



city commission agenda

Regular Meeting
February 12, 2018
3:30 PM
Commission Chambers

mayor & commissioners

seat 1
Gregory Seidel

seat 2
Sarah Sprinkel

Mayor
Steve Leary

seat 3
Carolyn Cooper

seat 4
Pete Weldon

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 the 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. The 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

*times are projected and
subject to change

1. Meeting Called to Order

2. Invocation

- a. **Rev. Alison Harrity – St. Richards Episcopal Church**

Pledge of Allegiance

3. Approval of Agenda

4. Mayor's Report

- a. **Presentation - Dr. Phillips Performing Arts Center** 15 minutes

- b. **Short Term Rentals/AirBnB** 5 minutes
- 5. **City Manager's Report**
 - a. **City Manager's Report** 5 minutes
- 6. **City Attorney's Report**
- 7. **Non-Action Items**
- 8. **Citizen Comments and budget comments | 5 p.m. or soon thereafter**
- 9. **Consent Agenda**
 - a. **Approve the minutes of January 22, 2018.**
 - b. **Approve the following contracts and authorize the Mayor to execute:** 5 minutes
 - 1. GAI Consultants, Inc. - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis
 - 2. Logan Simpson - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis
 - 3. Redevelopment Management Associates, LLC - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis
 - c. **Approve the following piggyback agreements and authorize the Mayor to execute:** 5 minutes
 - 1. Motorola Solutions, Inc. - Increase existing piggyback contract amount to account for the replacement, sustainment & maintenance of the City's multi-agency radio communication (MARC) equipment; \$105,305
 - 2. Cintas Corp. - Renew existing piggyback contract for employee uniforms and facilities solutions; \$85,000
 - 3. Central Florida Environmental Corp. - Piggyback of Seminole County contract #CC-0559-15/RTB for Public Works Minor Construction Projects; \$225,000
- 10. **Action Items Requiring Discussion**
 - a. **2018 General Election Canvassing Board** 10 minutes
 - b. **Creation of Library and Events Center Task Force Naming Sub-committee** 20 minutes

11. Public Hearings

- a. **Approval of temporary barge at 1220 N. Park Ave.** 5 minutes
- b. **Resolution - Request by the Partin Family Trust to designate their family cemetery at 2500 Modac Trail as a historic resource on the Winter Park Register of Historic Places** 10 Minutes
- c. **Resolution - Request by Restore Winter Park LLC to designate 654 West Lyman Avenue as a historic resource in Winter Park** 10 minutes
- d. **Ordinances - Request of the Mayflower Retirement Community to amend the "Comprehensive Plan" Future Land Use map to change portions of the property at 2141 Oakhurst Avenue from a Single Family Future Land Use designation to a Low Density and Medium Density Residential Future Land Use designation and to amend the official Zoning map to change portions of the property at 2141 Oakhurst Avenue from Single Family (R-1A) district Zoning to Low Density Residential (R-2) and Medium Density Multi-Family Residential (R-3) district Zoning to allow expansions to the facilities of the Mayflower Retirement Community. (2)** 10 minutes
- e. **Ordinance - Adopting Naming Policy (2)** 5 minutes

12. City Commission Reports

Appeals and 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 **agenda item**

item type	Invocation	meeting date	2/12/2018
prepared by	City Clerk	approved by	
board approval	final vote		
strategic objective			

subject

Rev. Alison Harrity – St. Richards Episcopal Church

motion / recommendation

background

alternatives / other considerations

fiscal impact



city commission **agenda item**

item type	Mayor's Report	meeting date	2/12/2018
prepared by	City Clerk	approved by	
board approval	final vote		
strategic objective			

subject

Presentation - Dr. Phillips Performing Arts Center

motion / recommendation

background

An update will be provided.

alternatives / other considerations

fiscal impact



city commission **agenda item**

item type	Mayor's Report	meeting date	2/12/2018
prepared by	City Clerk	approved by	
board approval	final vote		
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subject

Short Term Rentals/AirBnB

motion / recommendation

background

alternatives / other considerations

fiscal impact



city commission **agenda item**

item type	City Manager's Report	meeting date	2/12/2018
prepared by	City Clerk	approved by	
board approval	final vote		
strategic objective			

subject

City Manager's Report

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description

City Manager's Report

Upload Date

2/6/2018

Type

Cover Memo



city commission city manager's report

item type

meeting date

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
Quiet zones	FDOT Schedule Update 2-5-18 – Construction will begin April 2018 at the Pennsylvania and Webster Avenues crossing. This involves the installation of additional crossing gates, signal houses and some concrete curb and sidewalk.
Seminole County Ditch Drainage Improvement	Dredging the drainage ditch behind the homes along the east side of Arbor Park Drive has been postponed until February 2018.
Electric undergrounding	<u>Miles of Undergrounding performed</u> Project F: Complete Grove Terrace: 85% complete. Project G: 4.03 miles Boring has begun. TOTAL so far for FY 2018: 1.2 miles
Fairbanks transmission	No Change. A bid review took place on 11/30 at Duke Energy. Estimates for transmission came in \$4.65M higher than the original estimated cost to underground the transmission of \$8.45M. Currently working with FDOT to request additional funding.
Denning Drive	Phase 2 (from Fairbanks to Webster) will began February 5th with construction of bus bays on west side of road. Work to construct the new path on east side of the road will begin approximately February 19 th and is anticipated to be substantially complete by June 1 st .
Scenic Boat Tour ADA ramp	Construction of the new concrete ramp is substantially complete and only remaining items are production/installation of the railing scheduled for February 16 th and installation of several small sections of retaining

	wall which will be complete by February 9th. Landscaping will commence immediately after that.
Library Design	Schematic design is still in progress following review of the designer's first submission and staff/user review. A second submission is anticipated by the end of February.
Sign Code Revisions	This has been postponed until a later date to be announced.

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	Consent Agenda	meeting date	2/12/2018
prepared by	City Clerk	approved by	
board approval	final vote		
strategic objective			

subject

Approve the minutes of January 22, 2018.

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description

Minutes

Upload Date

2/2/2018

Type

Cover Memo

**REGULAR MEETING OF THE CITY COMMISSION
JANUARY 22, 2018**

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 Father Richard Walsh, St. Margaret Mary Catholic Church, followed by the Pledge of Allegiance.

Members present:

Mayor Steve Leary
Commissioner Pete Weldon
Commissioner Greg Seidel
Commissioner Sarah Sprinkel
Commissioner Carolyn Cooper

Also Present:

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

Approval of agenda

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

Mayor's Report

a. 4th Quarter 2017 Business Recognition Award – Park Avenue Smoothie Café

Mayor Leary and CRA Manager Kyle Dudgeon presented the award to Chris Bassil of the Park Avenue Smoothie Café.

City Manager's Report

City Manager Knight spoke about the report in the packet summarizing the 2017 Year in Review of the development that has taken place and is in the process. Commissioner Seidel asked about modifications to the signal at Fairbanks/Denning. Public Works Director Troy Attaway explained what has taken place.

Commissioner Seidel spoke about the Ormond Manor community meeting and the discussion regarding the speeders on Orange Avenue through that section. He asked that a safety study be done. Upon discussion, there was a consensus that staff will look into this and bring back information regarding what they determined with the speeding on that road and if FDOT needs to be contacted concerning this.

Commissioner Sprinkel asked if a money amount was determined with the 2017 development report. The City Manager this information to the Commission. She also asked about the boat ramp at the Scenic Boat Tour and asked to expedite its completion and not wait on the railing to come in before improving the boat ramp's appearance.

City Attorney's Report

Attorney Ardaman spoke about the Constitutional Revision Commission where the Local Government Committee did not meet last week but plans to meet Friday. He will be sending them the two proposals he just received regarding Proposal 95 (FLC suggested they oppose) preempting the regulation of Commerce, Trade and Labor that would prohibit cities from passing ordinances that would regulate this in the City; and Proposal 61 (in support of) that would enhance and protect the home rule powers for cities. Mayor Leary spoke about meeting with the Governor who is in support for the City's position regarding preemption language in front of the committee and legislature. Vice Mayor Weldon will speak with the City Manager to determine if they should contact the members of the Local Government Committee.

Non-Action Items

a. Tennis Center Renovation and Operational Improvements

Jason Seeley, Parks and Recreation Department, summarized the schedule for renovations at the tennis center. He proposed the shutdown of the courts during the months of May-August to allow time for the renovations. He addressed utilizing the clay courts during the renovation period and the end of the High Performance tennis management contract in May. He stated they would like to review the operations during the shutdown time, receive public input and feedback on the tennis center and programming and come back in March-April with a possible new operation model based on public input. Clarification was made that Phelps Park and Cady Way have some capacity to take some of the load but that they only have hard courts.

Consent Agenda

- a. Approve the minutes of January 8, 2018.
- b. Approve the following agreement and authorize the Mayor to execute the contract:
 1. Orange County – Interlocal agreement for municipal separate storm sewer system permit activities; \$22,052.
- c. Approve the following piggyback agreement and authorize the Mayor to execute the contract:
 1. Hubbard Construction Co. – Seminole County contract #IFB-602096-14/BJC for Pavement Management Services; \$150,000.

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

Action Items Requiring Discussion

a. Contract for the sale of 1111 W. Fairbanks Avenue

Planning Director Dori Stone presented this item and spoke about working through the sale of this property. The contract with Verax was presented. The second reading of the ordinance will take place along with the conditional use request. She stated that staff is satisfied with the schedule they received and believe they will see a conditional use request quickly and that they will not own the property until the Commission is agreeable with the conditional use.

Commissioner Cooper commented she still holds that this property has public use and value because of its proximity to Martin Luther King Park and is opposed to the sale and contract. She addressed the new library and issues she believes with the lake and loss of parkland and the intent of the CRA plan.

Motion made by Commissioner Sprinkel to approve the contract, seconded by Commissioner Weldon. There were no public comments made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel and Weldon voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.**

b. Consideration of two real estate offers on 2600 Lee Road

Planning Director Dori Stone addressed the two offers received. Bobby Palta of CBRE (real estate broker for the City) was available for questions. City Manager Knight spoke about his preference for the City of the land lease approach if the Commission is in agreement with the use of the property. Mayor Leary addressed his preference of the alternative use but that without him providing plans as to his intentions for the property it is difficult for him to accept his offer if he is going to just put a fast food restaurant there.

City Manager Knight verified that the other party does not have a tenant in mind at this time. Mr. Palta addressed the closing period of the lease that the Commission appeared to favor. Mayor Leary expressed concerns with the 180-day closing. Ms. Stone spoke about this coming back as a conditional use and that they want to offer the deal to them and bring back a contract and lease to look at and then ask for a motion to sign the lease.

Motion made by Commissioner Sprinkel to move forward with the proposal for the land lease as presented, giving staff the flexibility knowing their concerns regarding the timing issue, seconded by Commissioner Weldon. There were no public comments made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.**

c. Federal Legislative priorities

City Manager Knight provided the list of proposed Federal legislative priorities. He addressed meeting with the City's lobbyist Jim Huckeba of Renaissance Strategy Group. Mr. Huckeba spoke about earmarks as well as other opportunities for funding.

The list for approval is as follows:

Projects/Funding (in priority order):

- 17-92 beautification and corridor improvements
- Assist with widening of SR 426 between 17-92 and Pennsylvania Ave
- Acquisition of post office property for expansion of Central Park
- Broadband project
- Expansion of reuse water system
- Green energy generation (Solar, etc.)
- Expansion of sewer infrastructure to eliminate septic tanks

Legislative matters:

- Assist with FEMA reimbursements
- Oppose legislation negatively impacting tax exempt financings

After discussion and questions, **motion made by Commissioner Sprinkel to approve the list; seconded by Mayor Leary. Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.**

The Commission asked for monthly updates as to what is happening.

Public Hearings:

- a. ORDINANCE NO. 3100-18: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, VACATING AND ABANDONING A CERTAIN PORTION OF THE PUBLIC RIGHT-OF-WAY KNOWN AS LAUREL ROAD AND PUBLIC UTILITY RIGHTS OVER CERTAIN PROPERTY LOCATED WITHIN THE CHARMONT SUBDIVISION, AS MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR RESERVATION OF A PERPETUAL 20' PUBLIC UTILITY EASEMENT; PROVIDING FOR AUTHORIZATION AND DIRECTION TO CITY STAFF; PROVIDING FINDINGS BY THE CITY COMMISSION; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE Second Reading

Attorney Ardaman read the ordinance by title.

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

- b. ORDINANCE NO. 3101-18: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING ARTICLE II, CHAPTER 22 OF THE CITY OF WINTER PARK CODE OF ORDINANCES RELATING TO THE BUILDING CODE AND AMENDING ARTICLE V, CHAPTER 22 OF THE WINTER PARK CODE OF ORDINANCES RELATING TO PROPERTY AND BUILDING MAINTENANCE; PROVIDING FOR THE INCORPORATION OF AND MODIFICATIONS TO THE FLORIDA BUILDING CODE AND ASSOCIATED STANDARDS AND REQUIREMENTS; PROVIDING FOR CLARIFICATIONS TO THE CITY'S BUILDING CODE AND PROPERTY AND BUILDING MAINTENANCE CODE; PROVIDING FOR THE INCORPORATION OF CERTAIN ADMINISTRATIVE AND TECHNICAL AMENDMENTS, INCLUDING A FIRE SPRINKLER REQUIREMENT FOR CERTAIN PROPERTIES; DESIGNATING APPLICABLE WIND DESIGN CRITERIA; PROVIDING FOR SEVERABILITY, CODIFICATION, CONFLICTS, TRANSMITTAL TO THE FLORIDA BUILDING COMMISSION, AND AN EFFECTIVE DATE Second Reading

Attorney Ardaman read the ordinance by title.

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

- c. AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I "COMPREHENSIVE PLAN" FUTURE LAND USE MAP SO AS TO CHANGE THE SINGLE FAMILY FUTURE LAND USE DESIGNATION ON PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE TO A LOW DENSITY AND MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE DESIGNATION, MORE PARTICULARLY DESCRIBED HEREIN PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE First Reading

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE FROM SINGLE FAMILY (R-1A) DISTRICT ZONING TO LOW DENSITY (R-2) AND MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL (R-3) DISTRICT ZONING ON A PORTION OF THE PROPERTY AT 2141 OAKHURST AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE First Reading

- d. Request of the Mayflower Retirement Community for Preliminary and Final Conditional Use approval for expansions to their facility to include a three-story healthcare (skilled nursing) building; a one-story memory care building; a one-story clubhouse and forty (40) new villa units in four separate three-story buildings on the combined 15.5 acres of vacant property at 1620 Mayflower Court and 2141 Oakhurst Avenue

Attorney Ardaman read both ordinances by title. Planning Manager Jeff Briggs stated that public hearings c and d will be held together. He addressed the two ordinances for consideration and the conditional use

request. He explained that the property will be rezoned in tiers and displayed the property to be rezoned R-3 (that is necessary to permit a three story building) adjacent to the R-4 property, and the R-2 rezoning. He spoke about the property on the far west of the site where the 50' strip of property is staying single family so there is a permanent 50' buffer of single family zoning and future land use where no building can take place. He explained the conditional use request and the concept plan before them for the improvements on the existing wetland area to the west of the existing Mayflower buildings.

Mr. Briggs summarized the proposed building plans and the condition attached to the approval that limits both the time of construction and no weekend construction. He addressed the increase in traffic, the improvement of parking, buffering to the Gallery Condominiums and to the homes to the east (they must bring back the landscape plan and any plans for fencing, etc. to provide visual and sound protection barrier). He explained that the Transportation Advisory Board is interested in extending the bike path system and vision that this property could be a link between Lakemont and Aloma if the St. Andrews extension is ever made but that safety and security of the Mayflower has to be a top concern.

Commissioner Seidel addressed the 2010 study that showed a trail should go in and where it should be located. He provided a GIS map that showed a connection that he stated was in the planning stages and there has not been a public study to meet with property owners. He stated he wanted to see the study be done to see if there is potential to either obtain or have an agreement to use a portion of the property for this. Commissioner Weldon stated he takes the recommendation for the bike path seriously and wanted to see what could be done but in the right venue.

Commissioner Cooper spoke about the many conversations about connectivity through the City and the importance of alternative modes of transportation, and that the Mayflower should provide a trail easement and determine the best way to do that for the Mayflower.

Mr. Briggs concluded that there are some conditions that will go back to the Planning and Zoning Board; if the Commission wants to see certain plans, the conditions can be amended to come back to the Commission. He commented that preliminary approvals can be done this evening and final approvals with detailed plans such as stormwater, etc. can return to the Commission.

Mr. Briggs responded to questions of Commissioner Cooper regarding removal of trees, ingress/egress into the property from Lakemont Avenue (there were no issues), R-2 zoning and drainage, and wetland mitigation.

Commissioner Sprinkel had concerns with the removal of trees and where fences will be built so they do not block parts of the property that could be a nice view for the residents.

Steve Kramer, CEO, Mayflower Retirement Community, explained the levels of care provided at the Mayflower and other background information. He spoke about issues with stormwater.

Ron Branom, Construction Project Director, addressed the stormwater issues and drainage.

Kevin Deck, Architect for the project, summarized the master plan and elevations.

Joe Kolb, Engineer for the project, explained the drainage, flood plain, canal drainage system and pond excavation.

Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon stated they all met with the applicant prior to the meeting.

Motion made by Commissioner Weldon to accept the Future Land Use map (comprehensive plan) ordinance as presented on first reading; seconded by Commissioner Seidel.

Motion made by Commissioner Weldon to accept zoning ordinance as presented on first reading; seconded by Commissioner Seidel.

Karen Jacobs, 2411 Gallery View Drive spoke in support of the Mayflower expansion and the conditions that were recommended by P&Z.

Mike Emerson, 2115 Taylor Avenue, expressed concerns with drainage problems at their property. Staff will contact Mr. Emerson regarding their concerns and who is responsible for maintaining the storm drain.

Barbara Smith, 2427 Gallery View Drive, was neutral because of issues already clarified for her and thanked the Commission for responded to her.

Brooks Hewitt, President of the Gallery Condo Association, spoke in support of the project. He asked that the only entrance going into the Mayflower is the property that runs by the Gallery.

Upon a roll call vote on the Future Land Use map ordinance (comprehensive plan), Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the zoning ordinance, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.

Conditional use approval

Planning Manager Jeff Briggs stated if the Commission wants to see the landscape and stormwater plans come back before them, this could be done as a preliminary approval with the final plans coming back with the same conditions as follows:

1. That the Mayflower Retirement Community explore options to create a northeast connector trail on the Mayflower Retirement Center property of 12 feet wide with a three foot buffer on each side, consistent with the proposed St. Andrews Trail, as recommended by the Transportation Advisory Board.
2. That the Project receive a subsequent approval from the P&Z Board on a fence and landscape plan for the project including the 50 foot perimeter buffer area which utilizes a combination of new trees in the buffer area, cypress trees around the new ponds and those ponds bordering other properties; other landscaping features and fencing to provide a visual and sound buffer for the privacy of the adjoining residences and Gallery condos.
3. In consideration of the multi-year length of the construction period, that the Mayflower limit the hours of construction to Monday through Friday 8 a.m. to 5 p.m.
4. That the Project receive a subsequent approval from the P&Z Board on the final stormwater design for the project, once fully vetted by City staff.

Motion made by Commissioner Cooper that they approve conditions 2-4 as a preliminary approval and with the modification that item #1 instead of saying that "the Mayflower Retirement Community will explore" says that "the Mayflower Retirement Community will provide a trail easement to the City for a multi-purpose bike trail to accommodate a northeast connector trail across the Mayflower Retirement Center property consistent with the planned St. Andrews

trail as recommended by the Transportation Advisory Board and included in Winter Park's Bike and Pedestrian Plan and the specific route to be developed in conjunction with the City". The motion was seconded by Commissioner Seidel.

Mayor Leary stated he could not support the motion because if being so specific without any engineering and without consideration of the professionals designing this. He expressed concerns with security issues on site with this motion and would only support the motion as presented.

Commissioner Weldon stated he wants to find practicable and workable ways to extend bicycle trails throughout the City but did not believe this works because of access issues that would be secure for an open public trail. He explained that he would like the landscape plan (condition #2) come back to the Commission and the P&Z and receive full vetting as to what that will be because of the removal of many trees. He agreed with condition #3.

Concerning condition #4, Commissioner Weldon spoke about concerns with causing flooding problems around the neighborhood and hoped that the developer would be agreeable to exceeding the St. John's Water Management standards. He stated he wants to see that come back to the Commission with a higher level of standard. Mr. Kolb addressed Commissioner Weldon's concern. Mayor Leary stated they could have that plan resubmitted to the City for approval and put into the approval utilizing a third party paid for by the applicant that reports to City on those numbers. Further discussion took place regarding condition #4.

Commissioner Sprinkel supported conditions 2-4 to come back to the Commission and to eliminate condition #1.

Motion (above) withdrawn by Commissioner Cooper.

Motion made by Commissioner Sprinkel to approve the preliminary Conditional Use as presented by P&Z (to come back to the City Commission for final CU approval); seconded by Commissioner Weldon. No further public comments were made. Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel and Weldon voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.

Public Comments (Items not on the agenda)

No comments were made.

- e. RESOLUTION NO. 2199-18: A RESOLUTION OF THE CITY OF WINTER PARK, FLORIDA, URGING ALL MEMBERS OF THE FLORIDA LEGISLATURE TO OPPOSE LEGISLATION THAT WOULD RESTRICT OR ELIMINATE COMMUNITY REDEVELOPMENT AGENCIES; DIRECTING CITY ADMINISTRATION TO TRANSMIT A CERTIFIED COPY OF THIS RESOLUTION TO THE FLORIDA LEAGUE OF CITIES, THE ORANGE COUNTY LEGISLATIVE DELEGATION AND ANY OTHER INTERESTED PARTIES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Attorney Ardaman read the resolution by title.

Motion made by Commissioner Sprinkel to adopt the resolution; seconded by Commissioner Weldon. No public comments were made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, and Weldon voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Cooper was absent for the vote.**

- f. RESOLUTION NO. 2200-18: A RESOLUTION OF THE CITY OF WINTER PARK, FLORIDA, OPPOSING LEGISLATIVE EFFORTS TO IMPEDE THE CONSTITUTIONAL RIGHT FLORIDA'S CITIZENS HAVE ENJOYED FOR NEARLY 50 YEARS TO GOVERN THEMSELVES UNDER MUNICIPAL HOME RULE POWERS; OPPOSING THE LEGISLATURE'S PERSISTENT INTRUSION INTO LOCAL FINANCES, WHICH ARE NECESSARY TO PROVIDE FINANCIAL STABILITY AND ESSENTIAL SERVICES UNIQUELY REQUIRED BY MUNICIPAL RESIDENTS AND LOCAL BUSINESSES; DIRECTING CITY ADMINISTRATION TO TRANSMIT A CERTIFIED COPY OF THIS RESOLUTION TO THE FLORIDA LEAGUE OF CITIES, THE ORANGE COUNTY LEGISLATIVE DELEGATION AND ANY OTHER INTERESTED PARTIES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Attorney Ardaman read the resolution by title.

Motion made by Commissioner Sprinkel to adopt the resolution; seconded by Commissioner Weldon. No public comments were made. **Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, and Weldon voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Cooper was absent for the vote.**

- g. AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, ADOPTING A NAMING POLICY FOR THE CITY'S LIBRARY AND EVENTS CENTER; PROVIDING FOR AUTHORIZATION TO THE MAYOR AND CITY MANAGER WITH RESPECT TO SUCH NAMING POLICY; MAKING FINDINGS; PROVIDING FOR SEVERABILITY, NON-CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE First Reading

Attorney Ardaman read the ordinance by title. He addressed two items needing correction in the policy itself.

Motion made by Commissioner Weldon to accept the ordinance on first reading with the suggestions made by Attorney Ardaman in the policy; seconded by Commissioner Sprinkel.

Commissioner Cooper provided a list of items in the policy she wanted to address.

Motion made by Commissioner Cooper that they add in the introduction, line 1 prior to name that it says "This policy sets forth the requirements and conditions that must be met by donors in order for their name or a person's name they select as opposed to just a name they select". Motion failed for lack of a second.

Motion made by Commissioner Cooper to change within the policy, #2 (b), line 1-2 and 7: to change "City of Winter Park" to "City Commission"; seconded by Commissioner Sprinkel.

Motion made by Commissioner Cooper in #2 (b) line 4, (no one is designated who can approve the pre-approved list of naming opportunities) to add: "such list will be presented to the City Commission for approval". Motion failed for lack of a second.

Commissioner Cooper spoke about #6 and did not want individuals making donations that do not specify what it should go toward (one of the amenities or toward the overall cost of the library/events center) to be defaulted toward the library commitment. **Motion made by Commissioner Cooper to add "the donor shall be given the opportunity to specify in writing whether their donation is applied to the Winter Park Library Association commitment or to a particular future enhancement to the facility".** City Manager Knight commented that a donor could always designate how they want their donation to be used whether or not it is in the policy. **Motion failed for lack of a second.**

There were no public comments made.

Upon a roll call vote on the amendment, to change within the policy, #2 (b), line 1-2 and 7: to change "City of Winter Park" to "City Commission", Mayor Leary and Commissioners Seidel and Weldon voted no. Commissioners Sprinkel and Cooper voted yes. The motion failed with a 3-2 vote.

Motion amended made by Commissioner Cooper a preceding sentence be added to #2 (b): "The final authority for naming the Library, the events center, and the complex as a whole, rests exclusively with the City Commission", seconded by Commissioner Sprinkel. Upon a roll call vote,

Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the main motion as stated (including the suggestions made by Attorney Ardaman), Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried unanimously with a 5-0 vote.

- h. Request of the City of Winter Park to amend various sign code regulations
PLEASE NOTE: **THE PUBLIC HEARING FOR THIS ORDINANCE HAS BEEN POSTPONED UNTIL FURTHER NOTICE**

City Commission Reports:

Commissioner Seidel – No report.

Commissioner Sprinkel – Spoke about the traffic increase in the City.

Commissioner Cooper – Spoke about the objections to the bike path concerning the Mayflower.

Commissioner Weldon – Spoke about asking for the development report provided with the City Manager's Report. He commented that the quality of development that was approved will increase the City's taxes by about \$1 million a year and that the objective is to seek redevelopment of high quality to help the City finance more of the services provided to the citizens.

Commissioner Weldon also provided a memo regarding electric rates and revenue that he believed raised some issues the Commission may want to consider. A copy of the memo is attached.

Mayor Leary – No report.

The meeting adjourned at 6:41 p.m.

Mayor Steve Leary

ATTEST:

City Clerk Cynthia S. Bonham, MMC



city commission **agenda item**

item type	Consent Agenda	meeting date	2/12/2018
prepared by	Purchasing	approved by	
board approval	final vote		
strategic objective	Fiscal Stewardship		

subject

Approve the following contracts and authorize the Mayor to execute:

1. GAI Consultants, Inc. - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis
2. Logan Simpson - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis
3. Redevelopment Management Associates, LLC - RFP-3-2018 - Continuing Contract for General Planning Services; As-needed basis

motion / recommendation

Commission approve items as presented.

background

A formal solicitation was issued to award these contracts.

alternatives / other considerations

N/A

fiscal impact

Total expenditures included in approved FY18 budget.

ATTACHMENTS:

Description	Upload Date	Type
Contracts	1/30/2018	Cover Memo



city commission agenda item

item type	Contracts	meeting date	February 12, 2018
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

Contracts

	vendor	item background	fiscal impact	motion recommendation
1.	GAI Consultants, Inc.	RFP-3-2018 – Continuing Contract for General Planning Services	Total expenditure included in approved FY18 budget. Amount: As-needed basis	Commission approve the contract and authorize the Mayor to execute the agreement.
A formal solicitation was issued to award this contract.				
2.	Logan Simpson	RFP-3-2018 – Continuing Contract for General Planning Services	Total expenditure included in approved FY18 budget. Amount: As-needed basis	Commission approve the contract and authorize the Mayor to execute the agreement.
A formal solicitation was issued to award this contract.				
3.	Redevelopment Management Associates, LLC	RFP-3-2018 – Continuing Contract for General Planning Services	Total expenditure included in approved FY18 budget. Amount: As-needed basis	Commission approve the contract and authorize the Mayor to execute the agreement.
A formal solicitation was issued to award this contract.				



city commission agenda item

item type	Consent Agenda	meeting date	2/12/2018
prepared by	Purchasing	approved by	
board approval	final vote		
strategic objective	Fiscal Stewardship		

subject

Approve the following piggyback agreements and authorize the Mayor to execute:

1. Motorola Solutions, Inc. - Increase existing piggyback contract amount to account for the replacement, sustainment & maintenance of the City's multi-agency radio communication (MARC) equipment; \$105,305
2. Cintas Corp. - Renew existing piggyback contract for employee uniforms and facilities solutions; \$85,000
3. Central Florida Environmental Corp. - Piggyback of Seminole County contract #CC-0559-15/RTB for Public Works Minor Construction Projects; \$225,000

motion / recommendation

Commission approve the items as presented.

background

Formal solicitations were issued to award these contracts.

alternatives / other considerations

N/A

fiscal impact

Item 1: City shall be reimbursed by the State of Florida, Department of Emergency Services under U.S. Department of Homeland Security, Federal Emergency Management, Federal Domestic Assistance grant number 97.067.

Item 2 & 3: Total expenditure included in approved FY18 budget.

ATTACHMENTS:

Description	Upload Date	Type
Piggyback Contracts	2/6/2018	Cover Memo



city commission agenda item

item type	Piggyback Contracts	meeting date	February 12, 2018
prepared by department division	Procurement 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	

Piggyback Contracts

	vendor	item background	fiscal impact	motion recommendation
1.	Motorola Solutions, Inc.	Increase existing piggyback contract amount to account for the replacement, sustainment & maintenance of the City's multi-agency radio communication (MARC) equipment.	City shall be reimbursed by the State of Florida, Department of Emergency Services. Amount: \$105,305	Commission approve item as presented.
City shall be reimbursed under U.S. Department of Homeland Security, Federal Emergency Management, Federal Domestic Assistance grant number 97.067.				
2.	Cintas Corp.	Renew existing piggyback contract for employee uniforms and facilities solutions.	Total expenditure included in approved FY18 budget. Amount: \$85,000	Commission approve the item as presented and authorize the Mayor to execute the renewal.
A formal solicitation was issued to award this contract. The piggyback agreement shall be valid through March 31, 2019.				
3.	Central Florida Environmental Corp.	Piggyback of Seminole County contract #CC-0559-15/RTB for Public Works Minor Construction Projects Less Than \$2,000,000.	Total expenditure included in approved FY18 budget. Amount: \$225,000	Commission approve the item as presented and authorize the Mayor to execute the contract.
A formal solicitation was issued to award this contract.				



city commission agenda item

item type Action Items Requiring Discussion	meeting date 2/12/2018
prepared by City Clerk	approved by City Manager
board approval N/A final vote	
strategic objective	

subject

2018 General Election Canvassing Board

motion / recommendation

Three motions are necessary as follows:

- 1. Appoint three members to the 2018 General Election Canvassing Board to constitute a quorum.** Each member must be able to attend the two meetings scheduled for March 13 and March 15 (see explanation below). For this election, the Mayor cannot serve on the Board. Please remember that the City Clerk can also serve on the Board if a Commissioner cannot.
- 2. Motion to accept the canvassing criteria as set by the state and used by Orange County for canvassing absentee ballots as attached.**
- 3. Motion to allow the Orange County Supervisor of Elections to open and run all Vote By Mail ballots through the tabulator (after 9:00 a.m. on March 13) that are not questionable without obtaining the results until 7:00 p.m.**

That will save the Canvassing Board a lot of time as that portion will be completed upon our arrival. The Canvassing Board will only need to accept or reject any absentees that have issues with them (such as no signature, signatures do not match, etc.) using the criteria approved.

background

Per our Charter, the commission must appoint three (3) of its members to consist of the Canvassing Board. For any disqualified City Commissioner or Mayor, the City Clerk can act as the alternate Canvassing Board member.

This will require the Board to meet at the Supervisor of Elections Office on March 13 at 4:00 to conduct the Logic and Accuracy Test on the tabulating equipment, select the contest and precinct to be audited in accordance with Chapter 101.591, Florida Statutes and Rule 1SER08-04, F.A.C. (conducted

on march 15), and to canvass Vote by Mail ballots and any provisional ballots needing review.

The Board will be required to meet again on March 15 at 2:00 at the Supervisor of Elections Office to certify the election results, canvassing any outstanding provisional ballots and at 3:00 p.m., perform the audit.

The City Clerk will guide the Board through the process.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description

Orange County Canvassing Criteria

Upload Date

1/31/2018

Type

Cover Memo

**Orange County Canvassing Board
2018 Criteria**

Last Updated: 8/2/2017

Vote by Mail	Accept	Reject	Case by Case	CB Review?
No Signature [101.68(2)(c)1], if left uncured*		X		
No signature, with cure affidavit [101.68(4)]*	X			
Signature does not match [101.68(2)(c)1] [101.65-15th day], if left uncured*		X		
Signature does not match, with cure affidavit [101.68(4)]*	X			
Signature printed and does not match the signature on file [101.68(2)(c)1] [101.65], if left uncured*		X		
Signature printed does not match, with cure affidavit [101.68(4)]*	X			
Voter signed envelope for someone else and the other person had a request on file	X			
Certificate envelope has two signatures and both voters requested ballots and both received the same card numbers.	X			
Voter sends ballot in blank envelope that does not have the oath [101.64(2)]		X		
Voted wrong ballot card (voter has moved) [101.045]			X	
Voter deceased or canceled since ballot returned [101.68(2)(c)2]	X			
Late return of vote-by-mail ballot (Except UOCAVA voters) [101.67(2)]		X		
Voted early or at the polls [101.69]		X		
*F.S. 101.68(4) Until 5pm on the day before the election, the supervisor shall allow an elector who has returned a vote by mail ballot that does not include the elector's signature or whose signature does not match to complete and submit an affidavit to cure the vote by mail ballot.				
First time voters who registered by mail - Special Vote by Mail	Accept	Reject	Case by Case	
Voter provides proper identification or indicates exemption [101.6923]	X			
Voter does not provide proper identification or indicate an exemption by 7 pm [101.6923]		X		
Provisional Ballots 101.048	Accept	Reject	Case by Case	
Voter is eligible, signature matches, correct precinct	X			
Voter is eligible but did not have proper ID - Signature matches that on file	X			
Voter given the provisional in error--should have voted a regular ballot	X			
Voter's application was not verified by State, voter furnished additional information prior to 5 p.m. of second day. Voter deemed eligible.	X			
Ballot cast in wrong precinct		X		
Voter name not found - not registered to vote		X		
Voter moved into county- Eligible, signature matches, correct precinct [101.045]	X			
Voter moved out of county		X		
Voter was canceled as a Felon or for other reasons		X		
Voter registered after the books closed		X		

**Orange County Canvassing Board
2018 Criteria**

Last Updated: 8/2/2017

Provisional Ballots 101.048	Accept	Reject	Case by Case	CB Review?
Voter's application was not verified by State, voter did not furnish additional identification by 5 p.m. of the second day.		X		
Voter's application was incomplete so not eligible to vote		X		
Voter's signature does not match and voter refuses to sign "Signature Differs" Affidavit. If signature on Prov matches that on file in the SOE office	X			
Voter's signature does not match and voter refuses to sign "Signature Differs" Affidavit. If signature on Prov does not match that on file in the SOE office		X		
Voter had been sent a vote by mail ballot, did not surrender it, vote by mail ballot has not been received by SOE	X			
Voter's right to vote has been challenged			X	
Voter has disputed party affiliation in PPP and Primary - provisional ballot is the wrong party according to SOE research		X		
Voter has already voted by vote by mail or at an early voting center		X		
Voting hours extended - voter is eligible and in the correct precinct [101.049]	X			
Voting hours extended - voter is eligible and NOT in the correct precinct		X		
Absentees from Overseas Voters (10 days after the election)	Accept	Reject	Case by Case	
No Postmark or date [101.6952] and [1S-2.030]		X		
Dated or postmarked on or by election day [101.6952] and [1S-2.030]	X			
Dated on or before election day but postmarked later or no postmark	X			
Dated and postmarked after election or dated after election with no postmark		X		
State Write-In Ballot 101.6951	Accept	Reject	Case by Case	
Wait to see if we have requests - have never had one			X	

**Orange County Canvassing Board
2018 Criteria**

Last Updated: 8/2/2017

Federal Write In Absentee Ballot (101.6952, 102.166)	Just the Facts			CB Review?
	Accept	Reject	Case by Case	
Must be a registered voter in the county				
Must have signed the FWAB and the signature verified				
No date and no postmark - received after election day		X		
Dated or postmarked on election day or earlier	X			
No request received but dated on or before election day and oath is signed.	X			
Challenge of overseas voter based on not meeting definition of [97.021(24)]			X	
Not registered by deadline - all overseas voters		X		
10-Day Extension for Overseas Voters: A federal write-in absentee ballot may not be canvassed until 7 p.m. on the day of the election. A federal write-in absentee ballot from an overseas voter in a presidential preference primary or general election may not be canvassed until the conclusion of the 10-day period specified in subsection (5). Each federal write-in absentee ballot received by 7 p.m. on the day of the election shall be canvassed pursuant to ss. 101.5614(5) and 101.68, unless the elector's official absentee ballot is received by 7 p.m. on election day. 101.6952 (2)(a) An absent uniformed services voter or an overseas voter who makes timely application for but does not receive an official absentee ballot may use the federal write-in absentee ballot to vote in any federal, state, or local election.				
Date Adopted:	Orange County Canvassing Board			
	County Judge			
	County Commissioner			
	Supervisor of Elections			



city commission **agenda item**

item type	Action Items Requiring Discussion	meeting date	2/12/2018
prepared by	Assistant City Manager	approved by	City Manager
board approval	yes final vote		
strategic objective	Exceptional Quality of Life, Intelligent Growth and Development, Investment in Public Assets and Infrastructure		

subject

Creation of Library and Events Center Task Force Naming Sub-committee

motion / recommendation

Authorize the Library and Events Center Task Force to create a naming sub-committee to recommend names for the buildings and campus for acceptance and approval by the City Commission.

background

The Library and Events Center Task Force is eager to name the campus and buildings to allow for the development of a brand and further development of a marketing strategy.

The Task Force has recommended that a sub-committee be developed to provide potential names for consideration to the Commission by April 9th. The recommended sub-committee is as follows:

Task Force Member - Sam Stark
City Representative - Clarissa Howard
Library Representative - Dori Madison
Parks & Recreation Representative - Leif Boufard

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description

Draft minutes 1/24/18

Upload Date

2/2/2018

Type

Cover Memo

Library & Events Center Task Force
January 24, 2018

The meeting was called to order at 8:00 a.m.

Members present: Leslie O'Shaughnessy, Tom McMacken and Sam Stark

Staff Members present: Brenda Moody, Clarissa Howard and Michelle Neuner

Others present: Shawn Shaffer, Executive Director for Winter Park Public Library

Administrative items

Tom McMacken moved to approve the November 22 minutes as presented; seconded by Sam Stark; motion carried unanimously.

Public comment – Charlie Williams inquired as to what the proposed projection or budget would be if we built a two story parking garage on the current platted lot with exfiltration trenches/stormwater.

Informational items

a. Library Survey Results

This item was addressed at the end of this meeting.

b. Design Update – Parking

Ms. Neuner provided a brief summary and addressed questions related to the December 31, 2017 Zoning and Parking Exhibit which was included in the agenda packet. She noted that the city has been pushing for 220 parking spaces for the library and events center. She asked for comments, ideas and suggestions which will be shared with design team for consideration.

Mr. McMacken offered the following: the parking count of 142 spaces is not adequate, it should be closer to 250; the parking should be adjacent to the building in some way, shape or form; not in favor of the proposed parallel parking on Morse Boulevard and requested the design team to research and present the cost for structured parking and consider spanning it over the water to aid in future retention.

Mr. Stark offered the following: Parallel parking on Morse Boulevard is a viable option; and provide enhanced campus connectivity via trails/walkways/paths to access facilities, recreational area, sports fields and parking area.

Ms. Moody distributed the December 01, 2017 schedule/timeline and addressed questions. She assured them that she will report their parking feedback directly to the consultant.

Following a brief discussion related to the need of naming the facilities/campus; **Motion made by Sam Stark that the city establish a branding task force/subcommittee with a representative from Parks and Recreation Department, the Library, the Library & Events Center Task Force, and City staff (Clarissa Howard) to establish a name; seconded by Tom McMacken for discussion.**

c. Marketing Timeline

Ms. Howard distributed the Milestone Marketing schedule for the dates of February 2018 through April 2020 and addressed questions. Ms. Howard clarified that we would need to pay for target marketing/publications; therefore a separate marketing budget will have to be created and approved by the Commission.

Ms. Neuner said she supports their need to establish a motion to move forward with the branding exercise and recommended they establish a regular reporting mechanism to the Commission in an effort to move forward with the decision making.

Mr. McMacken wanted to clarify that the motion includes a representative from Parks, from the City, from the library and from this task force (Sam Stark). Mr. Stark said yes.

Ms. Neuner noted that the branding initiative will be written up into an agenda item to be presented at the next commission meeting (February 12), but wanted clarity as to who designates the representative for the library and parks department. A majority agreed with the following: that a subcommittee of this task force should be created (rather than a separate task force); that they are to report back to the Library & Events Center Task Force; and that the library and parks department should nominate their representative. Mr. Stark wanted to put a timeline on the branding task (such as 45-60 days). They all agreed that their plan is to present the subcommittee recommendations at the April 9 commission meeting. Ms. Howard mentioned that this past commission meeting a naming policy was adopted and asked for clarity. Ms. Neuner said that the naming for each of the buildings and the campus require commission approval. A majority of the task force agreed that the naming recommendation should be left at the discretion of the branding subcommittee. Ms. Howard advised that the current marketing plan does not include branding, however, if the motion below is approved she can easily fit this task into the marketing timeline she presented earlier.

Motion made by Sam Stark that the City establish a branding subcommittee with a representative from Parks and Recreation Department, the Library, the Library & Events Center Task Force (Sam Stark), and City staff (Clarissa Howard) to establish a name; seconded by Tom McMacken. Upon a roll call vote, the motion was approved 3-0 unanimously.

Mr. McMacken recommended that the next topic to be discussed at their next meeting should be the operations-roles/responsibilities. Ms. Moody acknowledged and advised that staff is finalizing the business plan and budget (in which marketing dollars can be part of) and will be presented next week to City Management/staff. This document will then be sent to them in advance of their next meeting. Ms. Moody advised that the owner's representative, The Pizzuti Companies, has subcontracted with an organization in Ohio that completed a study on the roof top element of the event center. She said some of the items in the report included the proper capacity for this particular element, rental pricing and naming opportunities.

In response to questions related to when they will be notified of the finalized project details, what will be included, add-ons, proposed costs and naming, Ms. Neuner said she anticipates that all of these items will be addressed at the February 12 commission meeting discussion (approval of the schematic design documents and the acceptance of the subcommittee to work on the naming).

Ms. Shaffer distributed the Winter Park Public Library December 2017 Patron and Community Survey results. Ms. Shaffer and Ms. Madison with AXON2/Lure Design address questions.

The next meeting was scheduled for February 7, 2018 at 8:00 a.m. in the Chapman Room, City Hall, Second Floor.

The meeting adjourned at 8:59 a.m.



city commission agenda item

item type	Public Hearings	meeting date	2/12/2018
prepared by	Assistant City Manager	approved by	
board approval	final vote		
strategic objective	Public Health and Safety		

subject

Approval of temporary barge at 1220 N. Park Ave.

motion / recommendation

Approve temporary barge from February 17-25, 2018 at 1220 North Park Avenue.

background

Mr. and Mrs. Hagle are planning to host a party on February 24, 2018 that proposes a temporary barge be placed at the shore of their residence for approximately 1 week. City Code requires City Commission approval, after public hearing, of the barge if it will remain more than 48 hours (see below).

Staff supports the request as presented (see attached letter & map)."

- **Sec. 114-70. - Temporary obstructions; time restrictions; emergency markers; authorization of "no wake zone" buoys.**

-

- (a) *Temporary obstructions.* It shall be unlawful for any person to leave or permit any boat, barge dredge, temporary dock or pier or any other temporary obstruction to be left extending further than 20 feet from the shoreline or to anchor any float, buoy or other hazard more than 40 feet from the shoreline between the hours of sunset and sunrise, unless such boat, barge, dredge, buoy or other temporary obstruction is properly lighted to show its overall length, or prior approval is given by the city commission after a public hearing. (b)

Time restrictions. It shall be unlawful for any person to leave or permit any lighted or approved temporary obstruction to be left in any city lake for more than 48 hours during any 30 day period unless prior approval is given by the city commission after a public hearing.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description

Hagle letter

Upload Date

2/2/2018

Type

Cover Memo

To: City of Winter Park Commission
From: Sharon and Marc Hagle
Date: January 31, 2018

Subject: Request for approval to locate barge
1220 North Park Avenue – Lakeshore


Find enclosed an aerial photograph showing the requested location for a barge to be temporarily installed for our upcoming Circus Party on February 24, 2018. The barge will extend 50' off the shoreline into Lake Maitland and be 80' wide. See below summary:

- Installation date: February 17 – 21, 2018
- Removal date: February 25, 2018
- Lighting: Navigation lighting along the outer edges
- Event lighting: Circus lighting on the entire surface
- Railing: The entire perimeter will have pedestrian railing

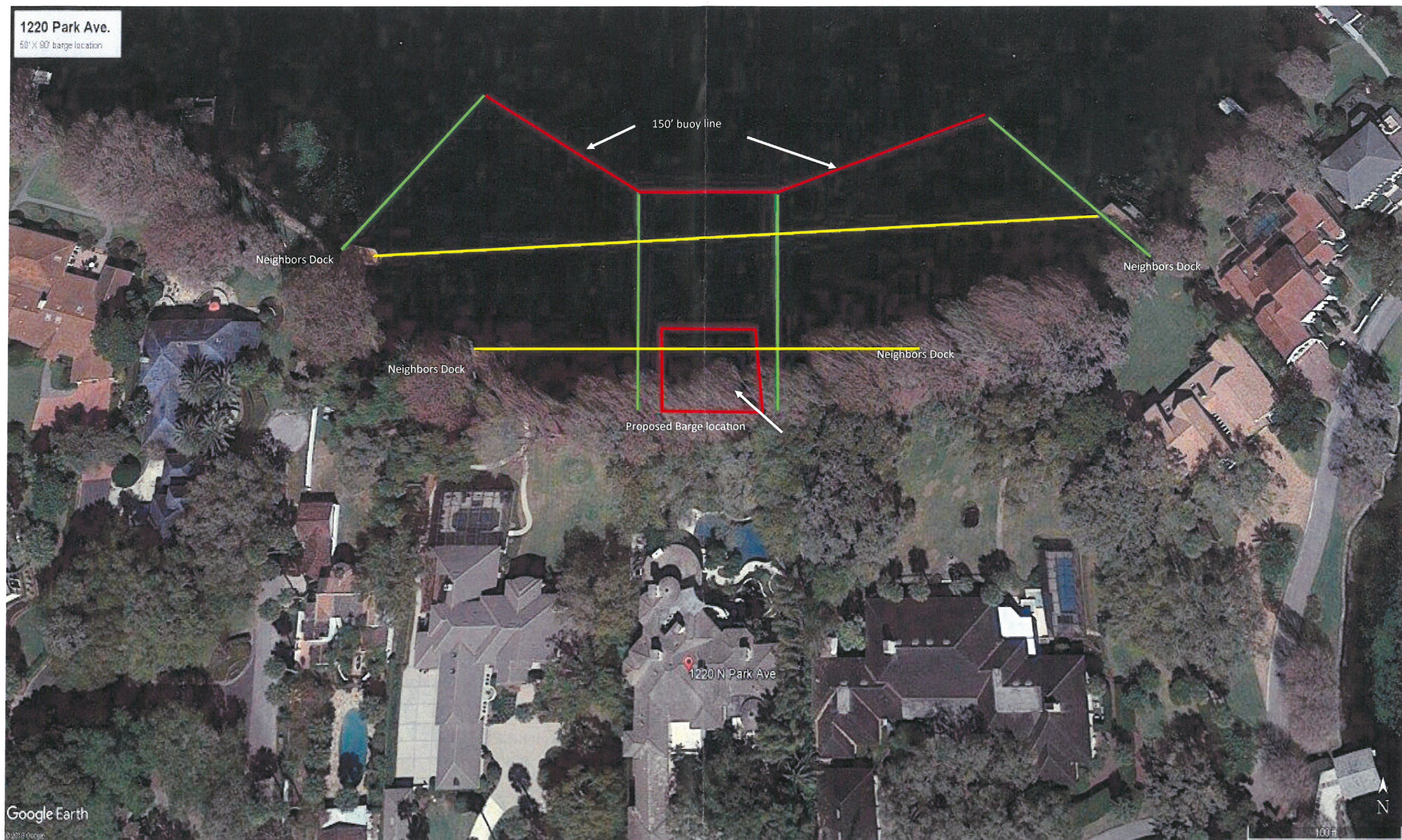
Please note, the proposed location is on the inner extreme of the concave surface of the lake. Relative to our neighbor's boat houses, the barge only extends approximately 10' beyond the reference points for each. Relative to the secondary neighbors, the barge is approximately 75' inside the reference points for each. And relative to the 150' boaters buoy line, the barge is approximately 100' inside the buoy markers.

The barges are designed for pedestrian use as they are used throughout the country for boat shows, golf events and other water events. The company installing the barges has as clients; the Miami Boat Show, PGA Golf, the Ft. Lauderdale Boat Show and others. Both the barge supplier and us are providing liability insurance.

Thank you for your consideration,



Sharon and Marc Hagle





city commission agenda item

item type	Public Hearings	meeting date	2/12/2018
prepared by	Planning / CRA Manager	approved by	
Approval			
board approval	yes	final vote	
strategic objective	Exceptional Quality of Life		

subject

Resolution - Request by the Partin Family Trust to designate their family cemetery at 2500 Modac Trail as a historic resource on the Winter Park Register of Historic Places

motion / recommendation

Approval for listing as a historic resource on the Winter Park Register of Historic Places and exploring this site as a possible site for the National Register candidate.

background

HDA 17-002 Request by the Partin Family Trust (c/o Diane Niedermann), 1751 Chippewa Trail, Maitland, Florida 32751, to designate their family cemetery at 2500 Modac Trail, Winter Park, as a historic resource on the Winter Park Register of Historic Places. Zoned R-1A. Parcel ID. #29-21-30-0000-00-36

The property is located on Modac Trail in Winter Park. This 0.54 acre parcel was part of a much larger land holding by Hugh G. Partin when it was granted to him on April 9, 1878. It was recorded in 1879. Mr. Partin was the patriarch of the extended family of Partins in Central Florida. The family was well-known in Orange, Seminole and Osceola counties. Hugh had ten children. His grandson, Henry O. Partin became perhaps one of the most noted cattlemen in the South. In 1956, the Saturday Evening Post carried a story, "Mr. Henry's Empire" about Partin's 60,000-acre cattle dynasty founded in the Florida scrub.

The half-acre cemetery, just north of Howell Creek, is the last of the old homestead still owned by heirs of Hugh and Nancy Partin. Family history says that Partin lived on the land that today straddles the border between Seminole and Orange Counties. He built his home in the general area of Temple Drive and Howell Branch Road. The family descendants have kept and maintained the cemetery all these years and now would like to designate it as an historic site in Winter Park.

Description. The 0.54 acre site is vacant, except for the head stone monuments that rise above the grass and under the several trees on-site. It sits within an established neighborhood known as *The Hills of Winter Park*. The site is surrounded by a chain-

link fence and has a double gate on to Modac Trail. There is no parking on-site, only on-street parking on Modac Trail.

Significance. The PARTIN FAMILY CEMETERY at 2500 Modac Trail is significant for its association with the history of Central Florida and the early period of development of Winter Park. It is an uncommon example of all four criteria for historic designation in Winter Park, and perhaps nationally as well. Specifically, it may be the only Family Cemetery known to be located within Winter Park.

The Historic Preservation Board approved the designation of this site as a contributing property on the Winter Park Register of Historic Places and also asked staff to make an application for the National Register of Historic Places as soon as possible.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Resolution	1/25/2018	Cover Memo
Staff Report with photos	2/5/2018	Cover Memo

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF
WINTER PARK, FLORIDA, DESIGNATING THE HUGH G.
PARTIN ESTATE FAMILY CEMETERY AT 2500 MODAC TRAIL,
WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE
WINTER PARK REGISTER OF HISTORIC PLACES.**

WHEREAS, there are located within the City of Winter Park historic sites, areas, structures, buildings, improvements and appurtenances, both public and private, both on individual properties and in groupings, that serve as reminders of past eras, events, and persons important in local, state and national history; or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, the City Commission recognizes that the sites and properties of historical, cultural, archaeological, aesthetic and architectural merit contribute to the public health, welfare, economic well-being and quality of life of the citizens of Winter Park; and

WHEREAS, there is the desire to foster awareness of and civic pride in the accomplishments of the past; and

WHEREAS, the Winter Park Historic Preservation Board determined that The Partin Family Cemetery meets the criterion for historic resource status through its association with the settlement and history of Central Florida and thusly Winter Park during the last half of the 1800's, and as a truly unique example of an historic family and site in Winter Park.

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

The City Commission of the City of Winter Park hereby supports and endorses the designation of The Partin Family Cemetery at 2500 Modac Trail as a historic resource on the Winter Park Register of Historic Places.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this _____ day of _____ 2018.

Steve Leary, Mayor

ATTEST:

City Clerk



**CITY OF WINTER PARK
HISTORIC PRESERVATION BOARD**

**Staff Report
December 13, 2017**

**HDA 17-002 Request by the Partin Family Trust (c/o Diane Niedermann), 1751 Chippewa Trail, Maitland, Florida 32751, to designate their family cemetery at 2500 Modac Trail, Winter Park, Florida as a historic resource on the Winter Park Register of Historic Places.
Zoned R-1A. Parcel ID. #29-21-30-0000-00-36**

Background. The property is located on Modac Trail in Winter Park. This 0.54 acre parcel was part of a much larger land holding by Hugh G. Partin when it was granted to him on April 9, 1878. It was recorded in 1879. Hugh was the patriarch of the extended family of Partins in Central Florida. The family was well-known in Orange, Seminole and Osceola counties. Hugh had ten children. His grandson, Henry O. Partin became perhaps one of the most noted cattlemen in the South. In 1956, the Saturday Evening Post carried a story, "*Mr. Henry's Empire*" about Partin's 60,000-acre cattle dynasty founded in the Florida scrub.

The half-acre cemetery, just north of Howell Creek, is the last of the old homestead still owned by heirs of Hugh and Nancy Partin. Family history says that Partin lived on the land that today straddles the border between Seminole and Orange Counties. He built his home in the general area of Temple Drive and Howell Branch Road. The family descendants have kept and maintained the cemetery all these years and now would like to designate it as an historic site in Winter Park.

Description. The 0.54 acre site is vacant, except for the head stone monuments that rise above the grass and under the several trees on-site. It sits within an established neighborhood known as *The Hills of Winter Park*. The site is surrounded by a chain-link fence and has a double gate on to Modac Trail. There is no parking on-site, only on-street parking on Modac Trail.

Significance. The PARTIN FAMILY CEMETERY at 2500 Modac Trail is significant for its association with the history of Central Florida and the early period of development of Winter Park. It is an uncommon example of all four criteria for historic designation in Winter Park, and perhaps nationally as well. Specifically, it may be the only Family Cemetery known to be located within Winter Park!

STAFF RECOMMENDATION:

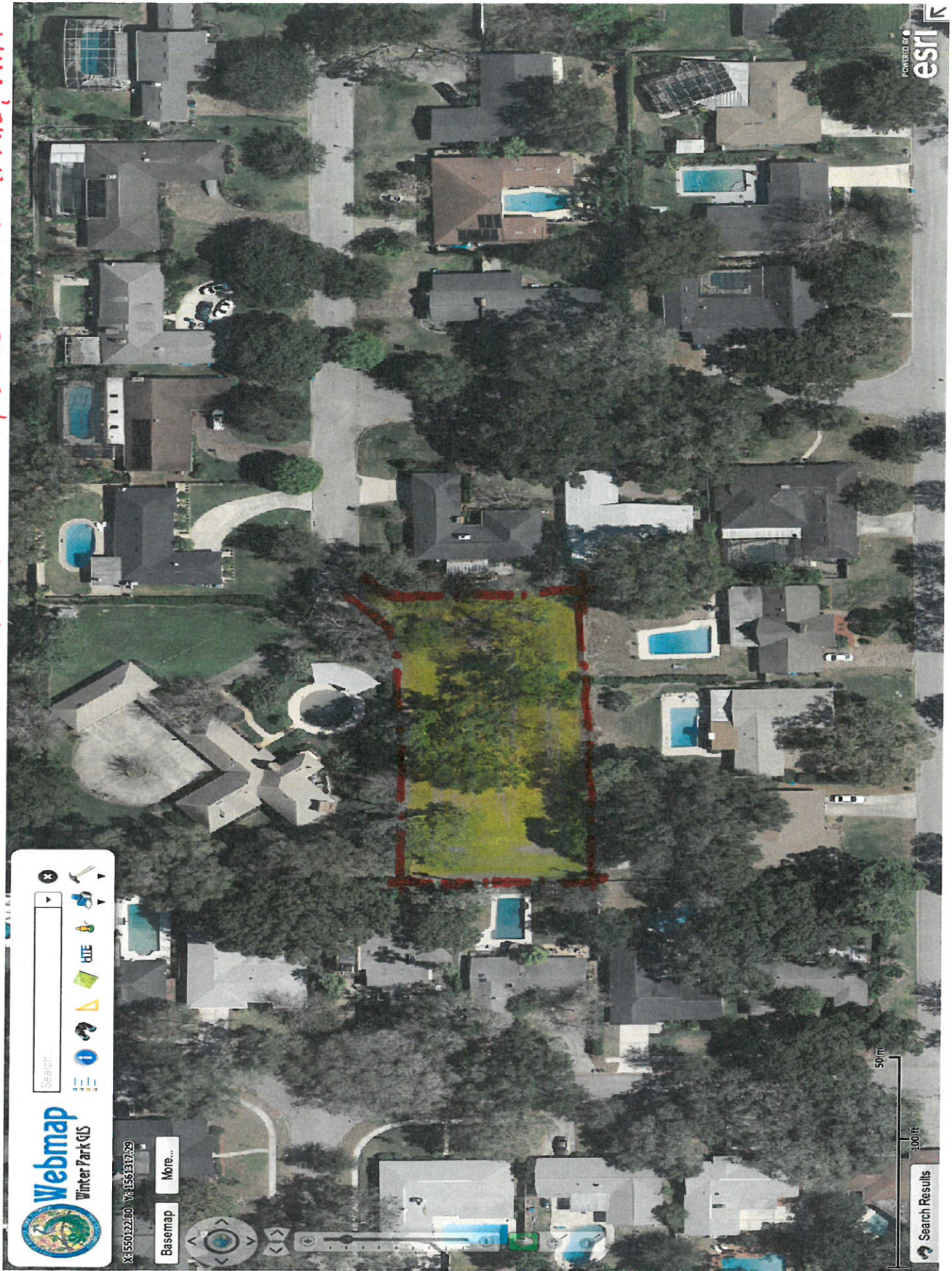
Staff Recommendation is for approval for listing as a historic resource on the Winter Park Register of Historic Places.



Cemetery

Hugh G. Partin's
original 160 Acres
from April 9, 1878

PARTIN FAMILY CEMETERY, 2500 MODAC TRAIL, W.P.





ENCLOSURE
1000 S. 10TH AVE
APT 100
MIAMI, FL 33136









city commission agenda item

item type	Public Hearings	meeting date	2/12/2018
prepared by	Planning / CRA Manager	approved by	
Approval			
board approval	final vote		
strategic objective			

subject

Resolution - Request by Restore Winter Park LLC to designate 654 West Lyman Avenue as a historic resource in Winter Park

motion / recommendation

Recommend approval for listing as a historic resource on the Winter Park Register of Historic Places.

This home meets the Criteria for Designation in the following ways:

- Association with events that have made a significant contribution to the broad patterns of history including **the local pattern of development**
- ***Embodies the distinctive characteristics of a type, period or method of construction or that represents the work of a master, or that possesses high artistic values or that represents a significant and distinguishable entity whose components may lack individual distinction.***

background

HDA 17-001 Request by Restore Winter Park, LLC to designate their building at 654 West Lyman Avenue, Winter Park, Florida as a historic resource on the Winter Park Register of Historic Places. Zoned R-1A.
Parcel ID. #05-22-30-9400-70-060

The single story Frame Vernacular residential building at 654 West Lyman Avenue is a contributing historic building in the Hannibal Square Neighborhood was built around 1925 and represents one of the few remaining original homes on the west side of Winter Park.

In the attached overview by the Applicant, John Skolfield, his reasoning behind applying for historic designation is well stated and founded on his long-term relationship with Winter Park.

This designation requested is paired with a Certificate of Review request.

Description. 654 West Lyman Avenue is a one-story, wood frame building set back from the street approximately 18'. The existing setback to the east is approximately 9' and to the west, approximately 18',

with an existing rear yard some 29' from the rear lot line. A ten (10') foot City Utility Easement runs perpendicular to the property on the south. There is currently no fence at the south property line.

The composite shingle roof is low pitched and has a ridge running north/south with gables at either end. The house plan is rectangular and the foundation is raised, as was common for many smaller homes in Winter Park at that time. The building is clad in horizontal wood siding. The current fenestration is aluminum windows that do not match the original window design in 1925. The Applicant wants to bring the original window design back to the front of this home.

The Front Porch has been modified and enclosed over the years and it is the Applicant's intention to open it up and restore it to what it may have looked like in 1925. The Applicant also proposes to add a pair of one-over-one sash windows and an appropriate front door, of the period.

The other elevations of the Main Home will also be covered in horizontal siding, at a scale to match the existing. The Guest Cottage will also be covered in that same horizontal siding and will keep a similar roof slope and material, appropriate to 1925.

Architecture. 654 West Lyman Avenue is a Frame Vernacular residential building. This has been the predominant type of wood frame architecture from Florida's Territorial Period to the present. Vernacular building traditions result from the builder's experience, available resources and responses to the local environment. After 1910, platform framing was introduced. With this method, each floor was constructed separately and was both simpler and more rigid than the balloon framing system it replaced.

Horizontal wood siding was the most typical common with shingles and board and batten less common. Windows are double sash and the size of the panes generally increased over the years. Details were simple and would have included jig-sawn woodwork on porches and eaves, depending on the builder's skills. Here exposed rafter tails speak to the simplicity of a small home.

Winter Park builders had access to locally milled lumber including old growth cypress and pine. The railroad also supplied building materials.

Significance. 654 West Lyman Avenue is associated with the development of downtown Winter Park during the early years. It is a surviving example of Frame Vernacular architecture and representative of residential life of the period. It is a contributing historic resource in the Hannibal Square Neighborhood of Winter Park and is therefore important to be preserved.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description

Resolution

Upload Date

1/25/2018

Type

Cover Memo

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF
WINTER PARK, FLORIDA, DESIGNATING 654 WEST LYMAN
AVENUE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE
ON THE WINTER PARK REGISTER OF HISTORIC PLACES.**

WHEREAS, there are located within the City of Winter Park historic sites, areas, structures, buildings, improvements and appurtenances, both public and private, both on individual properties and in groupings, that serve as reminders of past eras, events, and persons important in local, state and national history; or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, the City Commission recognizes that the sites and properties of historical, cultural, archaeological, aesthetic and architectural merit contribute to the public health, welfare, economic well-being and quality of life of the citizens of Winter Park; and

WHEREAS, there is the desire to foster awareness of and civic pride in the accomplishments of the past; and

WHEREAS, the Winter Park Historic Preservation Board determined that 654 West Lyman Avenue meets the criterion for historic resource status through its association with the development of the west side of downtown Winter Park during the post Florida Land Boom period, and as an example of the Bungalow vernacular architecture in Hannibal Square District of Winter Park.

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

The City Commission of the City of Winter Park hereby supports and endorses the designation of 654 West Lyman Avenue as a historic resource on the Winter Park Register of Historic Places.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this _____ day of _____ 2018.

Steve Leary, Mayor

ATTEST:

City Clerk



**CITY OF WINTER PARK
HISTORIC PRESERVATION BOARD**

**Staff Report
October 11, 2017**

HDA 17-001 Request by Restore Winter Park, LLC to designate their building at 654 West Lyman Avenue, Winter Park, Florida as a historic resource on the Winter Park Register of Historic Places. Zoned R-1A. Parcel ID. #05-22-30-9400-70-060.

Background. The single story Frame Vernacular residential building at 654 West Lyman Avenue is a contributing historic building in the Hannibal Square Neighborhood was built around 1925 and represents one of the few remaining original homes on the west side of Winter Park.

In the attached overview by the Applicant, John Skolfield, his reasoning behind applying for historic designation is well stated and founded on his long-term relationship with Winter Park. This designation requested is paired with a Certificate of Review request.

Description. 654 West Lyman Avenue is a one-story, wood frame building set back from the street approximately 18'. The existing setback to the east is approximately 9' and to the west, approximately 18', with an existing rear yard some 29' from the rear lot line. A ten (10') foot City Utility Easement runs perpendicular to the property on the south. There is currently no fence at the south property line.

The composite shingle roof is low pitched and has a ridge running north/south with gables at either end. The house plan is rectangular and the foundation is raised, as was common for many smaller homes in Winter Park at that time. The building is clad in horizontal wood siding. The current fenestration is aluminum windows that do not match the original window design in 1925. The Applicant wants to bring the original window design back to the front of this home.

The Front Porch has been modified and enclosed over the years and it is the Applicant's intention to open it up and restore it to what it may have looked like in 1925. The Applicant also proposes to add a pair of one-over-one sash windows and an appropriate front door, of the period.

The other elevations of the Main Home will also be covered in horizontal siding, at a scale to match the existing. The Guest Cottage will also be covered in that same horizontal siding and will keep a similar roof slope and material, appropriate to 1925.

Architecture. 654 West Lyman Avenue is a Frame Vernacular residential building. This has been the predominant type of wood frame architecture from Florida's Territorial Period to the present. Vernacular building traditions result from the builder's experience, available resources and responses to the local environment. After 1910, platform framing was introduced. With this method, each floor was constructed separately and was both simpler and more rigid than the balloon framing system it replaced.

Horizontal wood siding was the most typical common with shingles and board and batten less common. Windows are double sash and the size of the panes generally increased over the years. Details were simple and would have included jig-sawn woodwork on porches and eaves, depending on the builder's skills. Here exposed rafter tails speak to the simplicity of a small home.

Winter Park builders had access to locally milled lumber including old growth cypress and pine. The railroad also supplied building materials.

Significance. 654 West Lyman Avenue is associated with the development of downtown Winter Park during the early years when the west side Residents were critical to the overall success of the city. It is a surviving example of Frame Vernacular architecture and representative of residential life of the period. It is a contributing historic resource in the Hannibal Square Neighborhood of Winter Park and is therefore important to be preserved.

Also, it is notable that the Applicant is making a significant contribution to the preservation of the homes originally built in Hannibal Square. Only by such dedicated efforts will it be possible to save such homes and keep the scale of that important neighborhood intact.

Although this home is not architecturally significant, it is incumbent upon this city to encourage the preservation of it. The Applicant should be congratulated for his insight and dedication to Winter Park and his continued demonstration of his commitment to historic preservation here.

STAFF RECOMMENDATION:

Recommend approval for listing as a historic resource on the Winter Park Register of Historic Places.

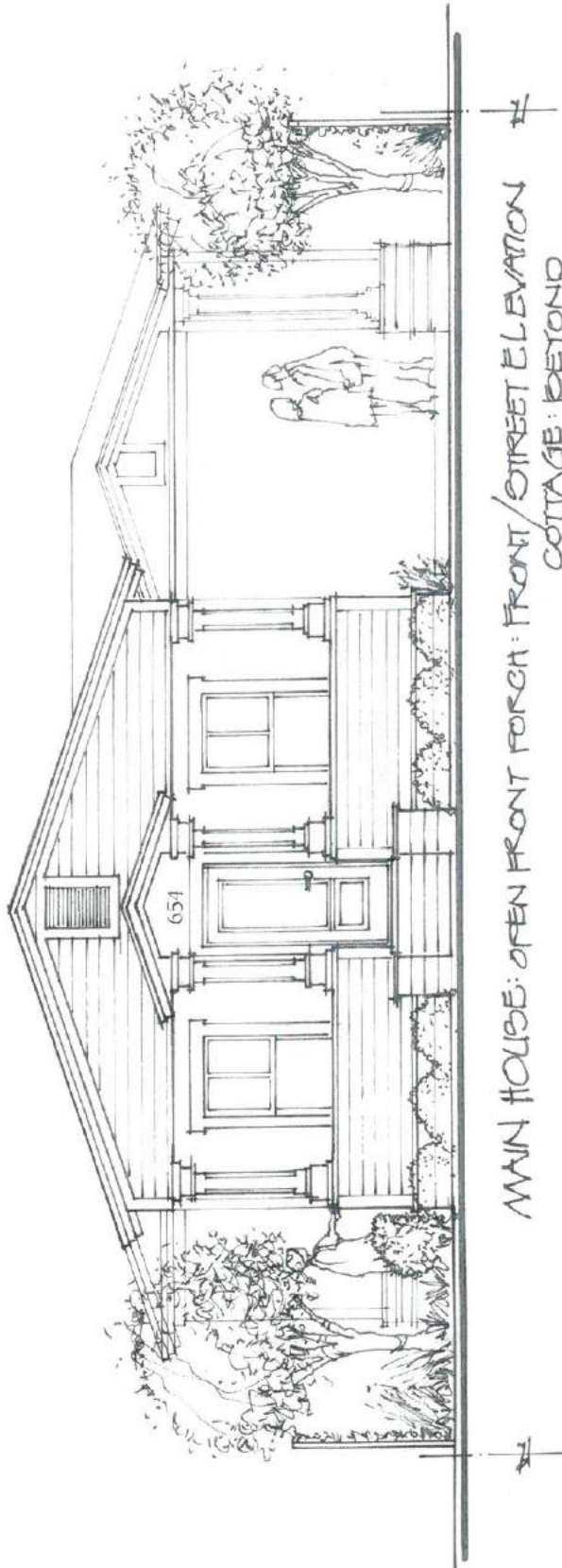
This home meets the Criteria for Designation in the following ways:

- *Association with events that have made a significant contribution to the broad patterns of history including **the local pattern of development***
- ***Embodies the distinctive characteristics of a type, period or method of construction** or that represents the work of a master, or that possesses high artistic values or that represents a significant and distinguishable entity whose components may lack individual distinction*

6034 W. 64th Ave









city commission agenda item

item type	Public Hearings	meeting date	2/12/2018
prepared by	Planning / CRA	approved by	City Manager, City Attorney
board approval	yes final vote		
strategic objective	Exceptional Quality of Life, Intelligent Growth and Development		

subject

Ordinances - Request of the Mayflower Retirement Community to amend the "Comprehensive Plan" Future Land Use map to change portions of the property at 2141 Oakhurst Avenue from a Single Family Future Land Use designation to a Low Density and Medium Density Residential Future Land Use designation and to amend the official Zoning map to change portions of the property at 2141 Oakhurst Avenue from Single Family (R-1A) district Zoning to Low Density Residential (R-2) and Medium Density Multi-Family Residential (R-3) district Zoning to allow expansions to the facilities of the Mayflower Retirement Community. (2)

motion / recommendation

Recommendation to approve the Future Land Use and Zoning amendments.

background

The Mayflower Retirement Community was a project originally approved by Orange County when the property was outside the city limits. Since most of the prospective residents were to be Winter Park retirees moving to the Mayflower from their homes in the City, there was interest in annexing into the City. In 1988 the City annexed the Mayflower property (along with the vested Orange County development approvals) and also annexed the Aloma Shopping Center and Crealde Art Center, Gallery Condos, etc.

The Mayflower has operated since 1989 with 240 apartments, approximately 30 assisted living units and 60 skilled nursing beds. In 1996, the 28 existing villa homes were built for new residents. This proposed expansion maintains the 60 skilled nursing beds, increases the assisted living units from 30 to 45, adds 28 beds in the new memory care facility, and adds the 40 new villa/apartment units.

Site and Future Land Use/Zoning Changes: The entire development site of 1620 Mayflower Court and 2141 Oakhurst Avenue comprises 15.5 acres, and is currently vacant. To the north/east is the Interlachen County Club golf course, to the south is the Publix/Aloma Shopping Center, and to the west single family homes. The 1620 Mayflower Court property currently has a High Density Residential Future Land Use designation and is zoned R-4. The applicant is not requesting to change the

Future Land Use or zoning designations of 1620 Mayflower Court. The 2141 Oakhurst Avenue property currently has a Single Family Future Land Use designation and is zoned R-1A. For the Oakhurst property, the applicant is requesting to change the eastern 57.9 feet of the southern 660 feet to Medium Density Residential Future Land Use and R-3 zoning, to leave a 50 foot buffer with the existing Future Land Use and zoning designations on the west and north portions of the property, and to change the remaining area to Low Density Residential Future Land Use and R-2 zoning. The attached map provides a visual representation of this request.

The Single Family portion will remain an undeveloped buffer for the adjacent residential neighborhood. The Low Density Residential portion will be utilized for stormwater retention, a maintenance building, and parking for the project. The Medium Density portion will be utilized for portions of the independent living and memory care building, and this land use designation is necessary because of the three-story component to these buildings. Staff feels that this provides an adequate visual and sound buffer to the adjacent residential neighborhood, and is an ideal transition from Single Family to High Density Residential land uses.

Summary: The staff, as well as the P&Z Board were in support the changes in the Comprehensive Plan Future Land Use and Zoning from Single Family (R-1A) to Low Density Residential (R-2) and Medium Density Residential (R-3) because the request leaves untouched a 50 foot buffer area next to the adjoining homes of single family land use and zoning. Thus, the Mayflower cannot build or develop anything in that 50 foot perimeter buffer area. Additionally there is a logical land use transition moving west to east from Single Family (R-1A) to Low Density (R-2) to Medium Density (R-3) to High Density (R-4) Residential.

Planning and Zoning Board Minutes – January 4, 2018:

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY TO: AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE FROM A SINGLE FAMILY FUTURE LAND USE DESIGNATION TO A LOW DENSITY AND MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE DESIGNATION TO ALLOW EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY.

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY TO: AMEND THE OFFICIAL ZONING MAP TO CHANGE PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE FROM SINGLE FAMILY (R-1A) DISTRICT ZONING TO LOW DENSITY RESIDENTIAL (R-2) DISTRICT ZONING AND MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL (R-3) DISTRICT ZONING TO ALLOW EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY.

REQUEST OF THE MAYFLOWER RETIREMENT COMMUNITY FOR: PRELIMINARY AND FINAL CONDITIONAL USE APPROVAL FOR EXPANSIONS TO THE FACILITIES OF THE MAYFLOWER RETIREMENT COMMUNITY TO INCLUDE A 3-STORY HEALTHCARE (SKILLED NURSING) BUILDING; A 1-STORY MEMORY CARE BUILDING; A 1-STORY CLUBHOUSE AND 40 NEW VILLA UNITS IN FOUR SEPARATE 3-STORY BUILDINGS ON THE COMBINED 15.5 ACRES OF VACANT PROPERTY AT 1620 MAYFLOWER COURT AND 2141 OAKHURST AVENUE.

Planning Manager Jeff Briggs presented the staff report. Mr. Briggs explained that the Mayflower Retirement Community is requesting:

1. Change of the Comprehensive Plan Future Land Use designation from Single Family to Low and Medium Density Residential on portions of 2141 Oakhurst Avenue (see attached map).
2. Changes of Zoning from Single Family (R-1A) to Low and Medium Density Multi-Family (R-2 and R-3) on portions of 2141 Oakhurst Avenue (see attached map).
3. Conditional Use approval to expand the facilities of the Mayflower Retirement Community to include a three-story health care (skilled nursing) building, a one-story, memory care building, a one-story, clubhouse, 40 new villa units in four separate three-story buildings, and a one-story maintenance building on the combined property at 1620 Mayflower Court and 2141 Oakhurst Avenue.

Mr. Briggs gave the Board an overview of the history of the Mayflower Retirement Community stating that the Mayflower was a project originally approved by Orange County when the property was outside the city limits. Since most of the prospective residents were to be Winter Park retirees moving to the Mayflower from their homes in the City, there was interest in annexing into the City. In 1988 the City annexed the Mayflower property (along with the vested Orange County development approvals) and also annexed the Aloma Shopping Center and Crealde Art Center, Gallery Condos, etc.

He explained that the Mayflower has operated since 1989 with 240 apartments, approximately 30 assisted living units and 60 skilled nursing beds. In 1996, the 28 existing villa homes were built for new residents. This proposed expansion maintains the 60 skilled nursing beds, increases the assisted living units from 30 to 45, adds 28 beds in the new memory care facility, and adds the 40 new villa/apartment units.

Mr. Briggs reviewed site and zoning/future land use changes stating that the entire development site of 1620 Mayflower Court and 2141 Oakhurst Avenue comprises 15.5 acres, and is currently vacant. He stated that to the north/east is the Interlachen County Club golf course, to the south is the Publix/Aloma Shopping Center, and to the west single family homes. The 1620 Mayflower Court property currently has a High Density Residential Future Land Use designation and is zoned R-4. The applicant is not requesting to change the Future Land Use or zoning designations of 1620 Mayflower Court. The 2141 Oakhurst Avenue property currently has a Single Family Future Land Use designation and is zoned R-1A. For the Oakhurst property, the applicant is requesting to change the eastern 57.9 feet of the southern 660 feet to Medium Density Residential Future Land Use and R-3 zoning, to leave a 50 foot buffer with the existing Future Land Use and zoning designations on the west and north portions of the property, and to change the remaining area to Low Density Residential Future Land Use and R-2 zoning. He noted that the Single Family portion of the property would remain an undeveloped buffer for the adjacent residential neighborhood and the Low Density Residential portion will be utilized for storm water retention, a maintenance building, and parking for the project. The Medium Density portion will be utilized for portions of the independent living and memory care building, and this land use designation is necessary because of the three-story component to these buildings. Mr. Briggs expressed that Staff feels that

this provides an adequate visual and sound buffer to the adjacent residential neighborhood, and is an ideal transition from Single Family to High Density Residential land uses.

Mr. Briggs reviewed the proposed project stating that the entire development site of 1620 Mayflower Court and 2141 Oakhurst Avenue comprises 15.5 acres. He noted that the final design is not complete, but the property is to be developed with a three-story health care (skilled nursing) building that will range in size from 58,117 square feet to 63,900 square, a one-story, memory care building that will be 20,672 square feet to 25,000 square feet in size and a one-story clubhouse that will be in the range of 9,000 to 10,000 square feet in size and a one-story, 6,500-square foot maintenance building. The 40 new villa or apartment units are to be in four separate three-story buildings. Each building will be 7,100 square feet in size or 28,400 total square feet total. The combined building/project size totals approximately 127,300 to 133,800 square feet which is a floor area ratio (FAR) of 17-20%. That number is well under the permitted FAR in R-2/R-3 and R-4 zoning, which has maximum FAR's of 55%, 110% and 200% respectively.

He stated that within the overall 15.5 acre site, are isolated sections of the Crane Strand wetland. The Comprehensive Plan policy from the Conservation Element below specifically states that this is the only wetland within the City where wetland disruption can occur.

Policy 5-2.4.4: Protection of Wetlands. The City's protection of all wetlands in the City (except for the remaining isolated sections of the Crane Strand wetland) including adjacent environmentally sensitive lands shall be to prohibit any building and structures within fifty (50) feet of all designated wetlands. No fill disturbance or development may occur within this fifty (50) foot buffer protection zone.

Mr. Briggs provided additional information on the history of the Crane Strand Wetland and stated that the Mayflower has already received all of the approvals from the SJRWMD for the nine and a half acres of wetlands they already own. Mitigation has already been purchased from the Econlockhatchee River Mitigation Bank. He noted that a new approval from the SJRWMD will be needed for the additional six acres acquired at 2141 Oakhurst Avenue. The arrangement tentatively worked out with the SJRWMD is for the Mayflower to buy additional acreage from the Econlockhatchee River Mitigation Bank. This is a wetland preserve about 20 miles southeast of the City down by the Orlando airport. This agreement allows the destruction of the remaining Crane Strand wetlands in order to preserve functioning wetlands elsewhere. Mr. Briggs discussed issues related to traffic/parking and construction impacts, building architecture, tree preservation and landscaping and storm water retention.

Mr. Briggs also stated that at the City's Transportation Advisory Board meeting in December, the Board made a motion requesting the City include as a condition of approval that the Mayflower Retirement Center make provisions on their site for a northeast bike trail connector to the proposed St. Andrews Trail. This trail will then make a connection to the Cady Way Trail. Their motion included that the trail itself must be at least 12 feet wide to be consistent with the St. Andrews Trail width, with a three foot buffer on either side that may vary depending on site conditions.

He stated that there are obvious pros and cons to this request from the Transportation Advisory Board. The major benefit is that this would provide a safe bicycle and pedestrian connection for city residents connecting Lakemont Avenue to the Cady Way Trail and vice-versa. The adverse situation is that it creates a public right-of-way on private land to be used by the general public traversing a retirement community. He noted retirement communities are very concerned with safety and security for their residents. However, staff feels that if there is a way to locate the trail to accommodate safety and security concerns, that this would be a benefit to the City as a whole.

Mr. Briggs summarized by stating that Staff is in support the changes in the Comprehensive Plan Future Land Use and Zoning from Single Family (R-1A) to Low Density Residential (R-2) and Medium Density Residential (R-3) because the request leaves untouched a 50 foot buffer area next to the adjoining homes of single family land use and zoning. Thus, the Mayflower cannot build or develop anything in that 50 foot perimeter buffer area. Additionally there is a logical land use transition moving west to east from Single Family (R-1A) to Low Density (R-2) to Medium Density (R-3) to High Density (R-4) Residential. The overall project also accommodates our aging population and staff feels that this project not only provides a needed use to the community, but is compatible to the surrounding area. However, to insure that outcome, staff is recommending conditions to the Conditional use portion of the request as follows:

Staff recommendation was for approval of the Future Land Use Amendment, Rezoning, and the Conditional Use with the following conditions:

1. That the Mayflower Retirement Community explore options to create a northeast connector trail on the Mayflower Retirement Center property of 12 feet wide with a three foot buffer on each side, consistent with the proposed St. Andrews Trail, as recommended by the Transportation Advisory Board.
2. That the Project receive a subsequent approval from the P&Z Board on a fence and landscape plan for the project including the 50 foot perimeter buffer area which utilizes a combination of new trees in the buffer area, cypress trees around the new ponds and those ponds bordering other properties; other landscaping features and fencing to provide a visual and sound buffer for the privacy of the adjoining residences and Crealde condos.
3. In consideration of the multi-year length of the construction period, that the Mayflower limit the hours of construction to no later than 6:00 pm.

Mr. Briggs answered questions from the Board regarding the wetlands, the purpose of the community garden, and a clarification of the request for the northeast connector trail from the Transportation Advisory Board.

Steven Kramer, CEO of the Mayflower Retirement Community represented the applicant. Mr. Kramer gave the Board additional background on the Mayflower, he explained the three levels of living care that the Mayflower provides their residents. He noted that the Mayflower team has done extensive research over the last two years to go over needs of their residents.

Kevin Deck of SFCS Architects, 2122 Maiden Lane, Roanoke, Virginia. Mr. Deck

reviewed the architectural designs for the new expansion.

Joe Kolb, Engineer with VHB, 225 East Robinson Street, Orlando, FL, explained that he is the Engineer of Record for the Mayflower project. He reviewed the preliminary plans for storm water retention, utilities systems, sewer system and traffic.

Chairman Johnston asked the applicant to address what security measures are being taken to insure safety of residents as it has been a constant concern with senior housing over the years. Steve Kramer responded, he stated that the intent is to have an aluminum picket fence that surrounds the entire property. Planning Manager, Jeff Briggs, interjected that from the conditions from Staff, the decision regarding fence type will be based on the plans that come back for the Board to review. Regarding security, Mr. Kramer stated that the gate will be closed 100% of the time.

Chairman Johnston asked Mr. Kramer his opinion on the request for the northeast connector trail from the Transportation Advisory Board. Mr. Kramer stated that the Mayflower has been approached with the request and stated that they are not opposed to a trail, what the Mayflower would like to understand is how the trail would affect the safety and security of its residents. He stated that it would be a great benefit to the community as well as the Mayflower residents. Mr. Kramer stated he hasn't seen a plan yet that seemed to work, but they are very open to a conversation to see if there is a way to make the trail work, but the concerns for resident safety are most important. Further discussion ensued.

The Board heard public comments from: Bill Segal, 1820 Windsor Avenue; John O'Brian, 2145 Suffield Drive; Barbara Smith, 2427 Gallery View Drive, regarding concerns specific to storm water retention, flooding and equipment traffic during construction.

Additionally, the Board heard from Mike Emmerson, 2115 Taylor Avenue and Dorothy Fox, 640 Lander Road of Winter Park regarding on going issues with flooding to Mrs. Fox's properties. Mr. Emmerson spoke on his mother-in-law, Mrs. Fox. He explained to the Board that Mrs. Fox's home is flooded several times a year with the summer rains as most of the drainage for the area for the entire area empties out onto Lander Road and into Mrs. Fox's backyard. He expressed great concern that the flooding would get worse if the problem is not corrected before the new Mayflower construction begins.

No one else wished to speak. The public hearing was closed.

Engineer, Joe Kolb, addressed concerns from the public. He stated that storm water patterns will be maintained throughout the project. He noted that the water management district requires that the Mayflower address all water coming in and out of the property and they are required to maintain all of the drainage patterns and it will be addressed. Mr. Kolb remarked that they will look into the flooding issues with Mrs. Fox's property and see if can be dealt with at the same time.

Mr. Kolb stated that all heavy equipment for the project construction will be housed on the Mayflower property. He stated that the time frame for construction work will be 8 a.m. to 5 p.m. Monday – Friday.

He also addressed traffic concerns regarding the Gallery at Winter Park Condominiums stating that the Mayflower is aware of the concerns and they are looking at ways to mitigate traffic, especially during the construction periods.

There was further discussion regarding storm water retention and flooding concerns of the residents. Planning Manager, Jeff Briggs, recommended that the Board request to see the final storm water plans along with the landscape fence plan. The Board also discussed that the Applicant should be strongly encouraged to consider adding the northeast connector trail.

Motion made by Laura Turner, seconded by Sheila De Ciccio to amend the "Comprehensive Plan" Future Land Use Map to change portions of the property at 2141 Oakhurst Avenue from Single Family Future Land Use designation to a Low Density and Medium Density Residential Future Land Use designation to allow expansions to the facilities of the Mayflower Retirement Community.

Motion carried unanimously with at 5-0 vote.

Motion made by Owen Beitsch, seconded by Sheila De Ciccio to amend the official zoning map to change portions of the property at 2141 Oakhurst Avenue from Single Family (R-1A) District Zoning to Low Density Residential (R-2) District Zoning and Medium Density Multiple-Family Residential (R-3) District Zoning to allow expansions to the facilities of the Mayflower Retirement Community.

Motion carried unanimously with a 5-0 vote.

Motion made by Sheila De Ciccio, seconded by Laura Turner for Recommendation to approve the Future Land Use, Zoning, and Preliminary and Final Conditional Use request with the following conditions:

- 1. That the Mayflower Retirement Community explore options to create a northeast connector trail on the Mayflower Retirement Center property of 12 feet wide with a three foot buffer on each side, consistent with the proposed St. Andrews Trail, as recommended by the Transportation Advisory Board.**
- 2. That the Project receive a subsequent approval from the P&Z Board on a fence and landscape plan for the project including the 50 foot perimeter buffer area which utilizes a combination of new trees in the buffer area, cypress trees around the new ponds and those ponds bordering other properties; other landscaping features and fencing to provide a visual and sound buffer for the privacy of the adjoining residences and Crealde condos.**
- 3. In consideration of the multi-year length of the construction period, that the Mayflower limit the hours of construction to Monday through Friday 8 a.m. to 5 p.m.**
- 4. That the Project receive a subsequent approval from the P&Z Board on the final stormwater design for the project, once fully vetted by City staff.**

Motion carried unanimously with a 5-0 vote.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Ordinance for FLU	1/5/2018	Ordinance
Ordinance for Zoning	1/5/2018	Ordinance
Map of Request	1/5/2018	Backup Material
Current FLU	1/5/2018	Backup Material
Current Zoning	1/5/2018	Backup Material
Justification Report	1/5/2018	Backup Material

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I "COMPREHENSIVE PLAN" FUTURE LAND USE MAP SO AS TO CHANGE THE SINGLE FAMILY FUTURE LAND USE DESIGNATION ON PORTIONS OF THE PROPERTY AT 2141 OAKHURST AVENUE TO A LOW DENSITY AND MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE DESIGNATION, MORE PARTICULARLY DESCRIBED HEREIN PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Section 163.3184, Florida Statutes, establishes a process for adoption of comprehensive plans or plan amendments amending the future land use designation of property; and

WHEREAS, this Comprehensive Plan amendment meets the criteria established by Chapter 163 and 166, Florida Statutes; and pursuant to and in compliance with law, notice has been given to Orange County and to the public by publication in a newspaper of general circulation to notify the public of this proposed Ordinance and of public hearings to be held; and

WHEREAS, the Winter Park Planning and Zoning Board, acting as the designated Local Planning Agency, has reviewed and recommended adoption of the proposed Comprehensive Plan amendment, having held an advertised public hearing on January 4, 2018, provided for participation by the public in the process, and rendered its recommendations to the City Commission; and

WHEREAS, the Winter Park City Commission has reviewed the proposed Comprehensive Plan amendment and held advertised public hearings on January 22 2018 and on February 12, 2018 and provided for public participation in the process in accordance with the requirements of state law and the procedures adopted for public participation in the planning process.

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

SECTION 1. That Chapter 58 "Land Development Code", Article I, "Comprehensive Plan" future land use plan map is hereby amended so as to change the future land use map designation of Single Family to Medium Density Residential on the portion of the property at 2141 Oakhurst Avenue, being more particularly described as follows:

THE EAST 57.9 FEET OF THE SOUTH 655 FEET OF THE PROPERTY IDENTIFIED AS 04-22-30-0000-00-005 AND ALSO DESCRIBED AS: BEG SE COR OF SW 1/4 OF NW 1/4 TH RUN N 1328.17 FT W 215.04 FT S 340.9 FT W 252.59 FT S 334.78 FT E 255 FT S 150 FT E 50 FT S 500.88 FT E 142 FT TO POB IN SEC 04-22-30

SECTION 2. That Chapter 58 "Land Development Code", Article I, "Comprehensive Plan" future land use plan map is hereby amended so as to change the future land use map designation of Single Family to Low Density Residential on the portion of the property at 2141 Oakhurst Avenue, being more particularly described as follows:

THE PROPERTY IDENTIFIED AS 04-22-30-0000-00-005 AND ALSO DESCRIBED AS: BEG SE COR OF SW 1/4 OF NW 1/4 TH RUN N 1328.17 FT W 215.04 FT S 340.9 FT W 252.59 FT S 334.78 FT E 255 FT S 150 FT E 50 FT S 500.88 FT E 142 FT TO POB IN SEC 04-22-30 (LESS THE EAST 57.9 FEET OF THE SOUTH 655 FEET OF SAID PROPERTY AND LESS THE WESTERN 50 FEET AND THE NORTHERN 220 FEET OF SAID PROPERTY)

SECTION 3. Severability. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 4. Conflicts. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 5. Effective Date. An amendment adopted under this paragraph does not become effective until 31 days after adoption. If timely challenged, an amendment may not become effective until the state land planning agency or the Administration Commission enters a final order determining that the adopted small scale development amendment is in compliance.

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 _____, 2018.

Mayor

Mayor Steve Leary

Attest:

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE FROM SINGLE FAMILY (R-1A) DISTRICT ZONING TO LOW DENSITY (R-2) AND MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL (R-3) DISTRICT ZONING ON A PORTION OF THE PROPERTY AT 2141 OAKHURST AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the owners of property at 2141 Oakhurst Avenue has requested Zoning map amendments consistent with the amended Comprehensive Plan, and the requested zoning text change will achieve conformance with the Comprehensive Plan for the property and such municipal zoning meets the criteria established by Chapter 166, Florida Statutes and pursuant to and in compliance with law, notice has been given to Orange County and to the public by publication in a newspaper of general circulation to notify the public of this proposed Ordinance and of public hearings to be held; and

WHEREAS, the Planning and Zoning Board of the City of Winter Park has recommended approval of this Ordinance at their January 4, 2018 meeting; and

WHEREAS, the City Commission of the City of Winter Park held a duly noticed public hearing on the proposed zoning change set forth hereunder and considered findings and advice of staff, citizens, and all interested parties submitting written and oral comments and supporting data and analysis, and after complete deliberation, hereby finds the requested change consistent with the City of Winter Park Comprehensive Plan and that sufficient, competent, and substantial evidence supports the zoning change set forth hereunder; and

WHEREAS, the City Commission hereby finds that this Ordinance serves a legitimate government purpose and is in the best interests of the public health, safety, and welfare of the citizens of Winter Park, Florida.

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

SECTION 1. That Chapter 58 "Land Development Code", Article III, "Zoning" and the Official Zoning Map is hereby amended so as to change the zoning designation of Single Family (R-1A) District to Medium Density Multiple-Family Residential (R-3) District zoning on a portion of the property at 2141 Oakhurst Avenue, more particularly described as follows:

THE EAST 57.9 FEET OF THE SOUTH 655 FEET OF THE PROPERTY IDENTIFIED AS 04-22-30-0000-00-005 AND ALSO DESCRIBED AS: BEG SE COR OF SW 1/4 OF NW 1/4 TH RUN N 1328.17 FT W 215.04 FT S 340.9 FT W 252.59 FT S 334.78 FT E 255 FT S 150 FT E 50 FT S 500.88 FT E 142 FT TO POB IN SEC 04-22-30

SECTION 2. That Chapter 58 "Land Development Code", Article III, "Zoning" and the Official Zoning Map is hereby amended so as to change the zoning designation of Single Family (R-1A) District to Low Density Residential (R-2) District zoning on a portion of the property at 2141 Oakhurst Avenue, more particularly described as follows:

THE PROPERTY IDENTIFIED AS 04-22-30-0000-00-005 AND ALSO DESCRIBED AS: BEG SE COR OF SW 1/4 OF NW 1/4 TH RUN N 1328.17 FT W 215.04 FT S 340.9 FT W 252.59 FT S 334.78 FT E 255 FT S 150 FT E 50 FT S 500.88 FT E 142 FT TO POB IN SEC 04-22-30 (LESS THE EAST 57.9 FEET OF THE SOUTH 655 FEET OF SAID PROPERTY AND LESS THE WESTERN 50 FEET AND THE NORTHERN 220 FEET OF SAID PROPERTY)

SECTION 3. Severability. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 4. Conflicts. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 5. Effective Date. This Ordinance shall become effective upon the effective date of Ordinance _____. If Ordinance _____ does not become effective, then this Ordinance shall be null and void.

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 _____, 2018.

Mayor Steve Leary

Attest:

City Clerk






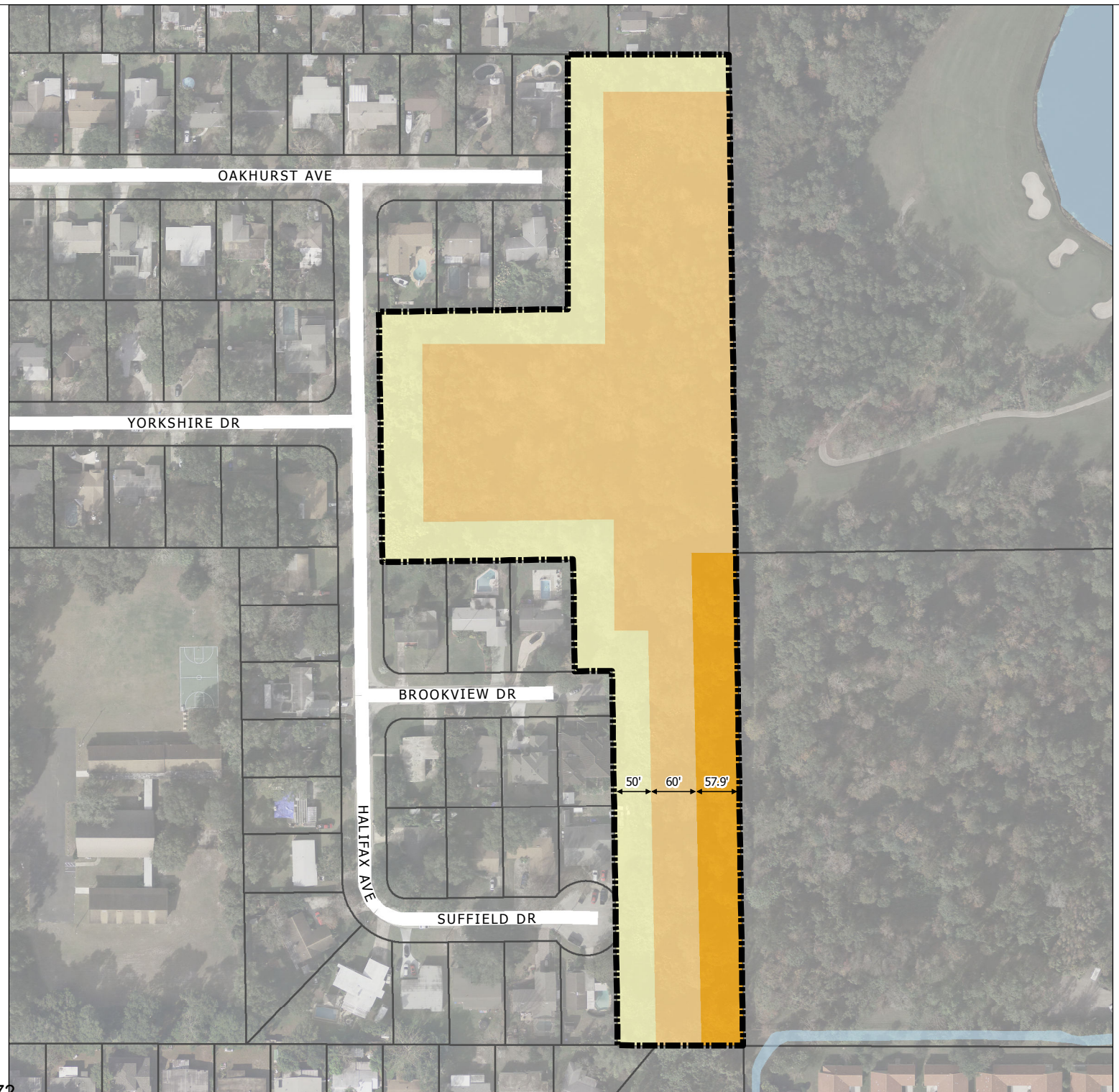
MAYFLOWER RETIREMENT CENTER

Future Land Use & Zoning
Amendment Request

City of Winter Park
Florida

Legend

-  Remain R-1A/Single Family FLU
-  R-1A/Single Family FLU to
R-2/Low Density FLU
-  R-1A/Single Family FLU to
R-3/Medium Density FLU





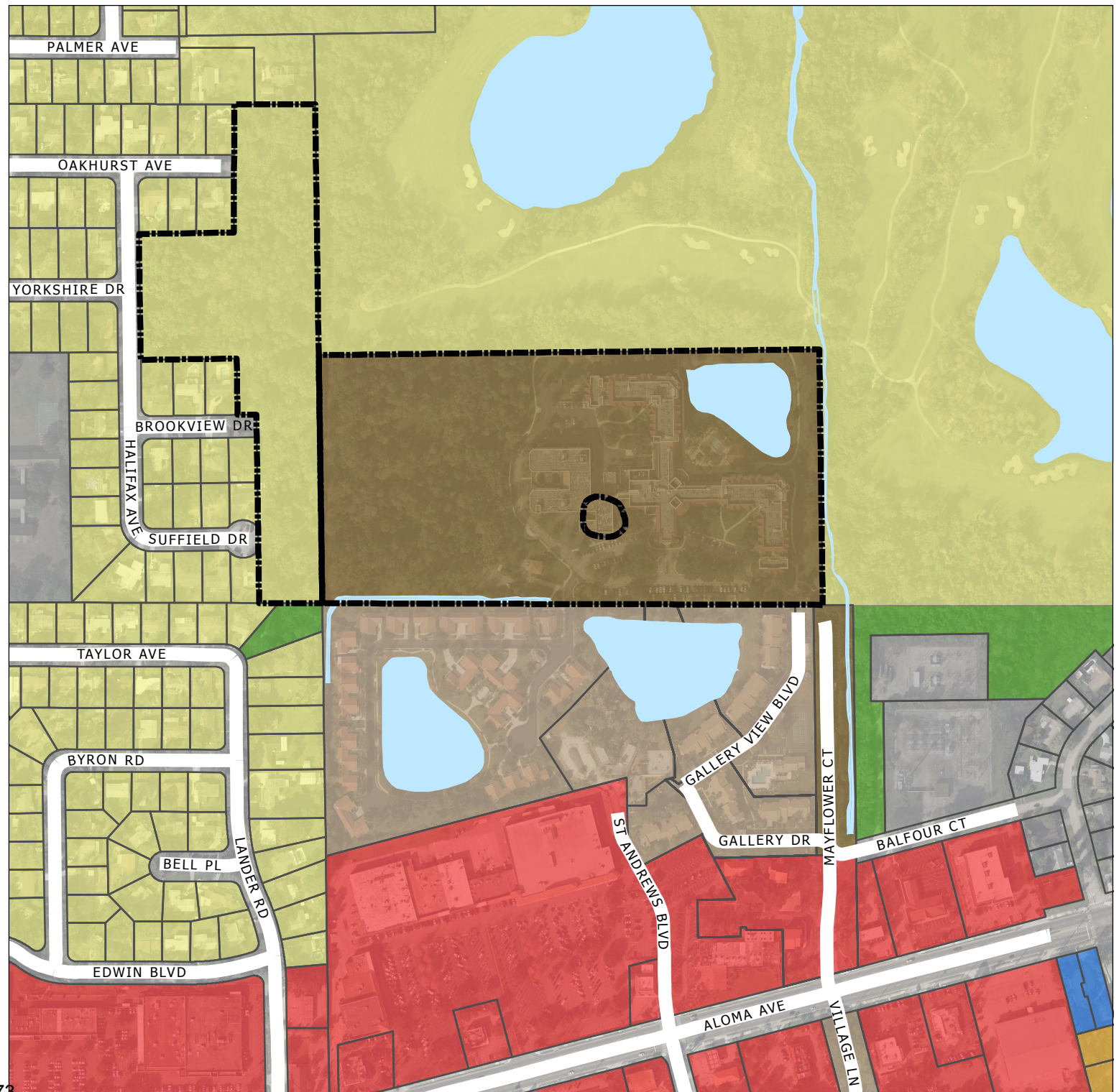
MAYFLOWER RETIREMENT CENTER

Existing Future
Land Use

City of Winter Park
Florida

Legend

- Commercial
- High Density Residential
- Institutional
- Low Density Residential
- Medium Density Residential
- Office Professional
- Open Space Recreation
- Single Family





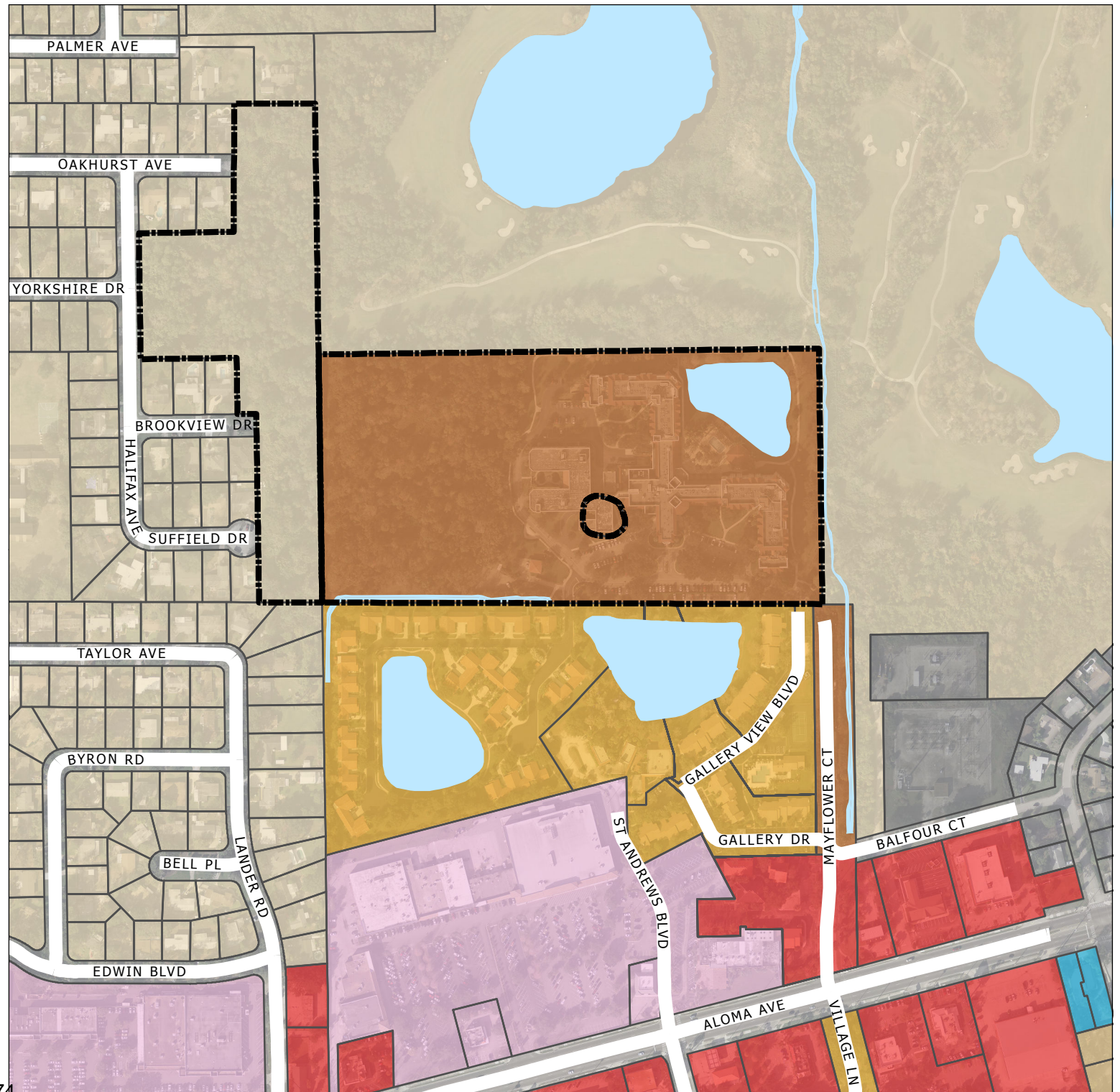
MAYFLOWER RETIREMENT CENTER

Existing Zoning

City of Winter Park
Florida

Legend

-  C-1
-  C-3
-  O-2
-  PQP
-  R-1A
-  R-2
-  R-3
-  R-4



JUSTIFICATION STATEMENT FOR COMPREHENSIVE PLAN AMENDMENT

2141 Oakhurst Ave – City of Winter Park, Florida

The Comprehensive Plan Amendment is for development of property located at 2141 Oakhurst Avenue (Subject Property) in the City of Winter Park, Florida. As shown in **Figures 1 and 2**, the Subject Property is generally located in the north of SR 426 / Aloma Avenue, east of North Lakemont Avenue and west of the existing Mayflower Retirement Community (Mayflower). The subject property is approximately 8 acres and is currently vacant. The Developer proposes to use the subject property as part of the expansion for The Mayflower Retirement Community located along the subject property's eastern boundary.

The Mayflower Retirement Community is a Continuing Care Retirement Community (CCRC), which offers a variety of housing options, services and nursing care in one location. The Mayflower offers independent living villas and apartments, as well as assisted-living residences and a health-care center. The facility is proposing an expansion within the vacant area of their current parcel to include a 3-story Healthcare Building (skilled nursing) comprising of approximately 58,117 square feet, a one-story Memory Care Building comprising of 20,672 square feet, a one-story Clubhouse at 9,000 square feet and 10 new Villa Units.

The Subject Property currently has Single Family FLU designation (**Figure 3**) which has a maximum density of 5 dwelling units per acre, except in an approved Planned Unit Residential Development (PURD), where the maximum density is allowed to increase to 8 dwelling units per acre. The Subject Property is currently zoned R-1A (**Figure 5**).

Proposed Action

The proposed action is for a Comprehensive Plan Amendment to change the Future Land Use (FLU) designation for a portion of the Subject Property from Single Family to Medium Density Residential (MDR) (**Figure 4**). The Applicant is proposing to maintain a fifty (50) foot buffer of Single Family FLU area along the western boundary of the Subject Property. In addition to the comprehensive plan amendment, a rezoning request is being submitted to rezone the Subject Property from R-1A to R-3 (**Figure 6**).

The subject property is approximately 8 acres; however, the proposed amendment is only for 5.8 acres. The remaining 2.2 acres are proposed to remain unchanged from the current FLU and zoning, to maintain a 50-foot buffer and transition to the adjacent single family uses.

The current development program allowed based on the Single Family FLU for the 5.8 acres is 29 dwelling units. The proposed amendment would increase this allowable development program to 98 dwelling units, resulting in a 69 unit increase. However, the subject property will be utilized for additional stormwater area needed for the expansion of The Mayflower facility on the remainder of their parcel.

Figure 1 Neighborhood Aerial



Figure 2 Site Aerial



Figure 3 Current Future Land Use

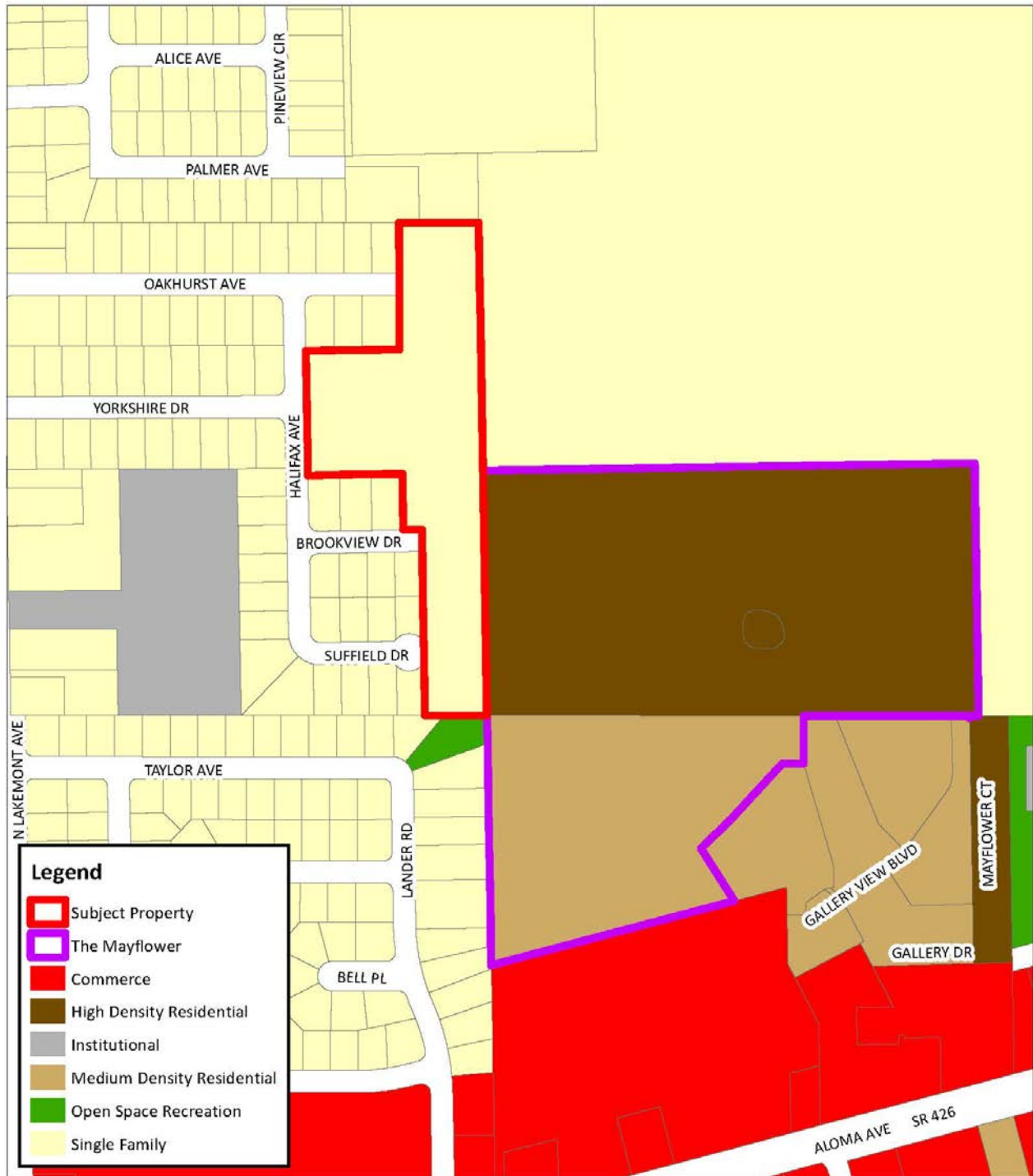


Figure 4 Proposed Future Land Use

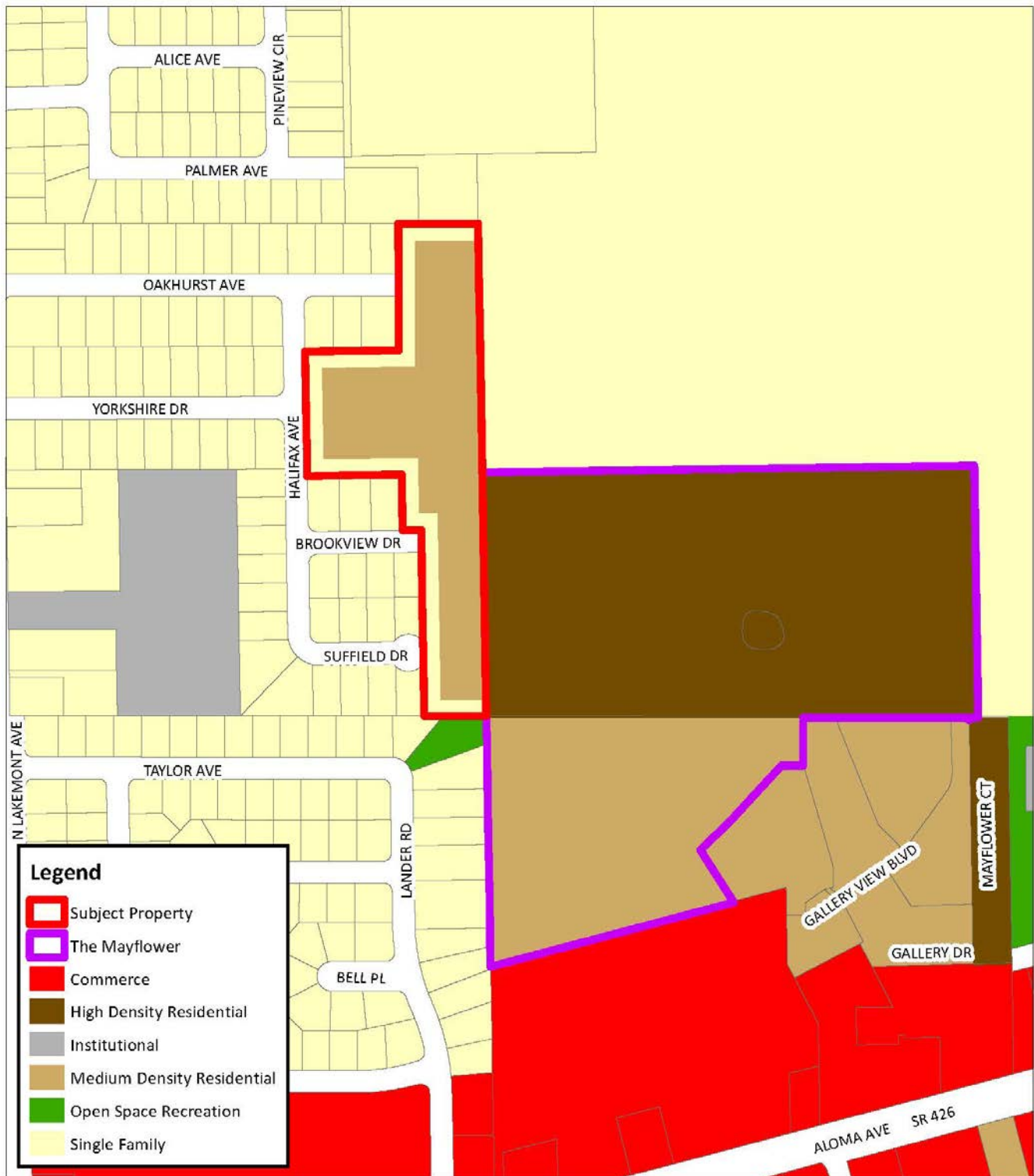


Figure 5 Current Zoning

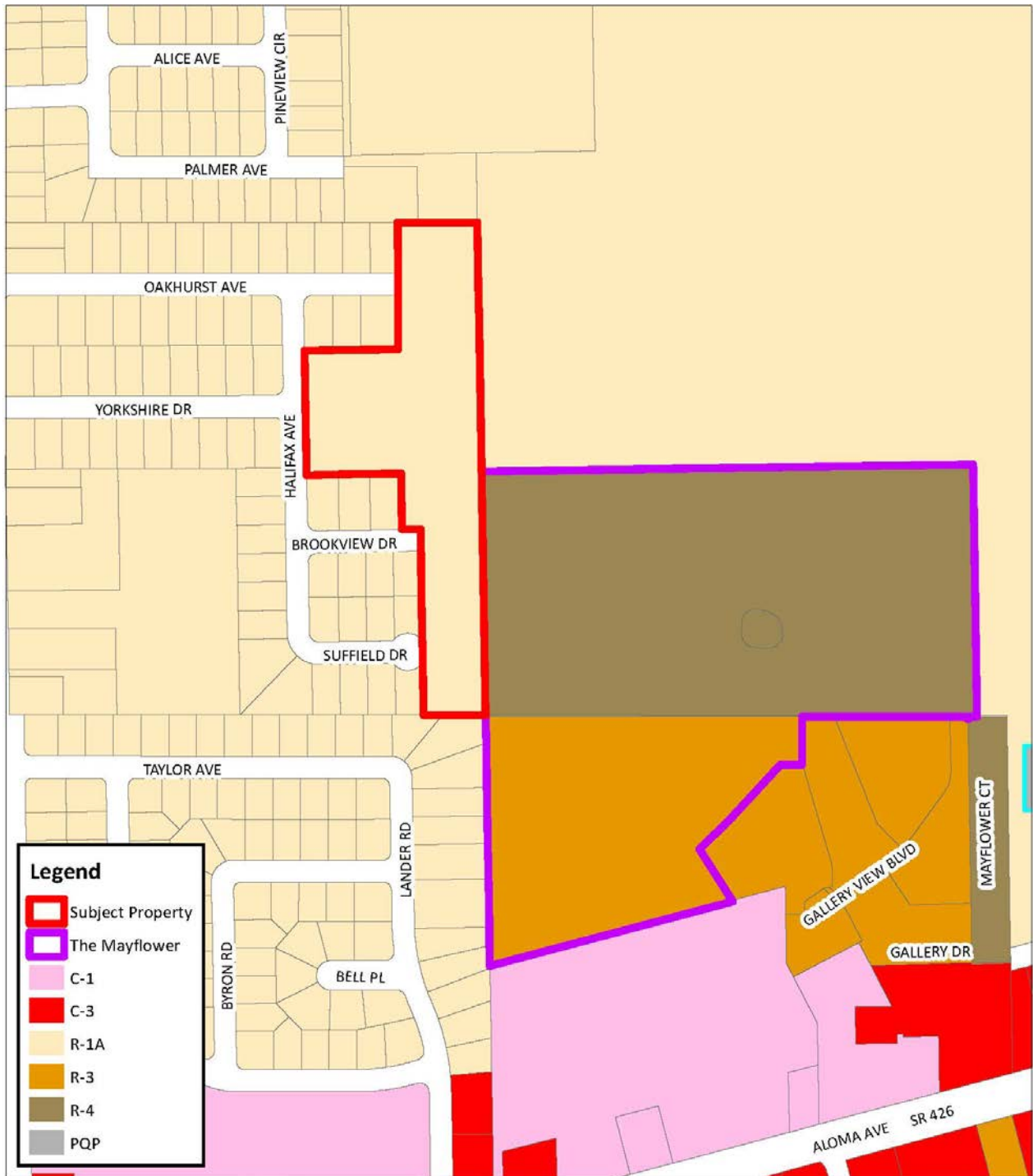
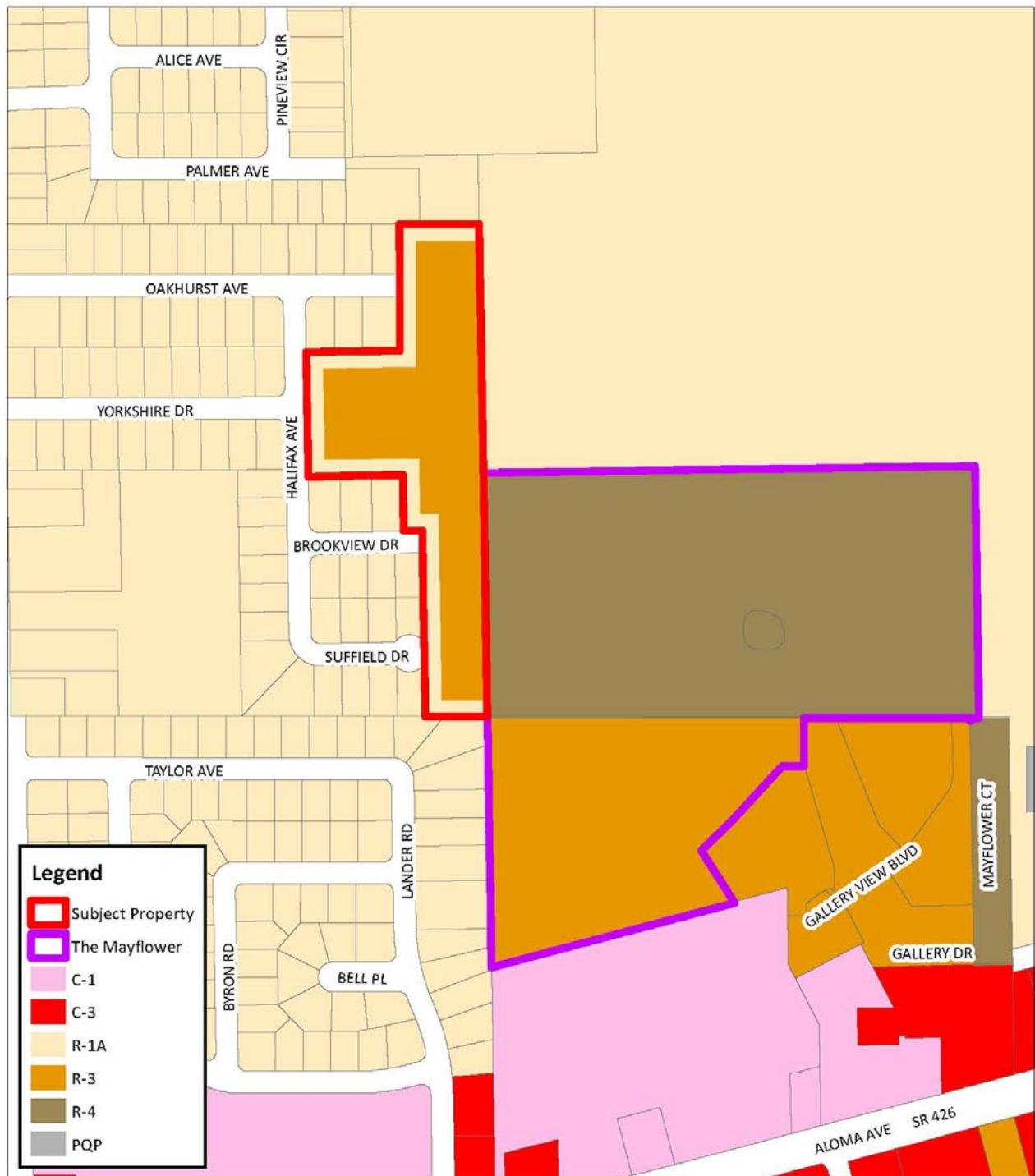


Figure 6 Proposed Zoning



Standards for Review

In considering and acting upon an application for comprehensive plan amendment, the Planning and Zoning Board and City Commission shall observe the following standards and make findings as to whether the application meets the following standards:

- a. *The need and justification for the change;*
- b. *When pertaining to the future land use designation of land, the effect of the change, if any, on the particular property and the surrounding properties;*
- c. *When pertaining to the future land use designation of land, the amount of undeveloped land in the general area and in the city having the same classification as that requested; and*
- d. *The relationship of the proposed amendment to the goals, objectives and policies text of the city's comprehensive plan, with appropriate consideration as to whether the proposed change will further, or at least not be contrary to the comprehensive plan.*

The requested comprehensive plan amendment is consistent with the Goals, Objectives and Policies of the City's Comprehensive Plan. A review of the City's Comprehensive Plan has been conducted; relevant goals, objectives and policies have been identified below (italicized) and a brief statement regarding consistency of the proposed conditional use request has been provided.

FUTURE LAND USE ELEMENT

Policy 1-2.2.7: ***Restrictions on Density and Intensity of Development.** The maximum range of density and/or intensity stated in the Comprehensive Plan and in the Land Development Code may be further constrained by qualitative criteria and development standards included in the Comprehensive Plan and Land Development Code. In addition, natural constraints such as the shape and natural features of a site may present obstacles to achieving maximum density and/or intensity delineated on the adopted Comprehensive Plan Future Land Use Map Series.*

Table 1-2 Future Land Use – Zoning Compatibility Chart	
Future Land Use Designations	Compatible Zoning Districts
<i>Single Family Residential</i>	<i>R-1AAA, R-1AA, R-1A, PURD</i>
<i>Low Density Residential</i>	<i>R-2, PURD, R-1A</i>
<i>Medium Density Residential</i>	<i>R-3, R-2, PURD, PL</i>
<i>Commercial</i>	<i>C-3, C-3A, C-1, O-1, O-2, PL</i>
<i>Office and Professional</i>	<i>O-1, O-2, PL</i>
<i>Central Business District</i>	<i>C-2, PL</i>
<i>Industrial</i>	<i>I-1, C-3, O-1, O-2, PL</i>
<i>Parking Lot</i>	<i>PL</i>
<i>Institutional</i>	<i>PQP, PR, PL</i>
<i>Open Space and Recreation</i>	<i>PR</i>

The proposed comprehensive plan amendment (MDR) is accompanied by a rezoning request to R-3 to maintain compatibility.

Policy 1-2.3.3: **Medium Density Residential.** *This Future Land Use Map land use designation is designed to indicate areas to be zoned for multi-family residential uses. The compatible zoning districts for this designation shall be R-2 or R-3 zoning districts. Included are townhouses, condominiums, and apartments. The maximum density is up to 17 units per acre on such properties. The floor area ratio shall not exceed 110% and as may be governed by the maximum number of stories permitted in the Maximum Height Map within this Future Land Use Element and shall include the floor area of above grade, attached and unattached garages.*

The proposed development will include an expansion of the current Mayflower site; specifically, four (4) villa buildings, a memory care facility, skilled nursing facility and clubhouse will be added. The expansion development program shall be consistent with the Medium Density Residential FLU densities and intensities.

Objective 1-3.1: **Prevent Proliferation of Urban Sprawl.** *The City shall continue to foster quality development while respecting the context and heritage of urban growth through the City.*

Policy 1-3.1.2: **Encouraging Infill Development.** *The City will encourage quality, compatible infill. Actions including installation of sewer line expansions, reuse line expansion, and undergrounding of utilities will be evaluated as potential ways to encourage such infill.*

As previously stated, the proposed comprehensive plan amendment will allow for the expansion of the Mayflower Retirement Community. The Mayflower is currently in operation in an adjacent parcel. The proposed project does not proliferate urban sprawl and promotes infill development in appropriate areas. The Subject Parcel is surrounding by existing residential uses and the Interlachen County Club.

Policy 1-5.2.1: **Maintain the Scale and Character of Neighborhoods.** *The City shall accommodate redevelopment activity in a manner that does not produce residential development that substantially alter the scale or character of a street. The aim shall be to create opportunities for redevelopment that complement the features of the existing neighborhood.*

The proposed development does not produce development that substantially alters the scale of the area. The proposed development is an expansion of the Mayflower, and will be designed at a similar scale. A 50-foot buffer of Single Family FLU land is maintained around the north, west and south boundaries of the property to maintain a buffer to transition from the proposed Mayflower expansion to the existing single family homes.

Policy 1-5.2.5: ***Ensure Compatible Size, Form and Function are achieved in Areas designated Medium- and High-Density Residential.** The City shall apply regulatory measures within Medium and High-Density Residential designated areas in order to avoid land use compatibility conflicts due to dissimilar building types, size, mass, articulation, height, and other design features or ancillary loss of views, privacy, and access to light, as well as noxious impacts of traffic, noise, adverse changes in drainage patterns, and other negative effects of incompatible development.*

The proposed development is an expansion of an existing use and therefore will be compatible in size, form and function of the adjacent medium- and high-density FLU areas.

Policy 1-5.4.6: ***Promote Appropriate Scale and Height for Medium Density Multi-Family Development.** Except within the Central Business District geographical area, multi-family residential development within areas designated Medium Density Residential shall not exceed two stories in height unless approved via conditional use by the City Commission. In addition, such third floors must be entirely contained within a sloping roof having a maximum 12:12 roof slope.*

Concurrent with this FLUM Amendment application, a Rezoning and Conditional Use Permit application is also being submitted. The memory care facility and skilled nursing facility is proposed to be three-stories. The conceptual site plan places these facilities along the northern boundary of the existing Mayflower parcel, away from the existing residential development.

TRANSPORTATION ELEMENT

Policy 3-1.1.1: ***Regulations to Support Housing Diversity.** To maintain or improve mobility and safety on roadways, sites shall be designed to manage access to roadways. These access management techniques and activities may include, but are not limited to:*

- *Direct cross access connections to all adjacent parcels (except parcels with single family zoning);*
- *No inherent right of direct access to arterial streets for out-parcels, unless such access is the only access available to the property;*
- *Design that directs primary access toward adjacent Collector and Local level facilities, with limited secondary access to the adjacent State roadway;*
- *Limitation of access points to one major access point or curb cut along each roadway frontage; additional access and egress points may be granted, based on site characteristics or as considered appropriate by the Traffic Engineer and approving agencies, to provide for safe and efficient site-related traffic movements on adjacent street.*

The proposed development will be accessed from the Mayflower, utilizing cross access and resulting in no additional curb cuts along SR 426 / Aloma Avenue.

HOUSING ELEMENT

Policy 3-1.1.1: ***Regulations to Support Housing Diversity.** The City's Future Land Use Map shall allocate land resources that shall accommodate a range of housing densities and structure types to accommodate current and future population needs.*

The proposed amendment supports the City's policy of accommodating a range of densities and housing types based on current and future population needs.

Objective 3-1.4: ***Provide Opportunities for Group Homes, Housing for the Elderly and Foster Care Facilities.** The City shall promote housing opportunities to meet the special housing needs of the elderly, dependent children, the physically and mentally handicapped, and the developmentally disabled.*

Policy 3-1.4.3: ***Housing for the Elderly.** The City shall promote the development of housing alternatives specially designed for the elderly, including but not limited to adult living facilities and adult foster care homes. Sites for elderly housing shall be approved only if such sites have access appropriate infrastructure and are located on a paved street.*

The proposed amendment will allow for the expansion of an existing retirement community that provides housing for the elderly and nursing home care. The Subject Property is served by appropriate infrastructure and access will be along the current paved access to the Mayflower.

Compatibility with Adjacent Uses

The proposed residential use, specifically the expansion of an existing continuing care retirement community, is compatible with adjacent uses and consistent with the City's goals, objectives and policies.

The uses adjacent to the subject property are as follows:

North:	Single family residential and a communications tower
East:	Single family residential
South:	Single family residential.
West:	Existing Mayflower Retirement Community and the Interlachen County Club

Furthermore, the Applicant is proposing to maintain a 50-foot wide buffer of Single Family FLU land along the existing single family residential properties. No development is proposed in this area, providing a buffer of the existing Single Family FLU along single family properties, and establishing a transition from the existing High Density Residential land east of the Subject Property to the single family homes to the west.

Conclusion

This proposed Future Land Use Map Amendment meets the overall intent of the City's Comprehensive Plan and is consistent with that Plan. This application is in conjunction with a rezoning and conditional use permit application being processed for the expansion of the existing Mayflower Retirement Community. The expansion on the subject property is proposed for additional stormwater management, while vertical development will take place on the vacant portion of the Mayflower parcel. The proposed use for the subject property is compatible to the existing uses surrounding the subject property.

Therefore, we respectfully request the City of Winter Park planning staff recommend approval for this request for a small scale Future Land Use Map Amendment to change the future land use designation of the property from Single Family to Medium Density Residential.



city commission **agenda item**

item type	Public Hearings	meeting date	2/12/2018
prepared by	City Manager	approved by	
board approval	final vote		
strategic objective	Investment in Public Assets and Infrastructure, Fiscal Stewardship		

subject

Ordinance - Adopting Naming Policy (2)

motion / recommendation

Adopt the attached ordinance.

background

As the City Attorney has discussed in the last two commission meetings an ordinance is necessary for the adoption of the naming policy in order to properly delegate authority to carry out the commission's naming policy.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	1/25/2018	Cover Memo
Policy (updated with changes made 1-22-18)	1/25/2018	Cover Memo

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA,
ADOPTING A NAMING POLICY FOR THE CITY'S LIBRARY AND
EVENTS CENTER; PROVIDING FOR AUTHORIZATION TO THE
MAYOR AND CITY MANAGER WITH RESPECT TO SUCH NAMING
POLICY; MAKING FINDINGS; PROVIDING FOR SEVERABILITY,
NON-CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.**

WHEREAS, the Winter Park Library and Events Center is funded primarily by bonds duly approved by referendum of the electors of the City; and

WHEREAS, additional features have been proposed for the Library and Events Center, including but not limited to a roof top venue for the Events Center, an outdoor amphitheater, a raked auditorium in the Library, and a portico entry feature, which necessitate the raising of additional funds in excess of the funds provided by the bond issuance; and

WHEREAS, on November 27, 2017, the City Commission approved the City of Winter Park Library and Events Center Naming Policy, with the purpose of providing a mechanism for raising funds for the Library and Events Center via donations and naming of facilities related thereto; and

WHEREAS, the City Commission finds that it is advisable to further clarify the City's naming policy with respect to the Library and Events Center, and to adopt such policy via ordinance.

NOW, THEREFORE, BE IT ENACTED by the City of Winter Park, Florida as follows:

SECTION 1: Recitals. The above recitals are true and correct, constitute findings of the City Commission, and are incorporated herein as a material part of this Ordinance.

SECTION 2: Naming Policy. The City of Winter Park Library and Events Center Naming Policy adopted by the City Commission on November 27, 2017 is hereby repealed in full and replaced with the policy of the same name attached to this Ordinance as Exhibit "A." The City Manager and Mayor shall have authority under this Ordinance as described in the attached policy.

SECTION 3: 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 4. Non-Codification. This Ordinance and adopted policy shall not be codified but shall have the full force and effect of an ordinance of the City of Winter Park and any amendment of this Ordinance and adopted policy shall require an amendment by ordinance. No decisions or actions authorized or contemplated by the attached policy shall require approval by ordinance.

SECTION 5: Conflicts. In the event of any conflict between this Ordinance and any other ordinance or portions of ordinances, this Ordinance controls.

SECTION 6: Effective Date. This ordinance shall take effect immediately upon its passage and adoption by the City Commission of Winter Park, Florida.

FIRST READING: _____, 2018

SECOND READING: _____, 2018

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida on this ____ day of _____, 2018.

CITY COMMISSION
CITY OF WINTER PARK

Mayor Steven Leary

ATTEST:

City Clerk Cynthia S. Bonham

Date

Exhibit “A”

CITY OF WINTER PARK (CWP) LIBRARY AND EVENTS CENTER NAMING POLICY **FACILITY NAMING POLICY – Library and Events Center and Complex**

This Policy sets forth the requirements and conditions that must be met by donors in order for their name, or a name they select, to be applied to a City Library or Events Center facility or the Complex as a whole and matters related thereto. In all cases, final determination of whether any building, facility, exterior or interior space may be named for an individual rests with the City as provided herein. Fundraising to accomplish naming of facilities may be in partnership with the Winter Park Library Association (WPLA) and its board and leadership.

1. **General:** Donors who wish to name a building, addition to an existing building, interior space, exterior space, or any other facility or portion thereof (herein sometimes collectively referred to as “facility”) of the Library and Events Center Complex (LECC) must agree to the terms of the gift in an irrevocable and enforceable pledge/gift agreement.
2. **Requirements and Criteria for Naming a Facility:**
 - (a) The required donation for naming a building, facility, or interior/exterior space of the LECC, or any portion thereof, shall be determined based on the following criteria: For large items such as the Library Building, the Event Center Building and the Complex as a whole, single donor naming rights must be at least 50 percent of the actual cost of the facility. With respect to the Rooftop Venue, the Belvedere and the Amphitheater – if approved at a later date – the cost for naming of these facilities shall be no less than 100 percent of the estimated cost. The City Manager shall have the responsibility for making the foregoing determinations regarding required donations subject to the requirements and criteria established under this Policy and any direction by the City Commission. The Mayor and the counsel to the WPLA and any other persons deemed appropriate by the City Manager may provide advice to the City Manager regarding the required donation. The Mayor and the WPLA counsel are authorized to consult with and provide input to the City Manager regarding implementation and execution of this Policy, and to solicit donations and take other actions consistent with this Policy and any requirements/criteria adopted hereunder, all subject to the City Manager’s authority as provided in this Policy.
 - (b) The final authority for naming the Library, Events Center, and the LECC as a whole rests exclusively with the City Commission. Final authority for naming a facility or exterior space rests exclusively with the City of Winter Park although the City Commission may assign or provide authority to the City Manager for naming certain portions of the LECC. The City may take into consideration recommendations of the Board of Trustees of the WPLA. Furthermore, the City in partnership with the WPLA (through the Board of Trustees) shall create a “pre-approved list of naming opportunities” and the associated costs therefor. Staff of the WPLA and the City may rely upon said approved lists and proceed with donors independent of consultation with the Board of Trustees; however, the City has final naming authority of any new or existing building, facility or exterior space.
 - (c) Generally, naming rights shall not be granted “in perpetuity” but for the useful life of the structure subject to changed circumstances as noted in a written gift agreement.
 - (d) The City shall not approve any naming option that is inconsistent with the City’s image, brand, and a family atmosphere. All decisions of the City Manager under this Policy shall be consistent with the foregoing principles, the requirements of this Policy, any direction by the City Commission, and shall advance the purposes of this Policy.
3. **Approval of Exceptions.** All exceptions to the Naming Costs will be weighed against their future cost, as all exceptions granted weaken this policy, and any exception granted may be viewed by past or prospective donors as a precedent, making it more difficult to deny future requests for exceptions. Exceptions may be denied by the City Manager or recommended for approval by the City Commission.

4. **Morals Clause.** If at any time the donor commits any act or becomes involved in any situation, incident, or occurrence tending to degrade the donor in the community, or which brings the donor into public contempt or scandal, or which materially and adversely affects the reputation or business of the City or the WPLA, whether or not information in regard thereto becomes public, all in the City's sole discretion, the City shall have the right to remove donor's recognition rights, which right by the City shall be memorialized in a previously executed pledge/gift agreement.
5. **Prior Names.** Prior names on existing facilities will not carry over to the new Library and Events Center or the Complex as a whole. All donor pledges and gift agreements shall specifically acknowledge that any naming of all or a portion of the Library, the Events Center, or the Complex as a whole are limited to this project only and will not be carried forward to other, future facilities.
6. **City and Library Partnership.** The City and the WPLA may work in tandem on this joint project owned by the City. All donor solicitations shall be conducted so as to preclude multiple parties soliciting contributions from the same potential donor. The City and the WPLA have acknowledged the WPLA's commitment to raise \$2,500,000 towards this project. Funds may be contributed to either the WPLA or to the Foundation established by the City provided that in the case of the City Foundation, contributed funds shall count towards the WPLA's commitment unless a donor specifies otherwise. Funds raised for naming the Amphitheater, Rooftop Venue, Raked Auditorium, Belvedere and Portico will first be applied to the additive cost thereof and any excess above their actual cost shall be credited to the WPLA's \$2,500,000 commitment.
7. **Disclaimer.** Nothing in this Policy, or any requirements or criteria adopted in accordance with this Policy, shall be construed to create any obligation by the City or any right or expectation of prospective donors with respect to the subject matter of this Policy. The City retains the sole discretion, to the maximum extent allowable by law, to reject any donation or naming proposal for any reason. The decision to associate any name with a City-owned facility, property, or any portion thereof, is made by the City in its proprietary capacity. It is not the City's intention to create a public forum of any kind with respect to the naming of City property under this Policy