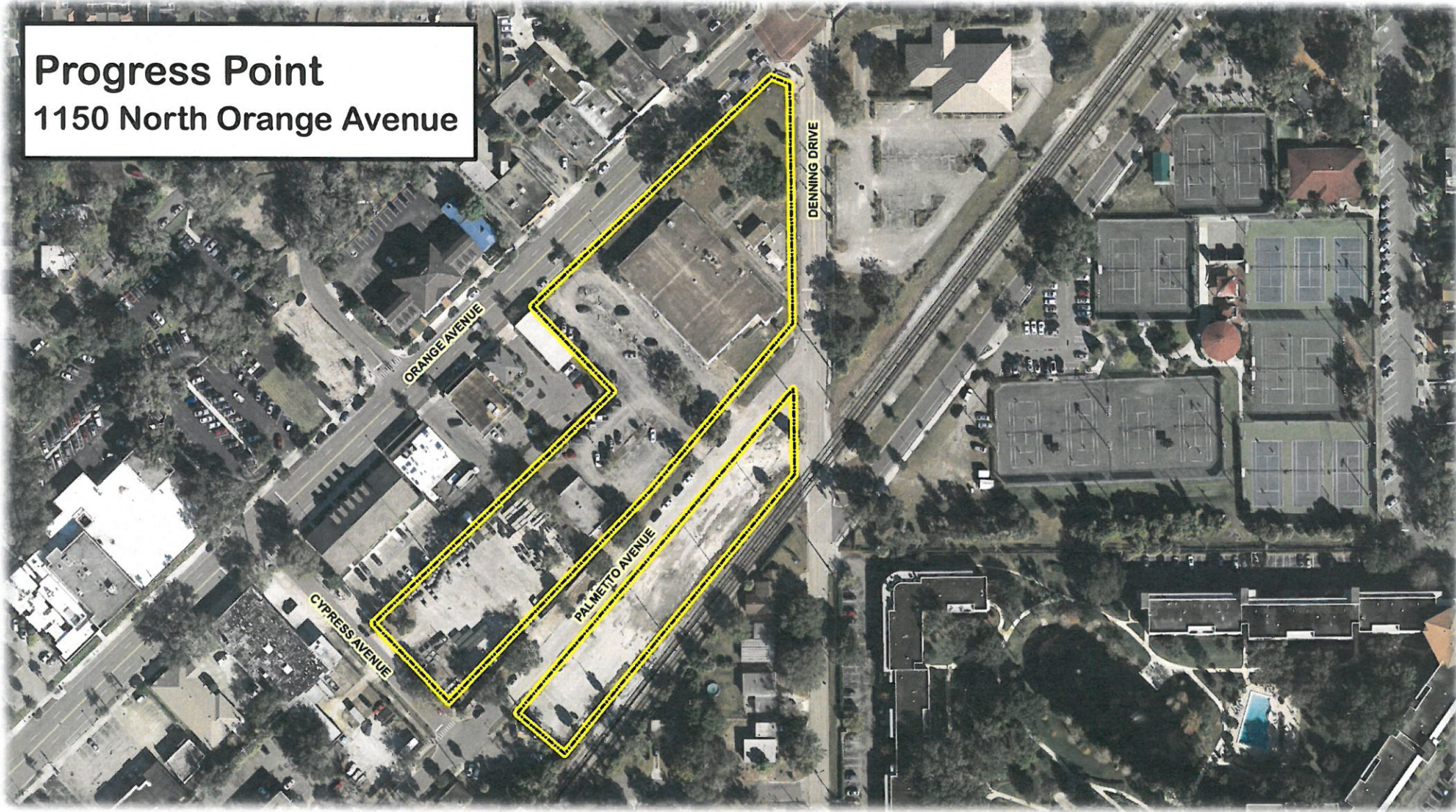
Commission Chambers
Winter Park City Hall, 2nd Floor
401 South Park Avenue | Winter Park, Florida

Please make plans to attend this public meeting to provide your input on the future of the 3.78-acre, city-owned Progress Point property, located at 1150 N. Orange Ave. Topics of discussion will include:

- Types of buildings & businesses
- Height & overall size of buildings
- Use of Palmetto Avenue

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.

Progress Point
1150 North Orange Avenue



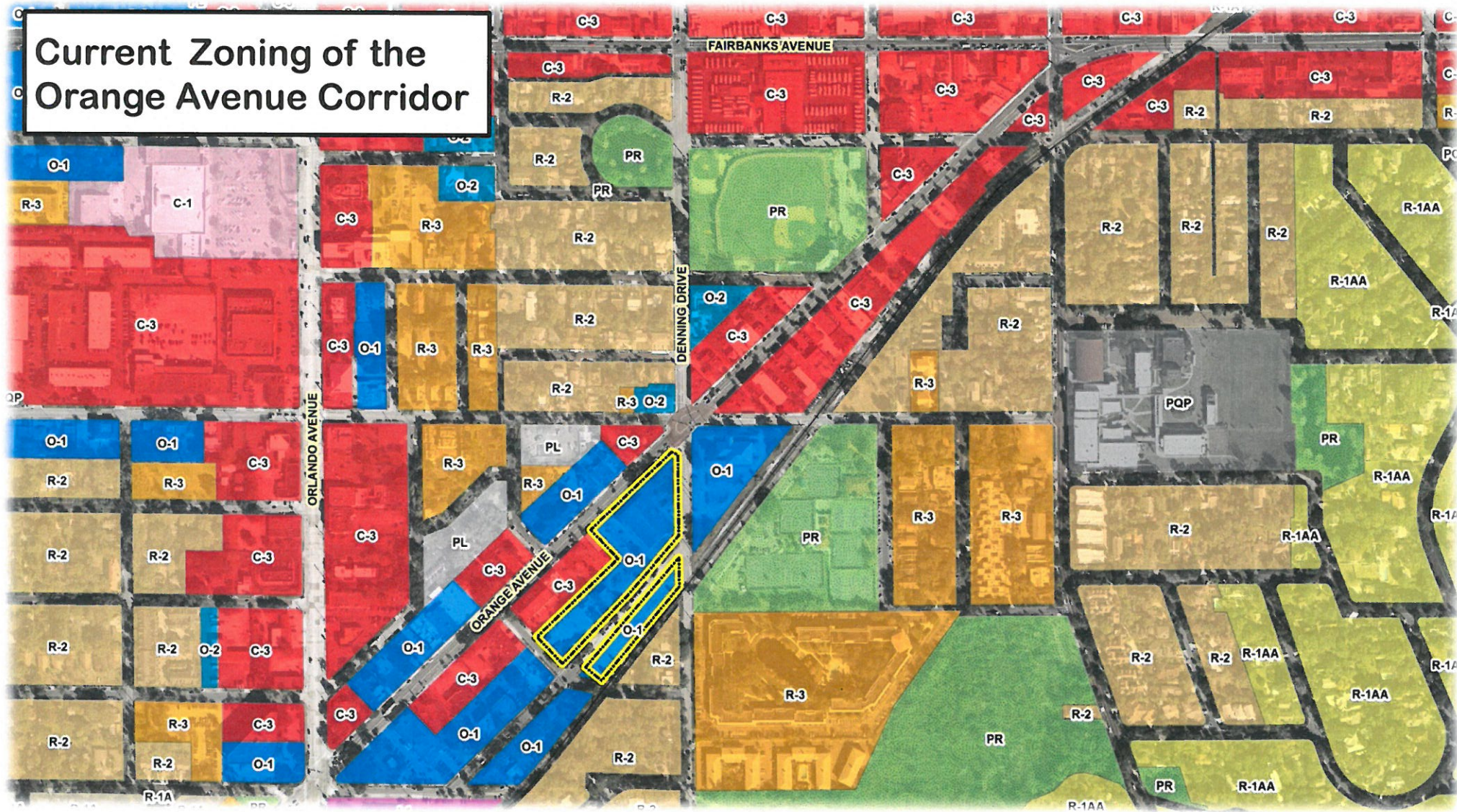


Progress Point

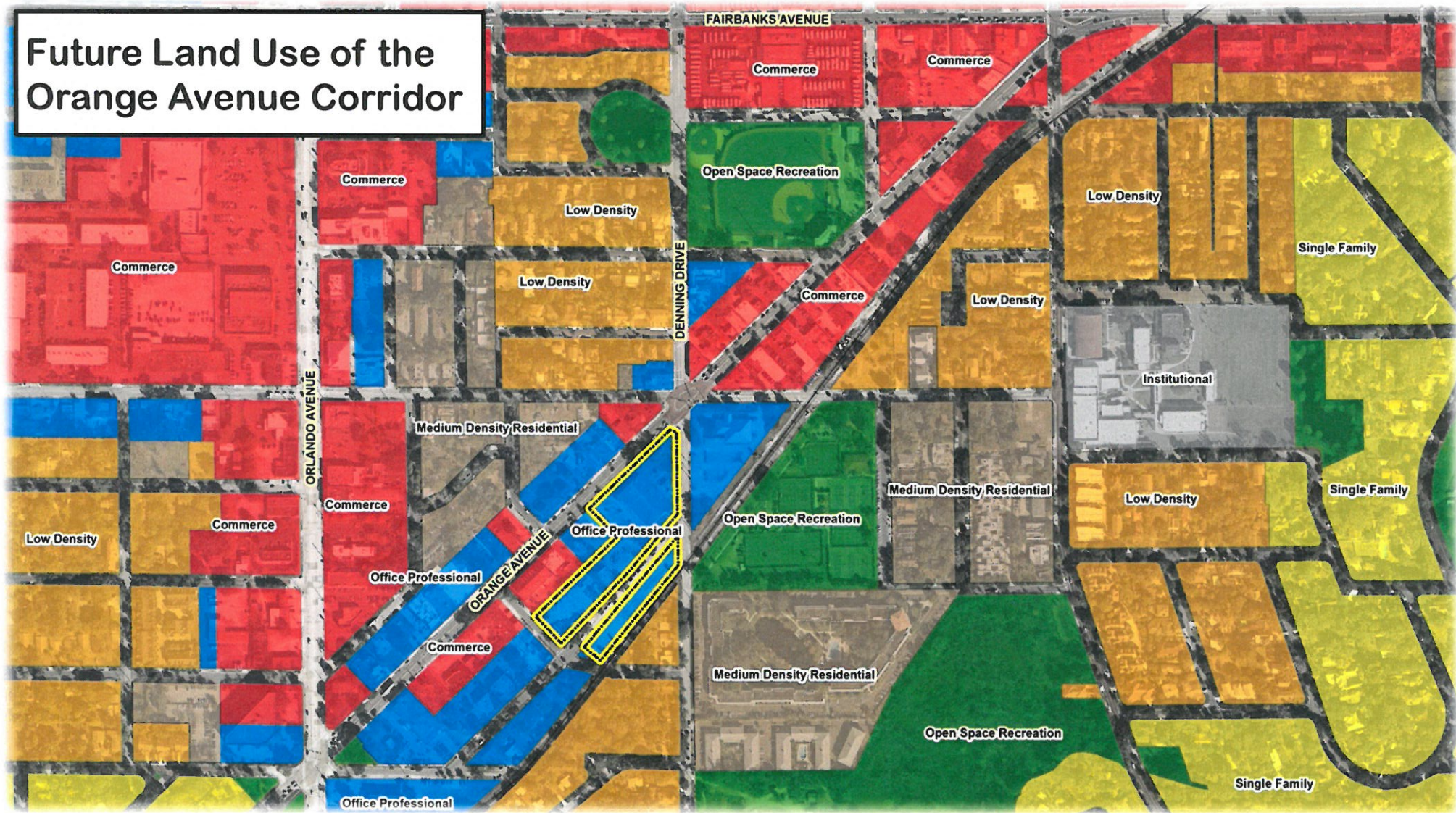
Property Details

- Frontages on: Orange Avenue, Denning Drive, Palmetto Avenue and Cypress Avenue
- Approximately 3.73 acres (162,479 square feet) in size
- Appraised at approximately \$5.7 Million (\$35 sq/ft)

Current Zoning of the Orange Avenue Corridor



Future Land Use of the Orange Avenue Corridor



Zoning Possibilities



Maximum Height – 3 Stories

Zoning	Floor Area Ratio
Office (O-1) <i>current zoning</i>	45%
Commercial (C-3)	45%
Planned Development (PD-1)	130%
Multi-Family (R-3)	110%

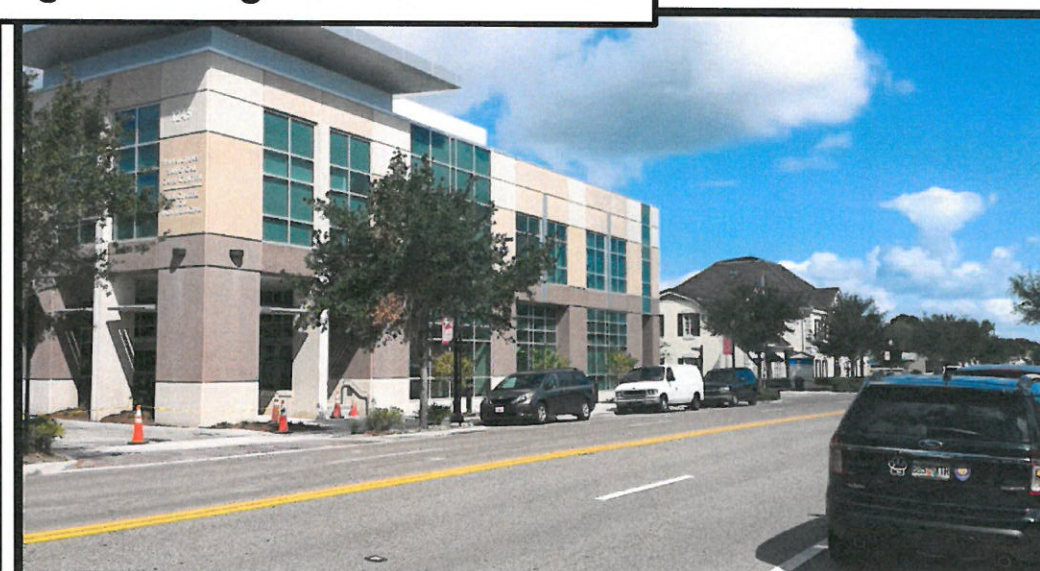


Current Conditions at the Progress Point Property



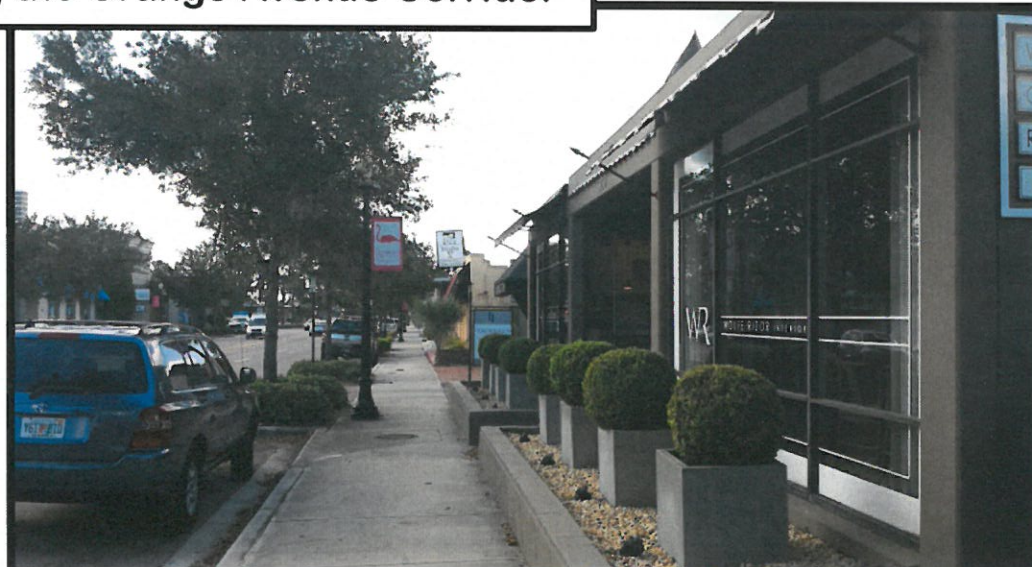


One and Two Story Buildings Along the Orange Avenue Corridor

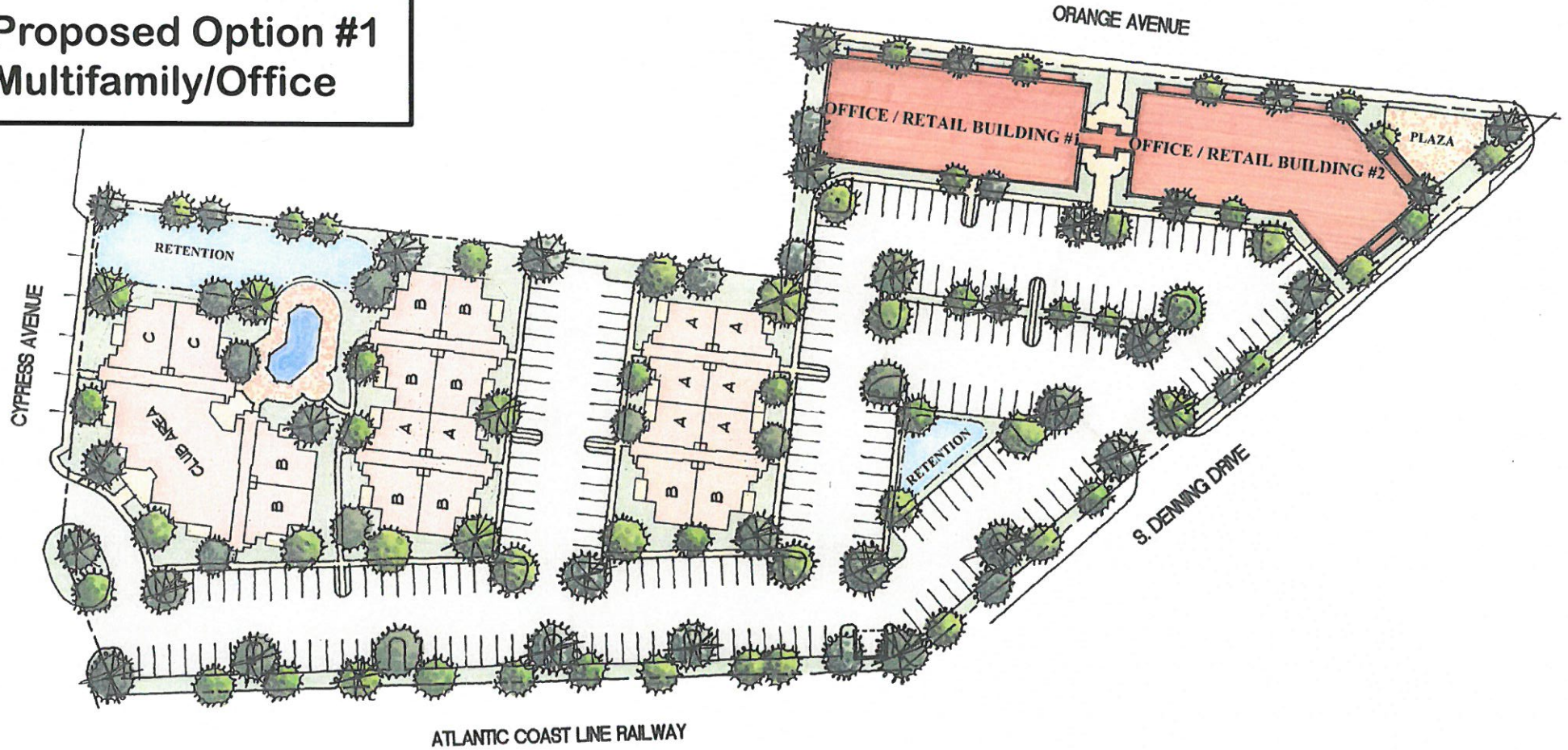




Design Characteristics Along the Orange Avenue Corridor



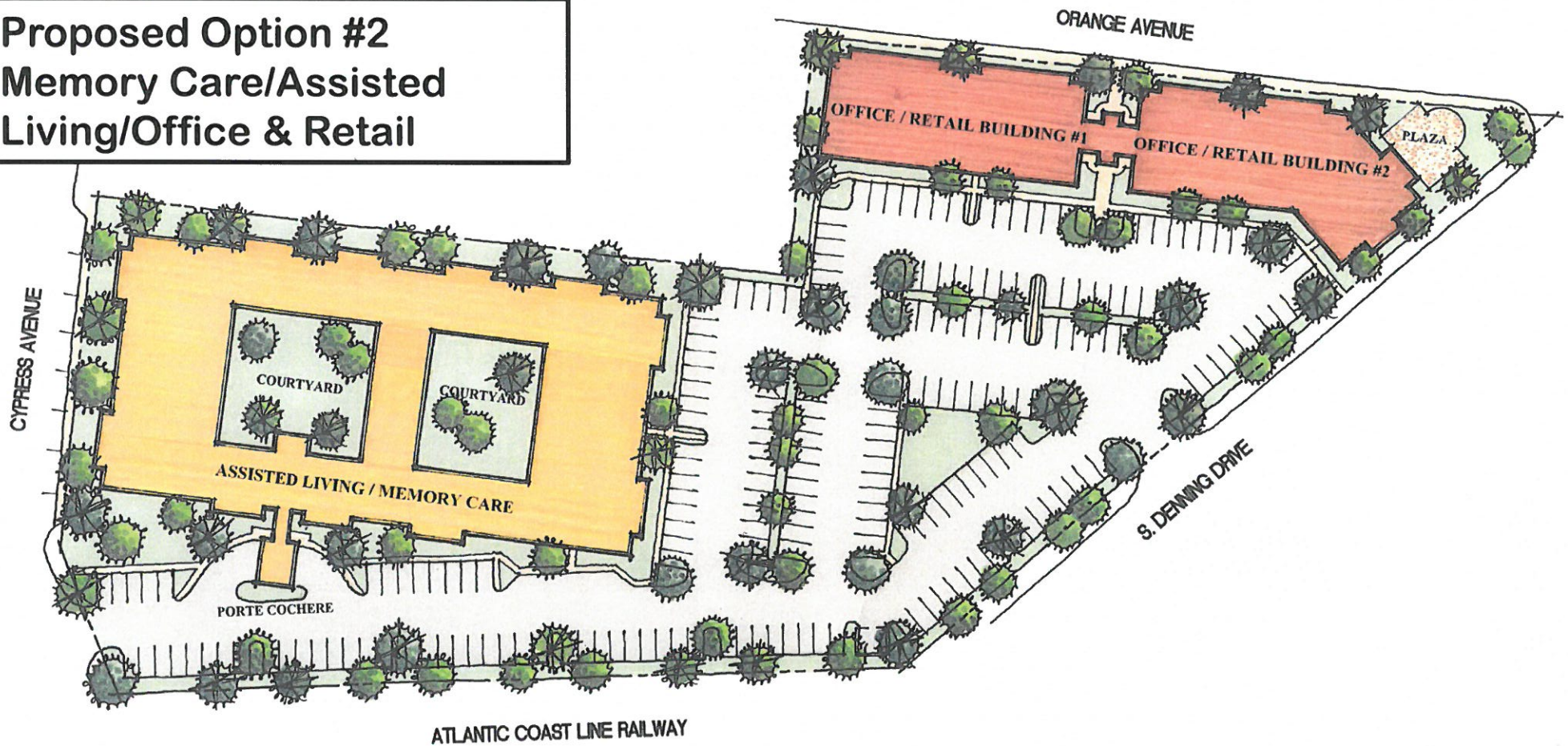
Proposed Option #1 Multifamily/Office



1 LAND DEVELOPMENT PLAN - OPTION 1
SCALE: 1" = 40'-0"



**Proposed Option #2
Memory Care/Assisted
Living/Office & Retail**



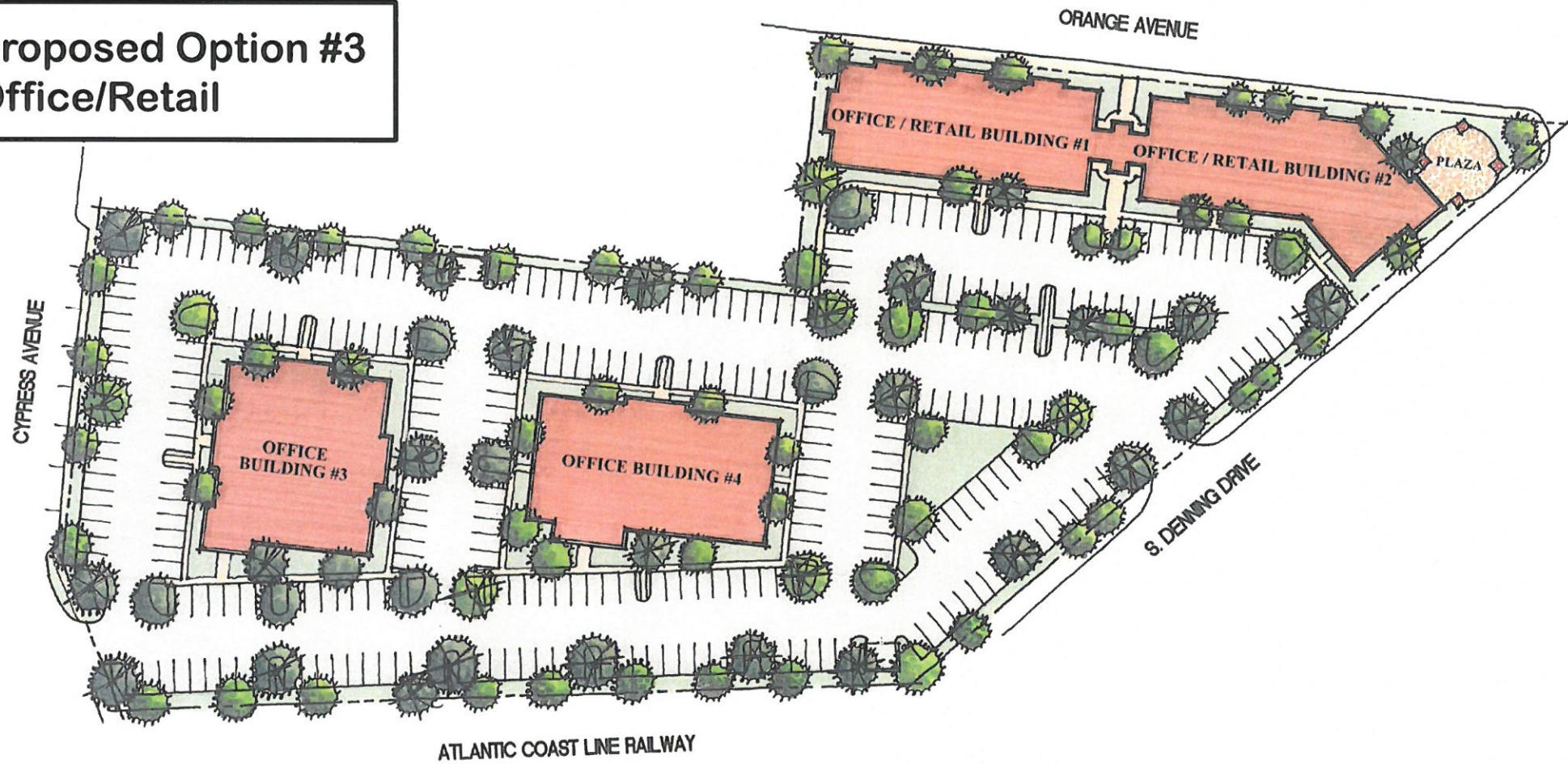
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LAND DEVELOPMENT PLAN - OPTION 2

SCALE: 1" = 40'-0"



Proposed Option #3 Office/Retail



1 LAND DEVELOPMENT PLAN - OPTION 3
SCALE: 1" = 40'-0"



November 2015 P&Z Meeting Summary



- **ROC Seniors proposal**
- **Mixed Use – “Designer Row” (commercial/retail)**
- **Parking needs – public/private partnership**

P&Z Recommendation: “Best Fit”



- 1. Want to see retail/restaurant/designer row on Orange Avenue frontages**
- 2. Two stories on Orange Avenue and three stories on Palmetto Avenue**
- 3. Acceptable for other office/residential/senior use in rear**
- 4. Public/private partnership parking scenario**

Subsequent to P&Z Meeting



- **ROC Seniors Letter**
- **Jewett Clinic Letter**
- **Joint work session with the Economic Development Advisory Board (EDAB) on January 19, 2016**

P&Z/EDAB Recommendations



- 1. City should pursue a public/private parking scenario**
 - a) Outreach to property owners along Orange Avenue**
 - b) Jewett parking partnership**
 - c) Public/private parking options**
 - Parking garage at Palmetto/Cypress corner
two levels of 120 spaces, or three levels of 180 spaces**
 - Approximate cost is \$15,000/space in parking garage
plus \$5,500 in land value for 120 spaces, or \$4,000 in land
value for 180 spaces**

P&Z/EDAB Recommendations



2. Sale Method

- a) Broker assisted sale versus notice of disposal

3. Development Options

- a) City to prepare desired development options to enable broker to market development options
- b) City to prepare traffic impact analysis on the desired development options

REGULAR MEETING OF THE CITY COMMISSION
January 25, 2016

The meeting of the Winter Park City Commission was called to order by Mayor Steve Leary, at 3:30 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida. The invocation was provided by Reverend Alison Harritty, St. Richard's Episcopal Church, followed by the Pledge of Allegiance.

Members present:

Mayor Steve Leary
Commissioner Greg Seidel
Commissioner Sarah Sprinkel
Commissioner Tom McMacken
Commissioner Carolyn Cooper

Also present:

City Manager Randy Knight
City Attorney Kurt Ardaman
City Clerk Cynthia Bonham

Approval of the agenda

Motion made by Commissioner McMacken to approve the agenda; seconded by Commissioner Sprinkel and carried unanimously with a 5-0 vote.

Mayor's Report

a. Presentation: Core Value Coin Recipients – 1st Quarter FY2016

City Manager Knight recognized the following employees who received coins:
Diversity & Inclusion (Veteran's Day event): Mimi McDaniel
Ethics & Compliance (modeling safe building access security procedures): Teresa Broman
Customer Service: Steve Mathes, Brian Smith, Brian Powers, Edwin Gonzalez, Alonzo Austin, Felix, Raudales, Ron Moore, and Jeff Chaney
Teamwork (large scale events at Community Center): Cory Tramel, Nick Jackson, and Rovester Ingram
Teamwork (Halloween trick or treaters event): Stephanie Kunz, Tiffanie Joe, Cydnea McKinzie, Nick Jackson, Tracy Reinke, Corey Tramel, Anthenela Martinez, Rovester Ingram Jr., Alex Robins, Deborah Morgan-Claitt, and Mikel Anderson.

City Manager's Report – No report

City Attorney's Report – No report

Non-Action Item – No items

Consent Agenda

- a. Approve the minutes of January 11, 2016.
- b. Approve the following contract and formal solicitation:
 - 1. Authorize the Mayor to execute the funding agreement for FY2016 operating and capital expenditures to Mead Botanical Garden, Inc.; \$185,000.

2. Award to Hylant – Orlando (RFP-5-2016), Employee Benefit Agent of Record; and authorize the Mayor to execute contract and approve all subsequent purchase orders for this contract.

Motion made by Commissioner McMacken to approve the Consent Agenda; seconded by Commissioner Cooper. No public comments were made. **The motion carried unanimously with a 5-0 vote.**

Action Items Requiring Discussion

- a. Acquisition of property at 1111 W. Fairbanks Avenue (former bowling alley)

City Manager Randy Knight reported that this property is for sale for the now purchase price of \$2.9 million. Discussion ensued that the acquisition could include a future expansion of turn lanes on that section of Fairbanks Avenue or to expand the Martin Luther King, Jr. Park because the property is located adjacent to the park (the remainder could also be remarketed by the City for a use the Commission determines to be appropriate).

Commissioner Cooper inquired if the acquisition of the right-of-way is now in the FDOT plans. Public Works Director Attaway stated staff is not aware of any plans to widen or do anything different on Fairbanks Avenue. City Manager Knight addressed the traffic study performed on the corridor to see what would be needed to improve the traffic flow and reduce accidents at that intersection. Commissioner Seidel spoke about the need for additional right-of-way along Fairbanks Avenue and that this provides that opportunity and addressed the option for funding within our Reserves. Commissioner McMacken expressed his preference to acquire the property but that we need to determine where funding will come from. Commissioner Sprinkel also agreed for the need to purchase the property and to find funding.

Motion made by Commissioner Sprinkel that we purchase this property for the price given to them tonight which is the selling price along with the cost of what they came to (Rollins acquired it in June 2013 for \$2,850,000, and with closing costs and demolishing the building and removing the paved parking lot for an additional \$50,000 the total cost came to \$2.9 million); seconded by Mayor Leary.

City Manager Knight addressed possible funding sources. He explained if the Commission chooses to acquire the property with the intent of expanding the park it has about \$1 million between the Parks Acquisition Fund and the Parks Impact Fee Fund; the remaining could come from either Reserves, proceeds from the sale of other properties (Progress Point, Blake Yard or Pennsylvania property sold this past year which is in the Reserves now), and/or CRA funds; but if the Commission plans to use CRA funds it would need to be approved by the Community Redevelopment Agency. There was discussion that further legal research is needed to determine if they can pay back the Reserves from the Parks Fund if they decide

to use it as park space. The need to meet as the CRA Agency to discuss using CRA funds was addressed (it was clarified that the next meeting is February 22).

Mayor Leary clarified that if necessary the entire \$2.9 million will come out of Reserves; prior to closing we will have another meeting to discuss the disbursement of funds and from which funding mechanism(s), and will have the opportunity to meet with our additional member of the CRA Agency and discuss any contribution that may come from there.

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

b. 2016 Fire Rescue Department Standards of Cover

Fire Chief Jim White provided a PowerPoint presentation outlining the Fire Rescue Department Community Risk Assessment and Standards of Cover for 2016 that is part of their accreditation process. Commissioner Sprinkel spoke about the great job that was done.

Motion made by Commissioner Sprinkel to accept the presentation of the 2016 Fire Rescue Department's Standards of Cover, adopt the standards within, and to apply the stated performance benchmarks for all services provided; seconded by Commissioner McMacken and carried unanimously with a 5-0 vote.

Public Hearings:

- a. Request of A. J. Thomas III: Subdivision or lot split approval to divide the property at 2715 Woodside Avenue, zoned R-1A, into two single family building lots.

Planning Manager Jeff Briggs explained the property requesting to be divided into two single family lots (the original platted lots). He summarized what transpired at the Planning and Zoning Board meeting and the history of this property. Commissioner Cooper asked if our codes allow any design codes to be established by a neighborhood. Mr. Briggs responded that this was previously discussed when the Architectural Standards Task Force was in existence and there were as many people wanting to keep a particular style in a neighborhood as those that liked different styles mixed in so there was not a desire to move forward with this.

Upon questioning by Commissioner Sprinkel, Mr. Briggs clarified that this was originally two lots with one house built on the two lots and that the lots were put together in the 1940's when the original house was built.

Commissioner Seidel commented about the septic tank on the property and asked about sanitary sewer in that area. Mr. Briggs stated no sanitary sewer exists; there

is nothing close by and no plans to do this. Commissioner Cooper suggested that we look at our capital improvement plan regarding sewers. Mr. Briggs commented that the City has in the past been aggressive with getting the homes off septic tanks that are located near a lake. Commissioner Cooper expressed her preference to see a plan with projected times and the associated cost.

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

- b. RESOLUTION NO. 2169-16: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE CAPEN-SHOWALTER HOUSE AT 633 OSCEOLA AVENUE, WINTER PARK, FLORIDA AS A HISTORIC LANDMARK ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

City Attorney Ardaman read the resolution by title.

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

- c. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, REQUESTING THE FLORIDA LEGISLATURE TO AMEND THE SUNSHINE AND PUBLIC MEETING LAWS TO ALLOW ELECTED OFFICIALS OF A MUNICIPALITY TO HOLD MEETINGS OUTSIDE MUNICIPAL BOUNDARIES FOR THE PURPOSE OF DISCUSSING MATTERS OF INTEREST TO THE MUNICIPALITY WITH STATE AND NATIONAL OFFICIALS.

City Attorney Ardaman read the resolution by title. Commissioner Seidel commented that the First Amendment Foundation has offered to speak with the Commission regarding the Sunshine Law. Commissioners Seidel and Cooper commented about this resolution being premature. She wanted a resolution to reflect that the City respects the Sunshine Law and to build coalitions first before adopting this resolution. Mayor Leary pointed out that this resolution is what was asked for so the Commission can go up as a group to meet with our legislators. He spoke about how this would make it difficult for the public to be a part of that meeting.

Commissioner Sprinkel stated she would not support this resolution or the First Amendment Foundation coming here but would support attendance of Commissioners at the Florida League of Cities program that extensively covers the Sunshine Law. Commissioner McMacken expressed his displeasure with them as a body not being able to meet with our legislators but that in the future if this changes he would support that.

Commissioner Cooper commented that if the Commission is voting in a public forum for our legislative initiatives it is in the City's best interest to show a united front as we talk to our legislators. She stated she will continue to find a way to fix this. Mayor Leary commented that they have previously gone up individually and gone up with two or three before because of schedules, and do not recall anyone there saying they will not consider our priorities because they were not all there.

Motion made by Commissioner Cooper to table the resolution; seconded by Commissioner McMacken. No public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. Mayor Leary voted no. The motion carried with a 4-1 vote.**

No timeline was provided as to when this may come back before the Commission. Mayor Leary stated he does not want the City Attorney to spend more time on this since he has already provided his legal opinion. He stated this will come back in the future and hopefully get resolution to either move forward or deny it.

- d. RESOLUTION NO. 2170-16: A RESOLUTION OF THE CITY OF WINTER PARK, FLORIDA TO SUPPORT THE INNOVATIVE TRAFFIC SIGNAL TECHNOLOGIES PILOT PROJECT

City Attorney Ardaman read the resolution by title.

Motion made by Mayor Leary to adopt the resolution; seconded by Commissioner McMacken. Mayor Leary commented that this is the project that Congressman Mica has put before MetroPlan and is looking for support. Upon questioning by Commissioner Cooper, City Manager Knight stated that supporting this will not stop the City's efforts. No public comments were made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

- e. AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE, ARTICLE III, "ZONING" AMENDING SECTION 58-65 & 58-66 "RESIDENTIAL DISTRICTS "R-1AAA, R-1AA & R-1A," TO REMOVE AN UNNECESSARY DEED RESTRICTION REQUIREMENT TO STREAMLINE THE PERMITTING PROCESS, AMENDING SECTION 58-71 GENERAL PROVISIONS FOR RESIDENTIAL ZONING DISTRICTS SO AS TO ESTABLISH REAR SETBACKS FOR SINGLE FAMILY RESIDENTIAL PROPERTIES WITH SHORT LOT DEPTHS, AMENDING SECTION 58-67 "LOW DENSITY RESIDENTIAL (R-2) DISTRICT" TO CORRECT A SINGLE FAMILY DWELLING COVERAGE ERROR AND MODIFY CERTAIN MISCELLANEOUS RESIDENTIAL PROVISIONS IN SECTIONS 58-65, 58-66 & 58-71; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. First Reading

City Attorney Ardaman read the ordinance by title. Building Director George Wiggins provided an overview of the ordinance. The following is the background information: This ordinance originally came before the Commission on August 25, 2014 but was tabled due to concerns over density, and came back to the Commission on November 23, 2015 and tabled with a request for more statistical information on the impact of these changes. The proposed ordinance provides

appropriate rear and front setbacks to single family residential lots that are unusually short in lot depth. In addition, four other minor items are addressed to clarify and refine single family zoning rules for garages and articulation, elimination of an unneeded deed restriction requirement and correction of an error in the R-2 Zoning District.

Mr. Wiggins stated the purpose of the changes to the ordinance are: 1) it allows reduced mass by spreading out a home over the lot; 2) allows design flexibility versus boxlike two story structures; 3) reduces the need for variances on short lots; 4) the Board of Adjustments does not normally grant variances on vacant lots; and 5) addresses short lot constraints long term. He commented that the Board of Adjustments and the Planning and Zoning Board have unanimously endorsed this ordinance because this is taking into consideration future properties that will be redeveloping for many years.

Mr. Wiggins stated the ordinance only applies in Single Family Districts of R-1 and R-1AA and does not change the code requirements of Floor Area Ratio, impervious coverage, building height requirements, green space requirement in the front yard, side and front setback requirements, special corner lot setback provisions, articulation requirements, stream or canalfront requirements, or the open front porch setback allowance. He summarized what the current code allows.

Mr. Wiggins provided a map showing the short lots east of Winter Park Road, the short lots in the West Side area, and the ones in the Lee Road area. He provided an overview of existing developments with similar rear setbacks. Mr. Wiggins addressed the protection of tree canopy on private property and that this ordinance does not cause any more tree removal than the current ordinance.

Commissioner Sprinkel spoke in support because of a better understanding of the ordinance and that there are safeguards in place about trees and the aquifer that will always be the overriding safeguards along with the ordinance.

Motion made by Commissioner Sprinkel to accept the ordinance on first reading; seconded by Commissioner McMacken for discussion.

Commissioner Seidel asked if the size of the septic fields will control the size of what can be put on the lots. Mr. Wiggins stated that may be a factor to consider and that this does not impact the ordinance because of the standards they have to meet. Commissioner Cooper asked about the number of lots on septic and expressed the need to clean these up and to run sewer lines where needed. Commissioner Seidel asked for clarification if the second floor location between the current and proposed ordinance changes. Mr. Wiggins explained the various size lots and second floor setbacks. Upon questioning, Mr. Wiggins elaborated that the placement of garages in the rear is not affected by the ordinance.

Motion amended by Commissioner Cooper to approve Option 2 (delete provision to allow special setbacks for lots with 105 feet in depth and leave

special setback provision for lots with depth of 75 feet or less). Motion failed for lack of a second.

The following spoke in favor of the ordinance:

Peter Gottfried, 1841 Carollee Lane and member of the Planning and Zoning Board
John Simpson, 231 E. Reading Way and Chairman of the Board of Adjustments

Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, and McMacken voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.

Public Comments (items not on the agenda):

Jeffrey Blydenburgh, 204 Genius Drive, thanked the Commission for their support of Mead Gardens (consent agenda item above). He stated they will request a work session after the election to take the Commission through the history of work they have done at Mead Gardens since 2003 and work going forward.

Recess

A recess was taken from 5:30 – 5:45 p.m.

f. Request of the Winter Park Health Foundation:

ORDINANCE NO. 3027-16: AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE I, "COMPREHENSIVE PLAN" SO AS TO ADD A NEW COMPREHENSIVE PLAN POLICY TO THE TEXT OF THE FUTURE LAND USE ELEMENT WITHIN THE WINTER PARK HOSPITAL STUDY AREA "C" SO AS TO ALLOW FOR A BUILDING FLOOR AREA RATIO OF UP TO NINETY-EIGHT (98%) PERCENT, CONDITIONED UPON USE FOR HEALTH AND WELLNESS RELATED USES, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE. Second Reading

ORDINANCE NO. 3028-16: AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" SO AS TO CHANGE WITHIN SECTION 58-72 OFFICE (O-1) DISTRICT, SUBSECTION (F) DEVELOPMENT STANDARDS SO AS TO ALLOW FOR A BUILDING FLOOR AREA RATIO OF UP TO NINETY-EIGHT (98%) PERCENT, CONDITIONED UPON USE FOR HEALTH AND WELLNESS RELATED USES, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. Second Reading

ORDINANCE NO. 3029-16: AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE OFFICE (O-2) DISTRICT ZONING TO OFFICE (O-1) DISTRICT ZONING ON A PORTION OF THE PROPERTY AT 2010 MIZELL AVENUE AND THE PROPERTIES AT 1992 MIZELL AVENUE, 101 S. EDINBURGH DRIVE AND 149 S. EDINBURGH DRIVE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. Second Reading

Approval of a development agreement to provide for the consolidation of properties into 2005 Mizell Avenue and the adjacent streets for a new "Project Wellness" facility including provisions for the vacating and abandoning of City Streets and the dedication to the city of substituting right-of-ways

This was a simultaneous public hearing. City Attorney Ardaman read the ordinances by title. Planning Manager Jeff Briggs explained this is the second reading as first reading was on November 23, 2015. He explained because the first ordinance involves a comprehensive plan text change they had to send it to Tallahassee for their review which came back with no comments or objections. He commented that FDOT noted that the extra Floor Area Ratio had nothing to do about the project, the building itself was not larger than the 45% FAR. He stated the only reason they were changing the code was to aggregate the parking in a parking structure that counts toward the FAR to create more green and open space. He stated that FDOT asked that they make that distinction within the ordinance which the applicant agreed to so the two ordinances were changed to reflect that. He addressed the development agreement for approval that shows the city's intent is to allow the vacating of the roads and consolidating the site so we can complete the project.

Motion made by Commissioner Cooper to adopt the first ordinance (comprehensive plan); seconded by Commissioner Sprinkel. Attorney Rebecca Wilson, representing the applicant, was present for questions. No public comments were made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 5-0 vote.**

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

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

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

Mayor Leary spoke about the Health Foundation's past support and generosity in working with the City in Ward Park. He stated that the workout facility needs some work and asked the applicant to consider working with the City to improve the facility sometime in the future.

City Commission Reports:

a. Commissioner Seidel – No report.

b. Commissioner Sprinkel – Reported on attending the Martin Luther King, Jr. breakfast, the Unity Festival, and Game Night at the Community Center. She asked for statistics regarding the number of people riding the bicycles that are provided for checkout at the library and where they are going. She reported she is attending the Early Learning Coalition Wednesday morning at the Community Center, and addressed the Side by Side event with the Congregational Church and the City Friday morning at Knowles Chapel. She also asked that discussion take place in the near future regarding traffic concerns.

c. Commissioner Cooper – Asked to discuss Orange Avenue parking and if staff has spoken with the businesses along Orange Avenue. Mr. Briggs stated that the next meeting will include an item with an update and to obtain guidance from the Commission. The joint meeting between the Economic Development Advisory Board and the Planning and Zoning Board was addressed; the recommendation was to speak to the Commission to try and put together the coalition to see what can be done about parking. After further comments, Mr. Briggs will first update the Commission as a non-action item, and will then take the information from the Commission back to the boards to receive their feedback.

Commissioner Cooper spoke about the Eatonville car show event that impacted Maitland and Winter Park and asked if the City is going to provide them a bill. City Manager Knight stated he had a nice conversation with the Eatonville Administrator who understands our concerns. Mayor Leary commented that there seems to be conflicting points as to how everything transpired and that we want to have a better discussion with them for next year's event to do what we can to lessen the impact to the City.

Commissioner Cooper reported that she attended the Martin Luther King, Jr. event that was spectacular. She hoped that the Commissioners could spread themselves out so there is always Commission representation at all events.

d. Commissioner McMacken – No report.

e. Mayor Leary – Thanked Vice Mayor Sprinkel for covering for him at events and for everything she has done with OCPS, he thought Game Night was a great idea, he thanked Attorney Ardaman for his work and that he has received nice compliments from Tallahassee, and addressed Harry Barley of MetroPlan being a great advocate and ally and is trying to move traffic issues through for the City.

The meeting adjourned at 6:06 p.m.

ATTEST:

Mayor Steve Leary

City Clerk Cynthia S. Bonham, MMC



city commission agenda item

item type	Consent Agenda	meeting date	February 8, 2016
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.	CH2M Hill	Task Order 2015-02 Water Distribution System Model Update and Water Quality Evaluation	Total expenditure included in approved FY16 budget. Amount: \$128,002	Commission approve Task Order 2015-02 for the Water Distribution System Model Update and Water Quality Evaluation to CH2M Hill and approval of all subsequent purchase orders related to project.
Work will include data collection, updating hydraulic model (the last time this was completed was over 10 years ago), to optimize new water main extensions, modeling and calibration, extended period simulations, water quality and water age scenarios. This work will be performed utilizing the continuing services contract awarded to CH2M Hill.				

Approval of contract shall constitute approval for all subsequent purchase orders made against contract

Contracts

	vendor	item background	fiscal impact	motion recommendation
2.	Associated Consulting International (ACi)	Amendment 4 for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services)	Total expenditure included in approved FY16 budget. Amount: As Needed Basis	Commission approve contract renewal with Associated Consulting International (ACi) and authorize the Mayor to execute Amendment 4.
The City utilized a formal solicitation to approve this contract. The contract term was for a period of one (1) year with four (4) one year renewal options, not to exceed five (5) years total.				
3.	Helman Hurley Charvat Peacock, Inc. (HHCP)	Amendment 4 for RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Architectural Services)	Total expenditure included in approved FY16 budget. Amount: As Needed Basis	Commission approve contract renewal Helman Hurley Charvat Peacock, Inc. (HHCP), and authorize the Mayor to execute Amendment 4.
The City utilized a formal solicitation to approve this contract. The contract term was for a period of one (1) year with four (4) one year renewal options, not to exceed five (5) years total.				

Approval of contract shall constitute approval for all subsequent purchase orders made against contract



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	February 8, 2016		
prepared by	Clarissa Howard	approved by	<input checked="" type="checkbox"/>	City Manager	
department	Communications		<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval	n/a	<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

"Support our Scholars" Proposal

motion | recommendation

See attached proposal for city recommendations.

background

Support Our Scholars (SOS) is a nonprofit organization that supports underprivileged young women from the Orlando area with extraordinary potential. SOS selects young woman at the top of their high school graduating class and mentors them throughout their four years of college and beyond.

SOS objective is to increase the likelihood that low-income students will complete college and improve the odds for financial security. As SOS scholarship recipients, students receive a financial award each semester to cover expenses unmet by academic scholarship or financial aid. They are also matched with an adult female mentor to provide guidance and support during the four years they are in college.

Founder and President Susan Johnson founded SOS in 2004 and has awarded scholarships and mentors to 13 deserving students. They are requesting for the city to declare the month of May as "Support Our Scholars Graduation Month," host events and allow for the display of signage to increase awareness.

alternatives | other considerations

The City Commission has the option to deny the proposal in its entirety or approve select elements.

fiscal impact

"Support Our Scholars" is requesting fee waivers for the following:

1. Event Permit Fee
2. Park or building rental fees

Support Our Scholars Graduation Month Draft Proposal

- **We are thrilled to have the opportunity for the City of Winter Park to declare the month of May as “Support Our Scholars (SOS) Graduation Month”. We plan to commemorate this special occasion in the city by hosting various events and displaying signage:**

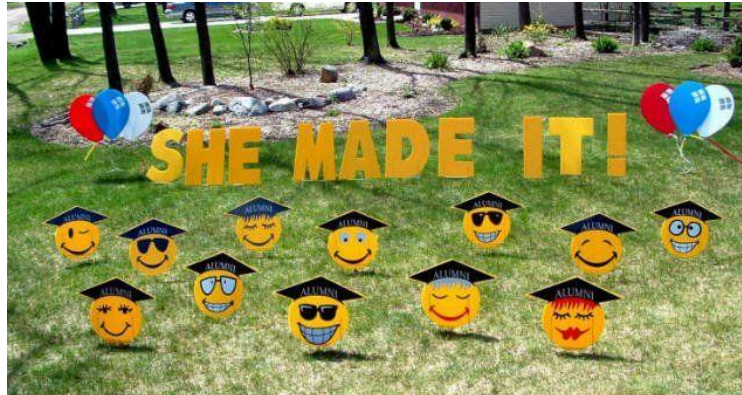
EVENTS

- **College Fair, Sunday, May 1, from 1 – 4 p.m.**
 - This will be the kickoff event for Graduation Month
 - We will host a college fair for local high school students. At this fair, we will have booths for Universities, financial aid experts, essay editors, etc. We hope this event will serve as a “one-stop-shop” for high school students who are interested in applying to college. Additionally, we are asking Universities to waive their application fee for students who attend this event.
 - **SOS REQUEST:** *We would like to have this event in Central Park, however, we are happy to discuss alternative locations such as The Winter Park Farmers’ Market or The Rachel D. Murrah Civic Center. We request that the event permit fee and rental fee to be waived.*
 - **CITY RECOMMENDATION:** Pending review of the Fee Waiver Application
- **Dorm Shower, Wednesday, May 11, at 6 p.m., at The Alford**
 - We will host our annual dorm shower at The Alford Inn. At this event, we announce our 2016 scholarship recipients and will honor our program’s five 2016 college graduates. We also make a tower of dorm supplies for each of the rising college freshmen to shower them with support before their journey to college.
 - While this event does not require city support, we wanted to make you aware of it and have the City Commissioners attend as our guests.

SIGNAGE

- **Signs**
 - In order to spread awareness about the important of higher education, we will be selling signs of smiley faces wearing graduation caps. The graduation cap will say “SOS” and our sponsor(s) will be listed on the back of the sign. We have secured Adventist University of Health Sciences as our title sponsor.
 - Support Our Scholars will facilitate any removal of signs and will work with city staff in coordinating the sign removal for mowing purposes, or anything else as seen fit by the City of Winter Park.
 - We would like to distribute the signs at the Winter Park Chamber of Commerce and possibly an additional location.

- Most of our signs will be sold by individuals to individuals, so we do not need many distribution locations.
- Support our Scholars will be responsible to place the signs and installing the large sign. Support our Scholars will work with city staff in coordinating the installation of the large sign, if approved at City Hall's front lawn.
- **SOS REQUEST:** *We would like the signs to be up in Winter Park from May 1, 2016 thru May 31, 2016. We are flexible, and would be willing to have the signs up for a shorter period, from May 1, 2016 thru May 15, 2016.*
 - **CITY RECOMMENDATION:** Approval dates vary, see below.
- **SOS REQUEST:** *We would like the approval to have signs placed on the front lawn of City Hall. We also would like to have one larger sign saying "Support Our Scholars Graduation Month" at that same location.*
 - **CITY RECOMMENDATION:** Approval for May 1 thru May 15 for City Hall sign display
- **SOS REQUEST:** *Signs will also be placed in the yards of residential neighborhoods, with the request of no restrictions on the # of signs placed in residential yards, during this time period.*
 - **CITY RECOMMENDATION:** Approval for May 1 thru May 31 for residential neighborhood sign display.



- **Proclamation**

- **SOS REQUEST:** *City to issue a proclamation to Support our Scholars at the Monday, April 18 City Commission meeting declaring the month of May SOS Graduation Month.*
 - **CITY RECOMMENDATION:** Approval



city commission public hearing

Item type	Public Hearing	meeting date	February 8, 2016		
prepared by	George Wiggins	approved by	<input type="checkbox"/>	City Manager	
department	Building & Permitting		<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval	Planning and Zoning Board Board of Adjustments	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> N/A	final vote 6-0 & 5-0
strategic objective	<input type="checkbox"/> Exceptional Quality of Life				
	<input checked="" type="checkbox"/> Intelligent Growth & Development				
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				
	<input type="checkbox"/> Fiscal Stewardship				
	<input type="checkbox"/> Public Health & Safety				

Subject: Permit Streamline & Short Lot Ordinance with minor Residential Zoning Code Updates. SECOND READING OF ORDINANCE

This ordinance originally came before the Commission on August 25, 2014 but was tabled due to concerns over density, and came back to the Commission on November 23, 2015 and tabled with a request for more statistical information on the impact of these changes. The proposed ordinance provides appropriate rear and front setbacks to single family residential lots that are unusually short in lot depth. In addition, four other minor items are addressed to clarify and refine single family zoning rules for garages and articulation, elimination of an unneeded deed restriction requirement and correction of an error in the R-2 Zoning District.

Motion | recommendation:

Option 1: Approve Ordinance as presented.

Option 2: Delete provision to allow special setbacks for lots with 105 feet in depth & leave special setback provision for lots with depth of 75 feet or less.

Planning and Zoning Board Recommendation (8/5/2014):

Mr. Hahn stated that he fully supports what has been proposed and that staff has done a good job with the language clean-up. There was consensus from the other Board members of approval.

Motion made by Mr. Sacha, seconded by Mr. Gottfried to approve the proposed changes to Section 58-65, 58-66, 58-67 and 58-71 of the Land Development Code. Motion carried unanimously with a 6-0 vote.

Board of Adjustments Recommendation (5/21/2015):

The Board recognized the challenge of building a new home or making an addition on an existing home on shallow [short] lots having to meet the 25 foot rear setback. Adoption of the proposed ordinance may alleviate the numerous homes on shallow lots from having to come before the Board of Adjustments in every case.

Therefore, Cynthia Strollo made a motion, seconded by Ann Higbie to resubmit the ordinance and recommend approval to the City Commission. The motion was approved 5-0.

Summary: Previous Summary Info

The short lot depth setback issue had come to the attention of the Board of Adjustments over a variance request asking for relief from the rear setback and front setback for a home which has a lot depth of 84 feet. Implementing our required rear setbacks of 25 feet to the first floor and 35 feet to the second floor plus meeting the required established front setback left a very small buildable area for a modest two story home with very little opportunity to provide any architectural design flexibility.

Smaller rear setbacks are already allowed in the Zoning Code for single family zoned lots located in 5 blocks bounded by Denning Drive, New England Avenue, Lyman Avenue and Pennsylvania Avenue where lot depths are only 70 feet. In this area, a 10 foot rear setback is permitted for one story and a 25 foot setback is permitted for a two story building. The proposed code change will address the need for special reduced rear setbacks for all single family zoned lots and makes it clear that this allowance is not just limited to this one geographic area of the City.

In viewing properties in single family neighborhoods throughout the City it appears that it makes sense to have allow the smaller setbacks at the two different lot depths: 75 feet and 105 feet. There are approximately 100 lots that have 75 foot lot depths or less mostly in the west side area, and there are approximately 150 lots that have lot depths of 105 feet or less located on the area east of Winter Park Road near Corrine Drive (annexed into the City around 15 years ago), several in the west side area and in a few in other locations as well. Both of these lot sizes deserve special consideration, particularly since, the Zoning Code originally only required a rear setback of 10 feet to both floors of a new home until approximately early 1990's when we implemented stricter floor area ratio requirements and other provisions directed toward limiting the mass and scale of homes being built in established neighborhoods.

Updated Summary Info

Number of Single Family Zoned lots (approximate): 14,000

Number of Single Family Zoned lots with lot depth 75' or less: 101

Number of Single Family Zoned lots with lot depth 105' to 75': 594

Case 1

Area range of lots at depths of 75' or less: 3,450 to 3,750 sq.ft.

Maximum allowed home size based at 38% FAR: 1,311 to 1,450 sq.ft.

Maximum allowed home size based at 43% FAR: 1,484 to 1,612 sq.ft.

For home sizes above, an enclosed garage is not feasible due to very limited buildable area and parking is usually provided in front and next to the home.

In Case 1 as shown in the existing area on New England and Lyman Avenues with reduced rear setbacks a modest home can be built with living areas in the range of 900 to 1,200 square feet. Applying these setbacks in this area for over 10 years has worked well in designing a small home without the need to apply for any variances.

Case 2

Area range of lots at depths of 105' to 75': 5,000 to 8,000 sq.ft.

Maximum allowed home size based at 38% FAR: 1,900 to 3,040 sq.ft.

Maximum allowed home size based at 43% FAR: 2,150 to 3,440 sq.ft

From home sizes above subtract 500 square feet for a minimum size two car garage.

In Case 2 the following factors should be considered:

1) **Flexibility of design** versus forcing most future redeveloping properties to frequently build two story in in neighborhoods that are predominantly one story. We've found that practically all owners of new redeveloping home sites maximize the allowable floor area. To do this under the current large rear setback requirements will result in having practically all new homes built as two story. Although this is permitted under the zoning code, I found that many Winter Park residents have preferred to have one story homes, particularly as they age and desire to still live in the City.

2) Many **current subdivisions in the City already have similar smaller rear setbacks** for lots that are shorter in depth and similar to proposed ordinance. They include:

> Waterbridge Subdivision: Rear setbacks are 20' to both floors & lot depths average 145' which nearly 40% greater than 105' lot depth.

> Winter Park Oaks (Monroe Avenue): Rear setback is 10' for 90' deep lots & 5 lots have 15' rear setback.

> Elizabeth's Walk (Windsong Subdivision): Rear setbacks are 20' to both floors & lot depths average 105'.

> Canton Park (Israel Simpson Court): Rear setbacks are 10' with 90' deep lots.

> Park Green (Combined Single family and attached units): Rear setback 0 to 15'; lot depths vary from 52' to 80'.

> Winter Park Towers Single Family home area (north side): Rear setback 13' to 25' with average lot depth of 125'.

3) Single family zoned properties **already allow occupied one story structures & accessory uses 10' from rear lot lines regardless of lot depth.** They include pool cabanas, swimming pools, pool enclosures, garages (up to 820 sq.ft), accessory storage buildings and tennis courts. A residential deck is permitted to

be 5' from rear lot line. Having a one story dwelling wall 15' from rear lot line will preclude having the ability to have any of these accessory uses except for a deck. Therefore, having a one story dwelling wall up to 15' from the rear lot line will be less intrusive than allowed currently under the zoning code.

- 4) Long term perspective: Failing to address these unique lot sizes with reasonable rear setback restrictions in relation to their depth may eventually result in more cases before our Board of Adjustments. The purpose of this Board is not to address re-developing properties but individual properties where an owner has a unique hardship.

Proposed changes:

Lots that are 75 feet deep less: Allow 1st floor rear setback of 10' & 2nd floor setback of 25'

Lots which are 105 feet deep or less: Allow 1st floor rear setback of 15' & 2nd floor setback of 30'

As already established in the Code, the front setback is determined by averaging the two adjacent homes on each side of a residential property undergoing redevelopment.

Other items addressed in the ordinance:

1) Removal of deed restriction requirement when excluding the areas of open front porches, or screened rear and side porches:

This provision has not proved to be necessary and just slows down the permitting process for the applicant. The purpose of this requirement is to prevent the enclosure of open porches on new homes that take advantage of excluding the porch floor area from the overall gross floor area of the home. After having this in place for over 15 years, we have found this to be a meaningless tool because anyone that proposes to enclose a porch must submit plans and obtain a building permit. At this point, our plan reviewer will also verify code compliance including whether there is sufficient allowed floor area to permit enclosing a porch and whether it encroaches into the setback. We have never had a case where an unauthorized porch enclosure was identified through the use of the recorded deed restriction.

2) Adding allowance for a third garage bay under certain conditions:

This only allows adding a third bay to a two car garage if stepped back from the other two bays of the garage so as to provide articulation along the front of the home. Practically all new homes on large lots are designed with 3 bays for the garage. There is also a limit on the garage the door width to 9 feet. Having this door stepped back with a similar size limitation seems to also accomplish breaking up the mass also.

3) Side wall articulation clarification: The code language allowing use of chimneys, imitation chimney or bay windows to accomplish articulation needed to be made clear that these are the features that can be used which project into the side setback.

- 4) Correction of error in R-2 Zoning District:** When these provisions were adopted the impervious coverage requirement for a detached dwelling was intended to be 65% which is the same as for duplexes and cluster housing because of the greater density allowed in this District versus in a single family zoned district. It does not make sense to penalize someone wanting to construct a single family dwelling in this District by requiring stricter impervious coverage than the duplex or cluster housing units that can be built next door on the adjacent R-2 Zoned property.

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE, ARTICLE III, "ZONING" AMENDING SECTION 58-65 & 58-66 "RESIDENTIAL DISTRICTS "R-1AAA, R-1AA & R-1A," TO REMOVE AN UNNECESSARY DEED RESTRICTION REQUIREMENT TO STREAMLINE THE PERMITTING PROCESS, AMENDING SECTION 58-71 GENERAL PROVISIONS FOR RESIDENTIAL ZONING DISTRICTS SO AS TO ESTABLISH REAR SETBACKS FOR SINGLE FAMILY RESIDENTIAL PROPERTIES WITH SHORT LOT DEPTHS, AMENDING SECTION 58-67 "LOW DENSITY RESIDENTIAL (R-2) DISTRICT" TO CORRECT A SINGLE FAMILY DWELLING COVERAGE ERROR AND MODIFY CERTAIN MISCELLANEOUS RESIDENTIAL PROVISIONS IN SECTIONS 58-65, 58-66 & 58-71; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF WINTER PARK:

SECTION 1. That Chapter 58 "Land Development Code", Article III "Zoning" of the Code of Ordinances Section 58-65 "R-1AAA Lakefront district" subsection (f)(1)(h) and Section 58-66 "R-1A & R-1AA district" subsection (f)(1)(h) is amended to read as follows:

- (f) Site and building improvement regulations.
 - (1) Floor area ratio.

h. The area within an open street front porch and entry may be excluded from the "gross floor area," subject to the limitations in this paragraph. This exclusion shall be limited to a maximum area of 400 square feet. The area on the first floor within an open or screened rear or open side porch, lanai, porte cochere or other covered area shall not be included within the "gross floor area." This exclusion shall be limited to a maximum area of 500 square feet. On the second floor, rear or side porches must have exterior sides that are 75 percent open in order to utilize up to 300 square feet of the total allowable 500 square feet of excludable gross floor area. ~~Properties utilizing this exemption shall record a deed covenant outlining the restrictions precluding the screening or enclosing of such porch or entry.~~ An open front porch, entry area or porte cochere utilizing this exemption shall also comply with the provisions in subsection 58-65(f)(5)c.

SECTION 2 . That Chapter 58 "Land Development Code", Article III "Zoning" of the Code of Ordinances Section 58-66 "R-1A & R-1AA district" subsection (f)(1)(h) is amended to read as follows:

(f)(7) [See Section 58-66(f)(9) for special reduced rear and front setbacks on certain lots with shallow depths of 105 feet or less.]

(f)(9) a. Lots with short lot depth. Lots with an average depth of 75 feet or less may utilize a ten (10) foot rear setback to a one-story structure and a 25 foot rear setback to the two-story portion of any building. Properties with an average lot depth of 105 feet or less may

utilize a fifteen (15) foot rear setback to a one-story structure and a thirty (30) foot rear setback to the two-story portion of any building. Any front facing garage opening must be set back at least 20 feet.

[Note: Existing Paragraphs “a” through “c” remain and shall be re-lettered “b” through “d”.

SECTION 3. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances Section 58-65 “R-1AAA Lakefront district” subsection (f)(8) and Section 58-66 “R-1A & R-1AA district” subsection (f)(8) is amended by to read as follows:

(8) Side wall articulation. Each side wall shall provide architectural articulation by stepping the wall plane in or out by at least two feet when the side wall plane and side roof line extend more than 36 feet along the side lot line. The articulation must be provided on one-story walls, on both floors for two-story-high walls, and on the first floor of two-story homes where the second floor is set back from the first floor by at least two feet and includes roof articulation unless the omission of roof line articulation is critical to maintain the architectural style of the home. The inset or projection must extend a distance of at least six feet along the side property line and may continue for another 36 feet of wall length before repeating the articulation. Projections designed to accomplish this articulation requirement must meet the required side setback. The minimum inset or projection is two feet. ~~Other architectural features that project, such as Bay windows, chimneys or imitation chimneys up to eight feet wide may be utilized~~ to accomplish articulation and may extend up to two feet into the required side setback except where the permitted side setback is six feet or greater.. See subsection 58-71(g) for additional chimney setback allowance.

SECTION 4. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances is hereby amended and modified by adding to Sections 58-67 “Low density residential (R-2) district” a new subsection (f)(1) to read as follows:

Section 58- 67. Low density residential (R-2) district.

(f) *General development standards:*

(1)*Part 1, for properties over 65 feet in width:*

	Single Family detached
Max. impervious coverage	50% <u>65%</u>

[Note to Municode: The only change in the table is to increase the max. impervious coverage for single family detached dwellings from 50% to 65%.]

SECTION 5. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances Section 58-71 “General provisions for residential zoning districts” Subsections (i)(3) and (w) is hereby amended and modified as follows including deleting

the text of subsection (w) and re-lettering remaining subsections within Section 58-7 to (w) through (jj):

Section 58-71. General provisions for residential zoning districts.

(3)Garages and carports for single-family dwellings on any lot and two-family dwellings on lots over 65 feet wide:

a.Front-facing garages must meet one of the following design standards:

1.The front wall of the garage must be located at least two feet behind or at least two feet in front of the main wall of the home with a maximum of two doors no greater than 9 feet, wide with the garage door face recessed at least six inches from the plane of garage wall. For an existing home undergoing a remodel or enclosing a carport, one garage door may be permitted up to 18 feet wide with architectural design features such as glazing, hardware and raised panels integrated into the door or other finishes matching the primary structure.

2.The garage wall face must be set back at least four feet behind the front building wall.

3.The garage must have a side entry or be located at the rear of the property behind the main dwelling.

4. A third front facing garage bay with a maximum door width of 9 feet if recessed back at least 4 feet from the adjacent front wall is permitted under #2 or #3 above.

In addition, no street facing garage shall have a garage opening exceeding 10 feet in height.
~~(w) Lots with shallow depth. The platted lots within blocks 46 through 53 of the Town of Winter Park subdivision or any other lot with an average a lot depth of 70 feet or less shall be enabled to utilize a ten (10) foot in lieu of the 25 foot rear setback given the unusual shallow depth of these platted lots, provided the overall building height does not exceed one story within the typical 25 foot rear setback area.~~

SECTION 6. All ordinances or portions or ordinances in conflict herewith are hereby repealed, any part of this ordinance declared to be unlawful by any court shall not constitute repeal of the remainder of the ordinance.

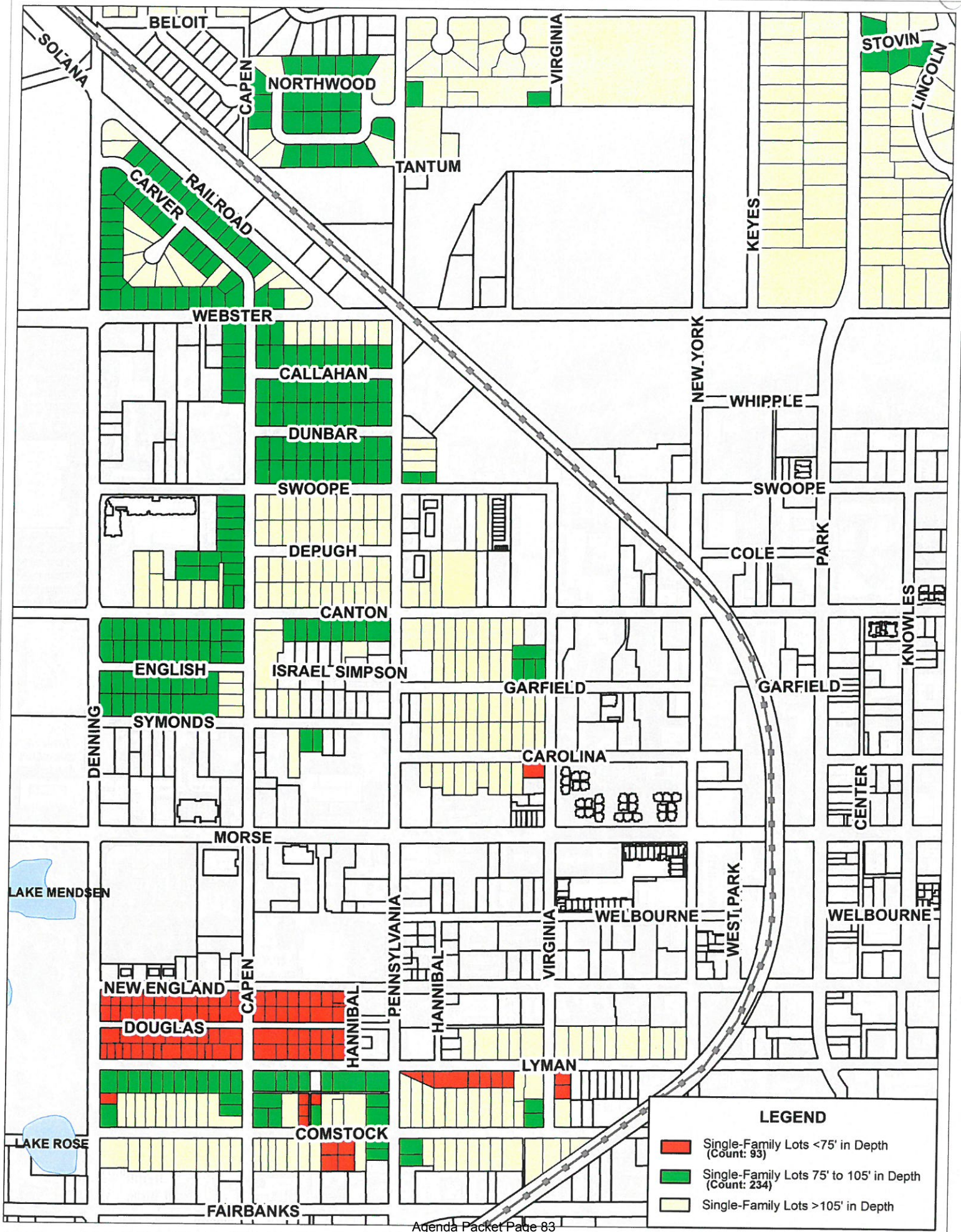
SECTION 7. This ordinance shall become effective immediately upon adoption.

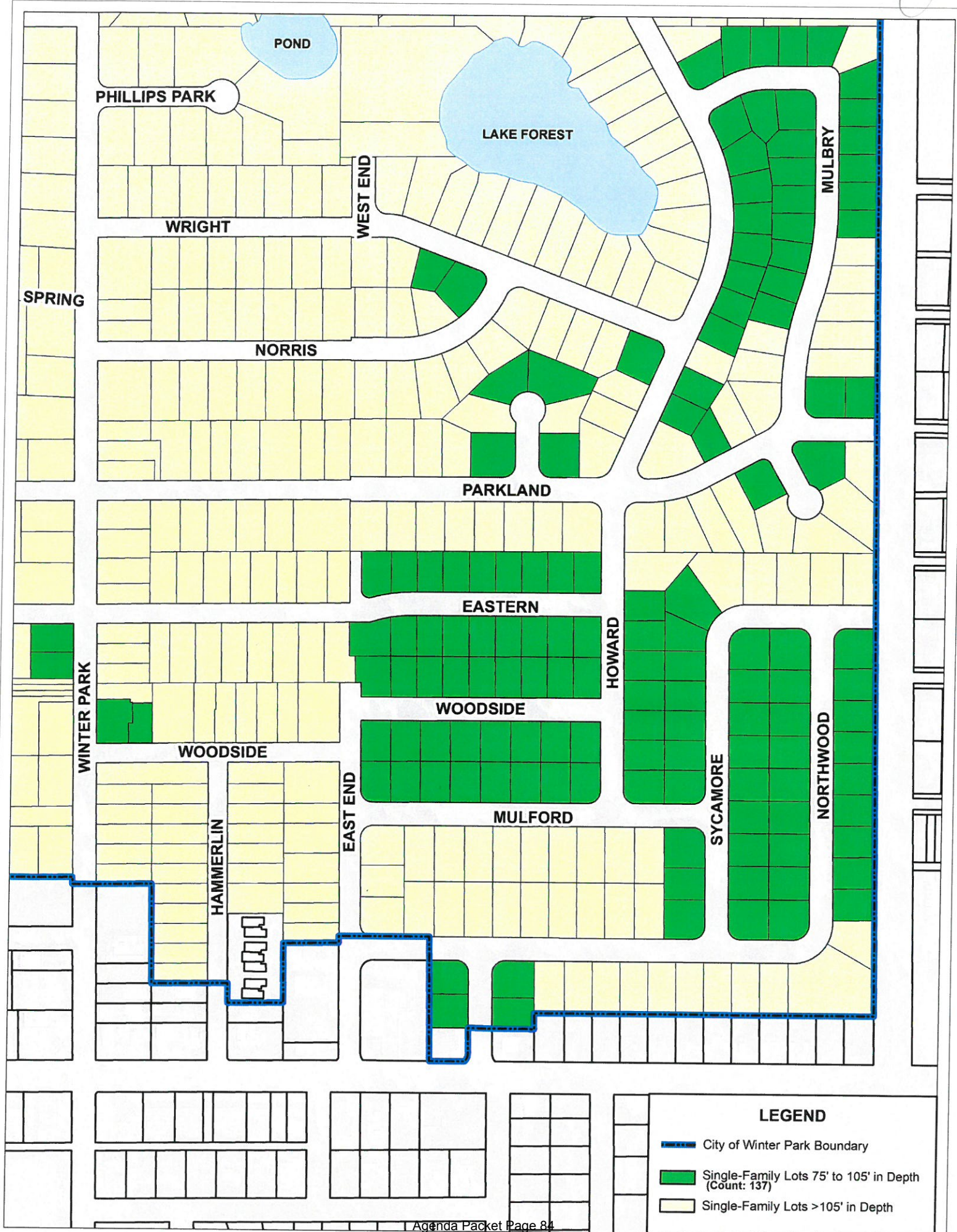
ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this ____ day of _____, 2016.

Mayor Steve Leary

ATTEST:

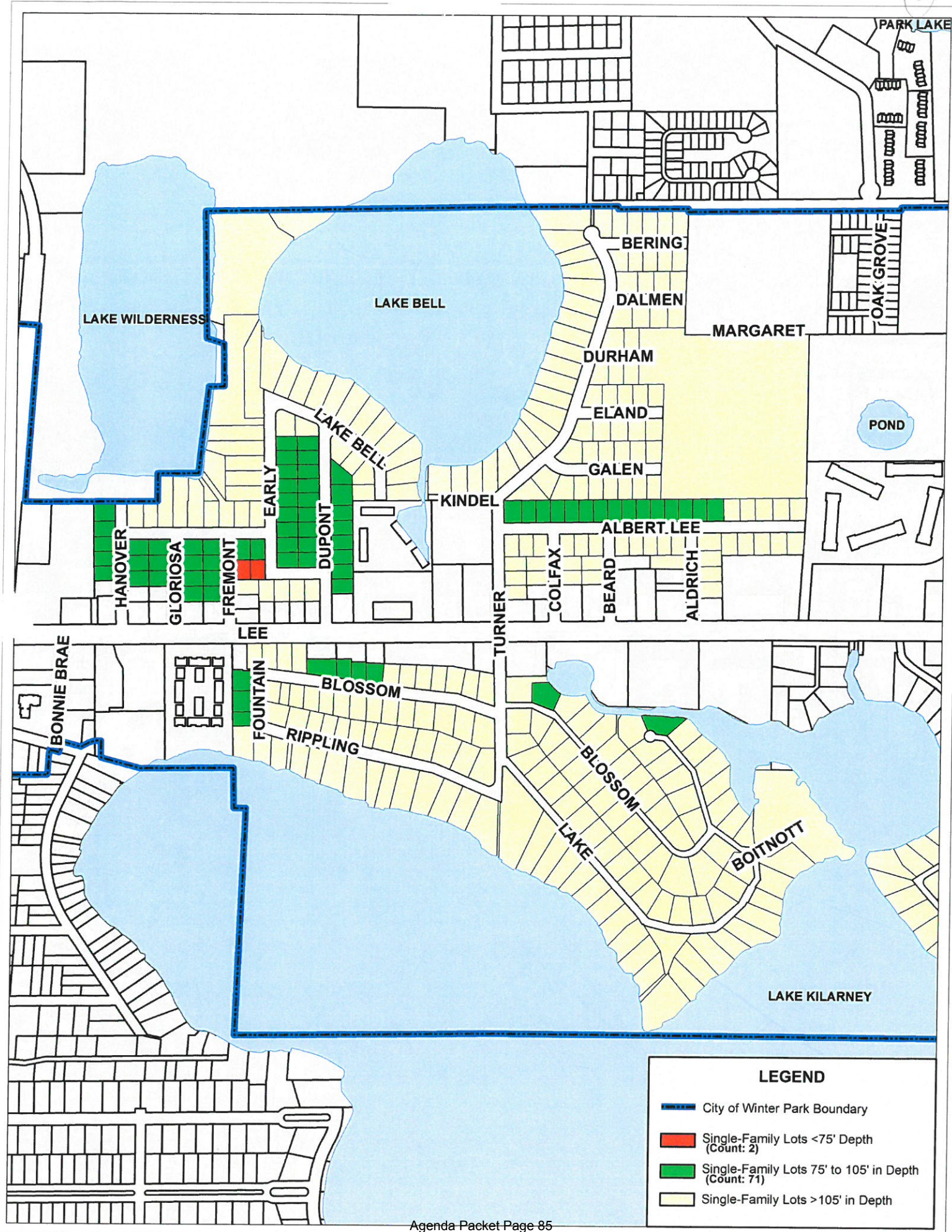
City Clerk Cynthia S. Bonham





LEGEND

- City of Winter Park Boundary
- Single-Family Lots 75' to 105' in Depth (Count: 137)
- Single-Family Lots >105' in Depth



LEGEND

- City of Winter Park Boundary
- Single-Family Lots <75' Depth
(Count: 2)
- Single-Family Lots 75' to 105' in Depth
(Count: 71)
- Single-Family Lots >105' in Depth