city commission agenda

August 27, 2018
3:30 PM
Commission Chambers

mayor & commissioners

seat 1	seat 2	Mayor	seat 3	seat 4
Gregory Seidel	Sarah Sprinkel	Steve Leary	Carolyn Cooper	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 commend 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**

   Father Ernie Bennett, All Saints Episcopal Church

   Pledge of Allegiance
3. **Approval of Agenda**
4. **Mayor's Report**

   a. **Proclamation - Harold Barley Day** 5 minutes

   b. **Winter Park Hospital Presentation –** 5 minutes

Lakemont Beautification

c. Presentation - Greater Orlando Aviation Authority concerning Orlando International Airport 15 minutes

5. City Manager's Report

a. City Manager's Report 5 minutes

6. City Attorney's Report

7. Non-Action Items

a. Discussion of Potential Parking Code Changes 20 minutes

8. Citizen Comments (Items not on the agenda) and Budget Comments | 5 p.m. or soon thereafter.

(if the meeting ends earlier than 5:00 p.m., the citizen comments will be at the end of the meeting)
(Three (3) minutes are allowed for each speaker)

9. Consent Agenda

a. Approve the minutes of August 13, 2018.

b. Approve the following contract amendment: 5 minutes

1. Xylem Water Solutions U.S.A., Inc. - Increase of spending under current sole source to account for repairs to City lift stations; $100,000

c. Approve the following piggyback agreement and authorize the Mayor to execute: 5 minutes

1. Life Extension Clinics, Inc. dba Life Scan Wellness Centers - RFP #17-601 – Firefighter Annual Physicals; $180,000 (4-year term)

d. Approve the following formal solicitation and authorize the Mayor to execute: 5 minutes

1. Greenberg Traurig, P.A. - RFP-24-2018 - Bond Counsel & Disclosure Counsel Services; As-needed basis

10. Action Items Requiring Discussion

a. Lease of the Progress Point Parking Lot 10 minutes

11. Public Hearings

a. Resolution - Seacoast National Bank corporate authorization 5 minutes

b. Ordinances - Fire Pension and Police Pension 5 minutes

1. Ordinance amending City of Winter Park Firefighters Pension Plan (2)
2. Ordinance amending City of Winter Park Police Officers' Pension Plan (2)

c. Request of Winter Park Custom Homes 20 minutes

- For subdivision or lot split approval to divide the property at 1415 Miller Avenue, zoned R-2, into two lots, each to be developed with a duplex. Both lots will have 50 feet of lot width and 7,500 square feet of land area. Both lots will need a variance from the 9,000 square feet of land area required for an R-2 duplex lot.

d. Request of The 420 Winter Park, LLC: 20 minutes

- For conditional use approval to convert the existing Copytronics office building at 420 South Orlando Avenue, zoned C-3, into a children's daycare facility.

e. Request of Amy Black: 10 minutes

- For a Comprehensive Plan text amendment to the Future Land Use element regarding policies for the subdivision of lakefront properties on Lake Killarney (2)

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 8/27/2018
prepared by City Clerk	approved by
board approval final vote	
strategic objective	

subject

Father Ernie Bennett, All Saints Episcopal Church

motion / recommendation

background

alternatives / other considerations

fiscal impact

city commission agenda item

item type Mayor's Report	meeting date 8/27/2018
prepared by City Clerk	approved by
board approval final vote	
strategic objective	

subject

Proclamation - Harold Barley Day

motion / recommendation

background

alternatives / other considerations

fiscal impact

city commission agenda item

item type Mayor's Report	meeting date 8/27/2018
prepared by Planning / CRA	approved by
board approval final vote	
strategic objective Exceptional Quality of Life, Intelligent Growth and Development	

subject
Winter Park Hospital Presentation – Lakemont Beautification

motion / recommendation
N/A

background
As part of the approvals granted to the Winter Park Hospital for their building expansions, there is a condition that the Hospital provide screening and sound attenuation for the Central Energy Plant facilities that are located along Lakemont Avenue at the north end next to the Walgreens.

Jennifer Wandersleben, CEO of Winter Park Hospital, with the design team from RLF will present a brief power point of the Lakemont Beautification program to be done to fulfill the requirement.

alternatives / other considerations
N/A

fiscal impact
N/A

city commission agenda item

item type Mayor's Report	meeting date 8/27/2018
prepared by City Clerk	approved by
board approval final vote	
strategic objective	

subject

Presentation - Greater Orlando Aviation Authority concerning Orlando International Airport

motion / recommendation

background

alternatives / other considerations

fiscal impact

city commission agenda item

item type City Manager's Report	meeting date 8/27/2018
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	Upload Date	Type
City Manager's Report	8/21/2018	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	Material procurement completed by January 2019 and expected construction completed by August 2019.
Seminole County Ditch Drainage Improvement	Dredging is complete. Alternatives analysis for the long term solution piping of the ditch is ongoing and requires cooperation with Seminole County to design and construct.
Electric undergrounding	**Miles of Undergrounding Update – No changes** Project G: 4 miles 45% complete (some overhead strip out has begun) S. Virginia Ave. near Lyman: .41 miles 95% complete **TOTAL so far for FY 2018: 4.8 miles**
Fairbanks transmission	Ongoing weekly meetings are taking place between Duke, FDOT and the COWP. Tentative start date 10/20/18.
Power contracts	10MW GRU expires in 2019. ITN has been released to secure 10MW block to replace GRU.
Denning Drive	Phase 3 from Morse to Canton is substantially complete and awaiting final striping and landscaping. Phase 4 (Canton to Webster) will start in September. Landscaping, power undergrounding and new decorative light installation continues.
Library Design	Architect team is currently working on design development following recent commission meeting approvals and work session clarifications of add/alternates. Additional team meetings were held the week of August 13 as a part of further refinement so design development can be completed this summer. City wide notice has been sent out for Conditional use on the September 11th P and Z meeting and City Commission for September 24th meeting.

Consideration of additional parking at MLK, Jr. Park	Preliminary engineering is underway to determine feasibility and order of magnitude cost for adding 90 degree parking along Comstock Avenue adjacent to MLK, Jr. Park and is expected to be ready for the August 27 meeting.
"Prohibit Language"	The discussion in the comprehensive plan will be on the September 10 agenda since not all Commission members will be present on August 27.
Bollard Pilot Program	Two locations for bollard installation between New England and West Park Avenue have been identified. Bollard type, aesthetics, and safety metrics meet the review of staff. Installation would take place after purchase by the CRA department.
Mixed Use	Staff is waiting on an updated scope of services. The item is expected to be brought forward in September/October.

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

city commission agenda item

item type Non-Action Items	meeting date 8/27/2018
prepared by Planning / CRA	approved by
board approval final vote	
strategic objective Exceptional Quality of Life, Intelligent Growth and Development	

subject
Discussion of Potential Parking Code Changes

motion / recommendation
N/A

background
The Planning Dept. is recommending updates to modernize the City's parking regulations pursuant to the Kimley-Horn studies and recommendations.

As P&Z is aware, the City retained Kimley-Horn to examine our parking regulations that have not been substantially changed since the 1970's. Their work involved research on six "peer" communities similar to Winter Park by analyzing their parking codes and requirements and also by bringing the consultant's knowledge of parking regulation nation-wide. The primary focus of their work was on the appropriate parking codes for the Central Business District (CBD), the Hannibal Square Neighborhood Commercial District (HSNCD) and the Orange Avenue corridor.

The Kimley-Horn team met with the P&Z Board for work sessions on January 30, 2018, March 27, 2018 and April 24, 2018 to review their work as it progressed. The Kinley-Horn team also presented the data collected and observations for Code updates to the City Commission on April 23, 2018. In addition, a community forum was held on July 17th with 41 attendees at the Welcome Center, after notice to the 274 property owners within the CBD, the HSNCD and along the Orange Avenue corridor in order to solicit comments on the Kimley-Horn research and recommendations.

A summary of the major changes are as follows:

1. The Ordinance removes the ability to convert retail/office spaces within the CBD and HSNCD without providing the parking required for the greater parking needs of the restaurant. As the data at the end of this staff report indicates, within the CBD, there have been 17 retail to restaurant conversions since 2003 that have added a parking demand of 207 spaces. The City is continuing to grow the parking deficit in the CBD with every such conversion. As the City embarks on a potential partnership

with Rollins College to add public parking spaces to the CBD, in order to address the parking deficit, it is not advisable to continue to grow the parking deficit via increasing the number of new restaurants in the CBD.

In addition this change is supported by the Comprehensive Plan policy below (see last sentence in italic):

Policy 1-G-3: **Preserve Park Avenue as a Retail Shopping District with Complimentary Restaurant Destinations, Maintaining Existing Future Land Use Map Designations and Zoning & Prohibition of Bars/Nightclubs** The City shall preserve the primary focus of the Park Avenue Corridor as a retail shopping district with complimentary restaurant destinations. This shall require maintaining within the Park Avenue corridor the existing Future Land Use Map policies governing height and existing vertical zoning regulations and the prohibition on bars/nightclubs. *The City should also explore modifications to the zoning regulations that would limit the growth of future new restaurant locations to prevent an oversaturation of the CBD with restaurant space thereby diminishing via the loss of existing retail stores, the primary focus of the CBD as a retail shopping destination.*

2. The Ordinance changes the parking requirements for new retail and office floor spaces within the CBD, the HSNCD and along the Orange Avenue corridor from one space per 250 square feet to one space for each 350 square feet. Trips to these locations are multi-destination trips. One comes to shop at more than one store. One combines a visit to an office with shopping or dining. The current code of one space per 250 adequately addresses the parking need for suburban locations. One goes to Publix and then gets back in the car to go elsewhere. These areas are multi-destinational for customers/visitors.

3. The Ordinance changes the parking requirements for large office buildings by providing for the current one space for 250 square feet on the first 20,000 square feet and then transitioning to one space for each 350 square feet for the floor area above 20,000 square feet. When you look at the larger office buildings in the City, such as Heritage Park, Commerce National Bank, Seacoast Bank, etc. you see many unused parking spaces every day. The City Code over-parks larger office buildings. This is due to the inefficiency in large office buildings because the percentage of non-employee/non-client space increases as the office building gets larger and the percentage of floor space dedicated to non-employee/client space increases such as space for hallways, restrooms, elevator/stair core, conference rooms, break rooms, etc. in larger office buildings. Kimley Horn believes that the City over-parks office buildings with the one per 250 standard everywhere but our experience in smaller offices is that it works well in those scenarios.

4. The Ordinance provides for the use of the Urban Land Institute's (ULI) Shared Parking analysis as a reference for determining when shared parking scenarios are applicable. The ULI Shared Parking analysis confirms the type of shared parking usage that we would expect and have seen occur. For example:

Residential Units:	70% at Noon		95% at 7:00 pm
Hotels:	55% at Noon	75% at 7:00 pm	95% at 10:00 pm

Office:	100% at 10 am	80% at Noon	100% at 3:00 pm
	15% at 7:00 pm		
Restaurant:	100% at Noon	100% at 6:00 pm	

Some types of shared use make sense. The retail or office building with residential upstairs. Peaks for retail/office during the day. Peak for residential (or hotel) at night. However, the shared parking use that we most frequently are asked about is for restaurants. But restaurants use 90-100% of their parking during the Noon and Evening peak hours so retail/office uses have little to none to share during the day. The real world survey data in their analysis only supports shared use with residential or other institutional uses such as churches.

5. The Ordinance changes the distance permitted for off-site parking from 300 feet to 450 feet. The "peer" communities surveyed by Kimley-Horn allow off-site parking ranging from 600 to 1,300 feet. That seemed too ambitious to staff but another 50 yards for an employee to walk to get to work seems reasonable.

6. The Ordinance provides for the potential future creation of a fee-in-lieu of parking program. Property owners would purchase or fund the needed parking within a city owned parking facility. Note that no such fee-in-lieu program can be established without a specific City Commission approved parking facility for which the funds collected are to implemented for either surface or structured parking as to both location and cost and the ability to provide the same number of or more parking spaces otherwise needed to be provided on-site by the property owners electing to pay a fee-in-lieu.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Backup Materials	8/15/2018	Backup Material

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE", ARTICLE III, "ZONING REGULATIONS" SUBSECTION 58-86 "OFF-STREET PARKING AND LOADING REGULATIONS" SO AS TO MODIFY THE RETAIL, OFFICE AND RESTAURANT PARKING REGULATIONS WITHIN THE CENTRAL BUSINESS DISTRICT, HANNIBAL SQUARE NEIGHBORHOOD COMMERCIAL DISTRICT AND THE ORANGE AVENUE CORRIDOR; PROVIDING FOR OFF-SITE PARKING OPTIONS; PROVIDING FOR A SHARED USE METHODOLOGY, PROVIDING FOR CONFLICTS, CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature has adopted Chapter 163, Florida Statutes which requires all local communities to adopt amendments to their Land Development Codes to implement the growth and development policies of Comprehensive Plans adopted pursuant to Chapter 163, Florida Statutes and Florida Administrative Rules in order to provide appropriate policy guidance for growth and development: and

WHEREAS, the Winter Park City Commission adopted a new Comprehensive Plan on April 24, 2017 via Ordinance 3076-17; and

WHEREAS, the Winter Park Planning and Zoning Board, acting as the designated Local Planning Agency, has reviewed and recommended adoption of proposed amendments to the Zoning Regulations portion of the Land Development Code having held an advertised public hearing on August 7, 2018, and rendered its recommendations to the City Commission; and

WHEREAS, the Winter Park City Commission has reviewed the proposed amendments to the Zoning Regulations portion of the Land Development Code and held advertised public hearings on _____, 2018 and on _____, 2018 and advertised notice of such public hearings via quarter page advertisements in the Orlando Sentinel pursuant the requirements of Chapter 166, Florida Statutes and placed the proposed amendments on the City's website on _____, 2018; and.

WHEREAS, the portions of Chapter 58, Land Development Code, Article III, Zoning Regulations that are to be amended and modified as described in each section and amended to read as shown herein where words with <u>single underlined</u> type shall constitute additions to the original text and ~~strike through~~ shall constitute deletions to the original text.

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

SECTION 1. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances is hereby amended and modified within Section 58-86 “Off-street Parking and Loading Regulations”, Subsections (a) (1) “Central business district exclusion” and (2) Hannibal square district exclusion” in the “Zoning” Article of the Land Development Code to read as follows:

Sec. 58-86. Off-Street Parking and Loading Regulations.

(1) *Central business district exclusion.* The following described area shall be known as the central business district for the provision of off-street parking spaces, and shall be exempt from furnishing parking facilities, as required by this article. This exemption is made because of the traditional exclusion from providing parking in central business districts and the existing development within the district. Property owners, however, are encouraged to provide off-street parking space whenever possible.

Begin at the intersection of Lyman and New York Avenues, run thence east on Lyman Avenue to Knowles Avenue, thence north on Knowles Avenue to Canton Avenue, thence west on Canton Avenue to New York Avenue, thence south on New York and Lot 1-4, Block 14; Lots 1-4, Block 15, all Block 66; Lots 1-10 and 22, 23, Block 76; and Lots 1-8, Block 77, Town of Winter Park according to the plat thereof recorded in Public Records of Orange County, Florida.

a. The foregoing exclusion shall apply only to existing square footage or floor space. Parking shall be provided as required by this section for any net new building or net new floor space created by redevelopment, new construction, additions, alterations or remodeling or for any change in use requiring additional parking such as an office or retail space conversion to restaurant. Existing parking spaces may be counted to satisfy this requirement only where such existing spaces are in excess of the parking space requirements of this section for any existing floor space.

b. The foregoing exclusion shall not exempt properties within this exclusion area from compliance with subsection “Location of parking lots”, which prohibits the use of remote leased parking to satisfy the parking requirements of any new building or new floor space.

(2) *Hannibal Square district exclusion.*

a. The following described area shall be known as the Hannibal Square district for the provisions of off-street parking spaces and shall be exempt from furnishing parking spaces and shall be exempt from furnishing parking facilities as required by this article. The Hannibal Square district shall include Lots 5-10, Block 42, Lots 11-13 and the west 50 feet of Lot 14, Block 41, Lots 1-6, Block 54 and Lots 8-10, Block 55, Town of Winter Park according to the plat thereof recorded in Public Records of Orange County, Florida.

b. On properties within this district that have existing buildings, as of January 1, 1998, the foregoing exclusion shall apply only to existing building square foot area. Such existing building square foot area may be renovated, reused and redeveloped even if it involves the demolition and subsequent reconstruction of a same size to the existing building square foot area without providing any off-street parking spaces. However, this exclusion shall not apply to additional building square footage or for any change in use requiring additional parking such as an office or retail space conversion to restaurant. Parking shall be provided, as required by this article, for any increase in building square foot area. Existing parking spaces may be counted to satisfy this requirement only where such existing spaces are in excess of the parking space requirements of this article for any existing building square foot area.

SECTION 2. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances is hereby amended and modified within Section 58-86 “Off-street Parking and Loading Regulations”, Subsection (b) (9), (18) and (22) in the “Zoning” Article of the Land Development Code to read as follows:

(b) *Specific requirements for various uses and buildings.* Listed below are the minimum parking spaces required for various buildings and uses. When the computation results in a requirement for a fractional space, a fraction of one-half or less shall be disregarded. When the fraction exceeds one-half, one additional off-street parking space will be required. Parking spaces, other than handicapped spaces, shall be nine (9) feet wide by eighteen (18) feet deep. Variances to reduce the size of parking spaces are prohibited.

(9) *General business and retail commercial:* Within the Central Business District, Hannibal Square Neighborhood Commercial District and along the Orange Avenue Corridor, one parking space for each 350 square feet of gross floor space and within the other areas of the City, one parking space for each 250 square feet of gross floor space in the building.

(18) *Office, professional or public buildings:* Within the Central Business District, Hannibal Square Neighborhood Commercial District and along the Orange Avenue Corridor, one parking space for each 350 square feet of gross floor space and within the other areas of the City, one parking space for each 250 square feet of gross floor space in the building up to the first 20,000 square feet of floor area, and one space for each 350 square feet of floor space in the building for floor area more than 20,000 square feet in size. ~~or one parking space for each 220 square feet of gross floor space excluding areas of common public use and circulation. In computing the latter requirement the exclusion is to be used for public stairs, elevators, lobbies, arcades and atriums but not for common restrooms, mechanical areas or hallways beyond 20 feet from the lobby area.~~

(22) *Restaurants, food service establishments, nightclubs, taverns or lounges:* One parking space for each 50 square feet of floor space for patron use on the premises or one space for every three seats, whichever is greater. However, within the Central Business District, along the Orange Avenue Corridor and within the Hannibal Square Neighborhood Commercial District, the minimum requirement shall be one space for every four seats. Establishments with 12 seats or less shall be classified as retail.

SECTION 3. That Chapter 58 “Land Development Code”, Article III "Zoning" of the Code of Ordinances is hereby amended and modified within Section 58-86 “Off-street Parking and Loading Regulations”, Subsection (3) (h) in the “Zoning” Article of the Land Development Code to read as follows:

(3) *Design, construction and operation of parking lots and parking garages.*

h. *Mixed uses and shared parking.* In the case of mixed uses and shared parking, the total requirements for off-street parking and loading spaces shall be the sum of the requirements of the various uses computed separately as specified in the off-street parking regulations and off-street loading and unloading regulations of this article. The off-street parking and off-street loading space for one use shall not be considered as providing the required off-street parking and/or off-street loading space for any other use unless specifically ~~approved by the city commission~~ provided for based upon the entire time period of usage and need as supported by the Urban Land Institute’s Methodology for Shared Parking Exclusion report, as may be amended. In any multi-family building or mixed use building or project, that includes residential units, constructed after September 1, 2107, at least one of the required parking spaces provided for each residential unit shall be

dedicated and reserved for each particular residential unit and shall be provided to each residential unit at no additional cost as part of a monthly or other lease term other than as included in the base lease rate applicable to all other similar units and shall not be an additional cost for purchase over the agreed upon purchase price of the residential unit.

SECTION 4. That Chapter 58 "Land Development Code", Article III "Zoning" of the Code of Ordinances is hereby amended and modified within Section 58-86 "Off-street Parking and Loading Regulations", Subsection (3) (f) in the "Zoning" Article of the Land Development Code to read as follows:

(3) *Design, construction and operation of parking lots and parking garages.*

f. *Location of parking lots.* Parking spaces provided pursuant to this section for any new building or building additions or increase in intensity of use, located in the area bounded by Swoope, New York, Fairbanks and Interlachen Avenues shall be on the same property as the principal building or on a remote, properly zoned lot within four hundred fifty (450) ~~three hundred (300)~~ feet that is in the same ownership as the principal building/property and permanently dedicated and recorded as committed to parking uses. For other properties located outside of this area, parking provided pursuant to this section may be located on a remote, properly zoned lot within four hundred fifty (450) ~~three hundred (300)~~ feet of the building, where such parking to be leased is in excess of the parking requirements for that building. Such distance shall be the walking distance measured from the nearest point of the parking lot to the nearest boundary of the lot on which the building is located that such parking lot is required to serve. In the event of new construction, addition, or change in intensity of use of the principal building or property being serviced by the remote parking lot, all existing parking spaces located on such remote lot shall be allocated to the existing building or principal use to meet the minimum requirements of this article, and any additional spaces may then be allocated to that portion of the building or property which is the subject of the new construction, addition, or change in intensity of use.

SECTION 5. That Chapter 58 "Land Development Code", Article III "Zoning" of the Code of Ordinances is hereby amended and modified within Section 58-86 "Off-street Parking and Loading Regulations", by adding a new Subsection (6) "Fee-in lieu of parking" in the "Zoning" Article of the Land Development Code to read as follows:

(6) *Fee-in lieu of parking.* The City Commission may approve and establish by resolution following public notice and public hearing to affected property owners, fee-in lieu of parking programs for specific areas of the city. Such fee-in-lieu programs shall allow property owners to pay a fee to the city, as established by the City Commission, in lieu of providing private parking for new buildings, building additions or changes in use requiring additional parking. Such fee-in-lieu programs established by the City Commission shall identify a specific City Commission approved shared parking facility for which the funds collected are to implemented for either surface or structured parking as to both location and cost and the ability to provide the same number of or more parking spaces otherwise needed to be provided on-site by the property owners electing to pay a fee-in-lieu.

SECTION 6. 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 7. CODIFICATION. It is the intention of the City Commission of the City of Winter Park, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinance of the City of Winter Park, Florida;

SECTION 8. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 9. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and adoption.

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

_____
Steve Leary, Mayor

ATTEST:

_____
City Clerk

HISTORY OF PARKING REGULATIONS IN THE CBD

History of Parking Regulation in the Central Business District (CBD):

Winter Park is much like other cities in Florida and the Nation with respect to the treatment of parking in the downtown Central Business District (CBD). Historically, the philosophy was that the responsibility fell on the Cities to provide the parking necessary for the growth and development of their CBD. Orlando is a good example with its many city owned parking lots and parking garages in their CBD. Winter Park also has several city owned parking lots to supplement on-street parking and has partnered in parking garage projects. Most of the buildings in the Winter Park CBD were built when no private off-street parking was required and to the extent it was provided, that was done voluntarily.

When the Barnett Bank (Bank of America) building was approved in 1969 and built in 1970, both parties realized that a different approach was needed for parking. The City had no more land or money to build the parking needed to support the proposed six-story building. Barnett Bank realized that there would be nowhere for their employees to park, and it would be very difficult to lease office space within the building without private parking. Both parties reached an agreement that the approval was based upon Barnett Bank adding the parking garage to meet required parking which was one space for each 400 square feet of office at that time.

A few years later, the recognition by the City that options for further parking were limited, lead to the change in the Zoning Code in 1974 to codify the current regulations that “new” buildings or “new” floor space to be constructed had to provide “new” parking for that “new” floor space and that “existing” parking could not be utilized. Since almost no property in the CBD has surplus parking to use for new floor space, that has kept the overall size and square footage (and parking demand) of the CBD more or less constant, except for the growth in restaurants. The only real exceptions have been the construction of the Sun Trust Building by Rollins College based upon their associated parking garage and the construction of the Park Place Building by the Morse/Genius Foundation based also upon the associated parking garage.

History of Park Avenue Restaurant Zoning Regulations:

The one major impact upon growth in the parking demand within the CBD has been the evolution in the parking regulation of restaurants along Park Avenue and the growth in the number of such restaurant spaces.

The regulation of restaurants within the Central Business District has undergone an evolution over the last 40 years. Back in the early 1970’s there were only 4 restaurants along Park Avenue. By 1982 that number had grown to 18 restaurants. At that time in 1982, the retail merchants were complaining that these restaurants were hurting the “Avenue” because all of the available parking was being dominated

by the restaurant staff and customers. In response to the outcry by the merchants and other parking concerns, the City Commission established a Downtown Parking Advisory Commission to make recommendations on the parking issues in the downtown. Their recommendation on the zoning issue, which was adopted by the City Commission in early 1983, was to make restaurants a “Conditional Use”. The idea was that new restaurants then could be approved only when they had sufficient parking. Exceptions were made for bakeries, coffee shops, ice cream and dessert shops.

Ten years later in 2003, the Economic Development Advisory Board, largely in response to competition to Park Avenue from the new Winter Park Village, recommended a change to the zoning rules to allow “fine dining” restaurants to be treated as permitted uses versus conditional uses. The definition of “fine dining” restaurants are waiter/waitress table service versus front counter order or self service restaurants.

That change was made because it was felt two circumstances had changed since 1983. One was that the City had seen a reduction in the number of restaurants along Park Avenue. La Belle Verrierre, Two Flights Up in the Colony Building and East India Ice Cream Company had closed and those spaces converted to retail stores. It was estimated that there were 400 less restaurant seats along Park Avenue that at the peak in the 1980's.

The other circumstance was the competition from the Winter Park Village and their array of destination fine dining restaurants. The merchants along Park Avenue believed that attracting new restaurants to Park Avenue would help the retail climate. As a result, most restaurants (except fast food) were made a permitted use and could locate in the CBD without regard to providing any incremental increase in parking needed for the restaurant versus the previous retail store use.

Since 2003, that Zoning Code change has allowed 17 new restaurants to be established in the CBD with a total seat count of 1,471 new seats. (See tables attached) Based on the City’s parking code of one space for each four restaurant seats in the CBD, those 1,471 new restaurant seats equate to 372 parking spaces. However, these 17 new restaurants replaced former retail store locations that had a parking demand as retail stores. The net increase comparing the retail parking code versus the restaurant parking code is a net increase in parking demand of 207 spaces.

Existing Restaurant Locations in the CBD Prior to Year 2003
Café De France
Umi Japanese
Blu On the Avenue
310 Park South
Park Plaza Gardens
Pannullo's
Boca Kitchen
Park Avenue Pizza
Powerhouse Café
Park Avenue Smoothie
Palmano's
Al Bacio
Garp & Fuss
Briarpatch Restaurant

Restaurants Approved Via Conditional Use Prior to 2003 Based on Adequate Parking
Luma on Park
Starbucks Coffee
Wine Room
Panera Bread

Restaurants After 2003 Code Change Without Parking	Seat Count	Parking Required (1 space / 4 seats)
Bosphorus Turkish Cuisine	165	41
Prato	186	47
Laurel	88	22
Briarpatch Restaurant	70 (70 to 150)	20
Orchid Thai Cuisine	42	11
Maestro Cucina	52	13
The Parkview	55	14
The Rustic Table	67	17
Barnie's Coffee Kitchen	39	10
Burger Fi	116	29
Cocina 214	171	43
Boi Brazil	150	38
La Merce	50	13
Braccia Pizzaria	24	6
Rome's Flavours	26	7
Irish 31	130	33
Croissant Gourmet Bakery	30	8
Total:	**1,471**	**372**

Restaurants After 2003 Code Change Without Parking	Square Footage	Parking Required if Retail Establishment
Bosphorus Turkish Cuisine	3,750	15
Prato	4,271	17
Laurel	3,000	12
Briarpatch Restaurant	N/A	0
Orchid Thai Cuisine	1,100	4
Maestro Cucina	1,792	7
The Parkview	2,300	9
The Rustic Table	2,009	8
Barnie's Coffee Kitchen	1,158	5
Burger Fi	3,200	13
Cocina 214	8,267	33
Boi Brazil	2,700	11
La Merce	1,690	7
Braccia Pizzaria	1,000	4
Rome's Flavours	1,000	4
Irish 31	3,000	12
Croissant Gourmet Bakery	900	4
Total:	**41,137**	**165**

Δ = 207 parking spaces

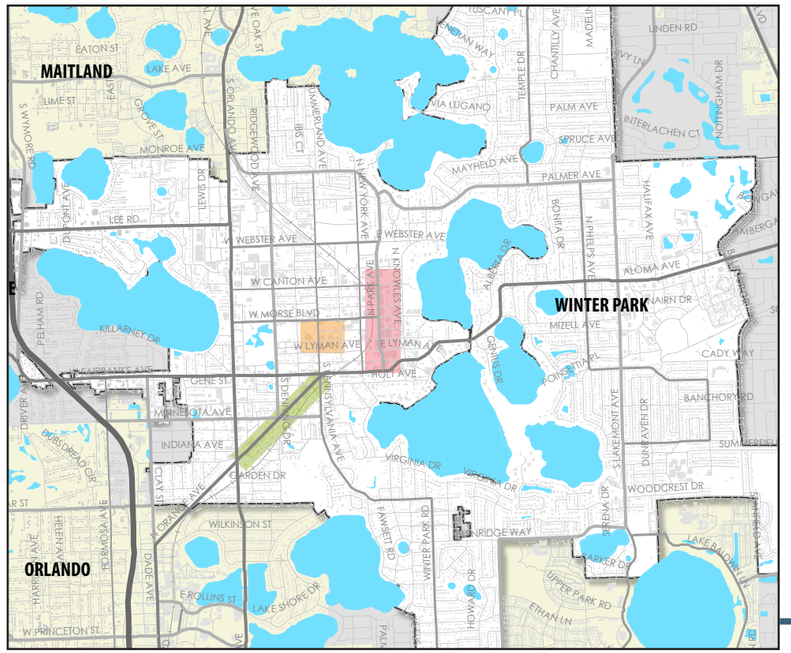
Introduction

Project Background

In 2017, the City of Winter Park commissioned a downtown parking strategy in response to growing community concerns regarding the parking situation in the Park Avenue district. The resulting strategy identified nine recommendations that addressed three underlying concerns:

- A lack of prime parking turnover
- Under-utilization of existing parking resources
- A need to modernize the city's parking policies and practices to better align with community expectations and prepare for the future.

Though that study focused exclusively on the Park Avenue area, it also recognized the immediate need to update Winter Park's overall parking code to a context-sensitive approach. In 2018, Winter Park began the process of reviewing and updating its parking requirements in the Park Avenue, Hannibal Square, and Orange Avenue neighborhoods. The community identified these as areas requiring special considerations and indicated that the parking codes in these areas should be uniquely tailored to allow for continued vibrancy.



Park Avenue Hannibal Square Orange Avenue

What is context-sensitive parking?

Most municipal parking codes apply the same standards across the entire city. A context-sensitive code recognizes that some areas have different needs and expectations based on the form and scale of development and mix of uses. Winter Park's context-sensitive parking policy update allows the city's development code and practices to reflect the unique conditions of these three neighborhoods and leverage innovative solutions to promote mobility, access, and community vibrancy.

In short, Winter Park's context-sensitive solution:

- Aligns parking requirements with community goals and localizes parking codes to reflect Winter Park's development conditions
- Acknowledges the market's natural tendency to share parking facilities when complimentary uses are located nearby, and provides incentives to maximize underutilized space
- Takes a data-driven approach to parking requirements and revises policies to reflect current walking tolerances within the community
- Creates flexible requirements that meet the needs of the community and development

Process

The development of these recommendations included eight months of quantitative data analysis and conversations with community leaders and stakeholders.

An initial diagnostic phase included a review of six peer cities and national best management practices. This review helped identify disconnects between Winter Park's current code and real estate practices, demographic trends, and travel patterns. The study team also conducted a high-level demand analysis, which indicated the requirements written decades ago are likely outdated in the current environment.

Additionally, community input throughout the process indicated that Winter Park is a unique environment with a desire to move away from a one-size-fits-all parking policy toward a more tailored approach.

During the analysis and conversations with the community, four key principles surfaced:

- **Keep the requirements simple and predictable**
- **Update parking requirements to reflect modern demand rates based on location, proximity to transit, ability to share parking resources, and walkability**
- **Rely on national best practices and peer cities to ensure Winter Park remains competitive and in-line with the current market trends**
- **Plan for the future and allow for flexibility through innovative mobility solutions**

The recommendations detailed in this document were developed based on these principles, finalized in consultation with Winter Park staff and community leaders, and are tailored to fit the local context.

Peer Cities Code Evaluation

To explore how similar places are managing parking demand, six peer cities were selected in consultation with Winter Park staff:

- Delray Beach, FL
- St. Armands, Sarasota, FL
- Davidson, NC
- Asheville, NC
- Mt. Pleasant, SC
- Highland Park, IL

The study team reviewed parking codes of these peer cities to compare their minimum requirements by use, reductions, shared parking, and exemptions with Winter Park's current parking code.

	Winter Park	ULI Shared Use		Peer Avg
		Weekday	Weekend	
Required Parking Spaces	3,983	2,662	2,048	2,566
% of Current Requirement	100%	89%	69%	86%

What did we learn?

- Keep the code simple; some codes are needlessly complicated
- Winter Park is on track in some areas and "overparked" in others
- Winter Park has higher parking minimums than the peer city with the most suburban parking code
- The Urban Land Institute (ULI) methodology is a place to start for shared parking practices
- Parking in the downtown core should be treated differently than in suburban areas

Recommendations

The recommendations listed below are intended to be implemented in tandem for maximum benefit. The actions build on each other to jointly address a variety of challenges and opportunities. While some of the actions are more appropriate than others for certain areas of the city, as noted in the table below, and on the following pages of the report, they all have merit as part of a comprehensive code update. Certain actions are recommended as short-term immediate modifications to the city code, while others are intended as long-term policy modifications to consider as conditions change.

Short-Term Strategies

Immediate | Easy to Implement

Modification of the Retail-to-Restaurant Conversion Variance

In its current iteration, city code allows for a property in the Park Avenue area to convert from retail to restaurant without requiring additional parking. While this variance has created a vibrant restaurant district, it also has created increased parking demand. It is recommended that the existing variance for the waiving of parking requirements for retail to restaurant conversions be modified to reduce the potentially harmful impacts of future conversions. This would require all future developments to adhere to the Winter Park's parking requirements according to their use and will likely lead to a more diverse tenant mix by removing a competitive advantage for restaurants. This action should only be completed in tandem with updating the minimum parking requirements and shared parking guidance.

Fee-in-Lieu of Parking

A fee-in-lieu of parking allows developers to pay a set fee per space if they choose not to provide a portion of the required on-site parking spaces. This fee, which will be set by Winter Park based on a number of factors, would provide future parking and other transportation enhancements within the district where the funds were collected. Implementing this element would help to boost alternative transportation modes and ensure funding for future parking when demand arises.

Modernized Shared Parking Guidance

Shared parking is a method by which multiple uses with different peak hours (e.g., an office and a restaurant) use the same parking facility. Sharing parking resources is an efficient use of land and leads to better community design by requiring less space for parking. While some shared parking provisions exist within the current code, they are not being leveraged effectively due to the rigidity of the requirements. For shared parking to become effective, the parking code must be amended to:

- Expand the parking radius to allow off-site parking to occur within one-quarter mile or a reasonable walking distance (current standard is 300 feet)
- Require those utilizing off-site parking to meet their parking requirements to acquire a signed agreement leasing the spaces for 10 years
- Adopt the ULI protocol to calculate the correct number of spaces that can be shared between uses

Updated Minimum Parking Requirements

The current code utilizes a parking minimum set in the 1970s. The community has changed since then, with new travel patterns, mobility options, and expectations. The current parking minimums were not written for a world with ridesharing services, SunRail, and the movement toward walkable communities. In addition, modern parking codes are based on a larger pool of data and are more likely to reflect modern demand patterns. Winter Park's minimum parking requirements should be updated to be on par with peer communities. This will help keep the city competitive for new development, ensure the community remains vibrant and walkable, and reduce the time and administrative cost associated with processing parking variances.

Captive Demand Reductions

Often, mixed-use sites require less parking because some demand for each use is generated by the occupants of other on-site uses. For example, a restaurant that shares space with an office will presumably require less parking because some of its patrons will walk from within the same building. Winter Park should allow such complimentary uses to reduce the minimum parking requirement of the secondary use by up to 10% to account for the captive demand.

Note: Captive demand reductions are recommended as a short-term strategy in the Orange Avenue area and as a long-term consideration in Park Avenue and Hannibal Square.

Adaptive Reuse Incentives

To preserve Winter Park's historic architecture and existing buildings, new businesses on Orange Avenue that make use of existing spaces should be partially or totally exempt from the requirement to provide additional parking. This variance would be based on the model provided in the Park Avenue and Hannibal Square areas, which incentivizes redevelopment of those spaces. Implementing this change also acknowledges the fact that much of the demand within the corridor is likely to come from new mixed-use developments within walking distance.

Long-Term Considerations

5-10 Years | Partnerships Required

Employer Travel Demand Management (TDM) Policies

Parking is not only about providing adequate supply, but also about managing demand. Partnering with local employers to offer incentives for non-automotive transportation can be a cost-effective way to manage parking demand and congestion while improving mobility. Other strategies, such as alternative work schedules, may also be utilized.

Transit Oriented Development (TOD) Reductions

As transit ridership and opportunities increase, developments within walking distance of premium transit stations (such as SunRail) should have parking reductions applied to encourage the use of transit, biking, or walking.

Parking Maximums

Instead of regulating parking spaces based on a minimum number of parking spaces that *must* be built, parking maximums establish thresholds that limit the number of spaces that *can* be built with new development, allowing the market to determine the correct amount of parking.

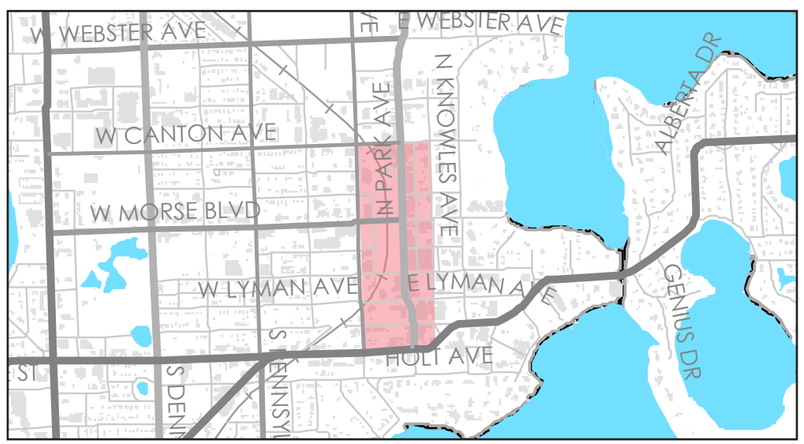
	Code Element	Park Avenue	Hannibal Square	Orange Avenue
Short-Term Recommendations	Modification of the Retail-to-Restaurant Conversion Variance	●		
	Fee-in-Lieu of Parking	●	●	●
	Modernized Shared Parking Guidance	●	●	●
	Updated Minimum Parking Requirements	●	●	●
	Captive Demand Reductions			●
	Adaptive Reuse Incentives			●
Long-Term Considerations	Captive Demand Reductions	●	●	
	Employer TDM Policies	●		●
	TOD Reductions	●	●	
	Parking Maximums			●

Park Avenue

The Park Avenue district is the traditional downtown of Winter Park. This thriving commercial core at the center of the community features predominantly retail and restaurants. Community concern over parking challenges have grown as the area has become more popular. Off-street parking is provided via public and private garages and surface lots, though these facilities are unevenly utilized. A major goal in this area is to encourage the proper utilization of these existing resources before building additional public or private parking.

Goals:

1. Right-size parking supply by modifying variance and modernizing requirements.
2. Leverage shared and centralized parking assets to support a vibrant district.
3. Allow for more intentional shared parking between uses to encourage walkability.
4. Create a centralized managed system through in-lieu fees and city-provided shared parking and transportation assets.



	Code Element	Description	Expected Outcome
Short-Term Recommendations	Modification of the Retail-to-Restaurant Conversion Variance	Modifies the existing variance in the current city code that waives the parking requirements when a retail space is converted to restaurant use. While this variance has created a vibrant restaurant district, it has also created a potential parking problem.	Right-sizes parking supply and minimize potential conflicts.
	Fee-in-Lieu of Parking	A set fee per space that a developer can opt to pay rather than provide the required amount of on-site parking. This fee supports future parking and other transportation enhancements that help accommodate community growth.	Boosts the use of alternative transportation modes by dedicating money for mobility enhancements. In addition, ensures funding for future parking when demand arises.
	Modernized Shared Parking Guidance	Updates the criteria for implementing, operating, and managing shared parking agreements, including public and private sector assets. There is currently little to no shared parking within the Park Avenue area.	Leverages all available spaces in both the public and private sector, while promoting a more walkable dynamic environment.
	Updated Minimum Parking Requirements	Revises the outdated minimum parking requirements outlined in the current code, which were established decades ago, to reflect modern travel patterns.	Off-street parking requirements would more closely match actual demand patterns and serve to right-size parking.
Long-Term Recommendations	Captive Demand Reduction	Allows complimentary uses to share parking as some of the demand is generated by other uses. Reducing the minimum parking requirement for the secondary use by up to 10% will account for this captive demand.	Reduces redundant trips in demand calculations by accounting for a more accurate usage of space in mixed-use developments.
	Employer TDM Policies	Provides guidelines for employers to help manage demand for parking spaces, such as offering incentives for non-automotive transportation.	Reduces reliance on single occupant vehicle trips and promotes alternative methods of access into the district.
	TOD Reductions	Establishes boundaries around transit stations where minimum parking requirements would be reduced to encourage the use of alternative transportation modes.	Leverages SunRail and other future premium transit options to promote diverse access options and reduce the incentive to drive alone and park in the district.

Park Avenue

Current Context

Shown above is an example of a typical retail-to-restaurant conversion on Park Avenue. Under the current code, restaurants converted from previous retail uses require no additional parking to be built. Outside of the variance, restaurants in this area are required to provide parking at a rate of 1 space per 4 restaurant seats.

Under these conditions, excess parking demand is accommodated in public on-street and off-street spaces, without any formal agreements or payments from the property owner.

Details	
Development Type	Restaurant
Zoning	C-2
Lot Size	N/A
Building Size	3,000 sq ft/approx. 140 seats
Current Parking Requirements	0 spaces required per retail-to-restaurant conversion variance
Special Considerations	Retail to restaurant conversion. In parking exclusionary zone.

Proposed Context

With the proposed changes to the parking code, this type of development brings new possibilities and benefits to the corridor. If the retail-to-restaurant conversion variance is modified, this development likely would be required to provide some level of parking, rather than rely solely on publicly available facilities. Based on peer averages, a restaurant of this size typically would require 16 parking spaces. The developer may choose to build those spaces on site or enter into an agreement to lease those spaces in a nearby facility, based on the provisions of shared use parking guidance.

The fee-in-lieu provision could provide the surrounding benefits district with funding to support future parking spaces, transportation alternatives, and demand management programs.

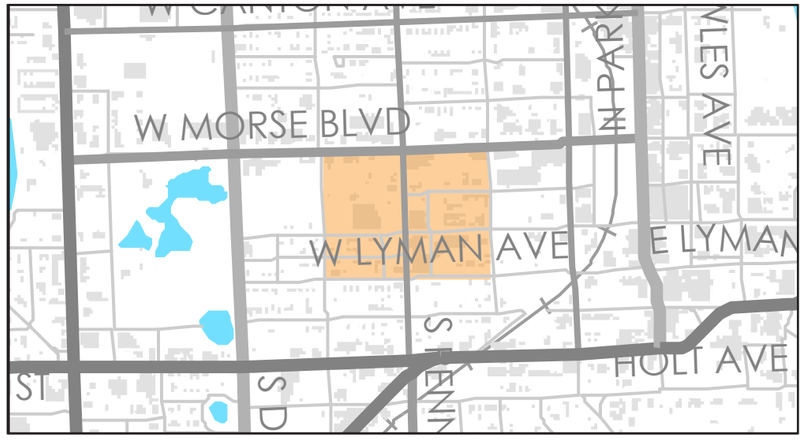
Overlay Code Options	
Modification of the retail-to-restaurant conversion variance	Some level of parking would be required when this variance is modified. Without the variance, this restaurant would have been required to build approximately 35 spaces.
Fee-in-lieu of Parking	If developer chooses not to provide all required spaces, Winter Park receives a set fee per space toward transportation improvements and alternative parking options.
Modernized Shared Parking Guidance	Development may choose to lease space in one of two public parking options within reasonable walking distance (shown above).
Updated Minimum Parking Requirements	Following Peer Average parking rates, this development would require 16 spaces.

Hannibal Square

Hannibal Square is a mixed-use district to the west of Park Avenue. This historic area has been revitalized in recent years and now is home to many thriving restaurants, retail shops, offices and services. Parking is less constrained in this area than the Park Avenue area and demand is unevenly distributed throughout the area's public and private parking facilities. As new development occurs, one goal for this area is to ensure that parking requirements are in line with current demand patterns and that the area remains vibrant and walkable by appropriately allocating space for parking and active uses.

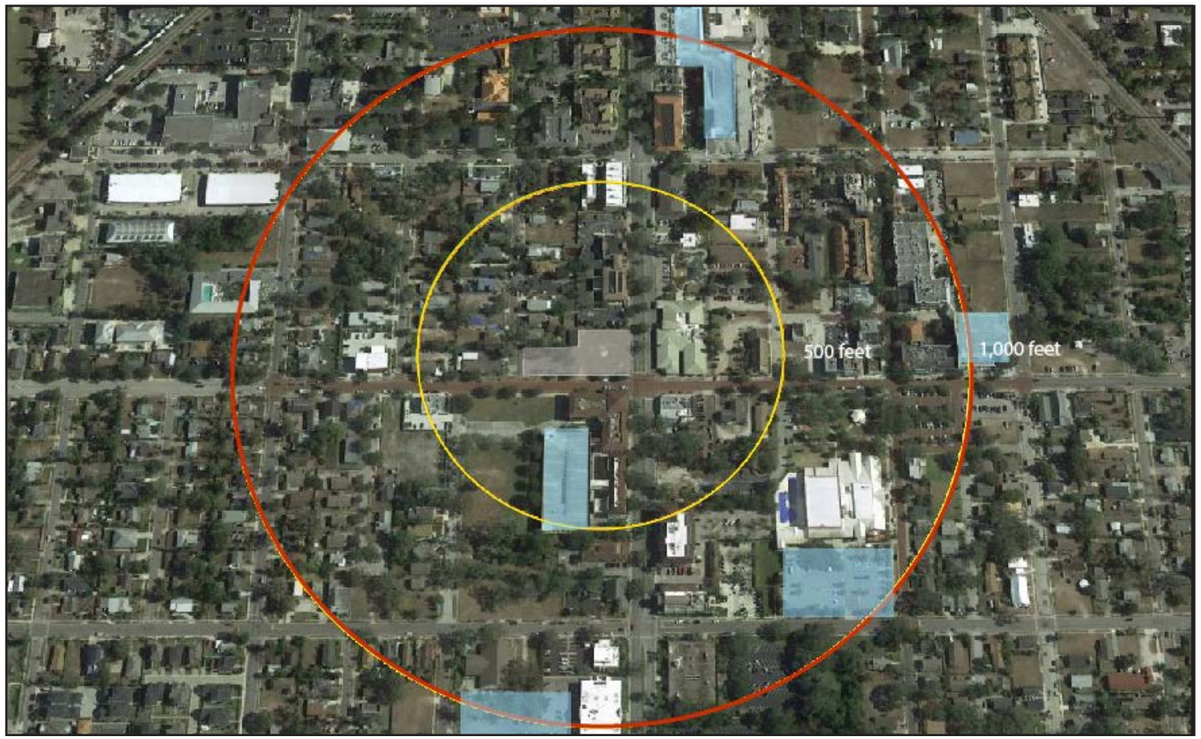
Goals:

1. Promote shared use parking in walkable environment.
2. Leverage existing and future parking assets.
3. Recognize and support walkable environment through reduced parking minimums and shared parking.
4. Create a system for managing centralized parking through in-lieu fees.



	Code Element	Description	Expected Outcome
Short-Term Recommendations	Fee-in-Lieu of Parking	A set fee per space that a developer can opt to pay rather than provide the required amount of on-site parking. This fee is designated to support future parking and other transportation enhancements that help accommodate community growth.	Boosts the use of alternative transportation modes by dedicating money for mobility enhancements. In addition, ensures funding for future parking when demand arises.
	Modernized Shared Parking Guidance	Updates the criteria for implementing, operating, and managing shared parking agreements, including public and private sector assets.	Leverages all available spaces in both the public and private sector, while promoting a more walkable dynamic environment.
	Updated Minimum Parking Requirements	Revises the outdated minimum parking requirements outlined in the current code, which were established decades ago, to reflect modern travel patterns.	Off-street parking requirements would more closely match actual demand patterns and serve to right-size parking.
Long-Term Recommendations	Captive Demand Reduction	Allows complimentary uses to share parking as some of the demand is generated by other uses. Reducing the minimum parking requirement for the secondary use by up to 10% will account for this captive demand.	Reduces redundant trips in demand calculations by accounting for a more accurate usage of space in mixed-use developments.
	TOD Reductions	Establishes boundaries around transit stations where minimum parking requirements would be reduced to encourage the use of alternative transportation modes.	Leverages SunRail and other future premium transit options to promote diverse access options and reduce the incentive to drive alone and park in the district.

Hannibal Square



Current Context

Shown above is an example of a mixed use development in the Hannibal Square area, combining ground floor retail and second floor office. Under Winter Park's current code, the two uses are treated independently, even with the likelihood that much of the retail demand will come from the office above. As proposed, the building has more than 90 parking spaces, requiring the developer to go underground to meet the requirements on-site.

Even though a substantial amount of parking is available in the surrounding neighborhood, it is not regarded as an option to meet this development's need due to insufficiencies in the current code.

Details	
Development Type	Office
Zoning	C-2
Lot Size	34,000 sq ft
Building Size	24,000 sq ft
Current Parking Requirements	96 spaces required (1 per 250 sq ft)
Special Considerations	Provided underground parking to meet requirement

Proposed Context

The proposed changes to the parking code in this area allows for future developments to take advantage of reduced parking requirements and nearby parking availability to create a more vibrant, walkable district.

Based on peer averages, the parking requirement for this example development could be reduced by nearly 30 spaces. That reduction likely eliminates the developer's need to provide costly underground parking, drastically lowering developer costs. New shared use guidance that allows for shared parking facilities within a walkable distance also could take advantage of the many underutilized parking facilities within 1,000 feet of the development, rather than building additional space.

Finally, a fee-in-lieu provision could provide the surrounding benefits district with funding to support future parking spaces, transportation alternatives, and demand management programs.

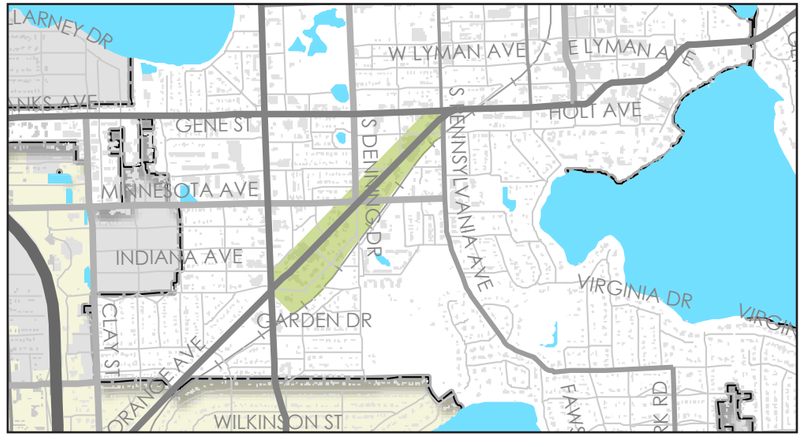
Overlay Code Options	
Fee-in-lieu of Parking	If developer chooses not to provide all required spaces, Winter Park receives a set fee per space toward transportation improvements and alternative parking options
Modernized Shared Parking Guidance	Development may choose to lease space in one of many public parking options within reasonable walking distance (shown above).
Updated Minimum Parking Requirements	Following peer average parking rates, this development would require 65 spaces

Orange Avenue

Orange Avenue is a quickly growing area of Winter Park with increased development interest. There is a need now to clarify the community's expectations and desires for the corridor's future. Refining parking requirements in this corridor can help ensure future development reflects quality urban design and community vibrancy principles.

Goals:

1. Promote mixed-use walkable development.
2. Create and support shared parking program.
3. Incentivize adaptive re-use of existing historic infrastructure.
4. Support managed system of parking and transportation through in lieu fees.



	Code Element	Description	Expected Outcome
Short-Term Recommendations	Fee-in-Lieu of Parking	A set fee per space that a developer can opt to pay rather than provide the required mount of on-site parking. This fee is designated to support future parking and other transportation enhancements that help accommodate community growth.	Boosts the use of alternative transportation modes by dedicating money for mobility enhancements. In addition, ensures funding for future parking when demand arises.
	Modernized Shared Parking Guidance	Criteria for implementing, operating, and managing shared parking agreements, including public and private sector assets, should be modernized.	Leverages all available spaces in both the public and private sector, while promoting a more walkable dynamic environment.
	Updated Minimum Parking Requirements	Updates the criteria for implementing, operating, and managing shared parking agreements, including public and private sector assets.	Off-street parking requirements would more closely match actual demand patterns and serve to right-size parking.
	Captive Demand Reduction	Allows complimentary uses to share parking as some of the demand is generated by other uses. Reducing the minimum parking requirement for the secondary use by up to 10% will account for this captive demand.	Reduces redundant trips in demand calculations by accounting for a more accurate usage of space in mixed-use developments.
	Adaptive Reuse Incentives	Provides a total or partial exemption from the minimum parking requirement to developments on Orange Avenue that make use of existing structures.	Promotes the redevelopment of existing buildings and prioritizes a walkable, vibrant corridor.
Long-Term Recommendations	Employer TDM Policies	Provides guidelines for employers to help manage demand for parking spaces, such as offering incentives for non-automotive transportation.	Reduces reliance on single occupant vehicle trips and promote alternative access into the district.
	Parking Maximums	Established maximum thresholds that limit the number of spaces that can be built with new development.	Makes more space available for development or active use and makes accessing the corridor via alternative transportation modes increasingly common.

Orange Avenue

Current Context

Shown above is an example of an adaptive re-use development in the Orange Avenue corridor. This mixed-use building includes a coffee shop, brewery, cafe and salon, with a reduction in the traditional parking minimum requirement based on the parking tenant mix. Some off-site parking is utilized during peak periods based on an agreement.

This development is an example of the type of adaptive reuse that should be incentivized throughout the corridor to preserve existing buildings

Details	
Development Type	Retail/Restaurant
Zoning	C-3
Lot Size	29,000 sq ft
Building Size	12,000 sq ft
Current Parking Requirements	41 spaces required (Retail: 1 per 250 sq ft; Restaurant: 1 per 3 seats)
Special Considerations	Adaptive reuse that was renovated into a multi-tenant, mixed-used building. Shared parking is utilized due to hours of operation for tenant mix. Offsite parking is utilized at night when both primary and secondary use are open.

Proposed Context

The proposed changes include several ways to ensure that future development in the Orange Avenue corridor prioritizes walkability, quality urban design, and integration with the surrounding community.

If an adaptive reuse incentive variance is applied, a development like the one pictured above would not be required to provide additional parking, lowering the barriers to redevelop some of the older buildings along the corridor.

Based on peer averages, it is reasonable that parking requirements for the development above could be reduced by 15 spaces, providing additional activated space to connect to the surrounding neighborhood. Additionally, a fee-in-lieu provision could provide funding to support future parking spaces, transportation alternatives, and demand management programs.

Overlay Code Options	
Fee-in-lieu of Parking	If developer chooses not to provide all required spaces, Winter Park receives a set fee per space toward transportation improvements and alternative parking options
Modernized Shared Parking Guidance	Development may choose to lease space in public or private parking options within reasonable walking distance
Updated Minimum Parking Requirements	Following peer average parking rates, this development would require 33 spaces (shown above)
Captive Demand Reductions	Requirements may be reduced based on assumption that some patrons will visit both uses within the same development
Adaptive Reuse Incentives	Future redevelopment projects within the corridor may be exempt from building additional parking, even if minimum requirements call for more spaces

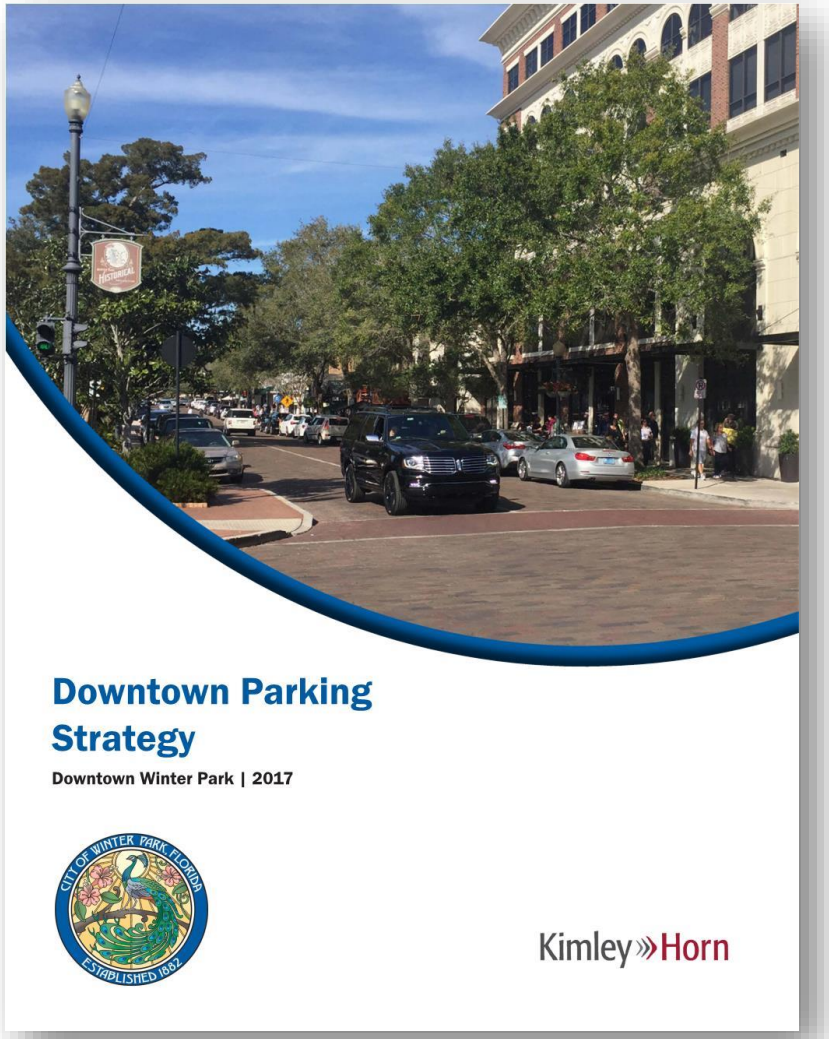
Parking Code Modernization

Winter Park, Florida

Kimley»Horn

Project Background

- Downtown Parking Strategy identified three key concerns:
  - Lack of prime parking turnover
  - Underutilization of existing parking resources
  - **A need to modernize parking policies and practices to better align with community expectations and prepare for the future**
- Recommended an immediate update to the city's parking code to a *context-sensitive approach*



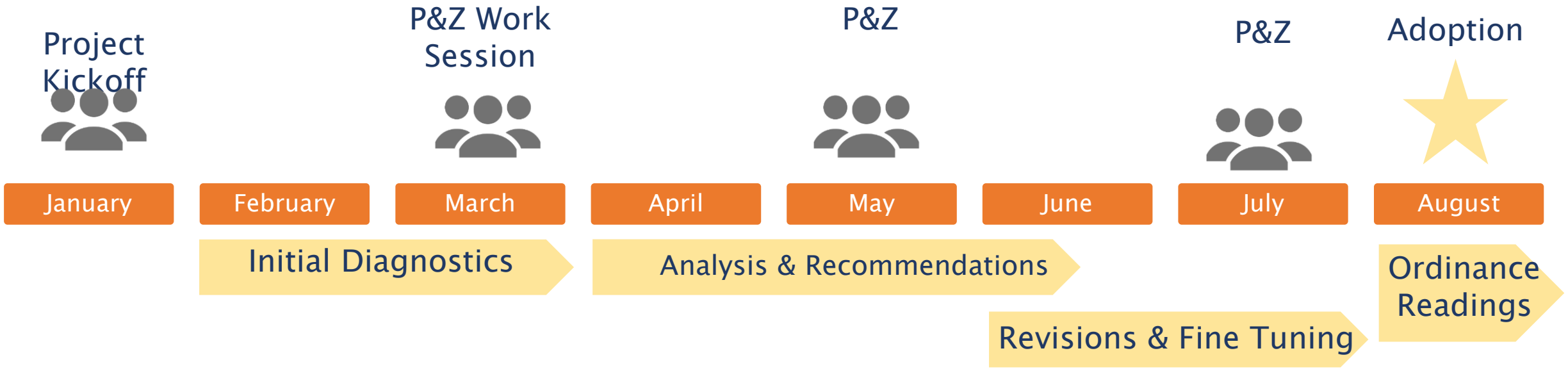
Context-Sensitive Parking

- Aligns parking requirements with community goals
- Reflects Winter Park's unique character
- Incentivizes shared parking and market-driven solutions
- Takes a data-driven approach to parking requirements
- Improves flexibility

Context-Sensitive Parking

Parking HERE does not have to look the same as parking HERE

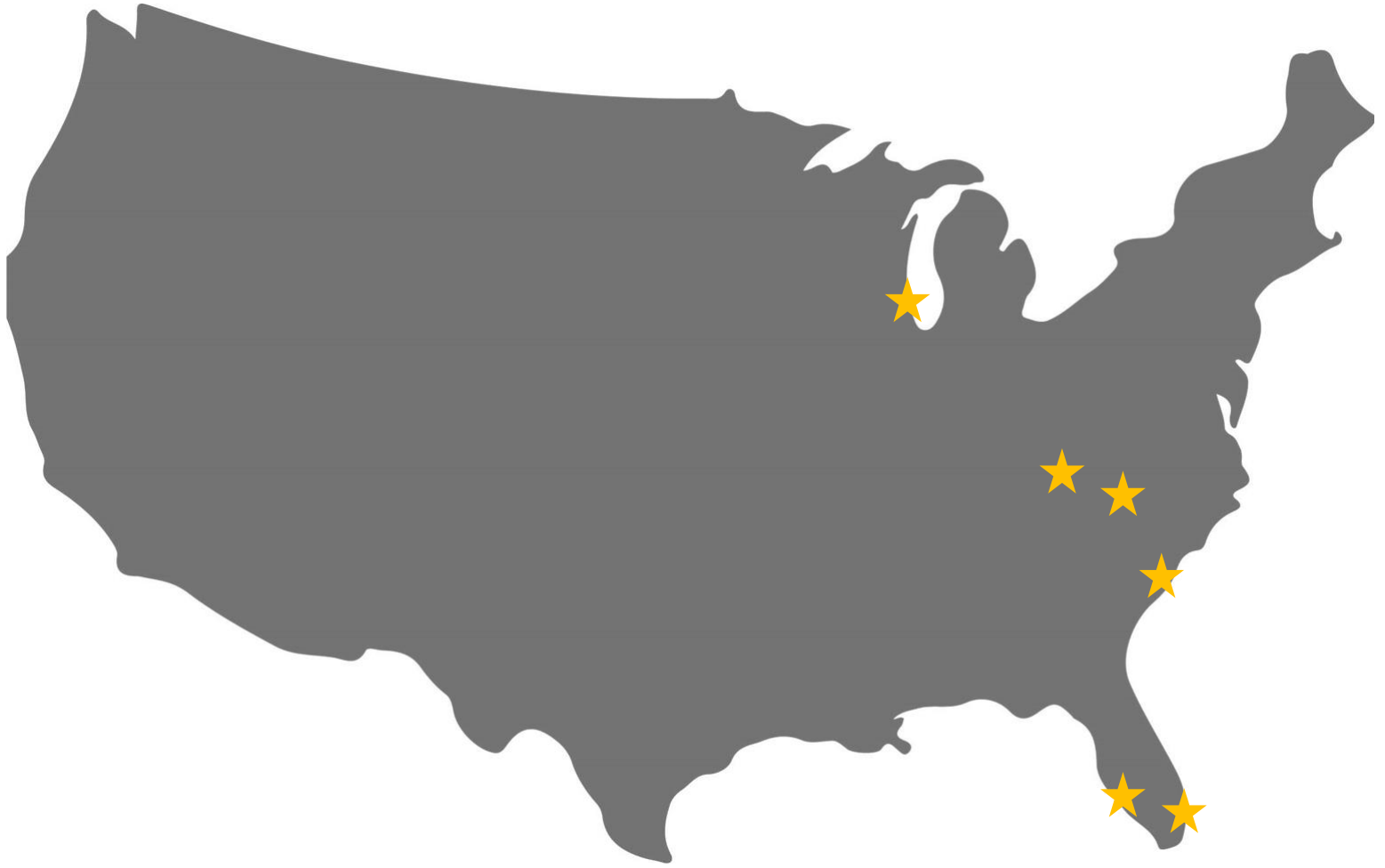
The Process


Project Kickoff
P&Z Work Session
P&Z
P&Z
Adoption
January
February
March
April
May
June
July
August
Initial Diagnostics
Analysis & Recommendations
Revisions & Fine Tuning
Ordinance Readings

Peer Cities Code Evaluation

Parking Code Peer Review

- Delray Beach, FL
- St. Armands, Sarasota, FL
- Davidson, NC
- Asheville, NC
- Mt. Pleasant, SC
- Highland Park, IL



Parking Rate Comparison

	Studio	1 bedroom	2 bedroom	3 bedroom+	General Commercial & Retail	Restaurant	General Office	Hotel	Total
Winter Park	2.0 per unit if building is 2 units or less; 2.50 per unit if building is 3 units or more				4 per 1000 ft^2	20 per 1000 ft^2 of patron use Or 1 per 3–4 seats	4 per 1,000 ft^2 excluding some common areas	1.0 per room	**2,983 spaces**
Based on this code, Park Avenue requires:	**496 spaces**				**1,102 spaces**	**462 spaces**	**895 spaces**	**28 spaces**	
Peer Cities	1.29 per unit	1.4 per unit	1.6 per unit	1.75 per unit	3.8 per 1,000 ft^2 CBD: 2.75 per 1,000 ft^2	10.12 per 1,000 ft^2 CBD: 5.42 per 1,000 ft^2	3.16 per 1,000 ft^2 CBD: 2.66 per 1,000 ft^2	1 per guest room	**1,948 spaces**
Based on this code, Park Avenue requires…	**316 spaces**				**758 spaces**	**251 spaces**	**595 spaces**	**28 spaces**	
Difference	**180 spaces**				**344 spaces**	**211 spaces**	**300 spaces**	**0 spaces**	**1,035 spaces**

At A Glance…..

- Residential: **36%** (180) more spaces required in WP when compared with peers
- Commercial: **30%** (344) more spaces required in WP when compared with peers
- Restaurant: **45%** (211) more spaces required in WP when compared with peers

Reductions, Shared Parking & Exemptions

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL
Reduction for CBD	Allows reductions for restaurant parking only	May count on-street parking toward minimums	Reduction for restaurants in Atlantic Avenue area			No off-street parking required in CBD, various reductions offered in other districts throughout city	Buildings below 10,000 sq ft have no parking requirements; on-street may be counted toward parking requirement
Transit proximity				Reductions based on proximity to mass transit line and type of use (10-15% reduction)		Residential developments within a specified boundary to mass transit services are exempt from off-street parking.	
Shared Parking	Limited; may lease supply in excess of minimum	May share up to 50% of required spaces if certain		Allowed in mixed use developments based on ULI methodology; Allowable reductions:	Allowed in cases as prescribed in ULI for uses with	Up to 100% of parking requirements per approval	Upon approval of Zoning Board

Demand Analysis

Park Avenue Demand Analysis

Land Uses Within Park Avenue	Intensity	Unit of Measure	Winter Park Current Minimum Parking Standards	Observed Demand per 2013 Study			
				Weekday Daytime	Weekday Evening	Weekend Daytime	Weekend Evening
Retail	275,569	square feet	1102	847	877	828	829
Restaurant – Fine Dining*	34,705	square feet	347	446	554	371	588
Restaurant – Family**	8,449	square feet	84	75	67	102	86
Restaurant – Casual**	3,077	square feet	31	46	40	43	37
Office***	223,848	square feet	895	632	171	59	4
Condos****	89	dwelling units	223	Not included			
Apartments****	109	dwelling units	273	Not included			
Residential Visitors	198	dwelling units	0	4	13	4	13
Hotel*****	28	rooms	28	4	1	3	2
Total Parking Spaces			2983	2054	1723	1410	1559
Percent of current required spaces			100%	69%	58%	47%	52%

Park Avenue Demand Analysis

Land Uses Within Park Avenue	Intensity	Unit of Measure	Winter Park Current Minimum Parking Standards	ULI Shared Use		Peer Communities – CBD/Downtown Districts						Peer Average	Peer CBD Average
				Weekday	Weekend	Davidson, NC Minimum	Davidson, NC Average	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	St. Armand's (Sarasota), FL		
Retail	275,569	square feet	1102	992	838	551	964	551	689	918	1102	1047	758
Restaurant – Fine Dining	34,705	square feet	347	535	826	69	95	416	87	347	231	351	188
Restaurant – Family	8,449	square feet	84			17	23	101	21	84	56	86	46
Restaurant – Casual	3,077	square feet	31	42	35	6	8	37	8	31	21	31	17
Office	223,848	square feet	895	850	0	448	616	817	560	745	889	707	595
Condos	89	dwelling units	223	109	159	89	134	156	178	134	89	142	142
Apartments	109	dwelling units	273	115	159	109	164	191	218	164	109	174	174
Residential Visitors	198	dwelling units	0	3	16	0	0	99	50	297	0	0	0
Hotel	28	rooms	28	16	15	56	77	20	22	28	28	28	28
Total Parking Spaces			2983	2662	2048	1345	2081	2388	1833	2748	2525	2566	1948
Percent of current required spaces			100%	89%	69%	45%	70%	80%	61%	92%	85%	86%	65%

What did we learn?

What did we learn?

- Keep the requirements simple and predictable.
- Update parking requirements to reflect modern demand rates based on location, proximity to transit, ability to share parking resources and walkability.
- Rely on national best practices and peer cities to ensure Winter Park remains competitive and in-line with the current market trends.
- Plan for the future and allow for flexibility through innovative mobility solutions.

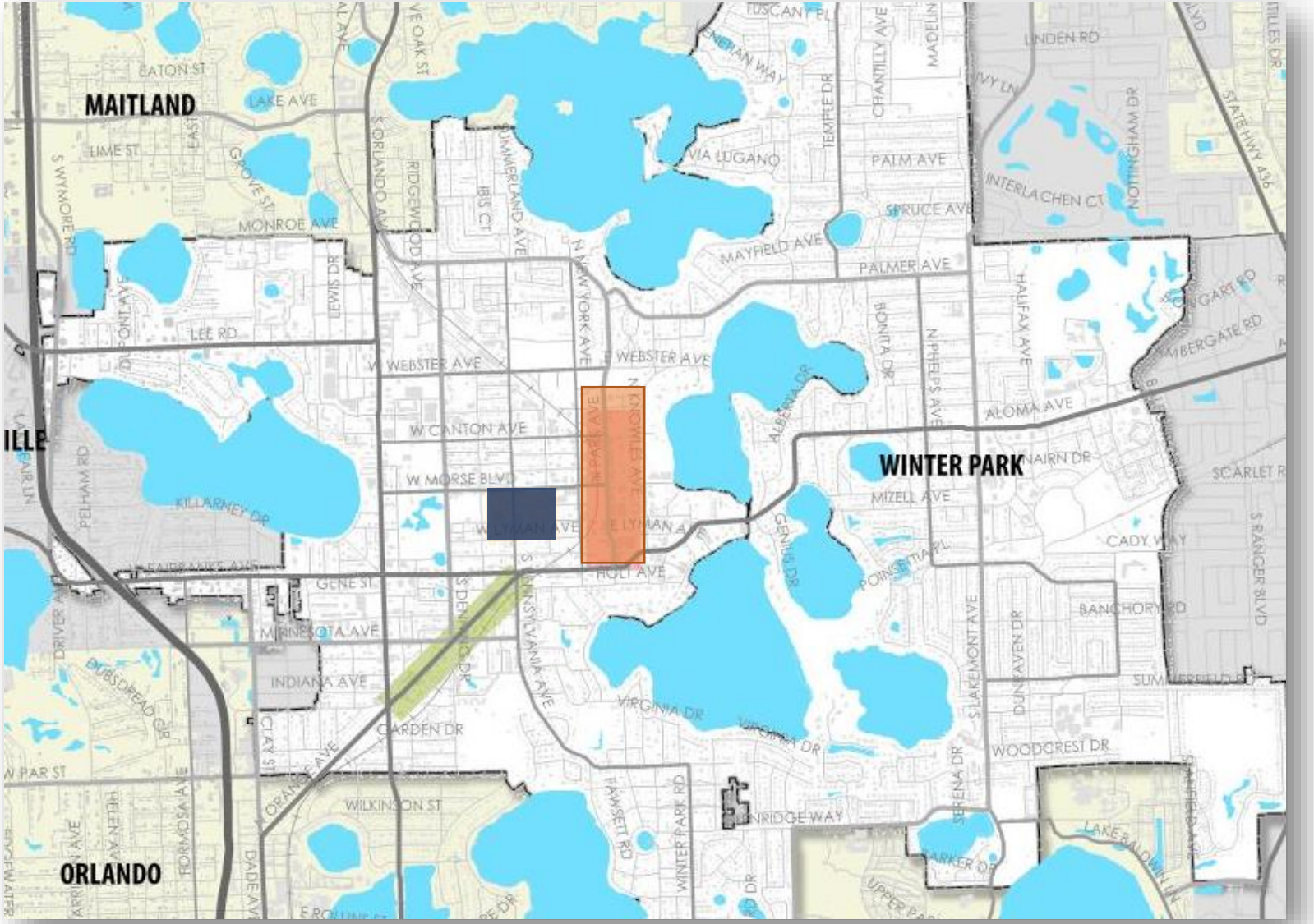
Recommendations

Context Areas

Park Avenue

Hannibal Square

Orange Avenue



Recommendations

	Code Element	Park Avenue	Hannibal Square	Orange Avenue
Short-Term Recommendations	Modification of the Retail-to-Restaurant Conversion Variance	✓	✓	
	Fee-in-Lieu of Parking	✓	✓	✓
	Modernized Shared Parking Guidance	✓	✓	✓
	Updated Minimum Parking Requirements	✓		✓
	Captive Demand Reductions			✓
	Adaptive Reuse Incentives			✓

Updated Minimum Parking Requirements

PA – HS – OA

Revises the outdated minimum parking requirements outlined in the current code, which were established decades ago, to reflect modern travel patterns.

Modification of Retail-to-Restaurant Variance

PA

Modifies the existing variance in the current city code that waives the parking requirements when a retail space is converted to restaurant use.

Fee-in-Lieu of Parking

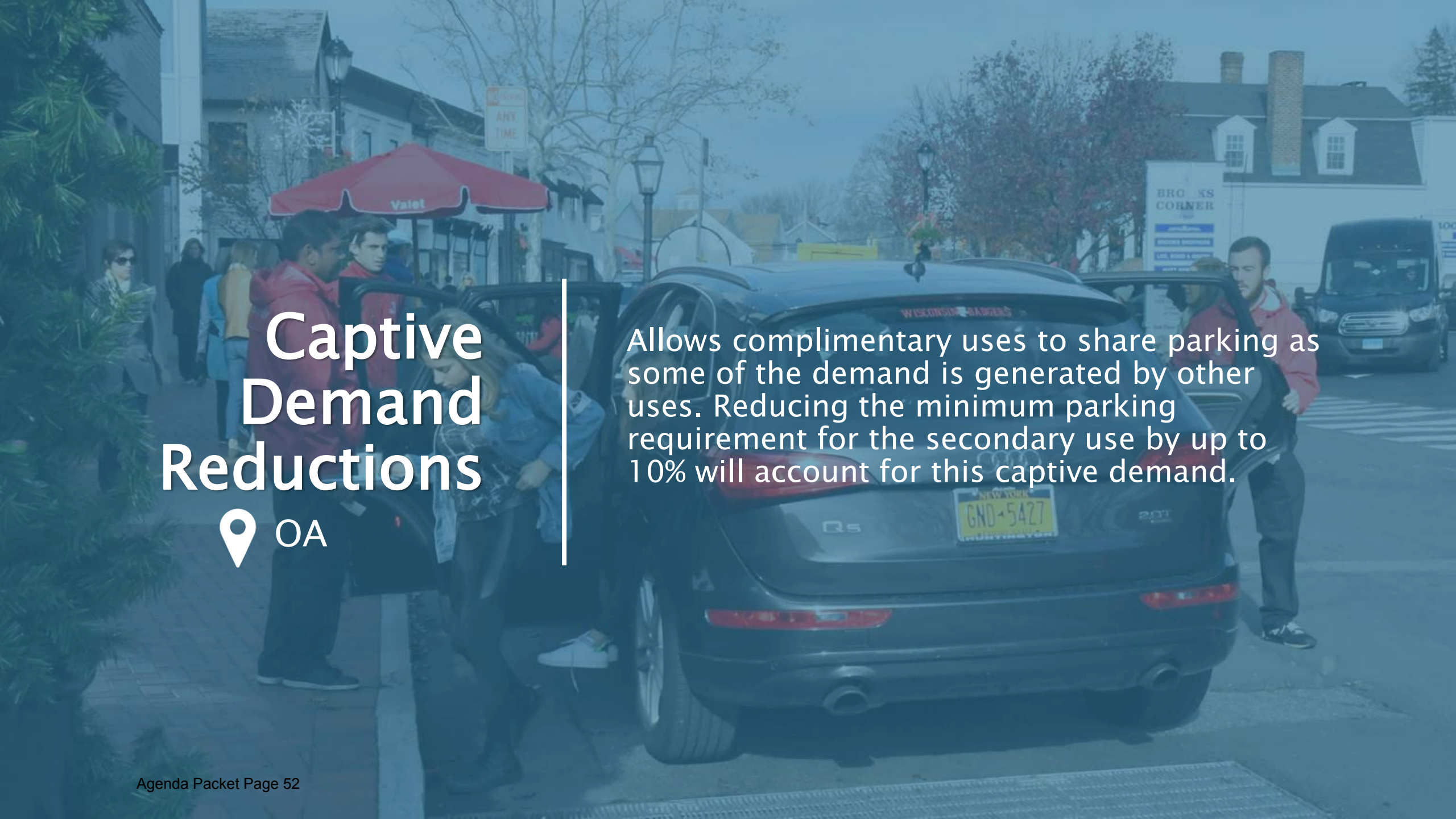
PA - HS - OA

A set fee per space that a developer can opt to pay rather than provide the required amount of on-site parking. This fee supports future parking and other transportation enhancements that help accommodate community growth.

Modernized Shared Parking Guidance

PA – HS – OA

Updates the criteria for implementing, operating, and managing shared parking agreements, including public and private sector assets. There is currently little to no shared parking within the Park Avenue area including realistic walking thresholds.



Captive Demand Reductions

OA

Allows complimentary uses to share parking as some of the demand is generated by other uses. Reducing the minimum parking requirement for the secondary use by up to 10% will account for this captive demand.

Adaptive Reuse Incentives

OA

Provides a total or partial exemption from the minimum parking requirement to developments that make use of existing structures.

Long-Term Considerations

Captive Demand Reduction

Think internal trip/parking capture in mixed-used development.

Employer TDM Programs

Efforts to reduce the peak employment parking demand through formal incentives, staggered work hours, mode shift, telecommuting.

TOD Reductions

Parking discounts offered due to proximity to transit.

Parking Maximums

Capping the amount of parking to ensure

Locations

PA – HS – OA

PA –OA

PA – HS – OA

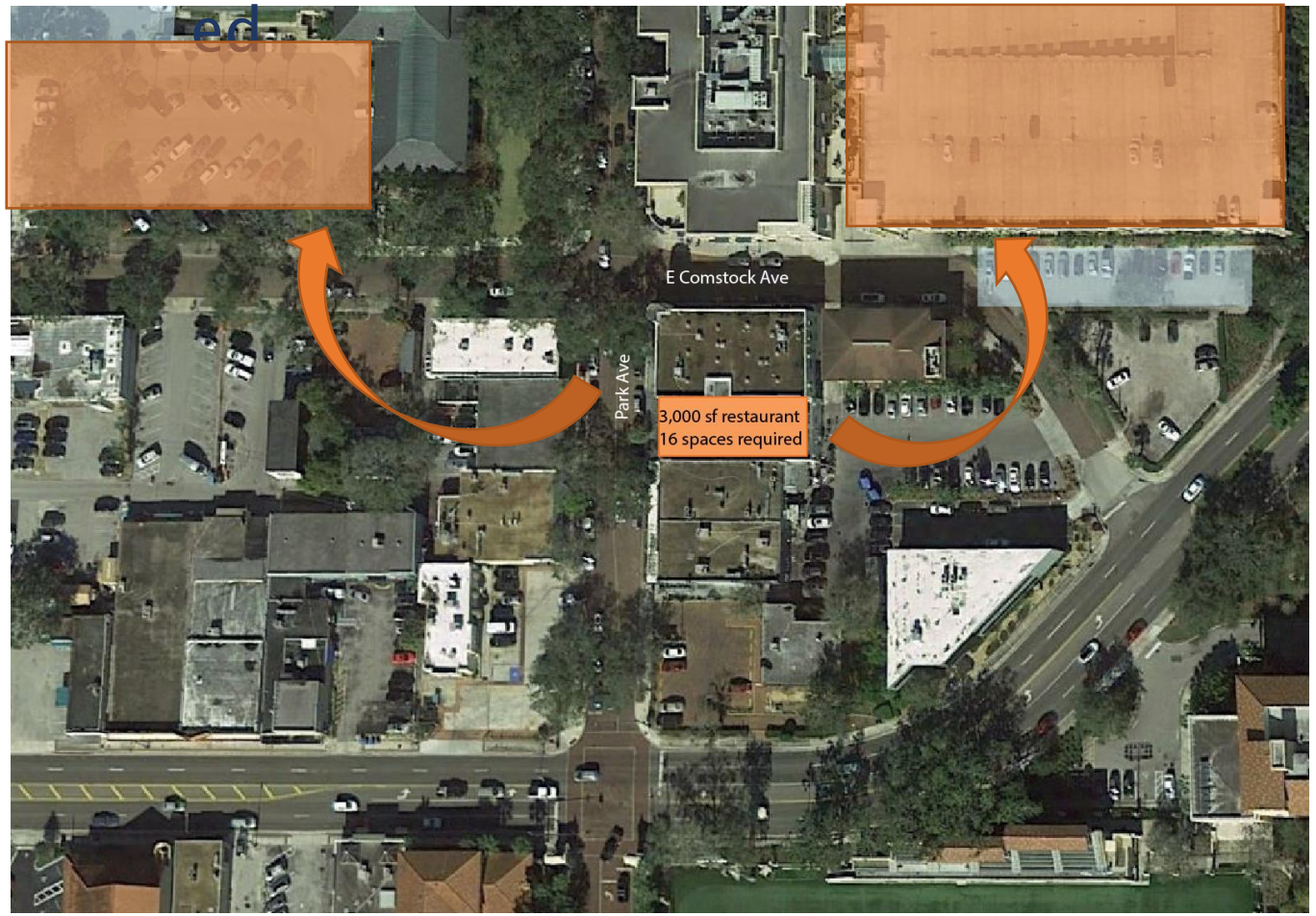
OA

Case Studies

Park Avenue

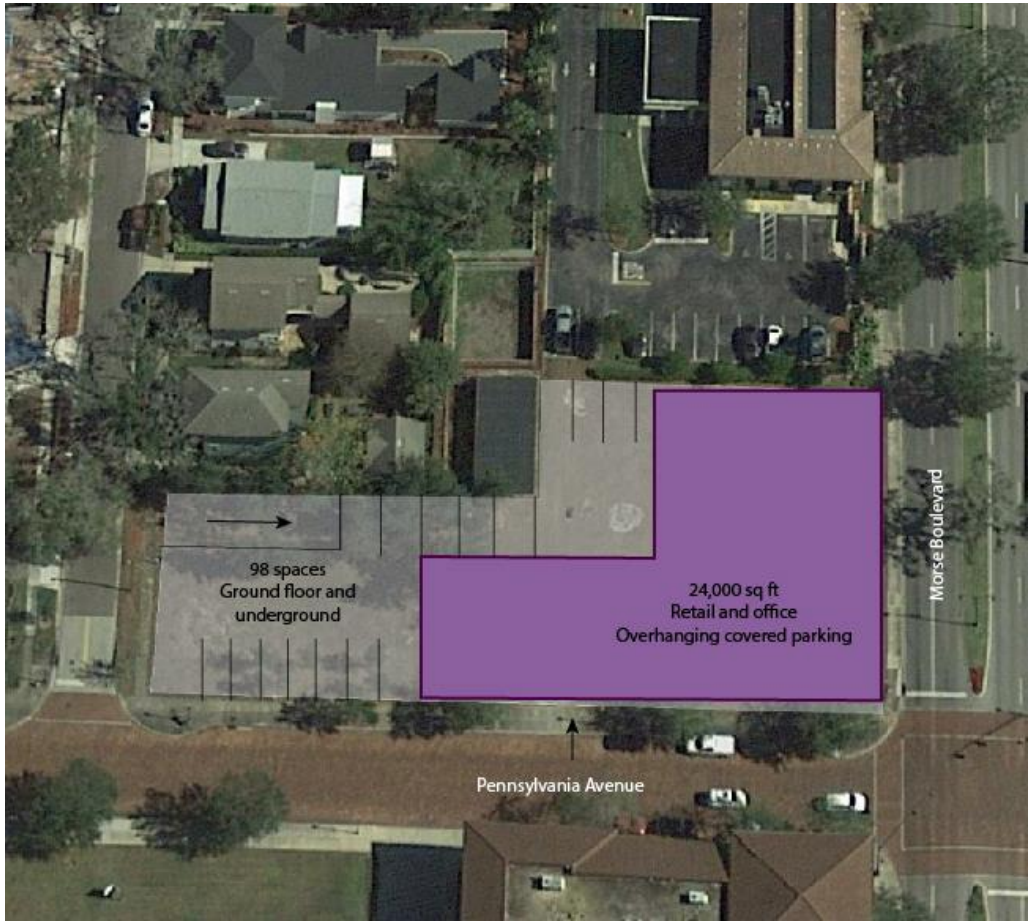
Current

Propos ed



Hannibal Square

Current



Propos
ed

Orange Avenue

Current

Proposed

Discussion

Next Steps

ULI Shared Use Analysis

		Time-of-Day Factors for Weekday Demand																		
		6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM
Shopping Center-Typical	Customer	1%	5%	15%	35%	65%	85%	95%	100%	95%	90%	90%	95%	95%	95%	80%	50%	30%	10%	
December	Customer	1%	5%	15%	30%	55%	75%	90%	100%	100%	100%	95%	85%	80%	75%	65%	50%	30%	10%	
Late December	Customer	1%	5%	10%	20%	40%	65%	90%	100%	100%	100%	95%	85%	70%	55%	40%	25%	15%	5%	
	Employee	10%	15%	40%	75%	85%	95%	100%	100%	100%	100%	100%	95%	95%	95%	90%	75%	40%	15%	
Fine/Casual Dining Restaurant	Customer					15%	40%	75%	75%	65%	40%	50%	75%	95%	100%	100%	100%	95%	75%	25%
	Employee		20%	50%	75%	90%	90%	90%	90%	90%	75%	75%	100%	100%	100%	100%	100%	100%	85%	35%
Park and Ride lot	Customer	25%	50%	60%	75%	85%	90%	100%	90%	50%	45%	45%	75%	80%	80%	80%	60%	55%	50%	25%
	Employee	50%	75%	90%	90%	100%	100%	100%	100%	100%	75%	75%	95%	95%	95%	95%	80%	65%	65%	35%
Fast Food Restaurant	Customer	5%	10%	20%	30%	55%	85%	100%	100%	90%	60%	55%	60%	85%	80%	50%	30%	20%	10%	5%
	Employee	15%	20%	30%	40%	75%	100%	100%	100%	95%	70%	60%	70%	90%	90%	60%	40%	30%	20%	20%
Nightclub	Customer													25%	50%	75%	100%	100%	100%	100%
	Employee				5%	5%	5%	5%	10%	10%	10%	20%	45%	70%	100%	100%	100%	100%	100%	100%
Movie Theater	Customer							20%	45%	55%	55%	55%	60%	60%	80%	100%	100%	80%	65%	40%
Late December	Customer							35%	60%	75%	80%	80%	80%	70%	80%	100%	100%	85%	70%	55%
	Employee							50%	60%	60%	75%	75%	100%	100%	100%	100%	100%	100%	70%	50%
Performing Arts Theater	Customer				1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	25%	100%	100%			
No matinee	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	30%	10%	5%
Arena	Customer				1%	1%	1%	1%	1%	1%	1%	1%	1%	10%	25%	100%	100%	85%		
	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	30%	10%	5%
Pro Football Stadium	Customer				1%	1%	1%	5%	5%	5%	5%	5%	5%	10%	50%	100%	100%	85%	25%	
8 p.m. start	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	100%	25%	10%
Health Club	Customer	70%	40%	40%	70%	70%	80%	60%	70%	70%	70%	80%	90%	100%	90%	80%	70%	35%	10%	
	Employee	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	100%	100%	75%	50%	20%	20%	20%	
Convention Center	Customer			50%	100%	100%	100%	100%	100%	100%	100%	100%	100%	50%	30%	30%	10%			
	Employee	5%	30%	33%	33%	100%	100%	100%	100%	100%	100%	90%	70%	40%	25%	20%	20%	5%		
Hotel-Business	Guest	95%	90%	80%	70%	60%	60%	55%	55%	60%	60%	65%	70%	75%	75%	80%	85%	95%	100%	100%
Hotel-Leisure	Guest	95%	95%	90%	80%	70%	70%	65%	65%	70%	70%	75%	80%	85%	85%	90%	95%	95%	100%	100%
Restaurant/Lounge	Customer		10%	30%	10%	10%	5%	100%	100%	33%	10%	10%	30%	55%	60%	70%	67%	60%	40%	30%
Conference Ctr/Banquet (20 to 50 sq ft/guest room)	Customer			30%	60%	60%	60%	65%	65%	65%	65%	65%	100%	100%	100%	100%	100%	50%		
Convention Space (>50 sq ft/guest room)	Customer			50%	100%	100%	100%	100%	100%	100%	100%	100%	100%	50%	30%	30%	10%			
	Employee	5%	30%	90%	90%	100%	100%	100%	100%	100%	100%	90%	70%	40%	20%	20%	20%	20%	10%	5%
Residential	Resident	100%	90%	85%	80%	75%	70%	65%	70%	70%	70%	75%	85%	90%	97%	98%	99%	100%	100%	100%
	Reserved	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
	Guest		10%	20%	20%	20%	20%	20%	20%	20%	20%	20%	40%	60%	100%	100%	100%	100%	80%	50%
Office	Visitor		1%	20%	60%	100%	45%	15%	45%	100%	45%	15%	10%	5%	2%	1%				
	Employee	3%	30%	75%	95%	100%	100%	90%	90%	100%	100%	90%	50%	25%	10%	7%	3%	1%		
Medical/Dental Office	Customer			90%	90%	100%	100%	30%	90%	100%	100%	90%	80%	67%	30%	15%				
	Employee			60%	100%	100%	100%	100%	100%	100%	100%	100%	100%	67%	30%	15%				
Bank (Branch) with Drive-In	Customer			50%	90%	100%	50%	50%	50%	70%	50%	80%	100%							
	Employee			60%	100%	100%	100%	100%	100%	100%	100%	100%	100%							

Time-of-Day Factors for Weekend Demand																			
		6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM
Shopping Center-Typical	Customer	1%	5%	10%	30%	50%	65%	80%	90%	100%	100%	95%	90%	80%	75%	65%	50%	35%	15%	0%
December	Customer	1%	5%	10%	35%	60%	70%	85%	95%	100%	100%	95%	90%	80%	75%	65%	50%	35%	15%	0%
Late December	Customer	1%	5%	10%	20%	40%	60%	80%	95%	100%	100%	95%	85%	70%	60%	50%	30%	20%	10%	0%
	Employee	10%	15%	40%	75%	85%	95%	100%	100%	100%	100%	100%	95%	85%	80%	75%	65%	45%	15%	0%
Fine/Casual Dining Restaurant	Customer		0%	0%	0%	0%	15%	50%	55%	45%	45%	45%	60%	90%	95%	100%	90%	90%	90%	50%
	Employee		20%	30%	60%	75%	75%	75%	75%	75%	75%	75%	100%	100%	100%	100%	100%	100%	85%	50%
Park and Ride lot	Customer	10%	25%	45%	70%	90%	90%	100%	85%	65%	40%	45%	60%	70%	70%	65%	30%	25%	15%	10%
	Employee	50%	75%	90%	90%	100%	100%	100%	100%	100%	75%	75%	95%	95%	95%	95%	80%	65%	65%	35%
Fast Food Restaurant	Customer	5%	10%	20%	30%	55%	85%	100%	100%	90%	60%	55%	60%	85%	80%	50%	30%	20%	10%	5%
	Employee	15%	20%	30%	40%	75%	100%	100%	100%	95%	70%	60%	70%	90%	90%	60%	40%	30%	20%	20%
Nightclub	Customer													25%	50%	75%	100%	100%	100%	100%
	Employee				5%	5%	5%	5%	10%	10%	10%	20%	45%	70%	100%	100%	100%	100%	100%	100%
Movie Theater	Customer							20%	45%	55%	55%	55%	60%	60%	80%	100%	100%	80%	65%	40%
Late December	Customer							35%	60%	75%	80%	80%	80%	70%	80%	100%	100%	85%	70%	55%
	Employee							50%	60%	60%	75%	75%	100%	100%	100%	100%	100%	100%	70%	50%
Performing Arts Theater	Customer				1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	25%	100%	100%			
	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	30%	10%	5%
Arena	Customer				1%	1%	1%	1%	1%	1%	1%	1%	1%	10%	25%	100%	100%	85%		
	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	100%	25%	10%
Pro Football Stadium	Customer				1%	1%	1%	5%	5%	5%	5%	5%	5%	10%	50%	100%	100%	85%	25%	
	Employee		10%	10%	20%	20%	20%	30%	30%	30%	30%	30%	30%	100%	100%	100%	100%	100%	25%	10%
Health Club	Customer	70%	40%	40%	70%	70%	80%	60%	70%	70%	70%	80%	90%	100%	90%	80%	70%	35%	10%	
	Employee	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	100%	100%	75%	50%	20%	20%	20%	
Convention Center	Customer			50%	100%	100%	100%	100%	100%	100%	100%	100%	100%	50%	30%	30%	10%			
	Employee	5%	30%	33%	33%	100%	100%	100%	100%	100%	100%	90%	70%	40%	25%	20%	20%	5%		
Hotel-Business	Guest	95%	90%	80%	70%	60%	60%	55%	55%	60%	60%	65%	70%	75%	75%	80%	85%	95%	100%	100%
Hotel-Leisure	Guest	95%	95%	90%	80%	70%	70%	65%	65%	70%	70%	75%	80%	85%	85%	90%	95%	95%	100%	100%
Restaurant/Lounge	Customer		10%	30%	10%	10%	5%	100%	100%	33%	10%	10%	30%	55%	60%	70%	67%	60%	40%	30%
Conference Ctr/Banquet (20 to 50 sq ft/guest room)	Customer			30%	60%	60%	60%	65%	65%	65%	65%	65%	100%	100%	100%	100%	100%	50%		
Convention Space (>50 sq ft/guest room)	Customer			50%	100%	100%	100%	100%	100%	100%	100%	100%	100%	50%	30%	30%	10%			
	Employee	5%	30%	90%	90%	100%	100%	100%	100%	100%	100%	90%	75%	60%	55%	55%	55%	45%	45%	30%
Residential	Resident	100%	90%	85%	80%	75%	70%	65%	70%	70%	70%	75%	85%	90%	97%	98%	99%	100%	100%	100%
	Reserved	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
	Guest		20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	40%	60%	100%	100%	100%	100%	80%	50%
Office	Visitor		20%	60%	80%	90%	100%	90%	80%	60%	40%	20%	10%	5%						
	Employee		20%	60%	80%	90%	100%	90%	80%	60%	40%	20%	10%	5%						
Medical/Dental Office	Customer			90%	90%	100%	100%	30%												
	Employee			60%	100%	100%	100%	100%												
Bank (Branch) with Drive-In	Customer			25%	40%	75%	100%	90%												
	Employee			90%	100%	100%	100%	100%												

Peer Cities Code Evaluation

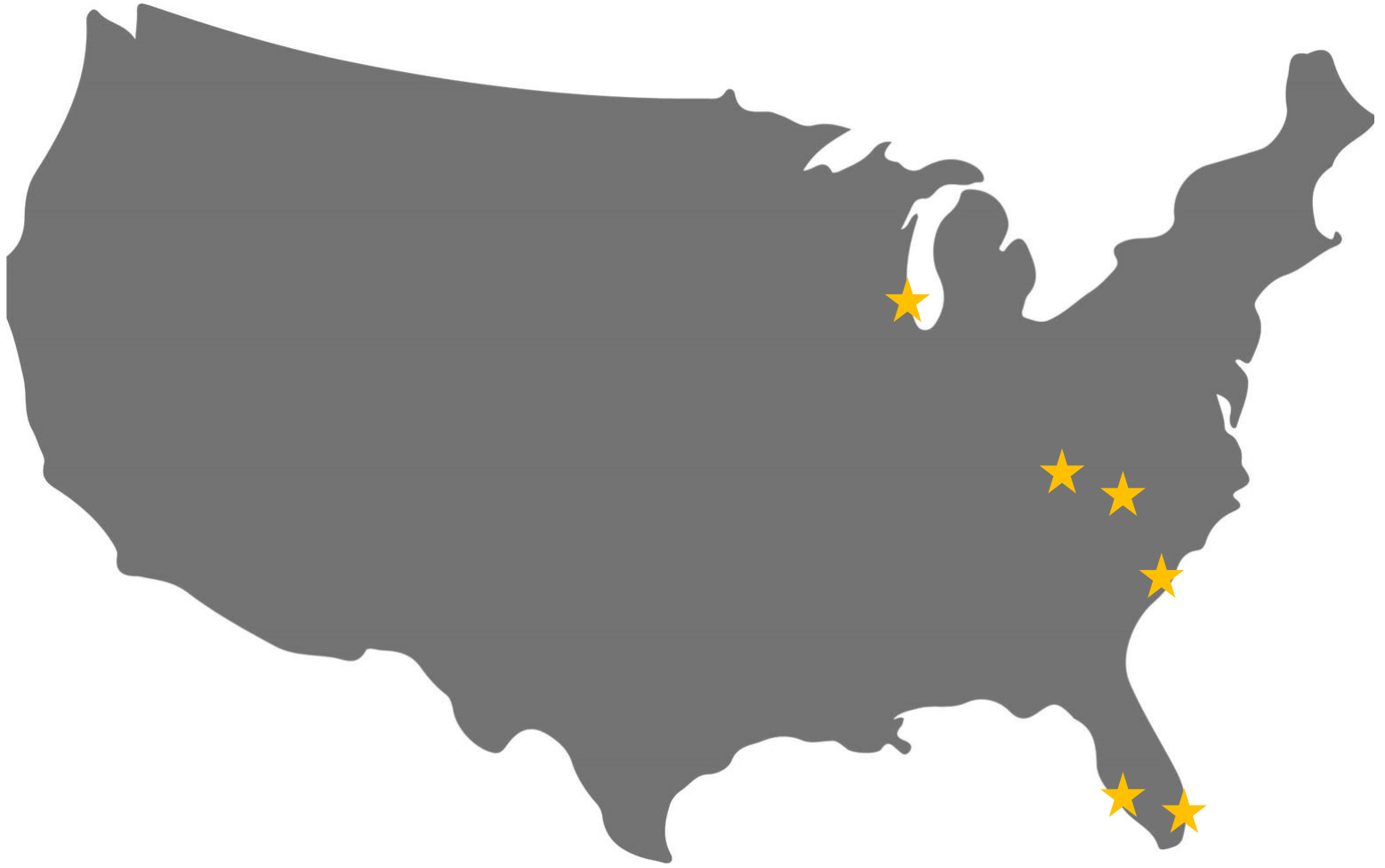
Winter Park, Florida

Kimley»Horn

Peer Cities Code Evaluation

Parking Code Peer Review

- Delray Beach, FL
- St. Armands, Sarasota, FL
- Davidson, NC
- Asheville, NC
- Mt. Pleasant, SC
- Highland Park, IL



Delray Beach, FL

South Atlantic Coast destination with a thriving downtown retail and restaurants district. Festivals and seasonal events increase demand in the constrained environment.

Currently looking at eliminating free street parking and replacing with smart meters and surge pricing.

Population: 67,000

Downtown: 0.64 sq mi

Downtown parking spaces:

- 1,052 on-street
- 2,637 off-street public

St. Armands, Sarasota

High-end shopping district in Sarasota, located on an island in the Gulf, connected to downtown Sarasota by the John Ringling Causeway.

Free parking available throughout the district.

Population: 54.425 (Sarasota)

Downtown: 0.19 sq mi

Downtown parking spaces:

- 575 on-street
- 406 off-street public

Davidson, NC

North suburb of Charlotte, centers on a traditional, thriving Main Street and the campus of Davidson College. Known for their leading approach to zoning, development, and bicycle & pedestrian planning in the region.

Free parking available throughout downtown.

Population: 12,452

Downtown: 0.18 sq mi

Downtown parking spaces:

- 371 on-street
- 298 off-street public
- 1,261 off-street private

Asheville, NC

Arts, culture and outdoor destination in the Blue Ridge mountains. Congested parking throughout the downtown area is exacerbated by seasonal demand and festivals.

Parking meters and paid lots throughout downtown.

Population: 89,121

Downtown: 2.24 sq mi

Downtown parking spaces:

- 765 on-street
- 1,523 off-street public

Mt. Pleasant, SC

Upscale, fast-growing suburb of Charleston, connected via bridge. Historic downtown in a constrained environment.

Free parking throughout the town.

Population: 84,170

Downtown: 0.31 sq mi

Downtown parking spaces:

- Not available

Highland Park, IL

North shore suburb of Chicago linked by commuter rail. Walkable, thriving downtown centered on the Metra rail line.

Free parking throughout downtown.

Population: 29,641

Downtown: 0.19 sq mi

Downtown parking spaces:

- 507 on-street
- 2,547 off-street public

Multifamily Parking Minimums

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
Studio	2.0 per unit if building is 2 units or less; 2.50 per unit if building is 3 units or more	Min: 1.0 per unit Max: 2.0 per unit	1.0 per unit + guest spaces (see below)	1.25 per unit + guest spaces (see below)	1.5-3.0 per dwelling unit	Min: 1.0 per unit Max: 2.0 per unit CBD: None	2.0 per unit Downtown districts: 1.0 per unit 1.5 per unit if senior Housing	1.29 per unit
1 Bedroom			1.50 per unit CBD: 1.25 per unit + guest spaces (see below)	1.5 per unit + guest spaces (see below)				1.4 per unit
2 Bedrooms			2.0 per unit CBD: 1.75 per unit + guest spaces (see below)	2.0 per unit + guest spaces (see below)				1.6 per unit
3 Bedrooms +				2.0 per unit + guest spaces (see below)		Min: 2.0 per unit Max: 3.0 per unit CBD: None		1.75 per unit
Based on this code, Park Avenue requires…	**496 spaces**							**316 spaces**

Retail Parking Minimums

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
General Commercial & Retail	4 per 1000 ft^2	Min: 2.0 per 1,000 ft^2 Max: 5.0 per 1,000 ft^2	4.5 per 1,000 ft^2 CBD: 2 per 1,000 ft^2	3.3 per 1,000 ft^2 CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	3.3-5 per 1,000 ft^2	Min: 2.85 per 1,000 ft^2 Max: 5.0 per 1,000 ft^2 CBD: None	4.0 per 1,000 ft^2	3.8 per 1,000 ft^2 CBD: 2.75 per 1,000 ft^2
Based on this code, Park Avenue requires…	**1,102 spaces**							**758 spaces**

Restaurant Parking Minimums

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
Restaurant	20 per 1000 ft^2 of patron use Or 1 per 3 seats	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	<6,000 ft^2: 12.0 space per 1,000 ft^2 >6,000 ft^2: additional 15 per 1,000 ft^2 over initial 6,000 ft^2 CBD: 6.0 space per 1,000 ft^2	20 per 1,000 ft^2 for kitchen, serving and waiting area + 0.5 per seat Outdoor restaurants: 10.80 per 1,000 ft^2 CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	10 per 1,000 ft^2	Min: 1 per 3 seats + 1 per 2 employees on peak shift Max: 1 per 2 seats + 1 per 2 employees on peak shift CBD: None	Casual/Fine: 6.6 per 1,000 ft^2	10.12 per 1,000 ft^2 CBD: 5.42 per 1,000 ft^2
Based on this code, Park Avenue requires…	**462 spaces** (assumes that 50% of square footage is "for patron use")							**251 spaces**

General Office Parking Minimums

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
General Office	4 per 1,000 ft^2 excluding some common areas	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	<3,000 ft^2: 4 per 1,000 ft^2 >3,000 ft^2 above: + 3.5 per 1,000 ft^2 over initial 3,000 ft^2 CBD: <10,000 ft^2: 2 per 1,000 ft^2 >10,000 ft^2 more than 750 ft^2 from public garage or transit station: 3.3 per 1,000 ft^2 >10,000 ft^2 within 750 ft^2 from public garage or transit station: 2.0 per 1,000 ft^2	<30kft^2: 4.0 per 1,000 ft^2 then 3.3 per 1,000 ft^2 each additional 1,000 ft^2 CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	3.3-5 per 1,000 ft^2	Min: 2.85 per 1,000 ft^2 Max: 4.0 per 1,000 ft^2 CBD: None	2.85 per 1,000 ft^2	3.16 per 1,000 ft^2 CBD: 2.66 per 1,000 ft^2
Based on this code, Park Avenue requires…	**895 spaces**							**595 spaces**

Hotel Parking Minimums

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
Hotel/Motel	1.0 per room + any auxiliary use minimums calculated separately	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	0.7 space per guest room + 1.0 space per 800 ft^2 of meeting rooms and shops	1.0 per room + 2.0 per manager/owner + any auxiliary space (restaurant, meeting rooms) minimums calculated separately	1-2 per guest room	Min: 1.0 per 2 rooms + any auxiliary use minimums calculated separately Max: 1.0 per room + any auxiliary use minimums calculated separately CBD: None	1.1 per room + any auxiliary use minimums calculated separately DTE/DTC: 0.5 per room	1 per guest room
Based on this code, Park Avenue requires…	**28 spaces**							**28 spaces**

Reductions, Shared Parking & Exemptions

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL
Reduction for CBD	Allows reductions for restaurant parking only	May count on-street parking toward minimums	Reduction for restaurants in Atlantic Avenue area			No off-street parking required in CBD, various reductions offered in other districts throughout city	Buildings below 10,000 sq ft have no parking requirements; on-street may be counted toward parking requirement
Transit proximity				Reductions based on proximity to mass transit line and type of use (10-15% reduction)		Residential developments within a specified boundary to mass transit services are exempt from off-street parking.	
Shared Parking	Limited; may lease supply in excess of minimum requirements	May share up to 50% of required spaces if certain conditions are met		Allowed in mixed use developments based on ULI methodology; Allowable reductions: Retail/Service 15%; Food/Beverage: 15%; General Offices and Financial Institutions 5%;	Allowed in cases as prescribed in ULI for uses with complimentary peak hours and or seasons	Up to 100% of parking requirements per approval of Planning and Zoning Director	Upon approval of Zoning Board

Demand Analysis

Park Avenue Demand Analysis

Land Uses Within Park Avenue	Intensity	Unit of Measure	Winter Park Current Minimum Parking Standards	Observed Demand per 2013 Study			
				Weekday Daytime	Weekday Evening	Weekend Daytime	Weekend Evening
Retail	275,569	square feet	1102	847	877	828	829
Restaurant - Fine Dining*	34,705	square feet	347	446	554	371	588
Restaurant - Family**	8,449	square feet	84	75	67	102	86
Restaurant - Casual**	3,077	square feet	31	46	40	43	37
Office***	223,848	square feet	895	632	171	59	4
Condos****	89	dwelling units	223	Not included			
Apartments****	109	dwelling units	273	Not included			
Residential Visitors	198	dwelling units	0	4	13	4	13
Hotel*****	28	rooms	28	4	1	3	2
Total Parking Spaces			2983	2054	1723	1410	1559
Percent of current required spaces			100%	69%	58%	47%	52%

Park Avenue Demand Analysis

Land Uses Within Park Avenue	Intensity	Unit of Measure	Winter Park Current Minimum Parking Standards	ULI Shared Use		Peer Communities - CBD/Downtown Districts						Peer Average	Peer CBD Average
				Weekday	Weekend	Davidson, NC Minimum	Davidson, NC Average	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	St. Armand's (Sarasota), FL		
Retail	275,569	square feet	1102	992	838	551	964	551	689	918	1102	1047	758
Restaurant - Fine Dining	34,705	square feet	347	535	826	69	95	416	87	347	231	351	188
Restaurant - Family	8,449	square feet	84			17	23	101	21	84	56	86	46
Restaurant - Casual	3,077	square feet	31	42	35	6	8	37	8	31	21	31	17
Office	223,848	square feet	895	850	0	448	616	817	560	745	889	707	595
Condos	89	dwelling units	223	109	159	89	134	156	178	134	89	142	142
Apartments	109	dwelling units	273	115	159	109	164	191	218	164	109	174	174
Residential Visitors	198	dwelling units	0	3	16	0	0	99	50	297	0	0	0
Hotel	28	rooms	28	16	15	56	77	20	22	28	28	28	28
Total Parking Spaces			3983	2662	2048	1345	2081	2388	1833	2748	2525	2566	1948
Percent of current required spaces			100%	89%	69%	45%	70%	80%	61%	92%	85%	86%	65%

What did we learn?

What did we learn?

- Winter Park is on track in some areas, and "overparked" in others.
- Even the peer city with the most suburban parking code (Mt. Pleasant) has lower parking minimums than Winter Park
- Some codes are needlessly complicated – Keep the rewrite simple.
- The ULI methodology is likely a good place to start when developing a shared parking policy.
- Parking in the central business district should not be treated the same as in suburban areas.

Peer City Evaluation

	Winter Park, FL[1]	Davidson, NC[2]	Delray Beach, FL[3]	Highland Park, IL[4]	Mt. Pleasant, SC	Asheville, NC[5]	St. Armands, [6]Sarasota, FL
Population	30,208	12,452	67,371	29,641	84,170	89,121	54,425 (Sarasota)
Persons per household	2.30	2.53	2.37	2.56	2.50	2.24	2.17 (Sarasota)
Size of Downtown (square miles approx.)	0.11	0.18	0.64	0.19	0.31	0.14	0.19
Downtown Parking Supply							
On-Street	832	371	1,053	507	Not Available	765	575
Off-Street, Public	532	298	2,637	2,547	Not Available	1,523	406
Off-Street, Private	461	1,261	Not Available	Not Available	Not Available	Not Available	0

[1] Zones 4 and 6 of the 2013 Parking Study
[2] Town of Davidson Comprehensive Parking Study, April 2011 https://www.ci.davidson.nc.us/DocumentCenter/Home/View/1737
[3] Delray Beach Parking Management Plan, August 2010 https://www.mydelraybeach.com/Delray%20Beach%20Parking%20Management%20Plan.pdf
[4] Highland Park 2016 Parking Report https://www.cityhpil.com/resident/docs/2016%20%20PARKING%20REPORT%20FINAL.pdf
[5] City of Asheville, NC Strategic Plan, February 2017 http://www.ashevillenc.gov/mwg-internal/de5fs23hu73ds/$MKiks5-L_-41Hm8bAWLfX6uSqEN07IPmofoIjYBKmL8,/progress?id=XsK0cQFbUxcGIsi7XM_jKGa1qxHqwViE-GlCXn-ebvw,&dl
[6] St. Armand's Circle Association, Parking Information https://www.stArmand'scircleassoc.com/parking/

Parking Minimums - Multifamily Residential

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
Multifamily, studio	2.0 per unit if building is 2 units or less; 2.50 per unit if building is 3 units or more	Min: 1.0 per unit Max: 2.0 per unit	1.0 per unit + guest spaces (see below)	1.25 per unit + guest spaces (see below)	1.5-3.0 per dwelling unit	Min: 1.0 per unit Max: 2.0 per unit	2.0 per unit Downtown districts: 1.0 per unit 1.5 per unit if senior Housing	1.29 per unit
Multifamily, 1 Bedroom			1.50 per unit CBD: 1.25 per unit + guest spaces (see below)	1.5 per unit + guest spaces (see below)				1.4 per unit
Multifamily, 2 Bedrooms			2.0 per unit CBD: 1.75 per unit + guest spaces (see below)	2.0 per unit + guest spaces (see below)				1.6 per unit
Multifamily, 3 Bedrooms+				2.0 per unit + guest spaces (see below)		Min: 2.0 per unit Max: 3.0 per unit		1.75 per unit
Multifamily, Guest Spaces	Included in above	Included in above	Units 1-20: 0.50 per unit + Units 21-50: 0.30 per unit + Units 51 and above: 0.20 per unit	0.5 per unit if fewer than 5 units; 0.25 per unit if 5 or more units	Included in above	Included in above	Included in above	N/A

Commercial, Office & Hospitality

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armands, Sarasota, FL	Peer Cities Average
General Commercial & Retail	4 per 1,000 ft^2	Min: 2.0 per 1,000 ft^2 Max: 5.0 per 1,000 ft^2	4.5 per 1,000 ft^2 CBD: 2 per 1,000 ft^2	3.3 per 1,000 ft^2 *CBD*: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	3.3-5 per 1,000 ft^2	Min: 2.85 per 1,000 ft^2 Max: 5.0 per 1,000 ft^2	4.0 per 1,000 ft^2	3.8 per 1,000 ft^2 CBD: 2.75 per 1,000 ft^2
Restaurant	20 per ,1000 ft^2 of patron use Or 1 per 3 seats	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	<6,000 ft^2: 12.0 space per 1,000 ft^2 >6,000 ft^2: additional 15 per 1,000 ft^2 over initial 6,000 ft^2 CBD: 6.0 space per 1,000 ft^2	20 per 1,000 ft^2 for kitchen, serving and waiting area + 0.5 per seat Outdoor restaurants: 10.80 per 1,000 ft^2 CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first	10 per 1,000 ft^2	Min: 1 per 3 seats + 1 per 2 employees on peak shift Max: 1 per 2 seats + 1 per 2 employees on peak shift	Casual/Fine: 6.6 per 1,000 ft^2	10.12 per 1,000 ft^2 CBD: 5.42 per 1,000 ft^2

				2,000 ft^2, then 1.5 per 1,000 ft^2				
General Office	4 per 1,000 ft^2 excluding some common areas	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	<3,000 ft^2: 4 per 1,000 ft^2 >3,000 ft^2 above: + 3.5 per 1,000 ft^2 over initial 3,000 ft^2 CBD: <10,000 ft^2: 2 per 1,000 ft^2 >10,000 ft^2 more than 750 ft^2 from public garage or transit station: 3.3 per 1,000 ft^2 >10,000 ft^2 within 750 ft^2 from public garage or transit station: 2.0 per 1,000 ft^2	<30kft^2: 4.0 per 1,000 ft^2 then 3.3 per 1,000 ft^2 each additional 1,000 ft^2 CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	3.3-5 per 1,000 ft^2	Min: 2.85 per 1,000 ft^2 Max: 4.0 per 1,000 ft^2	2.85 per 1,000 ft^2	3.16 per 1,000 ft^2 CBD: 2.66 per 1,000 ft^2
Hotel/Motel	1.0 per room + any auxiliary use minimums calculated separately	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	0.7 space per guest room + 1.0 space per 800 ft^2 of meeting rooms and shops	1.0 per room + 2.0 per manager/owner + any auxiliary space (restaurant, meeting rooms) minimums calculated separately	1-2 per guest room	Min: 1.0 per 2 rooms + any auxiliary use minimums calculated separately Max: 1.0 per room + any auxiliary use minimums calculated separately	1.1 per room + any auxiliary use minimums calculated separately DTE/DTC: 0.5 per room	1 per guest room

Parking Minimums

Reductions & Shared Parking

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Location-based reductions	Restaurants in the CDB may reduce from 1 per 3 seats to 1 per 4 seats	Village Center, Village Edge, and Village Commerce Planning Areas – grandfathered area; may count on-street parking toward minimum requirements and are exempt from bicycle	Restaurants in the Atlantic Avenue Parking District: 12 spaces per 1,000 ft^2 for the first 6,000 ft^2 plus 15 spaces per each additional 1,000 ft^2			No off-street parking required in CBD, various reductions offered in other districts throughout city	No specific reductions for St. Armand's neighborhood Reductions and shared parking apply to Downtown Sarasota Nonresidential reduction in DTE/DTC to 2 per 1,000 ft^2, not including lodging as provided here; bldgs. under 10,000 ft^2 or of historical designation have no parking requirements; on-street parking adjacent to bldg. frontage may be

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
		parking requirements					counted toward requirement; tandem parking may be utilized for employee parking
Valet			Restaurants, Cocktail Lounges, Hotels, and Residential Type Inns may provide their required vehicular parking as valet parking, subject to the provisions of Section 4.6.9(F)(3)	10% for use of valet service during all operating hours			Valet operations may not be exclusive to a single business; operators must provide service regardless of patron's intended destination; operating hours restricted to 5pm – 3pm, unless approved through special application; vehicles may not stage more than 15 minutes- must be moved to storage lot
Shared Parking	Limited; may lease supply	May share up to 50% of	Calculation method detailed	Allowed in mixed use developments	Allowed in cases as	Up to 100% of parking	Nonresidential uses upon approval of

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
	in excess of minimum requirements	required spaces if operating hours of uses do not significantly overlap and is located within 50 feet of main entrance; Off-site parking allowed within ¼ mile per pedestrian access route in facilities where parking is primary use	below for mixed use developments	as prescribed in ULI Shared Parking documentation for uses with complimentary peak hours and or seasons; Captive Market reductions: Retail/Service 15%; Food/Beverage: 15%; General Offices and Financial Institutions 5%;	prescribed in ULI Shared Parking documentation and approved by Zoning Administrator for uses with complimentary peak hours and or seasons	requirements per approval of Planning and Zoning Director	Zoning Board with public hearing; must demonstrate complimentary peak hours of demand OR that the total number of spaces available meets both uses calculated separately; if off-site must demonstrate safe pedestrian access
TDM				15% reduction for location of use			

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
				within 1,320 feet of transit stop;			

Notes		0.35 short-term and 0.175 long-term bicycle parking spaces per 1,000 sq ft also required		Greater of 1 space or 10% reduction for car-share program with designated space; 10% reduction for uses with 100+ employees and/or >50,000 ft2 that implements documented and measured carpool program; 15% reduction for use of personalized shuttle service;		Bicycle parking shall be provided for all uses except single family dwellings and duplex dwellings. The minimum number of bicycle parking spaces required shall be equal to five percent of the total number of automobile par king spaces in the lot	

Parking Demand Analysis

Land Uses Within Park Avenue	Intensity	Unit of Measure	Winter Park Current Minimum Parking Standards	ULI Shared Use******		Peer Communities - CBD/Downtown Districts						Peer Average	Peer CBD Average
				Weekday	Weekend	Davidson, NC Minimum	Davidson, NC Average	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	St. Armand's (Sarasota), FL		
Retail	275,569	square feet	1102	992	838	551	964	551	689	918	1102	1047	758
Restaurant - Fine Dining*	34,705	square feet	347	535	826	69	95	416	87	347	231	351	188
Restaurant - Family**	8,449	square feet	84			17	23	101	21	84	56	86	46
Restaurant - Casual**	3,077	square feet	31	42	35	6	8	37	8	31	21	31	17
Office***	223,848	square feet	895	850	0	448	616	817	560	745	889	707	595
Condos****	89	units	223	109	159	89	134	156	178	134	89	142	142
Apartments****	109	units	273	115	159	109	164	191	218	164	109	174	174
Residential Visitors	198	units	0	3	16	0	0	99	50	297	0	0	0
Hotel*****	28	rooms	28	16	15	56	77	20	22	28	28	28	28
Total Parking Spaces			2983	2662	2048	1345	2081	2388	1833	2748	2525	2566	1948
Percent of current required spaces			100%	89%	69%	45%	70%	80%	61%	92%	85%	86%	65%

*Assumes restaurants average space of approximately 7,000 ft^2 or less

**Assumes 2 family restaurants and 1 casual restaurant

***Assumes offices each total 25,000 ft^2 or less, 10,000 ft2 average space

****Assumes 2 bedrooms units in buildings of more than 2 units but less than 20

*****Assumes one leisure hotel, no auxilary space

******Rates adjusted for December peak

Appendix

Other Parking Rates

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Single Family	2.0 per unit	Not specifically address	Not specifically addressed	2.0 per unit + guest spaces (see below)	1.0 per unit	Min: 1.0-2.0 per unit Max: 2.0-3.0 per unit	2.0 per unit
Assisted Living Facilities	1.0 per 3 beds + 1.0 per employee on average day shift	Not specifically address	Not specifically addressed	1.0 per employee + 0.1 per person in licensed capacity	1.0-4.0 per room	1.0 per 2 employees + 1 per 2 units	0.5 per bed
Auto Repair	2.5 per bay + 1.0 per 250 ft^2 office or customer area	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2 0.35 short-term and 0.175 long-	4.5 per 1,000 ft^2 CBD:1.0 space per 500 ft^2	CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	Not Specifically Addressed	Min: 1 per service bay + 1 per 2 employees on peak shift Max: 3 per bay + 1 per 2	1 per bay + 1 per pump + 1 per 200 ft^2

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
		term bicycle parking spaces per 1,000 ft^2 also required.				employees on peak shift	
Beauty Salon and similar	1.0 per 250 ft^2		<5,000 ft^2: 4.5 per 1,000 ft^2 >5,000 ft^2: 4.5 per 1,000 ft^2 +0.5 per workstation	2.0 per workstation OR 4.0 per 1,000 ft^2, whichever is greater CBD: <15k ft^2: 2.5 per 1,000 ft^2 >15k ft^2: No requirement for first 2,000 ft^2, then 1.5 per 1,000 ft^2	1.0 per 200-300 ft^2	Min: 2 per workstation + 1 per 2 employees on peak shift Max: 3 per workstation + 1 per 2 employees on peak shift	1 per workstation + 1 per 250 ft^2
Bowling Alley	3.0 per alley		4 per lane	0.33 per person in permitted occupancy	Not Specifically Addressed	Not Specifically Addressed	Not Specifically Addressed
Commercial Recreational	1.0 per 250 ft^2		Not specifically addressed	Not specifically addressed			1.0 per 250 ft^2
Furniture, Appliance Retail	1.0 per 400 ft^2			2.5 per 1,000 ft^2 + 1.5 per 1,000 ft^2 of storage space	1.0 per 200-300 ft^2	Min: 1.0 per 350 ft^2 Max: 1.0 per 200 ft^2	1.0 per 250 ft^2

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Hospitals	1.0 per 3 beds + 1.0 per employee on peak shift	Not specifically addressed	1.5 per bed + 1.0 per 1,000 ft^2 open to public	1.0 per 3 beds + 1.0 per 5 avg. daily outpatient visits + 1.0 per 10 daily ER visits	1-4 per room	Min: 1 per 250 ft^2 Max: 1 per 200 ft^2	1.5 per bed
Industrial and Manufacturing	1.0 per 500 ft^2	Min: 0.25 per 1,000 ft^2 Max: 2.0 per 1,000ft^2 0.1 short-term and 0.04 long-term bicycle parking spaces per 1,000 ft^2 also required.	1.0 space per 1,000 ft^2 CBD: 1.0 space per 500 ft^2	2.0 space per 1,000 ft^2 storage space + additional office minimum calculated separately	Not Specifically Addressed	Min: 1 per 2 employees on peak shift Max: 1 per employee on peak shift	1 per 500 ft^2
Laundromats	1.0 per 2 washing machines	Min: 2.0 per 1,000 ft^2 Max: 3.5 per 1,000ft^2	Not specifically addressed	1.0 per 2 washing machines	See General Retail	Not Specifically Addressed	Not Specifically Addressed
Medical Offices	1.0 per 200 ft^2		5.0 space per 1,000 ft^2	4.11 space per 1,000 ft^2	1.0 per 200-300 ft^2	Min: 1.0 per 350 ft^2	Cumulative of ranges ≤3,000ft^2: 1 per 200 ft^2

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
		0.35 short-term and 0.175 long-term bicycle parking spaces per 1,000 ft^2 also required.				Max: 1.0 per 250 ft^2	3,001-5,000 ft^2: + 1 per 250 ft^2 5,001-10,000 ft^2: + 1 per 300 ft^2 10,001-20,000 ft^2: + 1 per 350 ft^2 >20,000 ft^2: + 1 per 400 ft^2
Dental Offices							1 per 175 ft^2
Showroom	1.0 per 350 ft^2 office + 1.0 per 700 ft^2 storage		1.0 space per 500 ft^2	2.5 space per 1,000 ft^2 + 1.5 per 1,000 ft^2 of storage	See General Retail	See General Retail	See General Retail
Theaters	1.0 per 4 seats + 1.0 per employee		1.0 space per 500 ft^2	0.25 per person in permitted occupancy	Not Specifically Addressed	Min: 1 per 4 seats Max: 1 per 3 seats	1 per 4 seats
Funeral Homes	1.0 per 4 seats + 1.0 per employee		4.0 per 1,000 ft^2 + 3 per 10 chapel seats			Min: 1 per 4 seats of largest public room + 1 per	1 per 5 seats in chapels with fixed seating or 1 per 60 ft^2 in chapels without fixed seating

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
						2 employees on peak shift Max: 1 per 2 seats of largest public room + 1 per 2 employees on peak shift	
Warehouse	1.0 per 1,000 ft^2	Min: 0.25 per 1,000 ft^2 Max: 2.0 per 1,000ft^2 0.1 short-term and 0.04 long-term bicycle parking spaces per 1,000 ft^2 also required.	1.0 space per 1,000 ft^2	0.5 space per 1,000 ft^2 storage space + additional office minimum calculated separately	1.0 per 200-300 ft^2	Min: 1 per 2 employees on peak shift Max: 1 per employee on peak shift	1.0 per 300 ft^2 office space + 1.0 per 1,500 ft^2 storage space
Pain Management Clinics	1.0 per 100 ft^2	See Medical Office above	5.0 space per 1,000 ft^2	See Medical Office above	See Medical Office above	See Medical Office above	See Medical Office above

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Shopping Centers	Not Specifically Addressed	Not Specifically Addressed	25k-400k ft^2: 4 per 1,000 ft^2 400k-600k ft^2: 4.5 per 1,000 ft^2 600k+ ft^2: 5 per 1,000 ft^2	Not Specifically Addressed	1.0 per 250 ft^2	Not Specifically Addressed	1.0 per 250 ft^2
Call Center	Not Specifically Addressed	Not Specifically Addressed	2.0 space per 1,000 ft^2 + 1.0 per workstation	Not Specifically Addressed	Not Specifically Addressed	Not Specifically Addressed	Not Specifically Addressed
B&B and Boarding Houses	1.0 per room + 1.0 per employee	Min: 2.0 per 1,000 ft2 Max: 3.5 per 1,000ft2 0.35 short-term and 0.175 long-term bicycle parking spaces per 1,000 ft2 also required.	0.7 space per guest room + 1.0 space per 800 ft2 of meeting rooms and shops	1.0 per room + 2.0 per manager/owner	1-2 per guest room	Min: 1 per room + 1 for managers or owners + 1 per employee Max: 2 per room + 2 for managers or owners + 1 per employee	1 per guest room + 1 per D.U.

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Church	1.0 per 4 seats + 1.0 per resident + 0.5 per permanent employee	1.0 per 8 seats in main assembly area	1.0 per 4 seats	0.25 per person in permitted occupancy	3-5 per 100 ft^2 of main assembly area	Min: 1 per 4 seats or 1 per 200 ft^2 Max: 1 per 3 seats or 1 per 150 ft^2	1 per 5 seats in chapels with fixed seating or 1 per 60 ft^2 in chapels without fixed seating
Lodges			1.0 per 4 seats or 1.0 per 50 ft^2, whichever is greater	0.33 per person in permitted occupancy	Not Specifically Addressed	Min: 1 per 350 ft^2 Max: 1 per 250 ft^2	Not Specifically Addressed
Nonprofit Halls			0.3 per seat or 1.0 per 50 ft2, whichever is greater				
Private Clubs						Not Specifically Addressed	1.0 per 200 ft2
Tennis, Racquetball Courts	3.0 per court	Not specifically addressed	4.0 per court				Not Specifically Addressed
Community Centers	1.0 per 250 ft2		0.3 per seat or 1.0 per 50 ft2, whichever is greater	0.25 per person in permitted occupancy			

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Post Office	1.0 per 250 ft2		5.0 per 1,000 ft2 + employee parking area	Determined by Zoning Administrator			
Gymnasiums and Stadiums (excluding schools)	1.0 per 4 seats			0.33 per person in permitted occupancy	1 per 3-5 seats		1 per 4 fixed seats + 1 per 100 ft2 capable of being used for temporary seating
Library	1.0 per 375 ft2		4.0 per 1,000 ft2 open to public	0.25 per person in permitted occupancy	Not Specifically Addressed		1 per 300 ft2
Museums	Case-by-Case		5.0 per 1,000 ft2 open to public			Min: 1 per 350 ft2 + 1 per 2 employees on peak shift Max: 1 per 250 ft2 + 1 per 2 employees on peak shift	Not Specifically Addressed
Assembly Hall with fixed seats	1.0 per 4 seats + 1.0 per employee	1.0 per 8 seats in main assembly area	0.3 per seat or 1.0 per 50 ft2, whichever is greater	0.33 per person in permitted occupancy		Min: 1 per 4 seats or 1 per 200 ft2	

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
						Max: 1 per 3 seats or 1 per 150 ft2	
Fire Station	Not specifically addressed	Not specifically addressed	1.0 per employee on peak shift	Not Specifically Addressed		Not Specifically Addressed	
Kindergarten and Day School	1.0 per employee + off-street loading space	Min: 2.0 per classroom Max: 2.25 per classroom Off-street loading space 0.0.1 short-term and 0.04 long term bicycle parking spaces per	1.0 per 300 ft2	1.0 per employee + 0.1 per person in licensed capacity	2-10 per classroom	Min: 1 per 2 employees + 1 per 10 children Max: 1 per employee + 1 per 10 children	1 per 300 ft2 + 3 for off-street loading and unloading
Elementary **Junior High**	1.0 per employee + off-street loading space		2.0 per classroom + 50% of the requirement of an auditorium or stadium	Determined by Zoning Administrator		Min: 2 per classroom Max: 3 per classroom	2 per classroom+ auxiliary uses calculated separately (i.e., office, auditorium)

	Winter Park, FL	Davidson, NC	Delray Beach, FL	Highland Park, IL	Mt. Pleasant, SC	Asheville, NC	St. Armand's, Sarasota, FL
Senior High	1.0 per employee + 1.0 per 2 students + off-street loading space + 1.0 per 10 auditorium seats	classroom also required.	1.0 per 5 students accommodated at maximum possible capacity		5-10 per classroom OR 1-2 per 100ft2 of main assembly area, whichever is greater	Min: 5 per classroom Max: 10 per classrom	6 per classroom+ auxiliary uses calculated separately (i.e., office, auditorium)
College or University		Not specifically addressed				Min: 1 per 3 employees + 1 per 3 FT commuter students Max: 1 per employee + 1 per FT commuter student	10 per classroom + auxiliary uses calculated separately (i.e., office, auditorium)
Vocational	1.0 per 2 students + 1.0 per employee						

city commission agenda item

item type Consent Agenda	meeting date 8/27/2018
prepared by City Clerk	approved by
board approval final vote	
strategic objective	

subject

Approve the minutes of August 13, 2018.

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Description	Upload Date	Type
Minutes	8/20/2018	Cover Memo

REGULAR MEETING OF THE CITY COMMISSION
AUGUST 13, 2018

Mayor Steve Leary called the meeting of the Winter Park City Commission to order at 3:30 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida. The invocation was provided by Pastor Weaver Blondin, Mount Moriah Missionary Baptist Church, followed by the Pledge of Allegiance.

Members present:	Also Present:
Mayor Steve Leary	City Manager Randy Knight
Commissioner Pete Weldon	City Attorney Kurt Ardaman
Commissioner Greg Seidel	City Clerk Cynthia Bonham
Commissioner Sarah Sprinkel	
Commissioner Carolyn Cooper	

Approval of agenda

City Manager Knight announced that consent agenda item 9-b-4 was in the backup but not on the agenda so it is being moved to the next meeting.

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

Mayor's Report

Mayor Leary announced the need to replace Planning Director Dori Stone with Jeff Briggs on the Winter Park Improvement Fund Board. **Motion made by Commissioner Cooper to appoint Mr. Briggs; seconded by Commissioner Sprinkel and carried unanimously with a 5-0 vote.**

a. Appointment of new Library Task Force Board member and extension of task force

Mayor Leary announced the appointment of Teri Gagliano to the Library Task Force Board to replace Leslie O' Shaughnessy who took a White House appointment in Washington, D.C.

Motion made by Mayor Leary to appoint Teri Gagliano and to extend the life of the task force; seconded by Commissioner Sprinkel and carried unanimously with a 5-0 vote.

City Manager's Report

b. Confirmation of Parks and Recreation Director

City Manager Knight recommended the confirmation of Jason Seeley. **Motion made by Commissioner Weldon to approve Mr. Seeley as the new Parks and Recreation Director (to replace John Holland who retired); seconded by Commissioner Sprinkel and carried unanimously with a 5-0 vote.**

Commissioner Weldon inquired as to when the bollards will be in place. Assistant Planning Director Kyle Dudgeon explained they will be installed before the holiday season.

Commissioner Sprinkel asked about the timing of the mixed use issue being implemented. City Manager Knight explained they would rather wait until the new Planning Director is on board to begin the study process on the Orange Avenue corridor as a test for mixed use. Mayor Leary agreed that if the new Planning Director has this expertise or has a different perspective with how to move forward that they do not need to hire a consultant. Commissioner Sprinkel expressed her preference to expedite this. She also spoke about the Progress Point building being an eyesore. City Manager Knight stated they are getting a price to demolish this building along with the old Civic Center building.

Commissioner Seidel asked about the start date of October 20 of the Fairbanks Avenue transmission and if everything is going smoothly. City Manager Knight stated the project is moving forward and are working through difficult the issues.

City Attorney's Report

Attorney Ardaman reported that the City has been contacted by the Florida Fish and Wildlife Conservation Commission with respect to the buoys on our lakes that have been removed. He stated they are in contact with the FWC and believe there are ways to re-establish some of the buoys. He concluded they are actively pursuing this.

Non-Action Items

Financial report for June 30, 2018

Finance Director Wes Hamil addressed the building permit and plan review revenues; the first eight months of the half cent sales tax revenue; the golf course operations (first nine months of the fiscal year); the General Fund revenues (projected variances); the unassigned general fund balance; water and sewer operating revenues

and expenditures; the electric operating revenues and expenditures; electric undergrounding with transfers to the general fund, and the net change and debt service coverage.

Consent Agenda

a. Approve the July 23, 2018 Commission minutes.
b. Approve the following piggyback agreements:
    1. Core & Main, L.P. - Pinellas County ITB #156-0035-B(LN) - Water & Sewer Materials; $1,800,000 (first year).
    2. Fausnight Stripe & Line, Inc. - Seminole County IFB #603176-18/BJC - Roadway Markings, Striping & Brick Texture Surfacing; $250,000 (three year term).
    3. Central Florida Environmental Corp. - Amendment to increase spending under existing piggyback agreement of Seminole County contract #CC-0559-15/RTB – Continuous Contract for Public Works Minor Construction Projects less than $2,000,000; Increase from $225,000 up to $1,000,000.
c. Approve the following formal solicitations and the respective motions:
    1. POWER Engineers, Inc. - RFQ-18-2018 - Professional Engineering Services to Design Underground Conversions of Power Lines; authorize staff to enter into negotiations.
    2. DRMP, Inc. - RFQ-20-2018 - Continuing Contract for Professional Survey Consulting Services; authorize staff to enter into negotiations. **PULLED BY COMMISSIONER SEIDEL DUE TO A CONFLICT OF INTEREST.**
    3. Brown & Brown of Florida, Inc. - RFP-22-2018 - Insurance Agent/Broker of Record; $80,000.
    4. A Budget Tree Service, Inc. - ITN-23-2018 - Vegetation Management Services; authorize staff to enter into negotiations.
    5. The Davey Tree Expert Co. - ITN-23-2018 - Vegetation Management Services; authorize staff to enter into negotiations.
d. Approve the following contract amendments:
    1. Allcrete, Inc. - Renewal of RFP-13-2017 - Continuing Concrete Services; $425,000.
    2. Dix.Hite + Partners, Inc. - Renewal of RFQ-14-2017 - Continuing Contract for Professional Landscape Architecture Services; as-needed basis.
    3. Kimley-Horn & Associates, Inc. - Renewal of RFQ-15-2017 - Continuing Contract for Professional Roadway Design Services; as-needed basis. **PULLED BY COMMISSIONER SEIDEL DUE TO A CONFLICT OF INTEREST.**
    4. Hanson Professional Services, Inc. - Renewal of RFQ-16-2017 - Continuing Contract for Professional Green Planning & Engineering Services; as-needed basis. **PULLED BY COMMISSIONER SEIDEL DUE TO A CONFLICT OF INTEREST.**
    5. JMD Global Developers - Renewal of IFB-22-2017 - Brick Installation Services; $100,000.

Motion made by Commissioner Sprinkel to approve Consent Agenda items a, b 1-3, c 1 and 3-5, d 1-2 and 5; seconded by Commissioner Seidel and carried unanimously with a 5-0 vote. There were no public comments made.

Motion made by Commissioner Cooper to approve Consent Agenda items c-2 and d 3-4; seconded by Commissioner Sprinkel and carried with a 4-0 vote with Commissioner Seidel abstaining from voting due to a conflict. Form 8B is attached. There were no public comments made.

Action Items Requiring Discussion

None.

Public Hearings:

a. RESOLUTION NO. 2208-18: A RESOLUTION OF WINTER PARK, FLORIDA RECOMMENDING THAT TIMBERS HOLDINGS, LLC BE APPROVED AS A QUALIFIED TARGET INDUSTRY BUSINESS PURSUANT TO SECTION 288.106, FLORIDA STATUTES AND PROVIDING AN EFFECTIVE DATE

Attorney Ardaman read the resolution by title. Assistant Planning Director Kyle Dudgeon provided the report and a clarification to the 2nd 'Whereas' statement.

Motion made by Commissioner Weldon to adopt the resolution as presented by Mr. Dudgeon (with the change to the 'Whereas' statement); seconded by Commissioner Cooper. 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. Request of Greenhouse Partnership LTD.:

ORDINANCE NO. 3118-18: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I "COMPREHENSIVE PLAN" FUTURE LAND USE ELEMENT TEXT POLICIES AND MAPS TO ENABLE THE APPROVAL OF CENTRAL BUSINESS DISTRICT FUTURE LAND USE ON THE PROPERTY AT 338 WEST MORSE BOULEVARD AND TO AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE FROM AN OFFICE FUTURE LAND USE DESIGNATION TO A CENTRAL BUSINESS DISTRICT FUTURE LAND USE DESIGNATION ON THE PROPERTY AT 338 WEST MORSE BOULEVARD, MORE PARTICULARLY DESCRIBED HEREIN PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE Second Reading

ORDINANCE NO. 3119-18: AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AMENDING THE ZONING REGULATIONS TEXT FOR THE SECTION 58-75 COMMERCIAL (C-2) ZONING DISTRICT AND SECTION 58-95 DEFINITIONS MAP D-2 TO ENABLE THE APPROVAL OF COMMERCIAL (C-2) DISTRICT ZONING ON THE PROPERTY AT 338

WEST MORSE BOULEVARD AND TO AMEND THE "OFFICIAL ZONING MAP" TO CHANGE FROM OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-2) DISTRICT ZONING ON THE PROPERTY AT 338 WEST MORSE BOULEVARD, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE Second Reading

Attorney Ardaman read both ordinances by title. No public comments were made.

Motion made by Commissioner Sprinkel to adopt the comprehensive plan ordinance; seconded by Commissioner Weldon.

Motion made by Commissioner Sprinkel to adopt the zoning ordinance; seconded by Commissioner Weldon.

Motion amended by Commissioner Cooper that the garage apartments be deed restricted so that they cannot be rented separately from the main facility. Motion failed for lack of a second.

Upon a roll call vote on the comprehensive plan ordinance, Mayor Leary and Commissioners Seidel, Sprinkel and Weldon voted yes. Commissioner Cooper voted no. The motion carried with a 4-1 vote.

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

Discussion ensued concerning the process for approving conditional use requests when the land use map or zoning changes have not yet been finalized. Attorney Ardaman clarified that it is not valid unless the comprehensive plan and zoning are adopted.

c. Fire Pension and Police Pension ordinances:

Attorney Ardaman read both ordinances by title. Finance Director Wes Hamil addressed the proposed changes.

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 3, FIREFIGHTERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-156, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-157, PRE-RETIREMENT DEATH; AMENDING SECTION 74-159, VESTING; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE First Reading

Motion made by Commissioner Sprinkel to accept the fire pension ordinance on first reading, seconded by Commissioner Seidel. Upon a roll call vote,

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

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 4, POLICE OFFICERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-205, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-208, DISABILITY; AMENDING SECTION 74-209, VESTING; AMENDING SECTION 74-215, MAXIMUM PENSION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE First Reading

Motion made by Commissioner Sprinkel to accept the Police pension ordinance on first reading; seconded by Commissioner Seidel.

Jim Fitch, 1820 Via Genoa, stated the City should consider changing the fire and police pension funds from a defined benefit to a defined contribution for the long term. He stated this was done successfully in Haines City. Commissioner Cooper concurred that this should be reviewed.

Motion made by Commissioner Sprinkel to accept the police pension ordinance on first reading, seconded by Commissioner Seidel. Upon a roll call vote, Mayor Leary and Commissioners Seidel, Sprinkel, Cooper and Weldon voted yes. The motion carried with a 5-0 vote.

City Commission Reports:

Commissioner Seidel – Complimented city staff regarding obtaining his CO on his new home and making sure he completed the required steps.

Commissioner Sprinkel – Spoke about the article in the paper regarding the Kimley Horn parking study that took her by surprise because the Commission had not made any decisions regarding restaurants on Park Avenue. Mayor Leary asked that the City Manager notify them ahead of time with issues happening at the Planning and Zoning Board in case they receive phone calls.

Commissioner Sprinkel announced that school started today and that the Winter Park High School won the varsity cup for the 3rd consecutive session and the 13th time in the 19 year history of the award.

Commissioner Cooper – Asked staff if they could consider looking at the possibility of doing pre and post stormwater assessments on the residential lots because of creating more runoff. Commissioner Seidel spoke about educating the public and provided technical information concerning this.

Commissioner Cooper stated the Florida League of Cities is looking for elected officials that have an interest in the new proposed homestead exemption to be part of their speakers to spread the impact to the cities.

Commissioner Weldon – No report.

Mayor Leary – No report.

Public comments (items not on the agenda) and budget comments:

Nancy Shutts, 2010 Brandywine Drive, addressed the need for an increase in the Public Works budget and staffing because of projects needing attention such a road infrastructure and repaving streets. She asked that sod or fill be put where the two sections of sidewalk on Glenridge falls off 4" into the curb onto the street as a temporary patch until they can get a solution. She asked that the east side of the Lakemont sidewalk and curb be cleaned because of mold and mildew and the crack of the curb next to the sidewalk be cleaned because of grass growing out of it.

Michael Perelman, 1010 Greentree Drive, asked why there were no comments made by the remainder of the Commission as to why they did not support lowering the millage rate as suggested by Commissioner Weldon.

The meeting adjourned at 4:35 p.m.

_____
Mayor Steve Leary

ATTEST:

_____
City Clerk Cynthia S. Bonham, MMC

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
SEIDEL GREGORY STEPHEN	CITY COMMISSION, CITY OF WINTER PARK
MAILING ADDRESS 1251 LAKEVIEW DR	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
CITY: WINTER PARK COUNTY: ORANGE	NAME OF POLITICAL SUBDIVISION: CITY OF WINTER PARK
DATE ON WHICH VOTE OCCURRED 10/13/18	MY POSITION IS: ☐ ELECTIVE ☐ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, GREGORY S. SEIDEL, hereby disclose that on AUGUST 13, 20 18:

(a) A measure came or will come before my agency which (check one)

X inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

___ inured to the special gain or loss of my relative, _____;

___ inured to the special gain or loss of _____, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

9.c.2
9.d.3
9.d.4

8/13/18
Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

city commission agenda item

item type Consent Agenda	meeting date 8/27/2018
prepared by Purchasing	approved by
board approval final vote	
strategic objective Fiscal Stewardship	

subject

Approve the following contract amendment:

1. Xylem Water Solutions U.S.A., Inc. - Increase of spending under current sole source to account for repairs to City lift stations; $100,000

motion / recommendation

Commission approve item as presented.

background

A sole source is currently in place to procure these goods & services.

alternatives / other considerations

N/A

fiscal impact

Total expenditure included in approved budget.

ATTACHMENTS:

Description	Upload Date	Type
Contracts	8/20/2018	Cover Memo

city commission agenda item

item type	Contracts	meeting date	August 27, 2018
prepared by department division	Procurement Division	approved by	■ City Manager ☐ City Attorney ☐ N|A
board approval		☐ yes ☐ no ■ N|A	final vote

Contracts

	vendor	item | background	fiscal impact	motion | recommendation
1.	Xylem Water Solutions U.S.A., Inc.	Increase of spending under current sole source to account for repairs to City lift stations.	Total expenditure included in approved budget. Amount: $100,000	Commission approve the increase as requested.

city commission agenda item

item type Consent Agenda	meeting date 8/27/2018
prepared by Purchasing	approved by
board approval final vote	
strategic objective Fiscal Stewardship	

subject

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

1. Life Extension Clinics, Inc. dba Life Scan Wellness Centers - RFP #17-601 – Firefighter Annual Physicals; $180,000 (4-year term)

motion / recommendation

Commission approve item as presented.

background

A formal solicitation was issued by Polk County to award these services. The initial contract term shall take the City through 9/30/2022.

alternatives / other considerations

N/A

fiscal impact

Total expenditure included in approved budget.

ATTACHMENTS:

Description	Upload Date	Type
Piggyback Contracts	8/20/2018	Cover Memo

city commission agenda item

item type	Piggyback Contracts	meeting date	August 27, 2018
prepared by department division	Procurement Division	approved by	■ City Manager ☐ City Attorney ☐ N|A
board approval		☐ yes ☐ no ■ N|A	final vote

Piggyback Contracts

	vendor	item | background	fiscal impact	motion | recommendation
1.	Life Extension Clinics, Inc. dba Life Scan Wellness Centers	RFP #17-601 – Firefighter Annual Physicals	Total expenditure for initial contract term not to exceed $180,000.	Commission approve the piggyback and authorize the Mayor to execute the agreement.
	A formal solicitation was issued by Polk County to make this award. The initial term of the contract shall take the City through 9/30/2022.			

city commission agenda item

item type Consent Agenda	meeting date 8/27/2018
prepared by Purchasing	approved by
board approval final vote	
strategic objective Fiscal Stewardship	

subject

Approve the following formal solicitation and authorize the Mayor to execute:

1. Greenberg Traurig, P.A. - RFP-24-2018 - Bond Counsel & Disclosure Counsel Services; As-needed basis

motion / recommendation

Commission approve item as presented.

background

A formal solicitation was issued to award these services.

alternatives / other considerations

N/A

fiscal impact

Total expenditure included in approved budget.

ATTACHMENTS:

Description	Upload Date	Type
Formal Solicitations	8/20/2018	Cover Memo

city commission agenda item

item type	Formal Solicitations	meeting date	August 27, 2018
prepared by department division	Procurement Division	approved by	■ City Manager ☐ City Attorney ☐ N|A
board approval		☐ yes ☐ no ■ N|A	final vote

Formal Solicitations

	vendor	item | background	fiscal impact	motion | recommendation
1.	Greenberg Traurig, P.A.	RFP-24-2018 – Bond Counsel & Disclosure Counsel Services	Total expenditure included in approved budget. Amount: As-needed basis	Commission approve the award and authorize the Mayor to execute the agreement.

city commission agenda item

item type Action Items Requiring Discussion	meeting date 8/27/2018
prepared by City Manager	approved by City Manager
board approval final vote	
strategic objective Fiscal Stewardship	

subject
Lease of the Progress Point Parking Lot

motion / recommendation
Approve leasing portions of the Progress Point parking lot as depicted on the attached sketch to Rollins College for overflow and construction parking and authorize staff and city attorney to negotiate and execute terms of the lease.

background
Rollins College approached the city about the possibility of using the parking lot at Progress Point for overflow and construction parking while construction is taking place on campus. The two areas marked will provide approximately 100 spaces. The proposed lease is for $15 per space per month.

The lease would be for two years with a 90-day out clause for either party.

Rollins requested the entire lot however on any given day there appears to be between 30 and 50 cars parking in the lot now. While these users do not have any right to park there, staff felt it was best not to tie up the whole parking lot until the Orange Avenue study is complete and a decision is made on how parking should be addressed.

alternatives / other considerations
Deny the request.

fiscal impact
Would generate $18,000 per year.

ATTACHMENTS:

Description	Upload Date	Type
Sketch of Parking Lot	8/21/2018	Cover Memo

ROLLINS COLLEGE

Construction Parking & Staging Area Request

City of Winter Park
Florida

Legend

Construction Parking & Staging Area

city commission agenda item

item type Public Hearings	meeting date 8/27/2018
prepared by Finance	approved by City Manager, City Attorney
board approval N/A final vote	
strategic objective Fiscal Stewardship	

subject
Resolution - Seacoast National Bank corporate authorization

motion / recommendation
Approve Seacoast National Bank corporate authorization resolution

background
Staff would like to purchase certificates of deposit (CD) from Seacoast National Bank in order to improve yield on excess funds available for short-term investment.

Winter Park's investment policy provides for investing in CDs with a maximum maturity of no greater than one year from date of purchase from institutions that are qualified public depositories (QPD) in Florida. Seacoast National Bank was on the list of Florida QPDs as of July 30, 2018.

alternatives / other considerations
Continue to invest funds elsewhere such as Treasuries, Agencies, and local government investment pools.

fiscal impact
Another option for short-term investing.

ATTACHMENTS:

Description	Upload Date	Type
Corporate Authorization Resolution	8/8/2018	Cover Memo

Corporate Authorization Resolution

Seacoast National Bank
815 Colorado Ave
Stuart, FL 34994

Referred to in this document as "Financial Institution"

By: City Of Winter Park Florida
401 S Park Ave
Winter Park, FL 32789-4386

City Commission of the City of Winter Park

Referred to in this document as "Corporation"

I, Cynthia Bonham, City Clerk, certify that I ~~am Secretary (clerk)~~ of the above named ~~corporation~~ city organized under the laws of Florida, Federal Employer I.D. Number 59-6000454, engaged in business under the trade name of City of Winter Park, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the ~~Board of Directors of the Corporation~~ duly and properly called and held on ~~05/18/2018~~ 08/27/2018 (*date*). ~~These resolutions~~ This Resolution will appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below: and as set forth in Section 2-187 of the City Charter:

Name and Title or Position	Signature	Facsimile Signature *(if used)*
A. Randall B Knight	X	X
B. Charles W Hamil	X	X
C. Michelle M Neuner	X	X
D.	X	X
E.	X	X
F.	X	X

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F		Description of Power	Indicate number of signatures required
~~A B~~	(1)	Exercise all of the powers listed in this resolution.	~~1~~ N/A
A, B	(2)	Open any deposit or share account(s) in the name of the Corporation.	~~1~~ 2
A, B	(3)	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	~~1~~ 2
	(4)	Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	~~1~~ 2
A, B	(5)	Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	~~1~~ 2
A, B	(6)	Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	~~1~~ 2
	(7)	Other:	1

Limitations on Powers. The following are the Corporation's express limitations on the powers granted under this resolution.

Resolutions

City Commission of the City of Winter Park

The Corporation named on this resolution resolves that,

(1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.

(2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the ~~Board of Directors of the Corporation~~ and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.

(3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.

(4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

(5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.

(6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.

(7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

Effect on Previous Resolutions. This resolution supersedes resolution dated N/A . If not completed, all resolutions remain in effect.

Certification of Authority

I further certify that the ~~Board of Directors of the Corporation~~ City Commission of the City of Winter Park has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on *(date)*.

Attest:

~~*Secretary*~~ Cynthia Bonham, City Clerk

~~*Attest by One Other Officer*~~ Mayor Steve Leary
~~Charles W Hamil~~

For Financial Institution Use Only

Acknowledged and received on *(date)* by _____ *(initials)*

☐ This resolution is superseded by resolution dated .

Comments:

city commission agenda item

item type Public Hearings	meeting date 8/27/2018
prepared by Assistant City Manager	approved by City Manager, City Attorney
board approval yes final vote	
strategic objective Fiscal Stewardship	

subject

Ordinances - Fire Pension and Police Pension

1. Ordinance amending City of Winter Park Firefighters Pension Plan (2)
2. Ordinance amending City of Winter Park Police Officers' Pension Plan (2)

motion / recommendation

Approve both ordinances, separately.

background

Changes proposed for the pension ordinances include:
1. Provides vested termination benefits commence at the earlier of age 55 or the date the Member would have completed 20 years of service. Reduced benefits may commence at age 50. Previous requirement was achievement of age 55. This change is required in order to provide minimum benefits required by Florida Statute Chapters 175 (fire) and 185 (police) and must be made by October 1, 2018.
2. Clarifies benefits to be provided to the surviving spouse of a vested member who dies not in the line of duty and had not reached normal or early retirement age.
3. The police pension ordinance is being modified to reflect the correct effective date of the ordinance specifying that members retiring prior to March 1, 2013 who had not reached early or normal retirement age are not eligible for the cost of living adjustment. The ordinance was adopted on January 28, 2013 but the effective date is March 1, 2013.
4. The police pension ordinance is being modified to more clearly identify those members who may be eligible to apply for a disability pension who have been terminated by the City for medical reasons.
5. The police pension ordinance is being modified to replace the term "credited service" with "participation" for members with less than ten years of service to be compliant with Internal Revenue Code requirements.

These changes have been reviewed and approved by the City's pension attorney Jim Linn with Lewis Longman Walker. The changes to the fire pension ordinance were agreed to by leadership of the Winter Park Firefighters Collective Bargaining Unit.

alternatives / other considerations

None

fiscal impact

Gabriel Roeder Smith prepared actuarial impact studies and estimates the proposed benefit provisions will increase the minimum annual required contribution by 1.9% of covered payroll ($93,202) for the fire pension plan and 1.7% of covered payroll ($76,239) for the police pension plan.

ATTACHMENTS:

Description	Upload Date	Type
Fire Pension Ordinance	8/5/2018	Cover Memo
Police Pension Ordinance	8/5/2018	Cover Memo

Law Offices
Christiansen & Dehner, P.A.
63 Sarasota Center Blvd. Suite 107 Sarasota, Florida 34240 • 941-377-2200 • Fax 941-377-4848

COPY

May 10, 2018

Mr. Randy Knight
City Manager
City of Winter Park
401 Park Avenue South
Winter Park, Florida 32789-4386

Re: City of Winter Park Firefighters' Pension Plan - Proposed Ordinance

Dear Mr. Knight:

As you know, I represent the Board of Trustees of the City of Winter Park Firefighters' Pension Plan. Enclosed please find a proposed ordinance amending the City of Winter Park Firefighters' Pension Plan which is recommended by the Board for adoption by the City Commission. The ordinance makes the following changes:

- Section 74-156, Benefit Amounts and Eligibility, subsection 4.C. as well as Section 74-159, Vesting, subsection 3., are being removed. The State of Florida, Division of Retirement has recently opined that minimum benefits under Chapter 175, Florida Statutes, require that benefits for a terminated vested person must commence at the otherwise normal retirement date, or reduced benefits commencing at early retirement date. In order to continue to comply with Chapter 175, Florida Statutes, we must remove the requirement that terminated vested benefits not commence until age 55. This non-compliant benefit was grandfathered pursuant to the "Naples Letter" that the City received, but the law requires that the non-compliant benefit be made compliant by October 1, 2018.

- Section 74-157 Pre-Retirement Death, is being amended to restore language that was recently discovered as being inadvertently deleted during a plan amendment in 2009. Language deleting the benefit to the spouse beneficiary of member who died not in-the-line-of-duty, and who was vested or eligible for early or normal retirement is being restored.

By copy of this letter to the Board's actuary, Gabriel Roeder Smith & Company, I am requesting that they provide you with an actuarial impact statement indicating the cost, if any, associated with the adoption of this ordinance.

If you or any member of your staff have any questions with regard to this ordinance, please feel free to give me a call. In addition, if you feel it would be appropriate for me to be present at the meeting at which this ordinance is considered by the City Commission, please contact my office to advise me of the date that the ordinance would be considered.

Yours very truly,

Scott R. Christiansen

SRC/dm
enclosure

cc: Larry Wilson, with enclosure
Jeff Templeton, with enclosure
Wes Hamil, with enclosure

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 3, FIREFIGHTERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-156, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-157, PRE-RETIREMENT DEATH; AMENDING SECTION 74-159, VESTING; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS;

SECTION 1: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-156, Benefit Amounts and Eligibility, to remove subsection 4.C., as follows:

* * * * *

~~4. C. Notwithstanding any other provision of this section 74-156, retirement benefits of Members with at least ten (10) years of Credited Service who terminate employment with the City for any reason, voluntary or involuntary, on or after March 1, 2013 and prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 2: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-157, Pre-Retirement Death, subsection 2.B., to read as follows:

* * * * *

2. B. This subsection 2.B. applies only when the Member's Spouse is the sole designated Beneficiary.

(1) If the Member was vested, but not eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for ten (10) years, beginning on the date that the deceased Member would have been eligible for early or normal retirement, at the option of the Spouse Beneficiary. The benefit shall be calculated as for normal retirement based on the deceased Member's Credited Service and Average Final Compensation as of the date of his death and reduced as for early retirement, if applicable. The Spouse Beneficiary may also elect to receive an immediate benefit, payable for ten (10) years, which is actuarially reduced to reflect the commencement of benefits prior to the early retirement date.

(2) If the deceased Member was eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for life determined as if

the Member had retired the day before his death and elected the 100% Joint and Survivor benefit.

(~~1~~ 3) In the event the Member dies as a direct result of the performance of his duties as a Firefighter, (1) and (2) above shall not apply and the Spouse Beneficiary shall receive a life benefit equal to the greater of i) thirty percent (30%) of the average monthly Salary of the Member over the previous twelve (12) month period, or ii) the Member's unreduced accrued benefit.

(~~2~~ 4) A Spouse Beneficiary may not elect an optional form of benefit, however the Board may elect to make a lump sum payment pursuant to Section74-160, subsection 7.

(~~3~~ 5) A Spouse Beneficiary may, in lieu of any benefit provided for in (1) above, elect to receive a refund of the deceased Member's Accumulated Contributions.

* * * * *

SECTION 3: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-159, Vesting, to remove subsection 3., as follows:

* * * * *

~~3. Notwithstanding any other provision of this section 74-159, retirement benefits of Members with at least ten (10) years of Credited Service who terminate City employment on or after March 1, 2013 for any reason, voluntary or involuntary, prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 4: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Winter Park.

SECTION 5: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 6: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 7: That this Ordinance shall become effective on October 1, 2018.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held at City Hall, Winter Park, Florida, on the 27th day of August 2018.

By:_____
Mayor Steve Leary

Attest:_____
Cynthia S. Bonham, City Clerk

GRS Retirement Consulting

P: 954.527.1616 | F: 954.525.0083 | www.grsconsulting.com

June 14, 2018

Mr. Jeff Templeton
System Administrator
Winter Park Firefighters' Retirement System
9154 Lake Burkett Drive
Orlando, Florida 32817

Re: City of Winter Park Firefighters' Retirement System
Actuarial Impact Statement

Dear Jeff:

As requested, we are pleased to enclose our Actuarial Impact Statement as of October 1, 2017 for filing the proposed Ordinance (copy attached) under the City of Winter Park Firefighters' Retirement System (System) with the State of Florida.

Background – The System currently:

- Provides vested termination benefits commence at age 55.

Proposed Ordinance – The proposed Ordinance provides for the following change:

- Provides vested termination benefits commence at the earlier of age 55 or the date the Member would have completed 20 years of service. Reduced benefits may commence at age 50.

Results – Based upon the results of our Actuarial Impact Statement, the proposed benefit provisions increase the minimum annual required contribution by **1.9%** of covered payroll **($93,202)**. The figure in parentheses is the increase in System cost expressed as a dollar amount based upon projected covered annual payroll for fiscal year beginning October 1, 2018 ($4,905,347).

Filing Requirements – We have prepared the Actuarial Impact Statement for filing with the State of Florida. Please note this Statement must be signed and dated on behalf of the Pension Board. Copies of the proposed Ordinance upon passage at first reading along with the signed and dated Actuarial Impact Statement should be filed with the State at the following address:

One East Broward Boulevard | Suite 505 | Ft. Lauderdale, Florida 33301-1804

Mr. Douglas E. Beckendorf, A.S.A.
Bureau of Local Retirement Services
Division of Retirement
Building 8
Post Office Box 9000
Tallahassee, Florida 32315-9000

We understand the State requires funding no later than the fiscal year next following the effective date of the increases in costs resulting from the Ordinance.

Please forward a copy of the Ordinance upon passage at second reading to update our files.

Other Considerations – Under Governmental Accounting Standards Board (GASB) Statement Number 68, we understand the cost of benefit changes must be recognized immediately in pension expense (accounting not funding). Therefore, the pension expense is expected to increase the first year and then is expected to return to lower levels in fiscal years following initial recognition of the benefit change.

In addition, the proposed Ordinance restores pre-retirement death benefit language for certain spouses inadvertently deleted by prior Ordinance. This provision of the proposed Ordinance results in *no cost* under state funding requirements.

Actuarial Assumptions and Methods, Financial Data and Member Census Data – The actuarial assumptions and methods, financial data and Member census data utilized in this Actuarial Impact Statement are the same actuarial assumptions and methods, financial data and Member census data utilized in the October 1, 2017 Actuarial Valuation.

System provisions considered in this Actuarial Impact Statement are the same System provisions considered in the October 1, 2017 Actuarial Valuation with the exception of the proposed Ordinance changes described above.

This Actuarial Impact Statement is intended to describe the estimated future financial effects of the proposed System provision changes on the System, and is not intended as a recommendation in favor of the benefit changes or in opposition of the System provision changes.

If all actuarial assumptions are met and if all future minimum required contributions are paid, System assets will be sufficient to pay all System benefits, future contributions are expected to remain relatively stable as a percent of payroll and the funded status is expected to improve. System minimum required contributions are determined in compliance with the requirements of the Florida Protection of Public Employee Retirement Benefits Act and Firefighters Retirement

Chapter 175 with normal cost determined as a level percent of covered payroll and a level percent amortization payment using an initial amortization period of 20 years.

The Unfunded Actuarial Accrued Liability (UAAL) may not be appropriate for assessing the sufficiency of System assets to meet the estimated cost of settling benefit obligations but may be appropriate for assessing the need for or the amount of future contributions. The UAAL would be different if it reflected the market value of assets rather than the actuarial value of assets.

These calculations are based upon assumptions regarding future events. However, the System's long term costs will be determined by actual future events, which may differ materially from the assumptions made. These calculations are also based upon present System provisions that are referenced in this Actuarial Impact Statement.

If you have reason to believe the assumptions used are unreasonable, the System provisions are incorrectly described as referenced, important System provisions relevant to this proposed Actuarial Impact Statement are not described or that conditions have changed since the calculations were made, you should contact the undersigned prior to relying on information in this Actuarial Impact Statement.

Future actuarial measurements may differ significantly from the current measurements presented in this Report due to such factors as the following: System experience differing from anticipated under the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period) and changes in System provisions or applicable law. Due to the limited scope of the actuary's assignment, the actuary did not perform an analysis of the potential range of such future measurements.

This Actuarial Impact Statement should not be relied on for any purpose other than the purpose described in the primary communication. Determinations of the financial results associated with the benefits described in this report in a manner other than the intended purpose may produce significantly different results.

This Actuarial Impact Statement has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the System as of the Actuarial Impact Statement date. All calculations have been made in conformity with generally accepted actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

This Actuarial Impact Statement may be provided to parties other than the Board only in its entirety and only with the permission of an approved representative of the Board.

The signing actuaries are independent of the System sponsor.

If you have reason to believe that the information provided in this Actuarial Impact Statement is inaccurate, or is in any way incomplete, or if you need further information in order to make an informed decision on the subject matter of this report, please contact the undersigned prior to making such decision.

The undersigned are Members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

If you should have any question concerning the above or if we may be of further assistance with this matter, please do not hesitate to contact us.

Sincerest regards,

L. F. Wilson

Lawrence F. Wilson, E.A., A.S.A., M.A.A.A., F.C.A.
Senior Consultant and Actuary

Jennifer Borregard

Jennifer M. Borregard, E.A., M.A.A.A., F.C.A.
Consultant and Actuary

Enclosures

cc: Scott R. Christiansen, Esq.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 3, FIREFIGHTERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-156, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-157, PRE-RETIREMENT DEATH; AMENDING SECTION 74-159, VESTING; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS;

SECTION 1: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-156, Benefit Amounts and Eligibility, to remove subsection 4.C., as follows:

* * * * *

~~4. C. Notwithstanding any other provision of this section 74-156, retirement benefits of Members with at least ten (10) years of Credited Service who terminate employment with the City for any reason, voluntary or involuntary, on or after March 1, 2013 and prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 2: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-157, Pre-Retirement Death, subsection 2.B., to read as follows:

* * * * *

2. B. This subsection 2.B. applies only when the Member's Spouse is the sole designated Beneficiary.

(1) If the Member was vested, but not eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for ten (10) years, beginning on the date that the deceased Member would have been eligible for early or normal retirement, at the option of the Spouse Beneficiary. The benefit shall be calculated as for normal retirement based on the deceased Member's Credited Service and Average Final Compensation as of the date of his death and reduced as for early retirement, if applicable. The Spouse Beneficiary may also elect to receive an immediate benefit, payable for ten (10) years, which is actuarially reduced to reflect the commencement of benefits prior to the early retirement date.

(2) If the deceased Member was eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for life determined as if the Member had retired the day before his death and elected the 100% Joint and Survivor benefit.

(~~1~~ 3) In the event the Member dies as a direct result of the performance of his duties as a Firefighter, (1) and (2) above shall not apply and the Spouse Beneficiary shall receive a life benefit equal to the greater of i) thirty percent (30%) of the average monthly Salary of the Member over the previous twelve (12) month period, or ii) the Member's unreduced accrued benefit.

(~~2~~ 4) A Spouse Beneficiary may not elect an optional form of benefit, however the Board may elect to make a lump sum payment pursuant to Section74-160, subsection 7.

(~~3~~ 5) A Spouse Beneficiary may, in lieu of any benefit provided for in (1) above, elect to receive a refund of the deceased Member's Accumulated Contributions.

* * * * *

SECTION 3: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 3, Firefighters, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-159, Vesting, to remove subsection 3., as follows:

* * * * *

~~3. Notwithstanding any other provision of this section 74-159, retirement benefits of Members with at least ten (10) years of Credited Service who terminate City employment on or after March 1, 2013 for any reason, voluntary or involuntary, prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 4: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Winter Park.

SECTION 5: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 6: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 7: That this Ordinance shall become effective upon its adoption.

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

By:_____
Mayor Steve Leary

Attest:_____
Cynthia S. Bonham, City Clerk

dm/wtp/fire/05-10-18.ord

Actuarial Impact Statement as of October 1, 2017

A. Description of Proposed Ordinance

- Provides vested termination benefits are deferred to the earlier of age 55 or the date the Member would have completed 20 years of service. Reduced benefits may be payable at age 50.
- Restores pre-retirement death benefit language for certain spouses inadvertently deleted by prior Ordinance
- Repeals all Ordinances or parts of Ordinances in conflict herewith.
- Provides for severability.
- Provides for codification.
- Provides for an effective date.

B. An estimate of the cost of implementing this proposed ordinance (see attachment).

C. In my opinion, the proposed changes are in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the State Constitution.

_____
Chairman, Retirement Committee

_____
Date

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
A. Participant Data		
1. Active participants	62	62
2. Retired participants and beneficiaries receiving benefits (including DROPs)	55	55
3. Disabled participants receiving benefits	2	2
4. Terminated vested participants	0	0
5. Annual payroll of active participants	$ 4,905,347	$ 4,905,347
6. Expected payroll of active participants for the following year	$ 4,905,347	$ 4,905,347
7. Annual benefits payable to those currently receiving benefits including DROPs	$ 2,517,233	$ 2,517,233
B. Assets		
1. Net Smoothed Actuarial Value of Assets	$ 54,130,146	$ 54,130,146
2. Net Market Value of Assets	$ 54,205,130	$ 54,205,130
C. Liabilities		
1. Actuarial present value of future expected benefit payments for active members		
a. Retirement benefits	$30,660,622	$30,660,622
b. Vesting benefits	650,691	1,400,271
c. Death benefits	401,912	401,912
d. Disability benefits	420,998	420,998
e. Total	$ 32,134,223	$ 32,883,803
2. Actuarial present value of future expected benefit payments for terminated vested members	$ 0	$ 0
3. Actuarial present value of future expected benefit payments for members currently receiving benefits		
a. Service retired including DROP participants	$ 35,411,748	$ 35,411,748
b. Disability retired	591,431	591,431
c. Beneficiaries	1,591,835	1,591,835
d. Miscellaneous (refunds in process)	17	17
e. Total	$ 37,595,031	$ 37,595,031

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
C. Liabilities (cont'd)		
4. Reserve for excess State funds / Share Plan liability	$ 204,111	$ 204,111
5. Total actuarial present value of future expected benefit payments	$ 69,933,365	$ 70,682,945
6. Actuarial accrued liabilities	$ 60,397,137	$ 60,520,784
7. Unfunded actuarial accrued liabilities	$ 6,266,991	$ 6,390,638
D. Statement of Accumulated System Benefits		
1. Actuarial present value of accumulated vested benefits		
a. Participants currently receiving benefits including DROP participants	$ 37,595,014	$ 37,595,014
b. Other participants (including reserve for excess State funds / Share Plan liability)	15,713,344	15,934,609
c. Total	$ 53,308,358	$ 53,529,623
2. Actuarial present value of accumulated non-vested System benefits	487,549	585,408
3. Total actuarial present value of accumulated System benefits	$ 53,795,907	$ 54,115,031
E. Pension Cost		
1. Total normal cost	$ 1,348,972	$ 1,427,351
2. Payment required to amortize unfunded liability	1,071,358	1,082,829
3. Interest adjustment	97,191	100,543
4. Total required contribution	$ 2,517,521	$ 2,610,723
5. Item 4 as a percentage of payroll	51.3%	53.2%
6. Estimated employee contributions	$ 294,321	$ 294,321
7. Item 6 as a percentage of projected payroll	6.0%	6.0%
8. Estimated State contributions	$ 370,044	$ 370,044
9. Item 8 as a percentage of projected payroll	7.5%	7.5%
10. Net amount payable by City	$ 1,853,156	$ 1,946,358
11. Item 10 as a percentage of projected payroll	37.8%	39.7%

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
F. Disclosure of Following Items:		
1. Actuarial present value of future salaries - attained age	$ 38,049,053	$ 38,049,053
2. Actuarial present value of future employee contributions - attained age	$ 2,282,943	$ 2,282,943
3. Actuarial present value of future contributions from other sources	N/A	N/A
4. Amount of active members' accumulated contributions	$ 3,517,316	$ 3,517,316
5. Actuarial present value of future salaries and future benefits at entry age	N/A	N/A
6. Actuarial present value of future employee contributions at entry age	N/A	N/A

Actuarial Impact Statement as of October 1, 2017

G. Amortization of Unfunded Actuarial Accrued Liability

	Unfunded Actuarial Accrued Liabilities	Current Unfunded Liabilities	Amortization Payment	Remaining Funding Period
10/01/2009	Combined Charge & Credit Bases	$ 2,288,304	$ 637,630	4 years
10/01/2007	Actuarial Loss / (Gain)	64,285	14,844	5 years
10/01/2008	Actuarial Loss / (Gain)	(8,323)	(1,658)	6 years
10/01/2008	Assumption Changes	1,241,340	112,813	21 years
10/01/2009	Actuarial Loss / (Gain)	1,006,105	122,302	12 years
10/01/2010	Actuarial Loss / (Gain)	746,890	86,499	13 years
10/01/2011	Actuarial Loss / (Gain)	1,586,936	176,060	14 years
10/01/2011	System Amendment	(263,050)	(29,184)	14 years
10/01/2012	Actuarial Loss / (Gain)	(155,965)	(16,653)	15 years
10/01/2013	Actuarial Loss / (Gain)	(786,121)	(81,113)	16 years
10/01/2014	Actuarial Loss / (Gain)	(760,247)	(76,066)	17 years
10/01/2015	Actuarial Loss / (Gain)	375,312	36,524	18 years
10/01/2016	Actuarial Loss / (Gain)	1,570,176	149,020	19 years
10/01/2016	Assumption Changes	(191,799)	(18,203)	19 years
10/01/2017	Actuarial Loss / (Gain)	(446,852)	(41,457)	20 years
10/01/2017	Proposed Ordinance	123,647	11,471	20 years
TOTAL		$ 6,390,638	$ 1,082,829	

This actuarial valuation and/or cost determination was prepared and completed by me or under my direct supervision, and I acknowledge responsibility for the results. To the best of my knowledge, the results are complete and accurate, and in my opinion, the techniques and assumptions used are reasonable and meet the requirements and intent of Part VII, Chapter 112, Florida Statutes. There is no benefit or expense to be provided by the System and/or paid from the System's assets for which liabilities or current costs have not been established or other wise provided for in the valuation. All known events or trends which may require material increase in System costs or required contribution rates have been taken into account in the valuation.

Enrollment Number: 17-02802
Dated: June 14, 2018

Lawrence F. Wilson, A.S.A

Outline of Principal Provisions of the Retirement System

A. Effective Date:

October 1, 1992. Most recently amended by Ordinance No. 2942-13 adopted October 28, 2013.

B. Eligibility:

All regular uniformed members of the Fire Department; includes active volunteers.

C. Member:

An actively employed Firefighter who fulfills the eligibility requirements.

D. Contributions:

Employee:	6.0% of compensation.
State:	Premium Tax Revenue.
City:	Balance required to maintain System on sound actuarial basis.

E. Credited Service:

Total years and fractional parts of years of service as a Firefighter with member contributions.

F. Purchase of Prior Military Service:

A participant may purchase from 1 year up to 4 years of credited service for military service prior to employment. The cost shall be an amount actuarially determined to fund the cost to the System of adding this credited service.

G. Compensation:

Total pay, excluding special detail pay (includes vacation and comp time accrual as of September 30, 2011).

H. Average Final Compensation (AFC):

Average monthly compensation during the best 60 calendar months out of the last 120 calendar months preceding date of retirement (or termination).

Outline of Principal Provisions of the Retirement System

I. Normal Retirement:

1. Eligibility:

Earlier of:
(a) Attainment of age 55 with completion of 10 years of credited service.
(b) Completion of 20 years of credited service.

2. Benefit:

3.0% times AFC times credited service.

J. Early Retirement:

1. Eligibility:

Attainment of age 50 with completion of 10 years of credited service.

2. Benefit:

Benefit accrued to date of retirement, reduced by 3% for each year early retirement date precedes normal retirement date, payable immediately.

K. Delayed Retirement:

Computed the same as set forth under Normal Retirement, based upon AFC and credited service as of delayed retirement date.

L. Disability Retirement:

1. Service Incurred:

Accrued benefit, but not less than 42% of AFC.

2. Non-Service Incurred:

a. Eligibility: 10 or more years of credited service; totally and permanently disabled.

b. Benefit: Accrued benefit, but not less than 25% of AFC.

M. Pre-Retirement Death Benefit:

1. Service Incurred:

   The greater of (a) the accrued benefit at the time of death or (b) 30% of monthly salary at time of death payable to the spouse until death.

2. Non-Service Incurred:

a. Eligible for Normal Retirement:	Determined as though had retired on the date of death.
b. Not Eligible for Normal Retirement:	Less than 10 years of credited service - return of employee contributions.
	10 or more years - accrued benefit payable for 10 years.

N. Termination Benefits:

1. Eligibility:

   100% vesting upon the completion of 10 years of credited service. Employees who have not completed 10 years of credited service at date of termination of employment shall only be entitled to the return of their employee contributions.

2. Benefit:

   Accrued benefit based upon credited service and AFC as of date of termination, payable at normal retirement date or early retirement date with reduction.

O. Normal Form of Retirement Income:

Monthly benefit payable for ten (10) years certain and life thereafter.

P. Deferred Retirement Option Program (DROP)

1. Eligibility:

   Participant must be eligible for Normal Retirement.

2. Benefit:

   Retirement benefits are transferred to a hypothetical DROP account within the pension fund. Interest is credited or debited quarterly based upon either the rate of return earned by the Fund or a 6.5% fixed rate of return, as elected by the Member. A deduction is made each quarter for administrative expenses. The period of participation in the DROP is limited to at least 12 months but no more than 84 months. The benefit is paid as a lump sum upon actual termination of employment.

Outline of Principal Provisions of the Retirement System

Q. Cost of Living Adjustment (COLA)

A participant who terminates employment on or after October 1, 2002 is entitled to a 3.0% annual COLA on benefit payments beginning at age 60.

Effective March 1, 2013, only participants who retire on or after Early or Normal Retirement Date (including DROPs) are entitled to a 3% annual COLA on benefit payments beginning at age 60.

R. Changes Since Most Recent Actuarial Valuation

Termination Benefits were:

1. Eligibility:

   100% vesting upon the completion of 10 years of credited service. Employees who have not completed 10 years of credited service at date of termination of employment shall only be entitled to the return of their employee contributions.

2. Benefit:

   Accrued benefit based upon credited service and AFC as of date of termination, payable at age 55.

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

A. Mortality

For healthy participants during employment, RP 2000 Combined Healthy Participant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For healthy participants post employment, RP 2000 Annuitant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For disabled male participants, 60% RP 2000 Disabled Male Mortality Table setback four years / 40% RP 2000 Annuitant Male Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements. For disabled female participants, 60% RP 2000 Disabled Female Mortality Table set forward two years / 40% RP 2000 Annuitant Female Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements.

Sample Ages (2017)	Pre-retirement Future Life Expectancy (Years)		Post-retirement Future Life Expectancy (Years)	
	Men	Women	Men	Women
55	29.73	32.50	29.21	32.30
60	24.84	27.46	24.64	27.31
62	22.97	25.50	22.85	25.39

Sample Ages (2037)	Pre-retirement Future Life Expectancy (Years)		Post-retirement Future Life Expectancy (Years)	
	Men	Women	Men	Women
55	31.96	34.44	31.46	34.27
60	27.11	29.40	26.92	29.27
62	25.23	27.41	25.12	27.33

B. Interest to be Earned by Fund

7.75% (net of investment expenses), compounded annually - includes inflation at 2.75%.

C. Allowances for Expenses or Contingencies

Actual administrative expenses incurred during the prior System year.

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

D. Employee Withdrawal Rates

Withdrawal rates for males and for females were used in accordance with the following illustrative example.

E. Disability Rates

Disability rates for males and for females were used in accordance with the following illustrative example.

Age	Withdrawal Rates Per 100 Employees	Disability Rates Per 100 Employees
20	7.20	0.14
25	6.84	0.15
30	6.00	0.18
35	4.56	0.23
40	3.12	0.30
45	1.92	0.51

F. Salary Increase Factors

Current salary is assumed to increase at a rate based on the table below - includes wage inflation of 3.75%.

Service	Salary Increase
0 - 4	9.5%
5 - 9	8.5%
10 - 14	7.5%
15 - 19	6.5%
20 + years	5.5%

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

G. Rates of Retirement

Age	Annual Rate of Retirement
< 50	10%
50	30%
51 - 54	10%
55 - 59	30%
60 & Over	100%

50% of employees are assumed to enter the DROP when first eligible.

All active members on the valuation date are assumed to have a minimum of one year of future service.

H. Loading

Active liabilities and normal costs are increased by 1.35% to account for unused annual leave pay at time of retirement for Firefighters hired prior to October 1, 2011.

I. Payroll Growth Assumption

3.5% per annum - not greater than historical 10-year average but not less than 0.0% (0.0%).

J. Asset Valuation Method

The method used for determining the smoothed actuarial value of assets phases in the deviation between the expected and actual return on assets at the rate of 25% per year. The smoothed actuarial value of assets will be further adjusted to the extent necessary to fall within the corridor whose lower limit is 80% of the fair market value of System assets and whose upper limit is 120% of the fair market value of System assets.

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

K. Cost Method

Normal Retirement, Termination, Disability, and Death Benefits: Entry-Age-Normal Cost Method. Under this method the normal cost for each active employee is the amount which is calculated to be a level percentage of pay that would be required annually from his entry age to his assumed retirement age to fund his estimated benefits, assuming the System had always been in effect. The normal cost for the System is the sum of such amounts for all employees. The actuarial accrued liability as of any valuation date for each active employee or inactive employee who is eligible to receive benefits under the System is the excess of the actuarial present value of estimated future benefits over the actuarial present value of current and future normal costs. The unfunded actuarial accrued liability as of any valuation date is the excess of the actuarial accrued liability over the assets of the System.

L. Changes Since Most Recent Actuarial Valuation

None.

Law Offices
Christiansen & Dehner, P.A.
63 Sarasota Center Blvd. Suite 107 Sarasota, Florida 34240 • 941-377-2200 • Fax 941-377-4848

COPY

May 9, 2018

Mr. Randy Knight
City Manager
City of Winter Park
401 Park Avenue South
Winter Park, Florida 32789-4386

Re: City of Winter Park Police Officers' Pension Plan - Proposed Ordinance

Dear Mr. Knight:

As you know, I represent the Board of Trustees of the City of Winter Park Police Officers' Pension Plan. Enclosed please find a proposed ordinance amending the City of Winter Park Police Officers' Pension Plan which is recommended by the Board for adoption by the City Commission. The ordinance makes the following changes:

- Section 74-206, Benefit Amounts and Eligibility, subsection 5.C. is being amended to enter the correct effective date of changes made to this subsection in a previous ordinance.

- Section 74-206, Benefit Amounts and Eligibility, subsection 4.C. as well as Section 74-209, Vesting, subsection 3., are being removed. The State of Florida, Division of Retirement has recently opined that minimum benefits under Chapter 185, Florida Statutes, require that benefits for a terminated vested person must commence at the otherwise normal retirement date, or reduced benefits commencing at early retirement date. In order to continue to comply with Chapter 185, Florida Statutes, we must remove the requirement that terminated vested benefits not commence until age 55. This non-compliant benefit was grandfathered pursuant to the "Naples Letter" that the City received, but the law requires that the non-compliant benefit be made compliant by October 1, 2018.

- Section 74-207 Pre-Retirement Death, is being amended to restore language that was recently discovered as being inadvertently deleted during a plan amendment in 2009. Language deleting the benefit to the spouse beneficiary of member who died not in-the-line-of-duty, and who was vested or eligible for early or normal retirement is being restored.

- Section 74-208, Disability – This is an amendment to more clearly identify those individuals who may be eligible to apply for a disability pension who have been terminated by the City due to medical reasons. The last sentence, as currently written in both the in-line and not-in-line of duty subsections, is being changed as it has been challenged in litigation as being unclear and resulted in unintended application of the language. The recommended change clarifies the language with no change in the intended application. The City recently made this change to the Firefighters' pension plan and was reviewed by the City's pension attorney, Lewis, Longman & Walker.

  Subsection 6. has also been added back to the ordinance to correct a section reference number that exists incorrectly in the Code.

- Section 74-215, Maximum Pension – This is an amendment to subsection 6., *Less than Ten (10) Years of Participation or Service*. This is requirement of Sections 415(b)(4) and (5) of the Internal Revenue Code. Purchased credited service such as military service buy-backs cannot be used for this limitation, so the term "participation" in the plan properly reflects the limitation. The City's pension attorneys have not objected to this change in all other ordinances reviewed by them and the City recently adopted this language in the Firefighters' Pension Plan.

By copy of this letter to the Board's actuary, Gabriel Roeder Smith & Company, I am requesting that they provide you with an actuarial impact statement indicating the cost, if any, associated with the adoption of this ordinance.

If you or any member of your staff have any questions with regard to this ordinance, please feel free to give me a call. In addition, if you feel it would be appropriate for me to be present at the meeting at which this ordinance is considered by the City Commission, please contact my office to advise me of the date that the ordinance would be considered.

Yours very truly,

Scott R. Christiansen

SRC/dm
enclosure

cc: Larry Wilson, with enclosure
Jeff Templeton, with enclosure
Wes Hamil, with enclosure
Kevin Roesner, with enclosure

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 4, POLICE OFFICERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-205, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-208, DISABILITY; AMENDING SECTION 74-209, VESTING; AMENDING SECTION 74-215, MAXIMUM PENSION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS;

SECTION 1: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-206, Benefit Amounts and Eligibility, subsections 4.C., and 5.C, to read as follows:

* * * * *

4. ~~C. Notwithstanding any other provision of this section 74-206, retirement benefits of Members with at least ten (10) years of Credited Service who terminate employment with the City for any reason, voluntary or involuntary, on or after the effective date of this ordinance and prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

5. C. Notwithstanding any other provision of this subsection 5, Members who terminate City employment on or after ~~the effective date of this ordinance~~ March 1, 2013 for any reason, voluntary or involuntary, prior to attaining eligibility for normal or early retirement shall not be eligible for a cost of living adjustment pursuant to this subsection.

* * * * *

SECTION 2: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-207, Pre-Retirement Death, subsection B., to read as follows:

* * * * *

B. This subsection 2.B. applies only when the Member's Spouse is the sole designated Beneficiary.

(1) If the Member was vested, but not eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for ten (10) years, beginning on the date that the deceased Member would have been eligible for early or normal retirement, at the option of the Spouse Beneficiary. The benefit shall be calculated as for normal retirement based on the deceased Member's Credited Service and Average Final Compensation as of the date of his death and reduced as for early retirement, if applicable. The

Spouse Beneficiary may also elect to receive an immediate benefit, payable for ten (10) years, which is actuarially reduced to reflect the commencement of benefits prior to the early retirement date.

(2) If the deceased Member was eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for life determined as if the Member had retired the day before his death and elected the 100% Joint and Survivor benefit.

(~~1~~ 3) In the event the Member dies as a direct result of the performance of his duties as a Police Officer, (1) and (2) above shall not apply and the Spouse Beneficiary shall receive a life benefit equal to the greater of i) thirty percent (30%) of the average monthly Salary of the Member over the previous twelve (12) month period, or ii) the Member's unreduced accrued benefit.

(~~2~~ 4) A Spouse Beneficiary may not elect an optional form of benefit, however the Board may elect to make a lump sum payment pursuant to Section 10, subsection 7.

(~~3~~ 5) A Spouse Beneficiary may, in lieu of any benefit provided for in (1) above, elect to receive a refund of the deceased Member's Accumulated Contributions.

* * * * *

SECTION 3: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-208, Disability, subsections 1., 3., and 6., to read as follows:

* * * * *

1. *Disability Benefits In-Line of Duty*. Any Member who shall become totally and permanently disabled to the extent that he is unable, by reason of a medically determinable physical or mental impairment, to render useful and efficient service as a Police Officer, which disability was directly caused by the performance of his duty as a Police Officer, shall, upon establishing the same to the satisfaction of the Board, be entitled to a monthly pension equal to three percent (3%) of his Average Final Compensation multiplied by the total years of Credited Service, but in any event, the minimum amount paid to the Member shall be forty-two percent (42%) of the Average Final Compensation of the Member. Terminated persons, either vested or non-vested, are not eligible for disability benefits~~, except that those terminated by the City for medical reasons may apply for a disability within thirty (30) days after termination~~. Notwithstanding the previous sentence, if a Member is terminated by the City for medical reasons, the terminated person may apply for a disability benefit if the application is filed with the Board within thirty (30) days from the date of termination. If a timely application is received, it shall be processed and the terminated person shall be eligible to receive a disability benefit if the Board otherwise determines that he is totally and permanently disabled as provided for above.

* * * * *

3. *Disability Benefits Not-in-Line of Duty*. Any Member with ten (10) years or more Credited Service who shall become totally and permanently disabled to the extent that he is unable, by reason of a medically determinable physical or mental impairment, to render useful and efficient service as a Police Officer, which disability is not directly caused by the performance of his duties as a Police Officer shall upon establishing the same to the satisfaction of the Board, be entitled to a monthly pension equal to three percent (3%) of

his Average Final Compensation multiplied by the total years of Credited Service. Terminated persons, either vested or non-vested, are not eligible for disability benefits~~, except that those terminated by the City for medical reasons may apply for a disability within thirty (30) days after termination~~. Notwithstanding the previous sentence, if a Member is terminated by the City for medical reasons, the terminated person may apply for a disability benefit if the application is filed with the Board within thirty (30) days from the date of termination. If a timely application is received, it shall be processed and the terminated person shall be eligible to receive a disability benefit if the Board otherwise determines that he is totally and permanently disabled as provided for above.

* * * * *

6. *Disability Payment*. The monthly benefit to which a Member is entitled in the event of the Member's disability retirement shall be payable on the first day of the first month after the Board determines such entitlement. However, the monthly retirement income shall be payable as of the date the Board determined such entitlement, and any portion due for a partial month shall be paid together with the first payment. The last payment will be:

   A. If the Retiree recovers from the disability, the payment due next preceding the date of such recovery, or

   B. If the Retiree dies without recovering from disability, the payment due next preceding his death or the 120th monthly payment, whichever is later.

   Provided, however, the disability Retiree may select, at any time prior to the date on which benefit payments begin, an optional form of benefit payment as described in Section ~~10~~ 74-210, subsection 1.A. or 1.B., which shall be the Actuarial Equivalent of the normal form of benefit.

* * * * *

SECTION 4: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-209, Vesting, to remove subsection 3., as follows:

* * * * *

~~3. Notwithstanding any other provision of this section 74-209, retirement benefits of Members with at least ten (10) years of Credited Service who terminate City employment on or after the effective date of this ordinance for any reason, voluntary or involuntary, prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 5: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-215, Maximum Pension, subsection 6., to read as follows:

* * * * *

6. *Less than Ten (10) Years of Participation ~~or Service~~*. The maximum retirement benefits payable under this Section to any Member who has completed less than ten (10) years of ~~Credited Service~~ participation with the City shall be the amount determined under subsection 1 of this Section multiplied by a fraction, the numerator of which is the number of the Member's years of ~~Credited Service~~ participation and the denominator of which is ten (10). The reduction provided by this subsection cannot reduce the maximum

benefit below 10% of the limit determined without regard to this subsection. The reduction provided for in this subsection shall not be applicable to disability benefits paid pursuant to Section 74-208, or pre-retirement death benefits paid pursuant to Section 74-207.

* * * * *

SECTION 6: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Winter Park.

SECTION 7: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 8: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 9: That this Ordinance shall become effective on October 1, 2018.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held at City Hall, Winter Park, Florida, on 27th day of August 2018.

By:_____
Mayor Steve Leary

Attest:_____
Cynthia S. Bonham, City Clerk

GRS Retirement Consulting

P: 954.527.1616 | F: 954.525.0083 | www.grsconsulting.com

June 14, 2018

Mr. Jeff Templeton
System Administrator
Winter Park Police Officers' Retirement System
9154 Lake Burkett Drive
Orlando, Florida 32817

Re: City of Winter Park Police Officers' Retirement System
Actuarial Impact Statement

Dear Jeff:

As requested, we are pleased to enclose our Actuarial Impact Statement as of October 1, 2017 for filing the proposed Ordinance (copy attached) under the City of Winter Park Police Officers' Retirement System (System) with the State of Florida.

Background – The System currently:

- Provides vested termination benefits commence at age 55.

Proposed Ordinance – The proposed Ordinance provides for the following change:

- Provides vested termination benefits commence at the earlier of age 55 or the date the Member would have completed 20 years of service. Reduced benefits may commence at age 50.

Results – Based upon the results of our Actuarial Impact Statement, the proposed benefit provisions increase the minimum annual required contribution by **1.7%** of covered payroll **($76,239)**. The figure in parentheses is the increase in System cost expressed as a dollar amount based upon projected covered annual payroll for fiscal year beginning October 1, 2018 ($4,423,901).

Filing Requirements – We have prepared the Actuarial Impact Statement for filing with the State of Florida. Please note this Statement must be signed and dated on behalf of the Pension Board. Copies of the proposed Ordinance upon passage at first reading along with the signed and dated Actuarial Impact Statement should be filed with the State at the following address:

One East Broward Boulevard | Suite 505 | Ft. Lauderdale, Florida 33301-1804

Mr. Douglas E. Beckendorf, A.S.A.
Bureau of Local Retirement Services
Division of Retirement
Building 8
Post Office Box 9000
Tallahassee, Florida 32315-9000

We understand the State requires funding no later than the fiscal year next following the effective date of the increases in costs resulting from the Ordinance.

Please forward a copy of the Ordinance upon passage at second reading to update our files.

Other Considerations – Under Governmental Accounting Standards Board (GASB) Statement Number 68, we understand the cost of benefit changes must be recognized immediately in pension expense (accounting not funding). Therefore, the pension expense is expected to increase the first year and then is expected to return to lower levels in fiscal years following initial recognition of the benefit change.

In addition, the proposed Ordinance corrects the effective dates of changes made by prior Ordinances, restores pre-retirement death benefit language for certain spouses inadvertently deleted by prior Ordinance, clarifies language in the definition of disability and includes language regarding maximum benefit limitations required by the Internal Revenue Code. These provisions of the proposed Ordinance result in *no cost* under state funding requirements.

Actuarial Assumptions and Methods, Financial Data and Member Census Data – The actuarial assumptions and methods, financial data and Member census data utilized in this Actuarial Impact Statement are the same actuarial assumptions and methods, financial data and Member census data utilized in the October 1, 2017 Actuarial Valuation.

System provisions considered in this Actuarial Impact Statement are the same System provisions considered in the October 1, 2017 Actuarial Valuation with the exception of the proposed Ordinance changes described above.

This Actuarial Impact Statement is intended to describe the estimated future financial effects of the proposed System provision changes on the System, and is not intended as a recommendation in favor of the benefit changes or in opposition of the System provision changes.

If all actuarial assumptions are met and if all future minimum required contributions are paid, System assets will be sufficient to pay all System benefits, future contributions are expected to remain relatively stable as a percent of payroll and the funded status is expected to improve. System minimum required contributions are determined in compliance with the requirements of

the Florida Protection of Public Employee Retirement Benefits Act and Police Officers Retirement Chapter 185 with normal cost determined as a level percent of covered payroll and a level percent amortization payment using an initial amortization period of 20 years.

The Unfunded Actuarial Accrued Liability (UAAL) may not be appropriate for assessing the sufficiency of System assets to meet the estimated cost of settling benefit obligations but may be appropriate for assessing the need for or the amount of future contributions. The UAAL would be different if it reflected the market value of assets rather than the actuarial value of assets.

These calculations are based upon assumptions regarding future events. However, the System's long term costs will be determined by actual future events, which may differ materially from the assumptions made. These calculations are also based upon present System provisions that are referenced in this Actuarial Impact Statement.

If you have reason to believe the assumptions used are unreasonable, the System provisions are incorrectly described as referenced, important System provisions relevant to this proposed Actuarial Impact Statement are not described or that conditions have changed since the calculations were made, you should contact the undersigned prior to relying on information in this Actuarial Impact Statement.

Future actuarial measurements may differ significantly from the current measurements presented in this Report due to such factors as the following: System experience differing from anticipated under the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period) and changes in System provisions or applicable law. Due to the limited scope of the actuary's assignment, the actuary did not perform an analysis of the potential range of such future measurements.

This Actuarial Impact Statement should not be relied on for any purpose other than the purpose described in the primary communication. Determinations of the financial results associated with the benefits described in this report in a manner other than the intended purpose may produce significantly different results.

This Actuarial Impact Statement has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the System as of the Actuarial Impact Statement date. All calculations have been made in conformity with generally accepted actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

This Actuarial Impact Statement may be provided to parties other than the Board only in its entirety and only with the permission of an approved representative of the Board.

The signing actuaries are independent of the System sponsor.

If you have reason to believe that the information provided in this Actuarial Impact Statement is inaccurate, or is in any way incomplete, or if you need further information in order to make an informed decision on the subject matter of this report, please contact the undersigned prior to making such decision.

The undersigned are Members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

If you should have any question concerning the above or if we may be of further assistance with this matter, please do not hesitate to contact us.

Sincerest regards,

L. F. Wilson

Lawrence F. Wilson, E.A., A.S.A., M.A.A.A., F.C.A.
Senior Consultant and Actuary

Jennifer Borregard

Jennifer M. Borregard, E.A., M.A.A.A., F.C.A.
Consultant and Actuary

Enclosures

cc: Scott R. Christiansen, Esq.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 74, PERSONNEL, ARTICLE V, RETIREMENT AND PENSION PLANS, DIVISION 4, POLICE OFFICERS, OF THE CODE OF ORDINANCES OF THE CITY OF WINTER PARK; AMENDING SECTION 74-205, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 74-208, DISABILITY; AMENDING SECTION 74-209, VESTING; AMENDING SECTION 74-215, MAXIMUM PENSION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS;

SECTION 1: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-206, Benefit Amounts and Eligibility, subsections 4.C., and 5.C, to read as follows:

* * * * *

4. ~~C. Notwithstanding any other provision of this section 74-206, retirement benefits of Members with at least ten (10) years of Credited Service who terminate employment with the City for any reason, voluntary or involuntary, on or after the effective date of this ordinance and prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

5. C. Notwithstanding any other provision of this subsection 5, Members who terminate City employment on or after ~~the effective date of this ordinance~~ March 1, 2013 for any reason, voluntary or involuntary, prior to attaining eligibility for normal or early retirement shall not be eligible for a cost of living adjustment pursuant to this subsection.

* * * * *

SECTION 2: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-207, Pre-Retirement Death, subsection B., to read as follows:

* * * * *

B. This subsection 2.B. applies only when the Member's Spouse is the sole designated Beneficiary.

(1) If the Member was vested, but not eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for ten (10) years, beginning on the date that the deceased Member would have been eligible for early or normal retirement, at the option of the Spouse Beneficiary. The benefit shall be calculated as for normal retirement based on the deceased Member's Credited Service and Average Final Compensation as of the date of his death and reduced as for early retirement, if applicable. The Spouse Beneficiary may

also elect to receive an immediate benefit, payable for ten (10) years, which is actuarially reduced to reflect the commencement of benefits prior to the early retirement date.

(2) If the deceased Member was eligible for normal or early retirement, the Spouse Beneficiary shall receive a benefit payable for life determined as if the Member had retired the day before his death and elected the 100% Joint and Survivor benefit.

(~~1~~ 3) In the event the Member dies as a direct result of the performance of his duties as a Police Officer, (1) and (2) above shall not apply and the Spouse Beneficiary shall receive a life benefit equal to the greater of i) thirty percent (30%) of the average monthly Salary of the Member over the previous twelve (12) month period, or ii) the Member's unreduced accrued benefit.

(~~2~~ 4) A Spouse Beneficiary may not elect an optional form of benefit, however the Board may elect to make a lump sum payment pursuant to Section 10, subsection 7.

(~~3~~ 5) A Spouse Beneficiary may, in lieu of any benefit provided for in (1) above, elect to receive a refund of the deceased Member's Accumulated Contributions.

* * * * *

SECTION 3: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-208, Disability, subsections 1., 3., and 6., to read as follows:

* * * * *

1. *Disability Benefits In-Line of Duty.* Any Member who shall become totally and permanently disabled to the extent that he is unable, by reason of a medically determinable physical or mental impairment, to render useful and efficient service as a Police Officer, which disability was directly caused by the performance of his duty as a Police Officer, shall, upon establishing the same to the satisfaction of the Board, be entitled to a monthly pension equal to three percent (3%) of his Average Final Compensation multiplied by the total years of Credited Service, but in any event, the minimum amount paid to the Member shall be forty-two percent (42%) of the Average Final Compensation of the Member. Terminated persons, either vested or non-vested, are not eligible for disability benefits~~, except that those terminated by the City for medical reasons may apply for a disability within thirty (30) days after termination~~. Notwithstanding the previous sentence, if a Member is terminated by the City for medical reasons, the terminated person may apply for a disability benefit if the application is filed with the Board within thirty (30) days from the date of termination. If a timely application is received, it shall be processed and the terminated person shall be eligible to receive a disability benefit if the Board otherwise determines that he is totally and permanently disabled as provided for above.

* * * * *

3. *Disability Benefits Not-in-Line of Duty.* Any Member with ten (10) years or more Credited Service who shall become totally and permanently disabled to the extent that he is unable, by reason of a medically determinable physical or mental impairment, to render useful and efficient service as a Police Officer, which disability is not directly caused by the performance of his duties as a Police Officer shall upon establishing the same to the satisfaction of the Board, be entitled to a monthly pension equal to three percent (3%) of his Average Final Compensation multiplied by the total years of Credited Service. Terminated persons, either vested or non-vested, are not eligible for disability benefits~~, except that those~~

~~terminated by the City for medical reasons may apply for a disability within thirty (30) days after termination~~. Notwithstanding the previous sentence, if a Member is terminated by the City for medical reasons, the terminated person may apply for a disability benefit if the application is filed with the Board within thirty (30) days from the date of termination. If a timely application is received, it shall be processed and the terminated person shall be eligible to receive a disability benefit if the Board otherwise determines that he is totally and permanently disabled as provided for above.

* * * * *

6. *Disability Payment.* The monthly benefit to which a Member is entitled in the event of the Member's disability retirement shall be payable on the first day of the first month after the Board determines such entitlement. However, the monthly retirement income shall be payable as of the date the Board determined such entitlement, and any portion due for a partial month shall be paid together with the first payment. The last payment will be:

   A. If the Retiree recovers from the disability, the payment due next preceding the date of such recovery, or

   B. If the Retiree dies without recovering from disability, the payment due next preceding his death or the 120th monthly payment, whichever is later.

   Provided, however, the disability Retiree may select, at any time prior to the date on which benefit payments begin, an optional form of benefit payment as described in Section ~~10~~ 74-210, subsection 1.A. or 1.B., which shall be the Actuarial Equivalent of the normal form of benefit.

* * * * *

SECTION 4: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-209, Vesting, to remove subsection 3., as follows:

* * * * *

~~3. Notwithstanding any other provision of this section 74-209, retirement benefits of Members with at least ten (10) years of Credited Service who terminate City employment on or after the effective date of this ordinance for any reason, voluntary or involuntary, prior to attaining eligibility for early or normal retirement, are not payable until the Member attains age fifty-five (55).~~

* * * * *

SECTION 5: That Chapter 74, Personnel, Article V, Retirement and Pension Plans, Division 4, Police Officers, of the Code of Ordinances of the City of Winter Park, is hereby amended by amending Section 74-215, Maximum Pension, subsection 6., to read as follows:

* * * * *

6. *Less than Ten (10) Years of Participation ~~or Service~~.* The maximum retirement benefits payable under this Section to any Member who has completed less than ten (10) years of ~~Credited Service~~ participation with the City shall be the amount determined under subsection 1 of this Section multiplied by a fraction, the numerator of which is the number of the Member's years of ~~Credited Service~~ participation and the denominator of which is ten (10). The reduction provided by this subsection cannot reduce the maximum benefit below 10% of the limit determined without regard to this subsection. The reduction provided for in this subsection shall not be applicable to disability benefits paid pursuant to Section 74-208, or pre-retirement death benefits paid pursuant to Section 74-207.

* * * * *

SECTION 6: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Winter Park.

SECTION 7: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 8: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 9: That this Ordinance shall become effective upon its adoption.

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

By:_____
Mayor Steve Leary

Attest:_____
Cynthia S. Bonham, City Clerk

dm/wtp/pol/05-09-18.ord

Actuarial Impact Statement as of October 1, 2017

A. Description of Proposed Ordinance

- Provides vested termination benefits are deferred to the earlier of age 55 or the date the Member would have completed 20 years of service. Reduced benefits may be payable at age 50.
- Corrects the effective dates of changes made by prior Ordinances
- Restores pre-retirement death benefit language for certain spouses inadvertently deleted by prior Ordinance
- Clarifies language in the definition of disability
- Includes language regarding maximum benefit limitations required by the Internal Revenue Code
- Repeals all Ordinances or parts of Ordinances in conflict herewith.
- Provides for severability.
- Provides for codification.
- Provides for an effective date.

B. An estimate of the cost of implementing this proposed ordinance (see attachment).

C. In my opinion, the proposed changes are in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the State Constitution.

_____

Chairman, Retirement Committee

_____

Date

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
A. Participant Data		
1. Active participants	69	69
2. Retired participants and beneficiaries receiving benefits (including DROPs)	74	74
3. Disabled participants receiving benefits	5	5
4. Terminated vested participants	2	2
5. Annual payroll of active participants	$ 4,423,901	$ 4,423,901
6. Expected payroll of active participants for the following year	$ 4,423,901	$ 4,423,901
7. Annual benefits payable to those currently receiving benefits including DROPs	$ 3,199,581	$ 3,199,581
B. Assets		
1. Net Smoothed Actuarial Value of Assets	$ 48,974,942	$ 48,974,942
2. Net Market Value of Assets	$ 49,553,447	$ 49,553,447
C. Liabilities		
1. Actuarial present value of future expected benefit payments for active members		
a. Retirement benefits	$ 20,777,239	$ 20,777,239
b. Vesting benefits	885,001	1,540,779
c. Death benefits	290,918	290,918
d. Disability benefits	421,613	421,613
e. Total	$ 22,374,771	$ 23,030,549
2. Actuarial present value of future expected benefit payments for terminated vested members	$ 386,434	$ 386,434
3. Actuarial present value of future expected benefit payments for members currently receiving benefits		
a. Service retired including DROP participants	$ 41,849,384	$ 41,849,384
b. Disability retired	1,412,767	1,412,767
c. Beneficiaries	1,456,022	1,456,022
d. Miscellaneous	29,421	29,421
e. Total	$ 44,747,594	$ 44,747,594

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
C. Liabilities (cont'd)		
4. Total actuarial present value of future expected benefit payments	$ 67,508,799	$ 68,164,577
5. Actuarial accrued liabilities	$ 61,265,868	$ 61,518,310
6. Unfunded actuarial accrued liabilities	$ 12,290,926	$ 12,543,368
D. Statement of Accumulated System Benefits		
1. Actuarial present value of accumulated vested benefits		
a. Participants currently receiving benefits including DROP participants	$ 44,718,173	$ 44,718,173
b. Other participants	11,159,686	11,327,720
c. Total	$ 55,877,859	$ 56,045,893
2. Actuarial present value of accumulated non-vested System benefits	881,702	1,006,128
3. Total actuarial present value of accumulated System benefits	$ 56,759,561	$ 57,052,021
E. Pension Cost		
1. Total normal cost	$ 956,720	$ 1,006,797
2. Payment required to amortize unfunded liability	1,731,699	1,755,119
3. Interest adjustment	105,828	108,570
4. Total required contribution	$ 2,794,247	$ 2,870,486
5. Item 4 as a percentage of payroll	63.2%	64.9%
6. Estimated employee contributions	$ 265,434	$ 265,434
7. Item 6 as a percentage of projected payroll	6.0%	6.0%
8. Estimated State contributions	$ 296,917	$ 296,917
9. Item 8 as a percentage of projected payroll	6.7%	6.7%
10. Net amount payable by City	$ 2,231,896	$ 2,308,135
11. Item 10 as a percentage of projected payroll	50.5%	52.2%

Actuarial Impact Statement as of October 1, 2017

	Actuarial Valuation	Proposed Ordinance
F. Disclosure of Following Items:		
1. Actuarial present value of future salaries - attained age	$ 32,136,768	$ 32,136,768
2. Actuarial present value of future employee contributions - attained age	$ 1,928,206	$ 1,928,206
3. Actuarial present value of future contributions from other sources	N/A	N/A
4. Amount of active members' accumulated contributions	$ 2,602,744	$ 2,602,744
5. Actuarial present value of future salaries and future benefits at entry age	N/A	N/A
6. Actuarial present value of future employee contributions at entry age	N/A	N/A

Actuarial Impact Statement as of October 1, 2017

G. Amortization of Unfunded Actuarial Accrued Liability

	Unfunded Actuarial Accrued Liabilities	Current Unfunded Liabilities	Amortization Payment	Remaining Funding Period
10/01/2009	Combined Charge & Credit Bases	$ 2,063,320	$ 574,938	4 years
10/01/2008	Actuarial Loss / (Gain)	852,170	169,783	6 years
10/01/2008	Assumption Change	2,654,361	241,228	21 years
10/01/2009	Actuarial Loss / (Gain)	1,754,078	213,226	12 years
10/01/2010	Actuarial Loss / (Gain)	901,529	104,408	13 years
10/01/2011	Actuarial Loss / (Gain)	2,248,627	249,470	14 years
10/01/2011	System Amendment	(177,027)	(19,640)	14 years
10/01/2012	Actuarial Loss / (Gain)	639,118	68,243	15 years
10/01/2013	Actuarial Loss / (Gain)	(336,574)	(34,728)	16 years
10/01/2013	Assumption Change	1,296,506	133,775	16 years
10/01/2014	Actuarial Loss / (Gain)	(1,353,104)	(135,383)	17 years
10/01/2015	Actuarial Loss / (Gain)	136,782	13,311	18 years
10/01/2016	Actuarial Loss / (Gain)	1,450,962	137,706	19 years
10/01/2016	Assumption Change	235,061	22,309	19 years
10/01/2017	Actuarial Loss / (Gain)	(74,883)	(6,947)	20 years
10/01/2017	Proposed Ordinance	252,442	23,420	20 years
TOTAL		$ 12,543,368	$ 1,755,119	

This actuarial valuation and/or cost determination was prepared and completed by me or under my direct supervision, and I acknowledge responsibility for the results. To the best of my knowledge, the results are complete and accurate, and in my opinion, the techniques and assumptions used are reasonable and meet the requirements and intent of Part VII, Chapter 112, Florida Statutes. There is no benefit or expense to be provided by the System and/or paid from the System's assets for which liabilities or current costs have not been established or other wise provided for in the valuation. All known events or trends which may require material increase in System costs or required contribution rates have been taken into account in the valuation.

Enrollment Number: 17-02802
Dated: June 14, 2018

Lawrence F. Wilson, A.S.A

Outline of Principal Provisions of the Retirement System

A. Effective Date:

October 1, 1992. Most recently amended by Ordinance No. 3048-16 adopted September 26, 2016.

B. Eligibility:

All Police Officers shall become members as a condition of employment. Effective September 26, 2016 a new employee who is hired as Police Chief may opt out of the System upon employment.

C. Member:

An actively employed Police Officer who fulfills the Membership Requirements.

D. Contributions:

Employee:	6% of compensation.
State:	Premium Tax Revenue.
City:	Balance required to maintain System on sound actuarial basis.

E. Credited Service:

Total years and fractional parts of years of service as a Police Officer.

F. Purchase of Prior Military Service:

A participant may purchase from 1 year up to 4 years of credited service for military service prior to employment. The cost shall be an amount actuarially determined to fund the cost to the System of adding this credited service.

G. Compensation:

Total pay, excluding special detail pay (includes vacation and comp time accrual as of September 30, 2011).

H. Average Final Compensation (AFC):

Average monthly compensation during the best 60 calendar months out of the last 120 calendar months preceding date of retirement (or termination).

Outline of Principal Provisions of the Retirement System

I. Normal Retirement:

1. Eligibility:

   Earlier of:
   (a) Attainment of age 55 with completion of 10 years of credited service.
   (b) Completion of 20 years of credited service.

2. Benefit:

   3% times AFC times credited service.

J. Early Retirement:

1. Eligibility:

   Attainment of age 50 with completion of 10 years of credited service.

2. Benefit:

   Benefit accrued to date of retirement, reduced by 3% for each year early retirement date precedes normal retirement date, payable immediately.

K. Deferred Retirement:

Computed the same as set forth under Normal Retirement, based upon AFC and credited service as of deferred retirement date.

L. Disability Retirement:

1. Service Incurred:

   Accrued benefit, but not less than 42% of AFC.

2. Non-Service Incurred:

   a. Eligibility: 10 or more years of credited service; totally and permanently disabled.

   b. Benefit: Accrued benefit, but not less than 25% of AFC.

M. Pre-Retirement Death Benefit:

1. Service Incurred:

   The greater of (a) the accrued benefit at the time of death or (b) 30% of monthly salary at time of death payable to the spouse until death.

2. Non-Service Incurred:

   a. Eligible for Normal Retirement: Determined as though had retired on the date of death.

   b. Not Eligible for Normal Retirement: Less than 10 years of credited service - return of employee contributions.

   10 or more years - accrued benefit payable for 10 years.

N. Termination Benefits:

1. Eligibility:

   100% vesting upon the completion of 10 years of credited service. Employees who have not completed 10 years of credited service at date of termination of employment shall only be entitled to the return of their employee contributions.

2. Benefit:

   Accrued benefit based upon credited service and AFC as of date of termination, payable at normal retirement date or early retirement date with reduction.

O. Normal Form of Retirement Income:

Monthly benefit payable for ten (10) years certain and life thereafter.

P. Deferred Retirement Option Program (DROP)

1. Eligibility:

   Participant must be eligible for Normal Retirement.

2. Benefit:

   Retirement benefits are transferred to a hypothetical DROP account within the pension fund. Interest is credited or debited quarterly based upon either the rate of return earned by the Fund or a 6.5% fixed rate of return, as elected by the Member. A deduction is made each quarter for administrative expenses. The period of participation in the DROP is limited to at least 12 months but no more than 60 months. The benefit is paid as a lump sum upon actual termination of employment.

Outline of Principal Provisions of the Retirement System

Q. Cost of Living Adjustment (COLA)

Participants who terminate employment on or after October 1, 2002 are entitled to a 3% annual COLA on benefit payments beginning at age 60.

Effective March 1, 2013, only participants who retire on or after Early or Normal Retirement Date (including DROPs) are entitled to a 3% annual COLA on benefit payments beginning at age 60.

R. Changes Since Most Recent Actuarial Valuation

Termination Benefits were:

1. Eligibility:

   100% vesting upon the completion of 10 years of credited service. Employees who have not completed 10 years of credited service at date of termination of employment shall only be entitled to the return of their employee contributions.

2. Benefit:

   Accrued benefit based upon credited service and AFC as of date of termination, payable at age 55.

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

A. Mortality

For healthy participants during employment, RP 2000 Combined Healthy Participant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For healthy participants post employment, RP 2000 Annuitant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For disabled male participants, 60% RP 2000 Disabled Male Mortality Table setback four years / 40% RP 2000 Annuitant Male Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements. For disabled female participants, 60% RP 2000 Disabled Female Mortality Table set forward two years / 40% RP 2000 Annuitant Female Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements.

Sample Ages (2017)	Pre-retirement Future Life Expectancy (Years)		Post-retirement Future Life Expectancy (Years)	
	Men	Women	Men	Women
55	29.73	32.50	29.21	32.30
60	24.84	27.46	24.64	27.31
62	22.97	25.50	22.85	25.39

Sample Ages (2037)	Pre-retirement Future Life Expectancy (Years)		Post-retirement Future Life Expectancy (Years)	
	Men	Women	Men	Women
55	31.96	34.44	31.46	34.27
60	27.11	29.40	26.92	29.27
62	25.23	27.41	25.12	27.33

B. Interest to be Earned by Fund

7.75% (net of investment expenses), compounded annually - includes inflation at 2.75%.

C. Allowances for Expenses or Contingencies

Actual administrative expenses incurred during the prior System year.

D. Employee Withdrawal Rates

Withdrawal rates for males and for females were used in accordance with the following illustrative example.

Service	Withdrawal Rate
< 5	10.0%
5 - 9	4.0%
10 - 14	3.5%
15 - 19	3.0%
20 & Over	0.0%

E. Disability Rates

Disability rates for males and for females were used in accordance with the following illustrative example.

Age	Disability Rates Per 100 Employees
20	0.14
25	0.15
30	0.18
35	0.23
40	0.30
45	0.51

F. Salary Increase Factors

Current salary is assumed to increase at a rate based on the table below - includes wage inflation of 3.50%.

Service	Salary Increase
0 - 4	6.00%
5 - 14	5.00%
15+ years	3.75%

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

G. Assumed Retirement Age

Age	Annual Rate of Retirement
< 50	5%
50 - 54	25%
55 - 57	30%
58 - 59	28%
60 - 64	25%
65 & Over	100%

30% of employees are assumed to enter the DROP when first eligible.

All active members on the valuation date are assumed to have a minimum of one year of future service.

H. Loading

Active liabilities and normal costs are increased by 1.61% to account for unused annual leave pay at time of retirement for Police Officers hired prior to October 1, 2011.

I. Payroll Growth Assumption

3.5% per annum - not greater than historical 10-year average but not less than 0% (0.0%).

J. Asset Valuation Method

The method used for determining the smoothed actuarial value of assets phases in the deviation between the expected and actual return on assets at the rate of 25% per year. The smoothed actuarial value of assets will be further adjusted to the extent necessary to fall within the corridor whose lower limit is 80% of the fair market value of System assets and whose upper limit is 120% of the fair market value of System assets.

Actuarial Assumptions and Actuarial Cost Methods Used in the Valuation

K. Cost Method

Normal Retirement, Termination, Disability, and Death Benefits: Entry-Age-Normal Cost Method. Under this method the normal cost for each active employee is the amount which is calculated to be a level percentage of pay that would be required annually from his entry age to his assumed retirement age to fund his estimated benefits, assuming the System had always been in effect. The normal cost for the System is the sum of such amounts for all employees. The actuarial accrued liability as of any valuation date for each active employee or inactive employee who is eligible to receive benefits under the System is the excess of the actuarial present value of estimated future benefits over the actuarial present value of current and future normal costs. The unfunded actuarial accrued liability as of any valuation date is the excess of the actuarial accrued liability over the assets of the System.

L. Changes Since Most Recent Actuarial Valuation

None

city commission agenda item

item type Public Hearings	meeting date 8/27/2018
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

Request of Winter Park Custom Homes

- For subdivision or lot split approval to divide the property at 1415 Miller Avenue, zoned R-2, into two lots, each to be developed with a duplex. Both lots will have 50 feet of lot width and 7,500 square feet of land area. Both lots will need a variance from the 9,000 square feet of land area required for an R-2 duplex lot.

motion / recommendation

Recommendation is for approval of the subdivision or lot split request to divide the property at 1415 Miller Avenue into two lots, as presented with conditions:

1. One homeowner's association be created for the 4 attached single family homes.
2. Shared access easement for joint use driveways

background

Winter Park Custom Homes is requesting subdivision or lot split approval to divide the property at 1415 Miller Avenue into two lots, each to be developed with two attached single family homes. The zoning of this property is R-2. Each lot is proposed to be 50 feet wide and 7,555 square feet in size. This request meets the minimum lot width needed for a two-unit building in R-2 zoning, but requires a variance to the 9,000 square feet of land area needed for a two-unit building. However, all of the similar "grandfathered-in" 50 foot wide lots in this neighborhood can build exactly what is being requested.

The applicant has provided a letter justifying their reasoning for the lot dimension variance stating that they are planning to build a total of four smaller attached single-family homes. This split restricts the FAR to 50% maximum versus the 55% FAR maximum if developed under the City's R-2 cluster housing Conditional Use. This smaller size is fine with the applicants as they plan to market these as 'single-family' cottages with each unit/cottage to be sold fee-simple individually. The applicant has provided a generalized front elevation for the type of homes that they plan to build, and the site plan layouts comply with the normal R-2 development

standards, setbacks, etc.

The practice outlined in the Comprehensive Plan and the Subdivision Code (attached) is to look at the surrounding neighborhood to compare the standard lot sizes. The Code dictates that the review area is within a 500-foot radius of the subject property, and limited to those in the same zoning.

There are 71 homes within this neighborhood within the City limits with the same R-2 zoning (see attached map). The average lot width is 58 feet, and the median lot width is 54 feet. The average lot area from this 71 home survey is 7,327 square feet, and the median lot area is 7,100 square feet. Thus, the proposed lot widths of 50 feet, and the proposed lot areas of 7,555 square feet compare favorably to a majority of the neighborhood.

SUMMARY: The custom of the planning staff is not to recommend "approval" of lot splits with variances. However, planning staff notes that while these lots have less than the 9,000 sq. ft. required, they conform to a majority of the neighborhood. Also the smaller size via the 50% FAR better fits into the existing scale and character of the neighborhood. The requests also complies with the Comprehensive Plan test. The alternative would be two large single-family homes more than twice the size of each of these units which would be out of character for the neighborhood. These units will be sold at a more affordable rate than what could be built with the lot as used for two single-family homes or three cluster housing units.

Planning and Zoning Board Minutes – August 14, 2018:

REQUEST OF Winter park custom homes FOR: FOR SUBDIVISION OR LOT SPLIT APPROVAL TO DIVDE THE PROPERTY AT 1415 MILLER AVENUE, ZONED (R-2), INTO TWO LOTS, EACH TO BE DEVELOPED WITH A DUPLEX.

Senior Planner, Allison McGillis, presented the staff report. She explained that Winter Park Custom Homes is requesting subdivision or lot split approval to divide the property at 1415 Miller Avenue into two lots, each to be developed with a two units (attached single family homes). The zoning of this property is R-2, which permits this on each lot. Each lot is proposed to be 50 feet wide and 7,555 square feet in size. This request meets the minimum lot width needed for a two-unit building in R-2 zoning, but requires a variance to the 9,000 square feet of land area needed for a two-unit building. However, all of the similar "grandfathered-in" 50 foot wide lots in this neighborhood can build exactly what is being requested.

Mrs. McGillis reviewed the zoning and comprehensive tests. She noted that the applicant provided a letter justifying their reasoning for the lot dimension variance stating that they are planning to build a total of four smaller attached single-family homes. This split restricts the FAR to 50% maximum versus the 55% FAR maximum if developed under the City's R-2 cluster housing Conditional Use. This smaller size is fine with the applicants as they plan to market these as 'single-family' cottages with each unit/cottage to be sold fee-simple individually. The applicant has provided a generalized front elevation for the type of homes that they plan to build, and the site plan layouts comply with the normal R-2 development standards, setbacks, etc.

Mrs. McGillis summarized by stating that the custom of the planning staff is not to recommend "approval" of lot splits with variances. However, planning staff notes that while these lots have less than the 9,000 sq. ft. required, they conform to a majority of the neighborhood. Also the smaller size via the 50% FAR better fits into the existing scale and character of the neighborhood. The requests also complies with the Comprehensive Plan test. The alternative would be two large single-family homes more than twice the size of each of these units which would be out of character for the neighborhood.

Staff recommendation is for APPROVAL

The staff and city attorney answered questions from the Board regarding the shared access driveway, need for easements and the creation of a homeowner's association. He Board agreed that regardless of the lot split, there should be only one Homeowners Association for all four homes.

Applicant, Robert Hancock, Winter Park Custom Homes, 151 Circle Drive, Winter Park, answered questions from the Board on their development intentions. He stated that there are many smaller homes in this neighborhood and this plan comes closer to matching the character of the area than to do two very large homes.

No one from the public wished to speak. The public hearing was closed.

Motion made by Owen Beitsch, seconded by Sheila De Ciccio for subdivision or lot split approval, with variances, to divide the property at 1415 Miller Avenue, zoned (R-2), into two lots, each to be developed with a duplex. With conditions:
1. One homeowner's association be created for the 4 attached single family homes.
2. Shared access easement for joint use driveways

The motion carried with a 6-0 vote.

alternatives / other considerations

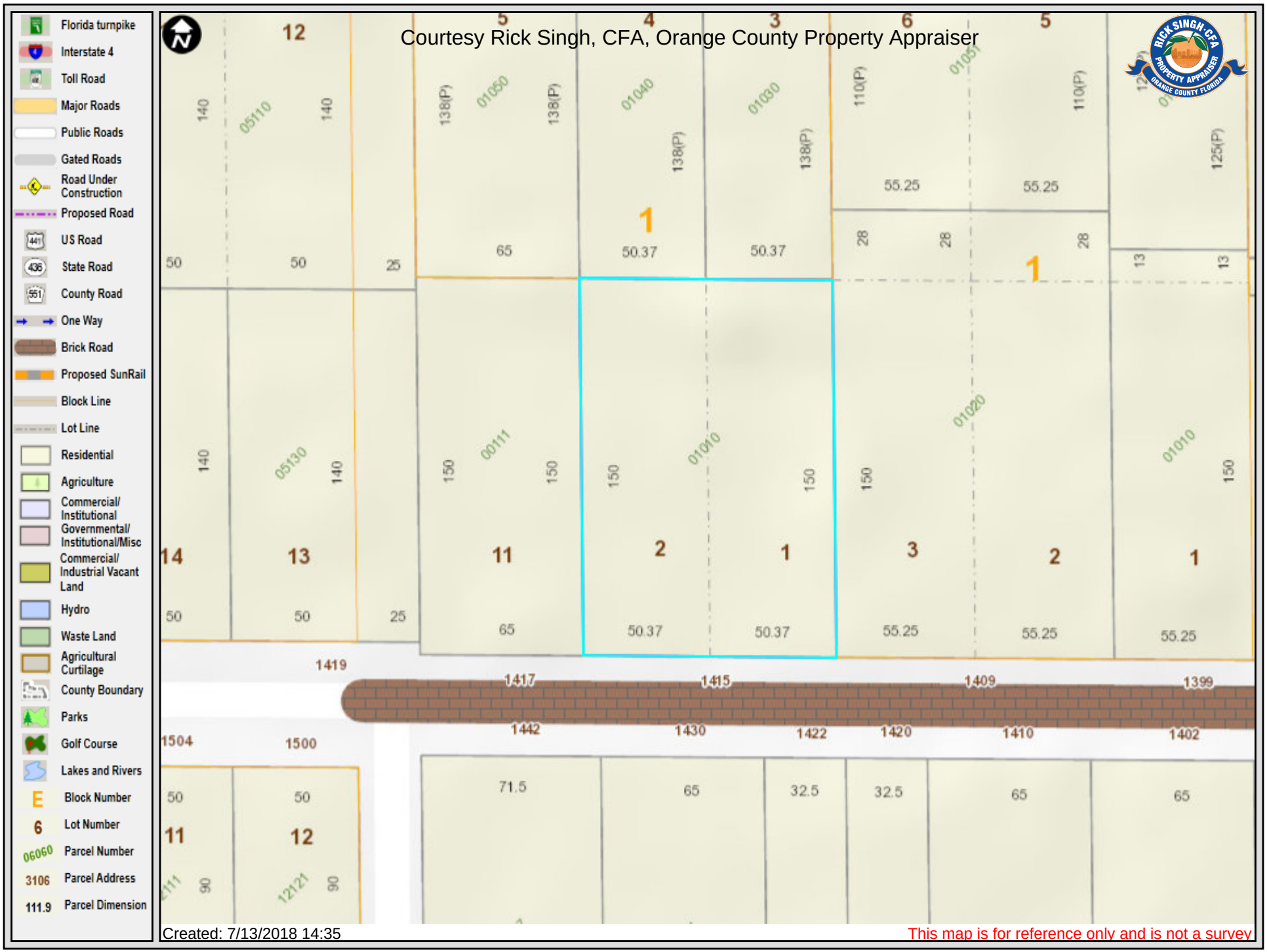
N/A

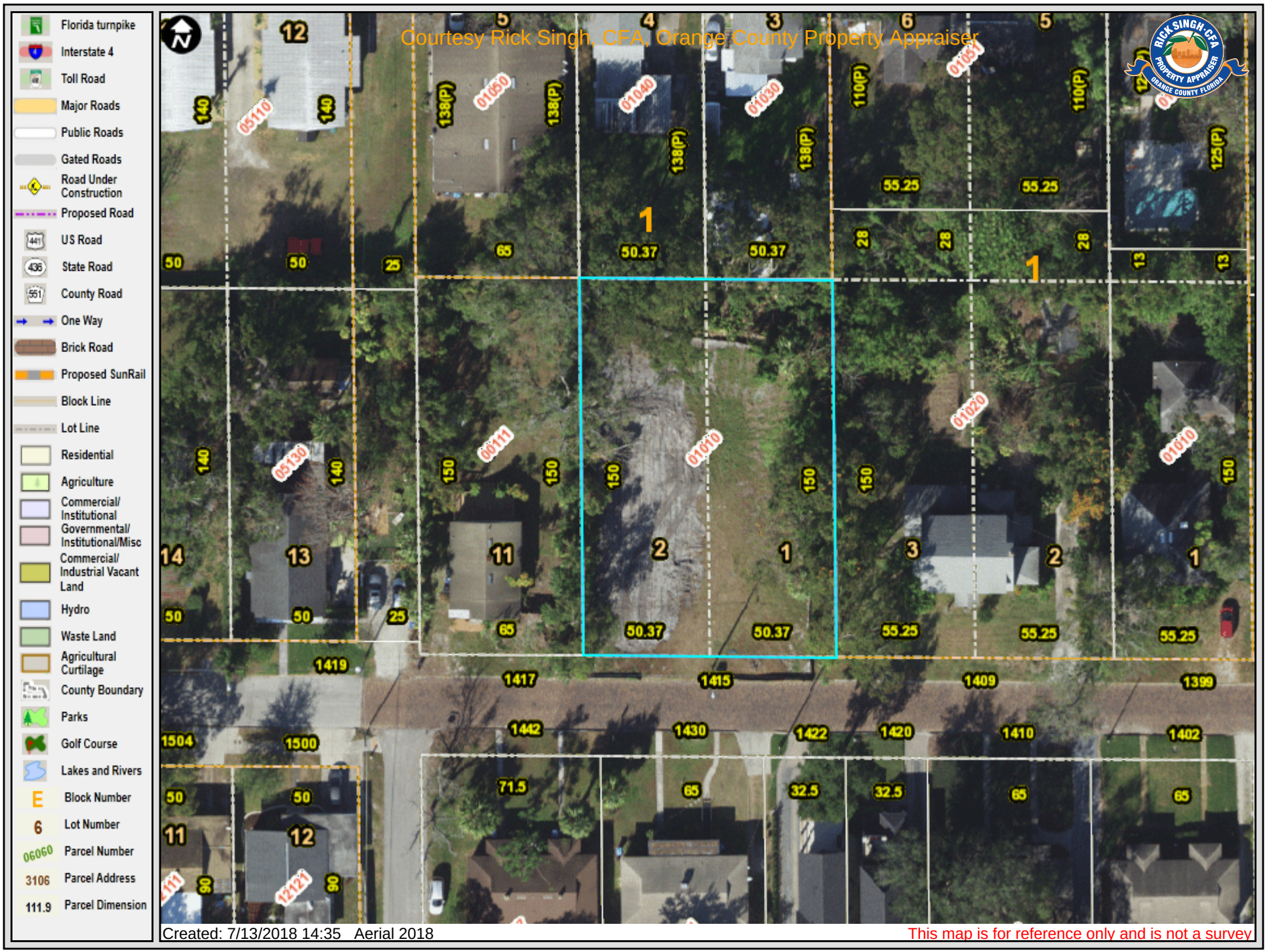
fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Backup Materials	8/13/2018	Backup Material


Courtesy Rick Singh, CFA, Orange County Property Appraiser
Florida turnpike
Interstate 4
Toll Road
Major Roads
Public Roads
Gated Roads
Road Under Construction
Proposed Road
US Road
State Road
County Road
One Way
Brick Road
Proposed SunRail
Block Line
Lot Line
Residential
Agriculture
Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Block Number
Lot Number
Parcel Number
Parcel Address
Parcel Dimension
Created: 7/13/2018 14:35
This map is for reference only and is not a survey


Florida turnpike
Interstate 4
Toll Road
Major Roads
Public Roads
Gated Roads
Road Under Construction
Proposed Road
US Road
State Road
County Road
One Way
Brick Road
Proposed SunRail
Block Line
Lot Line
Residential
Agriculture
Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Block Number
Lot Number
Parcel Number
Parcel Address
Parcel Dimension
Courtesy Rick Singh, CFA, Orange County Property Appraiser
RICK SINGH, CFA
PROPERTY APPRAISER
ORANGE COUNTY FLORIDA
Created: 7/13/2018 14:35 Aerial 2018
This map is for reference only and is not a survey

COMPREHENSIVE PLAN TEST

1415 Miller Avenue

City of Winter Park
Florida

LEGEND

- Subject Site
- R-2 Lots Within 500' of Site (71 total)
- Winter Park City Limits

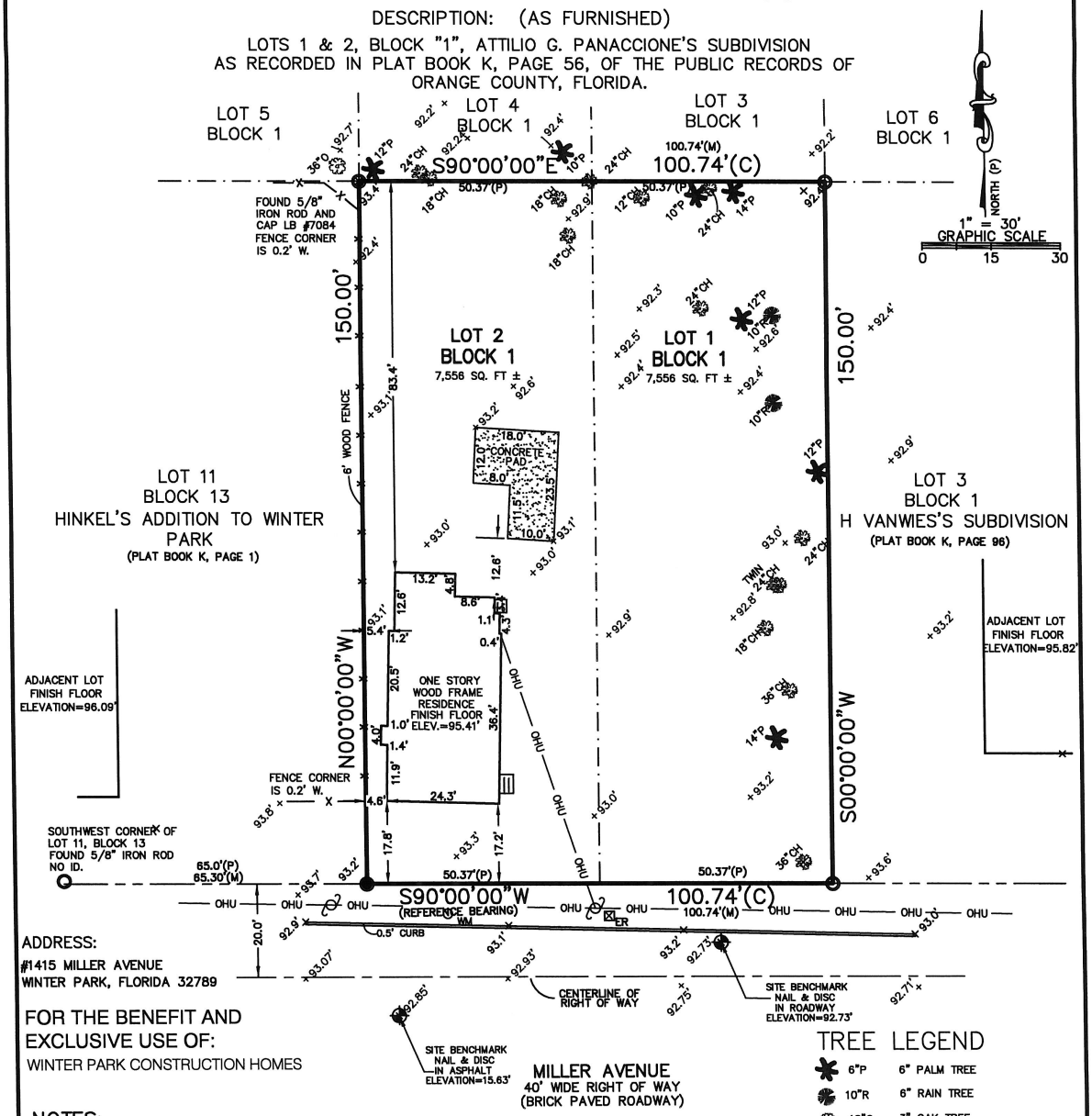
NOTES

Average Lot Width = 58 ft
Median Lot Width = 54 ft
Average Lot Size = 7,327 sq ft
Median Lot Size = 7,100 sq ft

BOUNDARY & TOPOGRAPHIC & TREE SURVEY

DESCRIPTION: (AS FURNISHED)

LOTS 1 & 2, BLOCK "1", ATTILIO G. PANACCIONE'S SUBDIVISION
AS RECORDED IN PLAT BOOK K, PAGE 56, OF THE PUBLIC RECORDS OF
ORANGE COUNTY, FLORIDA.



ADDRESS:
#1415 MILLER AVENUE
WINTER PARK, FLORIDA 32789

FOR THE BENEFIT AND EXCLUSIVE USE OF:
WINTER PARK CONSTRUCTION HOMES

MILLER AVENUE
40' WIDE RIGHT OF WAY
(BRICK PAVED ROADWAY)

TREE LEGEND

✱	6"P	6" PALM TREE
	10"R	6" RAIN TREE
	10"O	3" OAK TREE
	96"CH	96" CHAMPHER TREE

NOTES:

1. ALL DIRECTIONS AND DISTANCES HAVE BEEN FIELD VERIFIED, INCONSISTENCIES HAVE BEEN NOTED ON THE SURVEY, IF ANY.
2. PROPERTY CORNERS SHOWN HEREON WERE SET/FOUND ON 12-28-17, UNLESS OTHERWISE SHOWN.
3. THE SURVEYOR HAS NOT ABSTRACTED THE LAND SHOWN HEREON FOR EASEMENTS, RIGHT OF WAY, RESTRICTIONS OF RECORD WHICH MAY AFFECT THE TITLE OR USE OF THE LAND.
4. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED.
5. BUILDING TIES SHOWN HEREON ARE NOT TO BE USED TO RECONSTRUCT THE BOUNDARY LINES.
6. ELEVATIONS SHOWN HEREON ARE BASED ON ORNAGE COUNTY BENCHMARK $A1087002 HAVING AN ELEVATION OF 92.55' NAVD 88 DATUM.

LEGEND:

———	CENTERLINE
———	RIGHT OF WAY LINE
OHU	OVERHEAD UTILITIES
XX.XX	DRAINAGE FLOW EXISTING ELEVATION
A/C	AIR CONDITIONER
	CONCRETE
CBW	CONCRETE BLOCK WALL
CNA	CORNER NOT ACCESSIBLE
CP	CONCRETE PAD
CS	CONCRETE STOOP
C/W	CONCRETE WALK
F.E.M.A.	FEDERAL EMERGENCY MANAGEMENT AGENCY
F.I.R.M.	FLOOD INSURANCE RATE MAP
ID	IDENTIFICATION
LB	LICENSED BUSINESS
LS	LICENSED SURVEYOR
EOP	EDGE OF PAVEMENT
WM	WATER METER
PP	POWER POLE
CO	CLEANOUT
EB	ELECTRIC BOX
ER	ELECTRIC RISER

	SITE BENCHMARK
	FOUND 5/8" IRON ROD NO ID.
	SET 1/2" IRON ROD AND CAP LB #6393
(C)	CALCULATED
(P)	PER PLAT
(M)	MEASURED
PCC	POINT OF COMPOUND CURVE
PCP	PERMANENT CONTROL POINT
PI	POINT OF INTERSECTION
PK	PARKER KALON
POC	POINT ON CURVE
POL	POINT ON LINE
PRC	POINT OF REVERSE CURVATURE
PRM	PERMANENT REFERENCE MONUMENT
PSM	PROFESSIONAL SURVEYOR AND MAPPER
PT	POINT OF TANGENCY
SQ. FT.	SQUARE FEET
S/W	SIDEWALK
GA	GUY ANCHOR
PP	POWER POLE
NAVD	NORTH AMERICAN VERTICAL DATUM
NGVD	NATIONAL GEODETIC VERTICAL DATUM

FLOOD NOTE:
I HAVE EXAMINED THE F.I.R.M. COMMUNITY PANEL NO. 120188 0255 F, DATED SEPTEMBER 25, 2009, AND FOUND THE SUBJECT PROPERTY APPEARS TO LIE IN ZONE X, AREA OUTSIDE THE 100 YEAR FLOOD PLAIN. THE SURVEYOR MAKES NO GUARANTEES AS TO THE ABOVE INFORMATION. PLEASE CONTACT THE LOCAL F.E.M.A. AGENT FOR VERIFICATION.

BEARING BASIS:
BEARINGS SHOWN HEREON ARE BASED ON THE NORTH RIGHT OF WAY LINE OF MILLER AVENUE, BEING S90°00'00"W, PER PLAT.

(FIELD DATE:) 12-28-17
SCALE: 1" = 30 FEET
APPROVED BY: JWB
JOB NO. 171220 LOTS 1, & 2 BLOCK "1"
DRAWN BY: BOUNDARY 12-28-17 CC

REVISED:

AMERICAN SURVEYING & MAPPING INC.
CERTIFICATION OF AUTHORIZATION NUMBER LB#6393
3191 MAGUIRE BOULEVARD, SUITE 200
ORLANDO, FLORIDA 32803
(407) 428-7979
WWW.AMERICANSURVEYINGANDMAPPING.COM

CERTIFICATION NOTE:
I HEREBY CERTIFY, THAT THIS BOUNDARY SURVEY, SUBJECT TO THE SURVEYOR'S NOTES CONTAINED HEREON MEETS THE APPLICABLE "MINIMUM TECHNICAL STANDARDS" SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO CHAPTER 472.027, FLORIDA STATUTES.

James W. Boleman 01-02-18
FOR THE FIRM — DATE

JAMES W. BOLEMAN PSM# 6485
THIS BOUNDARY SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

1415 Miller Narrative Letter – Subdivision Application

LOCATION:

1415 Miller Ave.
Winter Park, FL 32789

PROPOSED PROJECT SCOPE:

The construction and development of four 1,871 sq. ft. 3/2.5 affordable luxury single-family residences located at 1415 Miller Ave., a 100'w x 150'd parcel.

The combined sq. ft. of all 4 residences would be smaller than that allowed with one large mansion. We are NOT seeking a variance to build more sq. ft. on the lot – we are well below the allowed FAR.

WHAT WE DON'T WANT TO BUILD: Already ALLOWED without Variance

- 8,300 sq. ft. + single family residence
- 2 – 4,000 sq. ft. + single family residence
- 8,300 sq. ft. + duplex

Although the above options do not require variances – the proposed residences would better suit the neighborhood and the city to allow more affordable luxury home options in a size more suited to the street in terms of scaling.

REQUESTED VARIANCE:

In order to make the proposed work we are required to have 4,000 sq. ft. of lot per unit on the developed property. Being that this lot is 15,111 sq. ft. in total – this leaves 3,778 (15,111 / 4) per unit, or a deficit of 222 sq. ft. per unit. It is because of this deficit of 222 sq. ft. per unit that we are seeking a variance to be allowed to build the 4 single-family cottages (ea @ 1,871 sf) on this 15,111 sf parcel of land.

GIVE LITTLE GUYS A CHANCE TOO:

- We are not trying to get a variance to build more sq ft – we are well below the FAR; the issue is specific to the 222 lot deficit of the 4,000
- Allows for more affordable luxury housing opportunities
- Allows for the construction of properly scaled homes on street
- Proposed COMBINED sq. ft. (7484) would be significantly smaller than the already allowed FAR sq ft for one single family home (8,311)
- 4 - 1,871 sq. ft. high end cottages are more in keeping with the neighborhood and street than would be a 8,000 sq. ft. plus single family residence or two 4,000 sq. ft. plus residences – which is already allowed

MILLER AVE COTTAGES

WINTER PARK DESIGN — MILLER AVENUE RESIDENCE, WINTER PARK, FL — MAY 26, 2018

WINTER PARK, FL

NOTE: THIS STRUCTURE HAS BEEN DESIGNED TO MEET OR EXCEED THE WIND LOAD REQUIREMENTS OF THE 2017 FLORIDA BUILDING CODE RESIDENTIAL 6TH EDITION: SECTION R301 DESIGN CRITERIA AND INCLUDING ASCE 7-10:
1. WIND SPEED= 139 MPH ULTIMATE WIND SPEED (VultASD 108 MP (Vasd)
2. RISK CATEGORY 2 CONSTRUCTION TYPE = SINGLE FAMILY RESIDENCE (V)
3. WIND EXPOSURE = CATEGORY C
4. INTERNAL PRESSURE COEFFICIENT FOR ENCLOSED BUILDINGS IS .18 AND HEIGHT AND EXPOSURE ADJUSTMENT COEFFICIENT IS 1.40

COPYRIGHT © WINTER PARK DESIGN, INC. NO PART OF THIS DOCUMENT MAY BE USED FOR CONSTRUCTION OR REPRODUCTION IN ANY FORM WITHOUT THE WRITTEN PERMISSION OF WINTER PARK DESIGN

WINTER PARK DESIGN
231 CIRCLE DRIVE
MAITLAND, FL 32751
PHONE: 407.644.1936
FAX: 407.644.1936

T.S. CHEHAL
PROFESSIONAL ENGINEER
531 S. STATE ROAD 434
ALTAMONTE SPRINGS
FLORIDA 32714
PHONE: 407.862.0222
LIC. NO. 0060748

MILLER COTTAGES
WINTER PARK

JOB NUMBER 0116
DRWN. WI
CHECKED RSH
DATE 07/05/2018
REVISIONS
SHEET 0

UNIT AREA CALCULATIONS	
FIRST FLOOR :	782 SF
SECOND FLOOR :	824 SF
TOTAL LIVING :	1,606 SF
GARAGE :	265 SF
TOTAL F.A.R. :	1,871 SF
FRONT PORCH :	60 SF
OPEN STORAGE ALCOVE	44 SF
TOTAL :	1,972 SF

PROPOSED DRAINAGE CALCS.

8400 SF (TOTAL IMPERVIOUS)
x .0833
700 CU. FT RETENTION REQUIRED
735 CU. FT RETENTION PROVIDED

FRONT SETBACK IMPERVIOUS SURFACE RATIO

AREA: 2518 SF
ALLOWED: 1259 SF (50%)
PROPOSED: 347 SF (14%)

CODE COMPLIANCE

BUILDING
CONSTRUCTION SHALL BE IN ACCORDANCE W/ THE 2017 FLORIDA BUILDING CODE RESIDENTIAL.

ELECTRICAL
ALL ELECTRICAL SHALL BE IN ACCORDANCE W/ THE 2014 NATIONAL ELECTRICAL CODE.

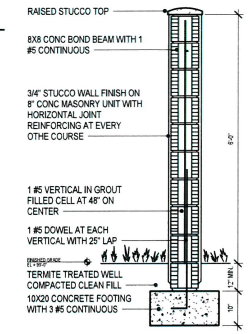
GAS
ALL GAS SHALL BE IN ACCORDANCE W/ THE 2017 FLORIDA BUILDING CODE GAS.

MECHANICAL
ALL MECHANICAL SHALL BE IN ACCORDANCE W/ THE 2017 FLORIDA BUILDING CODE MECHANICAL.

PLUMBING
ALL PLUMBING SHALL BE IN ACCORDANCE W/ THE 2017 FLORIDA BUILDING CODE PLUMBING CODE.

LEGAL DESCRIPTION

LOT 1 & 2 BLOCK "I" ATTILIO G PANACCIONE SUBDIVISION PLAT BOOK K, PAGE 36 ORANGE COUNTY FLORIDA.



⑥ PRIVACY WALL SECTION1
3/4" = 1'-0"

AREA CALCULATIONS	
EXISTING ZONING :	R-2
LOT AREA :	7,555.5 SF
IMPERVIOUS	
ALLOWED - 60%	4,533
PROPOSED - 52%	4,200
BUILDING COVERAGE	
ALLOWED - 35%	2,644 (1,322 PER UNIT)
PROPOSED - 33.3%	2,296 (1,148 PER UNIT)
FLOOR AREA RATIO	
ALLOWED - 50%	3,778 (1,889 PER UNIT)
PROPOSED - 49.5%	3,742 (1,871 PER UNIT)
PARKING REQUIREMENTS	
2 PER UNIT REQUIRED	
2 PER UNIT PROVIDED	
PARKING REQUIREMENTS	
2 PER UNIT REQUIRED	
2 PER UNIT PROVIDED	
SETBACKS	
FRONT	
REQUIRED :	25' / 30'
PROVIDED :	25' / 30'
REAR	
REQUIRED :	10' / 25'
PROVIDED :	20' / 25'
SIDE	
REQUIRED :	10'-0"
PROVIDED :	10'-0"

TERMITE NOTE

R-318 TERMITE PROTECTION SHALL BE PROVIDED BY REGISTERED TERMITICIDES. R-318 TERMITE PROTECTION SHALL BE PROVIDED BY REGISTERED TERMITICIDES, INCLUDING SOIL APPLIED PESTICIDES, BAITING SYSTEMS, AND PESTICIDES INCLUDING SOIL APPLIED PESTICIDES, BAITING SYSTEMS, AND PESTICIDES APPLIED TO WOOD, OR OTHER APPROVED METHODS OF TERMITE PROTECTION APPLIED TO WOOD, OR OTHER APPROVED METHODS OF TERMITE PROTECTION LABELED FOR USE AS A PREVENTATIVE TREATMENT TO NEW CONSTRUCTION LABELED FOR USE AS A PREVENTATIVE TREATMENT TO NEW CONSTRUCTION (SEE SECTION 202, REGISTERED TERMITICIDE). UPON COMPLETION OF THE (SEE SECTION 202, REGISTERED TERMITICIDE). UPON COMPLETION OF THE APPLICATION OF THE TERMITE PROTECTION TREATMENT. A CERTIFICATE OF APPLICATION OF THE TERMITE PROTECTION TREATMENT, A CERTIFICATE OF COMPLIANCE SHALL BE ISSUED TO THE BUILDING DEPARTMENT BY THE LICENSED COMPLIANCE SHALL BE ISSUED TO THE BUILDING DEPARTMENT BY THE LICENSED PEST CONTROL COMPANY THAT CONTAINS THE FOLLOWING STATEMENT: "THE PEST CONTROL COMPANY THAT CONTAINS THE FOLLOWING STATEMENT: "THE BUILDING HAS RECEIVED A COMPLETE TREATMENT FOR THE PREVENTION OF BUILDING HAS RECEIVED A COMPLETE TREATMENT FOR THE PREVENTION OF SUBTERRANEAN TERMITES. TREATMENT IS IN ACCORDANCE W/ RULES AND SUBTERRANEAN TERMITES. TREATMENT IS IN ACCORDANCE W/ RULES AND LAWS ESTABLISHED BY FLORIDA DEPARTMENT OF AGRICULTURE AND LAWS ESTABLISHED BY FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES." CONSUMER SERVICES."

USE REGISTERED TERMITICIDES OR OTHER APPROVED METHODS.

SOIL TREATMENTS FOR SUBTERRANEAN TERMITES.

PROTECTION TO BE DONE AFTER ALL EXCAVATION, BACKFILLING, AND COMPACTION IS COMPLETE.

DISTURBED SOIL TREATMENT MUST BE RETREATED.

TREATMENT SHALL BE PROTECTED FROM RAINFALL BY 6 MIL VAPOR BARRIER. IF RAINFALL OCCURS BEFORE BARRIER PLACEMENT, SOIL MUST BE RETREATED.

TREATMENT AROUND EXTERIOR OF FOUNDATION SHALL BE DONE AFTER REMOVAL OF CONCRETE OVER POURS OR ACCUMULATED MORTAR.

TREATMENT APPLIED UNDER ALL EXTERIOR CONCRETE OR GRADE WITH 1 FOOT OF PRIMARY STRUCTURE SIDEWALLS. VERTICAL CHEMICAL BARRIER SHALL BE APPLIED PROMPTLY AFTER CONSTRUCTION COMPLETION (INCLUDING LAND- SCAPING AND IRRIGATION/SPRINKLER INSTALLATION.)

ALL BUILDINGS SHALL HAVE PRE-CONSTRUCTION TREATMENT PER RULES AND LAWS ESTABLISHED FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES.

PROTECTIVE SLEEVES AROUND METALLIC PIPING PENETRATING CONCRETE SLAB-ON-SLAB GRADE FLOORS SHALL NOT BE CELLULOSE-CONTAINING MATERIALS AND RECEIVE AN APPLICATION OF TERMITICIDE IN ANNULAR SPACE BETWEEN SLEEVE AND PIPE.

GENERAL NOTES

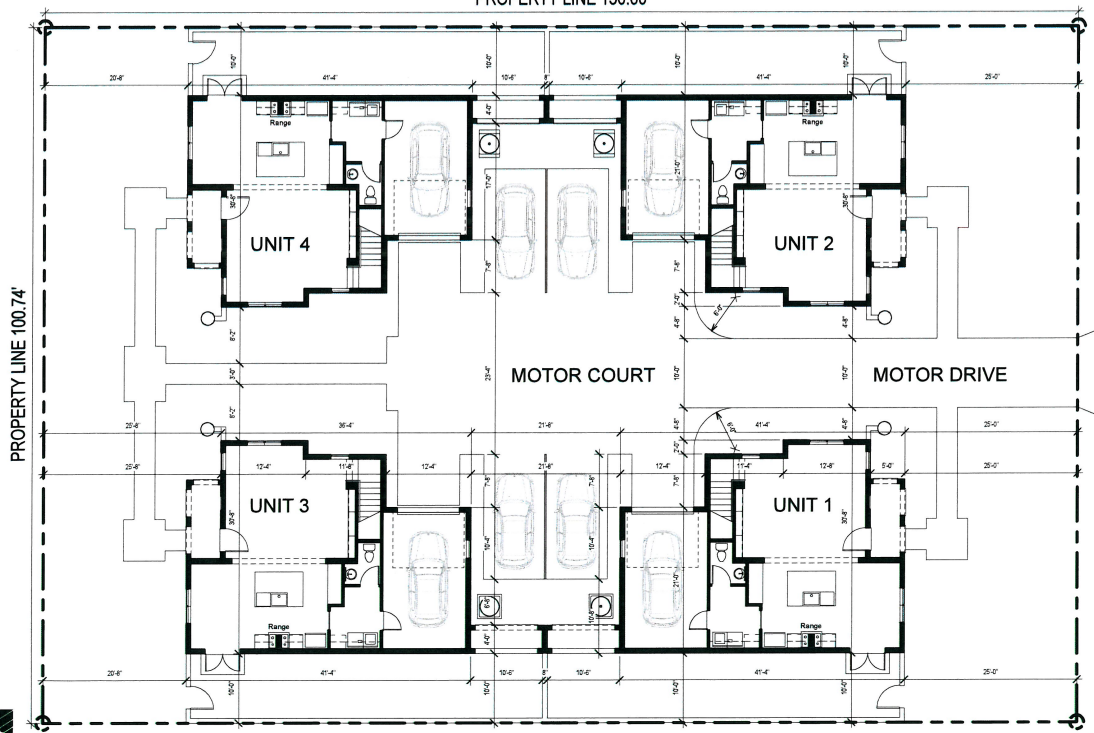
1. IT IS THE INTENT OF THE ARCHITECT THAT THIS WORK BE IN CONFORMANCE W/ ALL REQUIREMENTS OF THE BUILDING AUTHORITIES HAVING JURISDICTION OVER THIS TYPE OF CONSTRUCTION AND OCCUPANCY. ALL CONTRACTORS SHALL DO THEIR WORK IN CONFORMANCE W/ ALL APPLICABLE CODES & REGULATIONS.
2. THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AT THE JOBSITE PRIOR TO COMMENCING WORK.
3. CONTRACTOR SHALL REPORT ALL DISCREPANCIES IN THE DRAWING AND EXISTING CONDITIONS TO THE ARCHITECT PRIOR TO COMMENCING WORK.
4. CONTRACTOR SHALL SUPPLY, LOCATE AND BUILD IN THE WORK ALL INSERTS, ANCHORS, ANGLES, PLATES, OPENINGS, SLEEVES, HANGERS, SLAB DEPRESSIONS, AND PITCHES AS MAY BE REQUIRED TO ATTACH AND ACCOMMODATE OTHER WORK.
5. THESE DOCUMENTS, AS INSTRUMENTS OF SERVICE, ARE THE PROPERTY OF THE ARCHITECT AND MAY NOT BE USED OR REPRODUCED W/OUT THE EXPRESSED WRITTEN CONSENT OF THE ARCHITECT.
6. ALL DETAILS AND SECTIONS SHOWN ON THE DRAWING ARE INTENDED TO BE TYPICAL AND SHALL BE CONSTRUED TO APPLY TO ANY SIMILAR SITUATION ELSEWHERE IN THE WORK EXCEPT WHERE A DIFFERENT DETAIL IS SHOWN.
7. SUBSURFACE SOIL CONDITION INFORMATION IS NOT AVAILABLE. FOUNDATIONS ARE DESIGNED FOR A 2500 PSF SOIL BEARING CAPACITY. CONTRACTOR SHALL REPORT ANY DIFFERING CONDITIONS TO THE ARCHITECT PRIOR TO COMMENCING WORK.
8. CONTRACTOR SHALL INCORPORATE ALL NECESSARY LOCAL/STATE/FEDERAL BUILDING, FIRE AND HANDICAP CODES INTO THE DESIGN AND BASE PROPOSAL FOR A COMPLETE TURN-KEY PROJECT.
9. PROJECT SHALL BE TURNED OVER TO TENANT IN CLEAN CONDITION W/ ALL TRASH AND DEBRIS REMOVED FROM SITE. ALL WINDOWS AND GLASS CLEAN, ALL HORIZONTAL SURFACES DUSTED AND CLEANED, AND ALL TOILET AND PLUMBING FIXTURES CLEAN AND IN GOOD WORKING ORDER.
10. CONTRACTOR SHALL HAUL ALL RUBBISH FROM SITE ON A REGULAR BASIS. DO NOT ALLOW TO ACCUMULATE.
11. CONTRACTOR TO OBTAIN ALL PERMITS AND TO PAY FEES AND TAXES.
12. DIMENSIONS INDICATED ON THE DRAWINGS IN REFERENCE TO EXISTING CONDITIONS ARE THE BEST AVAILABLE DATA OBTAINABLE, BUT ARE NOT GUARANTEED. BEFORE PROCEEDING W/ ANY WORK THAT IS DEPENDANT UPON THE DATA INVOLVED, THE CONTRACTOR SHALL FIELD CHECK AND VERIFY ALL DIMENSIONS, GRADES, LINES, LEVELS OR OTHER CONDITIONS OF LIMITATIONS AT THE SITE TO AVOID CONSTRUCTION ERRORS. IF ANY WORK IS PERFORMED BY THE CONTRACTOR OR ANY OF HIS SUBCONTRACTORS PRIOR TO ADEQUATE VERIFICATION OF APPLICABLE DATA, ANY RESULTANT EXTRA COST FOR ADJUSTMENT OF WORK AS REQUIRED TO CONFORM TO EXISTING LIMITATIONS, SHALL BE ASSUMED BY THE CONTRACTOR W/OUT REIMBURSEMENT OR COMPENSATION BY THE OWNER.
13. A DESIGNATED LOCATION FOR STORAGE OF CONSTRUCTION MATERIAL AND EQUIPMENT SHALL BE DETERMINED BY OWNER AND IDENTIFIED AT THE PRE-CONSTRUCTION MEETING.
14. CONTRACTOR PERSONNEL ARE CONFINED TO AREAS OF BUILDING NECESSARY FOR COMPLETING THE WORK. FREE ACCESS TO ALL PARTS OF THE BUILDING IS NOT ALLOWED. ALL CONTRACTOR TOOL BOXES, CONTAINER, ETC., ARE SUBJECT TO OWNER'S INSPECTION. CONTRACTOR IS RESPONSIBLE FOR SCHEDULING DELIVERY, RECEIVING, UNLOADING, STORING, SETTING IN PLACE, AND PROTECTING FROM DAMAGE ALL NEW EQUIPMENT BY THE CONTRACTOR. THIS SHALL ALSO APPLY TO ITEMS FURNISHED TO OWNER BY THE CONTRACTOR.

CONTINUED

1. ALL WIND LOAD CALCULATIONS & DESIGN CRITERIA ARE BASED ON A "ENCLOSED" STRUCTURE. ANY BREACH OR PENETRATION, SUCH AS WINDOWS, DOORS, GARAGE DOORS, ETC., DURING STORM EVENT WILL COMPROMISE STRUCTURAL INTEGRITY.
2. ALL DOOR AND WINDOW OPENINGS SHALL BE INSTALLED PER MANUFACTURER'S SPECIFICATION.
3. ALL SHEAR WALLS MUST TRANSFER LOADS TO FLOOR JOISTS OR FOUNDATION.
4. DIAPHRAGM SYSTEMS MUST BE ATTACHED TO END WALLS AND/OR SIDE WALLS.
5. TRUSSES MUST BE CAPABLE OF TRANSFERRING LATERAL LOADS TO BEARING WALLS.
6. TRUSSES, GIRDERS AND BEAM TIE DOWNS ARE SIZED PER UPLIFT REQUIREMENTS. ANY QUESTIONS AS TO SIZE, TYPE OR VALUE OF A NAIL, STRAP OR CLIP SHOULD BE VERIFIED BY STRUCTURAL ENGINEER.
7. ALL WINDOWS TO COMPLY W/ THE 2017 FLORIDA BUILDING CODE 139 MPH WIND LOAD REQUIREMENT.
8. SUBCONTRACTORS SHALL VERIFY ALL APPLICABLE DIMENSIONS AND FIXTURE LOCATIONS.
9. ALL INTERIOR SLABS TO HAVE STEEL TROWEL FINISH. ALL EXTERIOR SLABS TO HAVE MEDIUM BROOM FINISH.
10. REFER TO TUB/SHOWER MANUFACTURER FOR DRAIN LOCATION, PER OWNER'S SELECTION.
11. ALL PLUMBING TO MEET LOCAL PLUMBING CODES.
12. PROVIDE STUB-OUT FOR ICE MAKER AT REFRIGERATOR LOCATION, WINDOWS AND EXTERIOR DOORS SHALL COMPLY W/ SBC WIND LOAD REQUIREMENTS.
13. USE GREENBOARD AT WET WALLS.
14. PROVIDE BLOCKING AT 33"-36" AFF IN BATHROOM WALLS ABOVE WATER CLOSET, TUB/SHOWER FAUCETS AND TUB SOAP DISH FOR FUTURE GRAB BARS.
15. CONTRACTOR TO PROVIDE SITE ADDRESS PER SECTION R-319 OF 2017 FBCR.
16. FOAM PLASTIC MATERIALS TO MEET THE REQUIREMENTS OF THE 2017 FBCR.
17. PROTECTION OF WOOD DECAY TO MEET THE REQUIREMENTS OF THE 2017 FBCR.
18. PROVIDE HANDICAP ACCESSIBILITY PER SECTION R-320 OF THE 2017 FBCR.
19. TERMITE TREATING AND PROTECTION TO MEET THE REQUIREMENT OF SECTION R-318 OF THE 2017 FBCR.
20. FINISHED FLOOR TO MINIMUM 8" ABOVE GRADE. FINISHED FLOOR TO MINIMUM 12" ABOVE CROWN OF ROAD.
21. THIS STRUCTURE MEETS THE REQUIREMENTS OF THE 2017 FBCR.

PROPERTY LINE 150.00'

PROPERTY LINE 100.74'



① SITE PLAN
1/8" = 1'-0"

NOTE: THIS STRUCTURE HAS BEEN DESIGNED TO MEET OR EXCEED THE WIND LOAD REQUIREMENTS OF THE 2017 FLORIDA BUILDING CODE RESIDENTIAL 5TH EDITION SECTION R301 DESIGN CRITERIA AND INCLUDING ASCE 7-10
1. WIND SPEED= 139 MPH ULTIMATE WIND SPEED (VULTIMATE) 108 MP (Vasd)
2. RISK CATEGORY 2 CONSTRUCTION TYPE = SINGLE FAMILY RESIDENCE (V)
3. WIND EXPOSURE = CATEGORY C
4. INTERNAL PRESSURE COEFFICIENT FOR ENCLOSED BUILDINGS IS .18 AND HEIGHT AND EXPOSURE ADJUSTMENT COEFFICIENT IS 1.40

0 4' 8' 20'
1/8" = 1'-0"
TRUE NORTH

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T.S. CHEHAL
PROFESSIONAL ENGINEER
531 S. ORANGE AVENUE
SUITE 1000
ORLANDO, FLORIDA 32801
PHONE: 407.422.2270
LIC. NO. 0060748

MILLER COTTAGES
WINTER PARK

JOB NUMBER 8116
DRAWN WI
CHECKED RGH
DATE 07/07/2018
REVISIONS
SHEET 1

city commission agenda item

item type Public Hearings	meeting date 8/27/2018
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

Request of The 420 Winter Park, LLC:

- For conditional use approval to convert the existing Copytronics office building at 420 South Orlando Avenue, zoned C-3, into a children's daycare facility.

motion / recommendation

Recommendation is for approval of the Conditional Use request.

background

This public hearing involves a Conditional Use request by 420 Winter Park, LLC to renovate and convert the former Copytronics office building located at 420 South Orlando Avenue, zoned C-3, into a children's daycare facility. The C-3 zoning district allows for a daycare with a Conditional Use.

Project Proposal: The applicant is proposing to renovate and convert the former Copytronics office building into a children's daycare facility to be operated by Kiddie Academy. The approximately 14,000 square foot building will consist of 12,000 square feet of classroom space and 2,000 square feet of indoor play space. It is not be a "school" that has set start and end times. It is only a day-care for infants up to 4 years of age, and will have staggered arrival and departure times of children. This facility will strictly be a "non-drop-off" location meaning that all parents/guardians must park and escort their children into the facility, so no cars will be queued or waiting in drive aisles. The maximum occupancy of this facility will be 192 children ranging from infant age to four years old, and 23 staff members. The hours of operation for the daycare will be 6:30 a.m. to 6:30 p.m., Monday through Friday.

Parking: There are currently 42 parking spaces on this site. With the internal circulation upgrades as previously mentioned, 10 spaces are being removed, bringing the total to 32 parking spaces onsite. Four bicycle parking spots are also being provided at the front of the building. The City's parking code lumps traditional kindergartens and daycares into the same category for parking requirements which is

one parking spot for every employee plus sufficient off-street space for the safe and convenient loading and unloading of students. In this case, the loading and unloading will be done in a parking space. As mentioned, the maximum occupancy of this facility will be 192 children and 23 staff members.

The applicants have provided a trip generation summary as well as a comparison of one of their existing centers in Clermont. Their analysis states that approximately 30% of the children enrolled at their centers are from multiple sibling households and arrive together. At their Clermont location, which has a capacity of 138 students and is fully-enrolled, the peak hours of operation are from noon to 2:00 pm. The analysis showed that during the peak hours only 23 parking spaces were used. The Winter Park location will be 26% larger in occupancy size and through extrapolation, they determined that during the peak hours only 29 parking spaces will be occupied, with three spaces to spare. The average time each parent/guardian spends to escort the children in/out of the facility is approximately two to three minutes, so there is high turn-over on these parking spaces during peak hours.

Landscaping: The applicant has provided a landscape plan that meets the City code. Currently, no landscaping exists at the entrance to this site so the added landscaping will be a welcomed edition to the Orlando Avenue frontage.

Building Architecture & Signs: The applicant is planning to make façade enhancements to the existing building to make it more visually appealing and look less like an office building. They are also retrofitting the existing pylon sign with similar materials that are proposed for the building façade. A typical wall sign is also included in the application package that will be internally illuminated, which at final design will be required to meet Code.

Stormwater Retention: This site currently has no onsite stormwater retention. The proposed plans include new stormwater swales throughout the site which will retain the first 0.8 inches of stormwater.

Summary: This application package is intended to provide the detail needed both for the "preliminary" and "final" Conditional Use approvals. The most important factor in criteria for reviewing Conditional Use requests is "compatibility". The proposed use of this site as a daycare, without the traditional drop-offs/pick-ups that come with a regular school that create significant queuing, is compatible with the surrounding properties. The site is surrounded by other commercial and office uses. The usual residential neighbor concerns that come with daycare uses are not present in this case.

Planning and Zoning Board Minutes – August 14, 2018:

REQUEST OF THE 420 WINTER PARK LLC FOR: CONDITIONAL USE APPROVAL TO CONVERT THE EXISTING COPYTRONICS OFFICE BUILDING AT 420 S. ORLANDO AVENUE, ZONED C-3, INTO A CHILDREN'S DAYCARE FACILITY.

Board member, Laura Walda, recused herself from this item as her employer represents the applicant.

Senior Planner, Allison McGillis, presented the staff report and explained that this request involves a Conditional Use request by 420 Winter Park, LLC to renovate and convert the former Copytronics office building located at 420 South Orlando Avenue, zoned C-3, into a children's daycare facility. The C-3 zoning district allows for a daycare with a Conditional Use.

Mrs. McGillis stated that the existing building on site will remain and the applicant is proposing to renovate the interior space to be operated as a Kiddie Academy daycare. The existing building is roughly 14,000 square feet in size and of that square footage, 12,000 square feet will be classroom space and 2,000 square feet of indoor play space. She noted that the applicant will also add a fenced in outdoor play area at the rear of the building.

Mrs. McGillis remarked that this will not be a "school" that has set start and end times. It is only a day-care for infants up to 4 years of age, and will have staggered arrival and departure times of children. They will strictly be a "non-drop-off" location meaning that all parents/guardians must park and walk their children into the facility, so no cars will be queued or waiting in drive aisles for pickups. The maximum occupancy of this facility will be 192 children and 23 staff members. The hours of operation for the daycare will be 6:30 a.m. to 6:30 p.m., Monday through Friday, closed on weekends. She stated that there are currently two curb cuts on the Orlando Avenue frontage; the applicant will be closing one of the curb cuts and adding landscaping throughout the property, which will be a welcomed upgrade.

With respect to parking, there will be 32 parking spaces on this site. The City's parking code is one parking spot for every employee plus sufficient off-street space for the safe and convenient loading and unloading of students. In this case, the loading and unloading will be done in parking spaces. As mentioned, the maximum occupancy of this facility will be 192 children and 23 staff members. Staff originally was concerned with the worst case scenario if all 23 staff members were occupying a parking space, there is only nine spaces are left for drop-offs and pick-ups. The applicant has provided survey data from their Clermont location showing that the parents drop-off and pick-ups happen over a long length of time so that there is always a parking spot for the parents.

Mrs. McGillis noted that the applicant is planning to make façade enhancements to the existing building to make it more visually appealing. The applicant is also retro-fitting the existing pylon sign with similar materials that are proposed for the building. The proposed retro-fit sign meets code requirements. The applicant has also included a wall sign detail, which also meets code.

Mrs. McGillis summarized by stating that the proposed site as a daycare, without traditional drop off and pick up is a compatible use for the property. She stated that the usual residential neighbor concerns that come with daycare uses (noise and traffic) are not present in this case. Mrs. McGillis noted that the upgrades for this site request will bring new storm water retention where it does not currently exist, closing a curb-cut on Orlando Avenue, and adding a significant amount of new landscaping to the corridor which will be a welcomed upgrade.

STAFF RECOMMENDATION IS FOR APPROVAL

Applicants, Jason Glaser and John Strazalka, 420 Winter Park LLC and Rebecca Wilson, Lowndes, Drosdick, addressed the Board. The applicant gave a presentation outlining the scope of the project and addressed questions from the Board regarding parking concerns. Discussion ensued about how the drop-off and pick-up will operate. It was noted that the dead end drive in the front of the building is an issue but this plan is a retrofit of the existing building and that feature cannot be changed. The Board asked the applicant to look at safety of parents crossing the parking lot and perhaps create more of a pedestrian 'plaza' feature at the building corner.

No one from the public wished to speak. The public hearing was closed.

Motion made by Ray Waugh, seconded by Sheila De Ciccio for conditional use approval to convert the existing Copytronics office building at 420 S. Orlando Avenue, zoned (C-3), into a children's daycare facility.

The motion carried with a 5-0 vote.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Backup Materials	8/13/2018	Backup Material

420
Winter Park
LLC

420 S. Orlando Avenue Winter Park 32789 – Former Copytronics Building

City of Winter Park Final Conditional Use Application Package – Proposed Daycare in Winter Park

June 29, 2018

Prepared by: 420 Winter Park, LLC

420
Winter Park
LLC

Introduction

This application serves as the final application by 420 Winter Park, LLC ("Owner") for the conditional use permit for a daycare facility at the former Copytronics building located at 420 S. Orlando Avenue Winter Park, FL 32789, and containing an indoor/outdoor playground. The proposed tenant, A15 Investments, LLC ("Tenant") is a successful multi-unit operator of Kiddie Academy locations in the Orlando area. Kiddie Academy Educational Child Care has approximately 200 existing locations in 26 states, with 250 anticipated by year end. They have a strong commitment to quality child care with programs that meet or exceed all state standards to prepare young children for school and life. Their website is www.kiddieacademy.com.

The re-tenanting of the building will include substantial façade, architectural, and landscaping improvements to the property. Additionally, there is currently no on-site retention. The re-tenanting plan includes a reduction in impervious land, as well as a proposed increase of on-site water retention of 0.8" and increasing water quality.

Pursuant to corporate policy, the facility will strictly be a non-drop-off location. All parents/guardians must park and escort their children into the facility, so no cars will be queued or waiting in drive aisles. Thetenant would service the unmet childcare demands that currently exist in the City of Winter Park, as opposed to another retail or office use which is abundant in the immediate area and would be permissible per the zoning code. The Tenant intends on signing a long-term lease for the full building, illustrating their commitment to the area. The re-tenanting of the property will not change the building footprint and will have less of an impact on traffic than a retail or office use.

The following page contains a letter from Kiddie Academy corporate outlining their drop-off policy and suggested parking needs.

420
Winter Park
LLC

KIDDIE ACADEMY
EDUCATIONAL CHILD CARE

June 1, 2018

City of Winter Park
Planning & Community Development
401 South Park Avenue
Winter Park, FL 32789

Dear Sir or Madam

Kiddie Academy has a strict corporate policy that all parents must walk their child into the school, sign in through electronic security, and walk their child to the classroom. During pick-ups, the parent must again sign out and pick their child up from the classroom. At no time can any parent just drop their child off at the door. This policy will be enforced at the proposed Winter Park facility with no exceptions.

Kiddie Academy's parking requirements consist of adequate parking for drop-off and pick-up at the center. Given the staggered arrivals and departures of children on the site, we typically require 5-10 parking spaces.

Sincerely,

Kiddie Academy Domestic Franchising, LLC.

Deborah A. Haney, Senior Real Estate Manager

420
Winter Park
LLC

Section I: General Information

Name of Development: Kiddie Academy Educational Childcare Daycare (non-drop-off) Re-tenanting of Former Copytronics Building – 420 S. Orlando Ave, Winter Park, FL 32789

Legal Description: LAKE ISLAND ESTATES M/95 LOTS 5 6 & 7 (LESS W 10 FT FOR RD) & LOTS 17 & 18 BLK 5

Folio Number: 01-22-29-4512-05-050

Acreage: 0.73 Acres

Scale: Per survey, 1" = 20'

North Arrow: See survey

Existing Zoning: Commercial (C-3) District. Prior use was for an office / retail showroom for Copytronics, a copy machine business. Property is currently vacant.

Preparation Date: June 28, 2018

100 Year Flood Plain Elevation: Flood Zone X. See attached survey, flood map, and zoomed-in flood map.

Section II: Application, Application Fee, Name, Addresses, and Phone Numbers

Owner: 420 Winter Park, LLC

Owner's Authorized Agents:
Jason Glaser (jason@tciicapital.com 786.282-9841)
John Strzalka (john.strzalka@gmail.com 954.654-0632)
Spencer Enslein (spencer@tciicapital.com 305.792-5760)
Ownership entity is a preferred developer of Kiddie Academy in Central Florida, with developments underway in Oviedo, Sanford, & Lakeland.

Civil Engineer: Kimley-Horn and Associates, Inc.
Regan O'Laughlin, PE (Regan.OLaughlin@kimley-horn.com 407.427-1611)

Architect: Eleven18 Architecture, PL
Neke White (NWhite@eleven18architecture.com 407.416-9965)
Madeline Rodriguez (mrodriguez@eleven18architecture.com 407.985-5173)

Legal: Lowndes, Drosdick, Doster, Kantor & Reed, P.A
M. Rebecca Wilson (rebecca.wilson@lowndes-law.com 407.418.6250)

Surveyor: AEI Consultants
Bryan Hogan (BHogan@aeiconsultants.com 954.295.0388)

420
Winter Park
LLC

Section III: Vicinity Map

420
Winter Park
LLC

Section IV: Existing Conditions Survey

(See Attached)

TITLE COMMITMENT INFORMATION

THE PROPERTY HEREON DESCRIBED IS THE SAME AS THE PERTINENT PROPERTY AS DESCRIBED IN OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT FILE NO.: 563613, WITH AN EFFECTIVE DATE OF MARCH 6, 2018.

LEGAL DESCRIPTION

LOTS 5, 6, 7, LESS THE WEST 10 FEET THEREOF FOR ROAD RIGHT-OF-WAY, AND ALL OF LOTS 17, AND 18, BLOCK 5, LAKE ISLAND ESTATES, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK M, PAGE 95, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

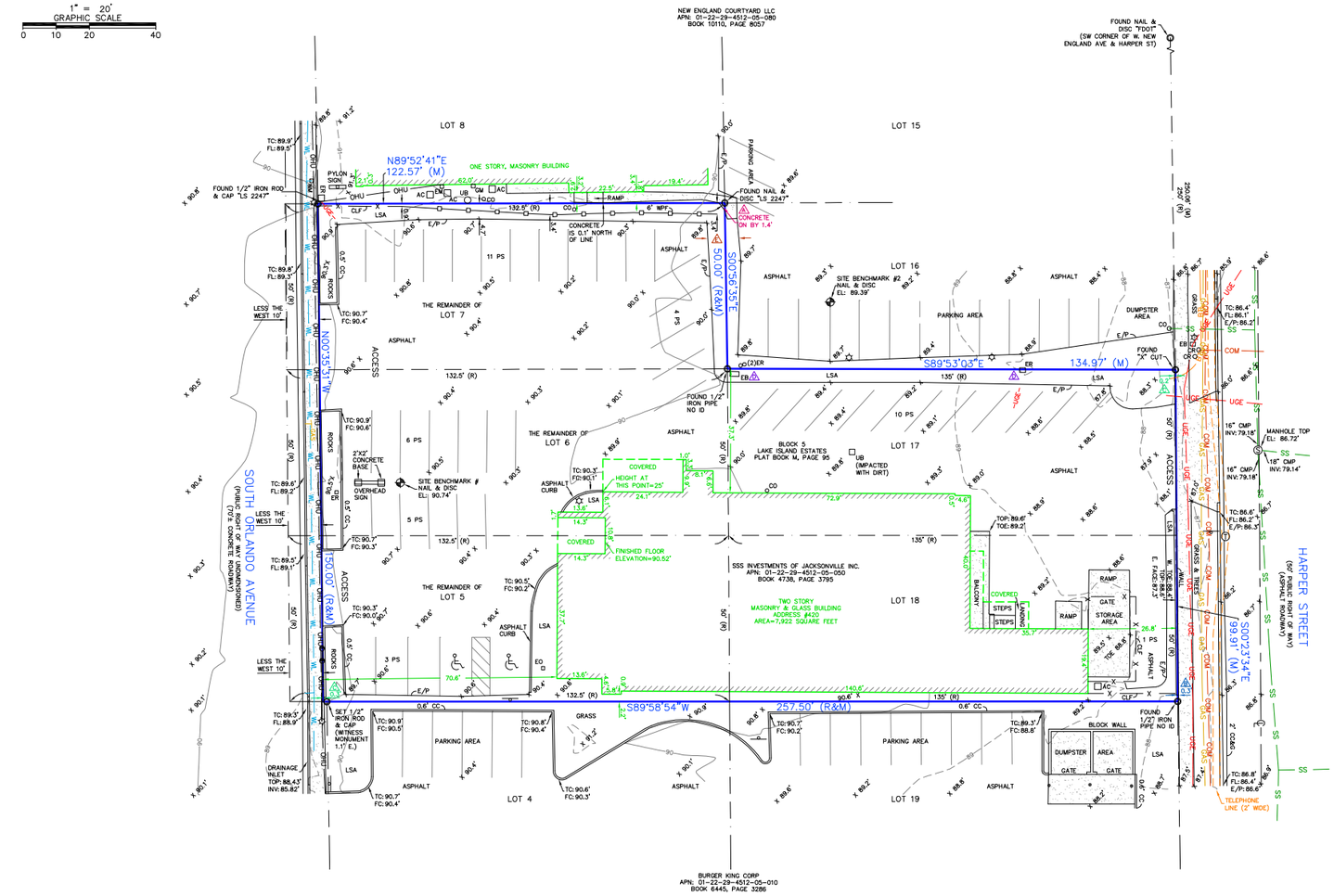
NOTES CORRESPONDING TO SCHEDULE B

(6) — ALL MATTERS CONTAINED ON THE PLAT OF LAKE ISLAND ESTATES, AS RECORDED IN PLAT BOOK M, PAGE 95, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.
(AFFECTS SUBJECT PROPERTY, NOTHING TO PLOT)

STATEMENT OF ENCROACHMENTS

1. CONCRETE SIDEWALK CROSSES INTO SUBJECT PROPERTY BY AT MOST, 1.4'.
2. WALL CROSSES INTO RIGHT OF WAY BY AT MOST, 0.3'.
3. CONCRETE SIDEWALK CROSSES INTO SUBJECT PROPERTY BY AT MOST 0.3'.
4. UTILITY ON PROPERTY WITHOUT THE BENEFIT OF AN EASEMENT.
5. TIRE TRACKS IN DIRT INDICATE THAT THIS AREA HAS BEEN USED FOR INGRESS/EGRESS BETWEEN PROPERTIES.

1" = 20'
GRAPHIC SCALE
0 10 20 40

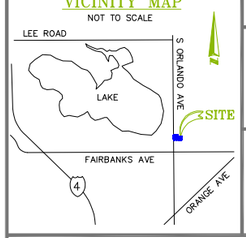


LEGEND

AC	AIR CONDITIONER	●	BOLLARD
APN	ASSESSOR'S PARCEL NUMBER	℄	CENTERLINE
CC	CONCRETE CURB		CONCRETE SURFACE
CC&G	CONCRETE CURB & GUTTER		GUY ANCHOR
CLF	CHAINLINK FENCE	♿	HANDICAP PARKING SPACE
CMP	CORRUGATED METAL PIPE	☼	LIGHT POLE
CO	CLEAN OUT		NO PARKING AREA
CR	CABLE RISER	—OHU—	OVERHEAD UTILITY LINE
EB	ELECTRIC BOX	Ⓢ	SANITARY MANHOLE
EL	ELEVATION	90.5	SPOT ELEVATION
EM	ELECTRIC METER		SIGN
EO	ELECTRIC OUTLET		SURFACE INDICATIONS OF UNDERGROUND UTILITY
E/P	EDGE OF PAVEMENT	—COM—	CABLE LINE
ER	ELECTRIC RISER	—UGE—	ELECTRIC LINE
FC	FACE OF CURB	—GAS—	GAS LINE
FL	FLOW LINE	—SS—	SANITARY SEWER LINE
ID	IDENTIFICATION		
INV	INVERT		
LSA	LANDSCAPE AREA		
(M)	MEASURED		
PS	PARKING SPACES		
(R)	RECORD		
TC	TOP OF CURB		
UB	UTILITY BOX		
WPF	WOOD PANEL FENCE		

VICINITY MAP

NOT TO SCALE



SHEET 1 OF 1

LAND AREA

31,925± SQUARE FEET

0.733± ACRES

PARKING

REGULAR= 40
HANDICAP= 2
TOTAL= 42

SEE NOTE 15

FLOOD INFORMATION

FLOOD NOTE: BASED ON MAPS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) AVAILABLE ONLINE AT WWW.MSC.FEMA.GOV, AND BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS LOCATED IN ZONE "X" ON FLOOD INSURANCE RATE MAP NUMBER 12095C0255F, WHICH BEARS AN EFFECTIVE DATE OF 09/25/2009 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA. BY REVIEWING FLOOD MAPS PROVIDED BY THE NATIONAL FLOOD INSURANCE PROGRAM WE HAVE LEARNED THIS COMMUNITY DOES PARTICIPATE IN THE PROGRAM.

BEARING BASIS

BEARINGS SHOWN HEREON ARE ASSUMED.

GENERAL NOTES

1. ONLY ABOVE GROUND UTILITIES OR SURFACE INDICATIONS OF UNDERGROUND UTILITIES ARE SHOWN ON THIS SURVEY. THERE MAY BE OTHER UNDERGROUND UTILITIES WHICH HAVE NOT BEEN SHOWN BECAUSE THEY WERE NOT MARKED.
2. ALL STATEMENTS WITHIN THE CERTIFICATION, AND OTHER REFERENCES LOCATED ELSEWHERE HEREON, RELATED TO: UTILITIES, IMPROVEMENTS, STRUCTURES, BUILDINGS, PARTY WALLS, PARKING, EASEMENTS, SERVITUDES, AND ENCROACHMENTS ARE BASED SOLELY ON ABOVE GROUND, VISIBLE EVIDENCE, UNLESS ANOTHER SOURCE OF INFORMATION IS SPECIFICALLY REFERENCED HEREON.
3. THIS SURVEY MEETS OR EXCEEDS THE SURVEY STANDARDS/STANDARDS OF CARE AS SET FORTH IN SECTION 3 OF THE 2016 ALTA/NSPS SURVEY REQUIREMENTS.
4. THE SUBJECT PROPERTY HAS DIRECT PHYSICAL ACCESS TO SOUTH ORLANDO AVENUE & HARPER STREET, BOTH OF WHICH ARE DEDICATED PUBLIC STREETS OR HIGHWAYS.
5. THERE IS NO VISIBLE EVIDENCE OF CEMETERIES ON SUBJECT PROPERTY.
6. THERE IS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
7. THE PARCELS CONTAINED IN THE LEGAL DESCRIPTION ARE CONTIGUOUS WITHOUT ANY GAPS, GORES OR OVERLAPS.
8. BUILDING AREAS SHOWN HEREON ARE FOR THE FOOTPRINT OF THE BUILDING ONLY.
9. NO APPARENT CHANGES IN STREET RIGHT OF WAY LINES EITHER COMPLETED OR PROPOSED, AND AVAILABLE FROM THE CONTROLLING JURISDICTION. NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
10. NOT VALID WITHOUT THE SIGNATURE AND THE SEAL OF THIS LICENSED SURVEYOR AND MAPPER. ADDITIONS AND DELETIONS TO SURVEY MAPS, SKETCHES, OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
11. NO ATTEMPT WAS MADE TO DETERMINE WETLANDS OR OTHER ENVIRONMENTAL ISSUES, UNLESS OTHERWISE NOTED.
12. TREES WERE NOT REQUESTED AS A PART OF THIS TOPOGRAPHY.
13. ELEVATIONS ARE BASED ON GLOBAL NAVIGATION SYSTEM SATTELITE OBSERVATION USING THE REAL TIME KINEMATIC NETWORK KNOWN AS L-NET, BY LENGEMANN.
14. CONTOUR INTERVAL IS 1'.
15. PARKING STRIPES ARE EXTREMELY FADED. STRIPES ARE SHOWN IN THEIR APPROXIMATE LOCATION. PARKING COUNT IS APPROXIMATE.

ALTA/NSPS LAND TITLE SURVEY & TOPOGRAPHY

AEI JOB #385987
COPYTRONICS
420 SOUTH ORLANDO AVENUE
WINTER PARK ORANGE COUNTY FLORIDA

SITE PICTURE

COORDINATED BY
AEI CONSULTANTS
AEI CONSULTANTS
2500 CAMINO DIABLO
WALNUT CREEK, CA, 94597
TELEPHONE: 925.746.6000
EMAIL: SURVEYS@AEICONSULTANTS.COM

SURVEYOR'S CERTIFICATE

TO: RRA CAPITAL MANAGEMENT, LLC, A DELAWARE LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND/OR ASSIGNS; 420 WINTER PARK, LLC A FLORIDA LIMITED LIABILITY COMPANY; SSS INVESTMENTS OF JACKSONVILLE, INC. A FLORIDA CORPORATION; OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY; ADAMS & REESE LLP:

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(a), 7(b)(1), 7(c), 8, 9, 13, 14, 16, AND 17 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON 03/29/2018. DATE OF PLAT OR MAP: 03/30/2018.

IdenTrust ACES CA 2

BENJAMIN S. DEVIESE LICENSE NUMBER 6807 STATE OF FLORIDA PROFESSIONAL SURVEYOR

MAY 29, 2018

REGISTERED SURVEYOR: BENJAMIN S. DEVIESE
PROFESSIONAL LAND SURVEYOR NO.: 6807
STATE OF FLORIDA

DATED

SURVEYED BY
ALTAPRO SURVEYORS
1322 PINE SONG DRIVE
DELTONA, FLORIDA 32725
● (386) 837-0244 ●
E-MAIL: LS6807@HOTMAIL.COM
WEB: ALTAPROSURVEYORS.COM

DATE	REVISION HISTORY	BY

SURVEYOR JOB NUMBER: 180312
SCALE: 1" = 20'
DRAWN BY: BD
APPROVED BY: BJM

NORTH

GRAPHIC SCALE IN FEET
0 5 10 20

LEGEND

- EXISTING SANITARY MAIN
- EXISTING REUSE MAIN
- EXISTING WATER MAIN
- EXISTING UNDERGROUND TELE.
- EXISTING OVERHEAD LINE
- EXISTING UNDERGROUND ELEC.
- EXISTING GAS LINE
- EXISTING ASPHALT TO BE REMOVED
- EXISTING CONCRETE TO BE REMOVED
- EXISTING DRAINAGE FLOW ARROW

CALL 48 HOURS BEFORE YOU DIG
IT'S THE LAW! DIAL 811
811 Know what's below. Call before you dig.
SUNSHINE STATE ONE CALL OF FLORIDA, INC.

NEW ENGLAND COURTYARD LLC
APN: 01-22-29-4512-05-080
BOOK 10110, PAGE 8057
FLU: COMMERCE
ZONING: C-3
EXISTING USE: COMMERCIAL

EXISTING BUILDING
ONE STORY, MASONRY BUILDING

N89°52'41"E 122.57' (M)
132.5' (R)

S00°56'35"E 50.00' (R&M)

S89°53'03"E 134.97' (M)
135' (R)

S. ORLANDO AVE.
(FDOT US 17-92 / SR-15)

S89°58'54"W 257.50' (R&M)

HARPER STREET
(50' PUBLIC R/W)

SITE BENCHMARK #2
NAIL & DISC
EL: 89.39'

SITE BENCHMARK #
NAIL & DISC
EL: 90.74'

EXISTING UNDERGROUND ELECTRIC BOX

EXISTING ELECTRIC BOX

EXISTING UP-LIGHTING

EXISTING SANITARY CLEAN-OUT

EXISTING SANITARY LATERAL. LOCATION NOT FIELD VERIFIED.

EXISTING GROUND MONUMENT SIGN

EXISTING COVERED CAR-PORT

EXISTING COVERED ENTRY

FINISHED FLOOR ELEVATION=90.52'

SSS INVESTMENTS OF JACKSONVILLE INC.
APN: 01-22-29-4512-05-050
BOOK 4738, PAGE 3795

EXISTING TWO STORY
MASONRY & GLASS
BUILDING

FINISHED FLOOR
ELEVATION=90.52'

EXISTING BUILDING ELECT. PANELS

EXISTING BUILDING BALCONY AND STAIRWAY

CONCRETE RAMP AND STORAGE AREA

EXISTING 2' HIGH CMU RETAINING WALL

TELEPHONE LINE (2' WIDE)

FLU: COMMERCE
ZONING: C-3
EXISTING USE: COMMERCIAL

BURGER KING CORP
APN: 01-22-29-4512-05-010
BOOK 6445, PAGE 3286

LOT 4

ASPHALT
PARKING AREA
DUMPSTER AREA
GRASS
BLOCK WALL
ROCKS
PALMETTO
PALMS
CLF
LSA
AC
CO
EB
ER
UB
UGT
E/P
RAMP
GATE
TOP: 89.6'
TOE: 89.2'
TOP: 88.6'
TOE: 88.4'
E. FACE: 87.3'

TC: 89.9' FL: 89.5'
TC: 89.8' FL: 89.3'
TC: 90.7' FC: 90.4'
TC: 90.9' FC: 90.6'
TC: 89.6' FL: 89.2'
TC: 90.7' FC: 90.3'
TC: 89.5' FL: 89.1'
TC: 90.3' FC: 90.0'
TC: 90.5' FC: 90.2'
TC: 90.3' FC: 90.1'
TC: 89.3' FL: 88.9'
TC: 90.9' FC: 90.5'
TC: 90.8' FC: 90.4'
TC: 90.7' FC: 90.4'
TC: 90.6' FC: 90.3'
TC: 90.7' FC: 90.2'
TC: 89.3' FC: 88.8'
TC: 86.4' FL: 86.1' E/P: 86.2'
TC: 86.6' FL: 86.2' E/P: 86.3'
TC: 86.8' FL: 86.4' E/P: 86.6'

EXISTING CONC. POWER POLE
EXISTING CONC. POWER POLE WITH GUY WIRES
EXISTING WATER METER BOX
EXISTING CURB INLET TOP=88.43' INV.=85.82'
12" AC ER MAIN
15" VC INV: 79.18'

No.	REVISIONS	DATE	BY

Kimley»Horn
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LICENSED PROFESSIONAL
REGAN O'LAUGHLIN, P.E.
FLORIDA LICENSE NUMBER
68432
DATE: ——

KHA PROJECT
DATE 6-29-2018
SCALE AS SHOWN
DESIGNED BY RJO
DRAWN BY RJO
CHECKED BY RJO

DEVELOPMENT PLAN
EXISTING CONDITIONS

KIDDIE ACADEMY
EDUCATIONAL CHILD CARE
AT WINTER PARK
FLORIDA
CITY OF WINTER PARK

SHEET NUMBER
DP1.0

Plotted By:OLaughlin, Regan Sheet Set:Kiddie Academy Winter Park Layout:DP1.0 June 29, 2018 11:41:07am K:\ORL_Civil\149861003-Kiddie Academy WP\CADD\DEVELOPMENT\PlanSheets\DP1.0 — EXIST.dwg
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420
Winter Park
LLC

Section V: Proposed Development Plan

Location: 420 S. Orlando Avenue, Winter Park, FL 32789

Dimensions & Height: Existing building envelope to remain the same. Building height is 90.52 feet.

Proposed Use: Kiddie Academy Educational Child Care

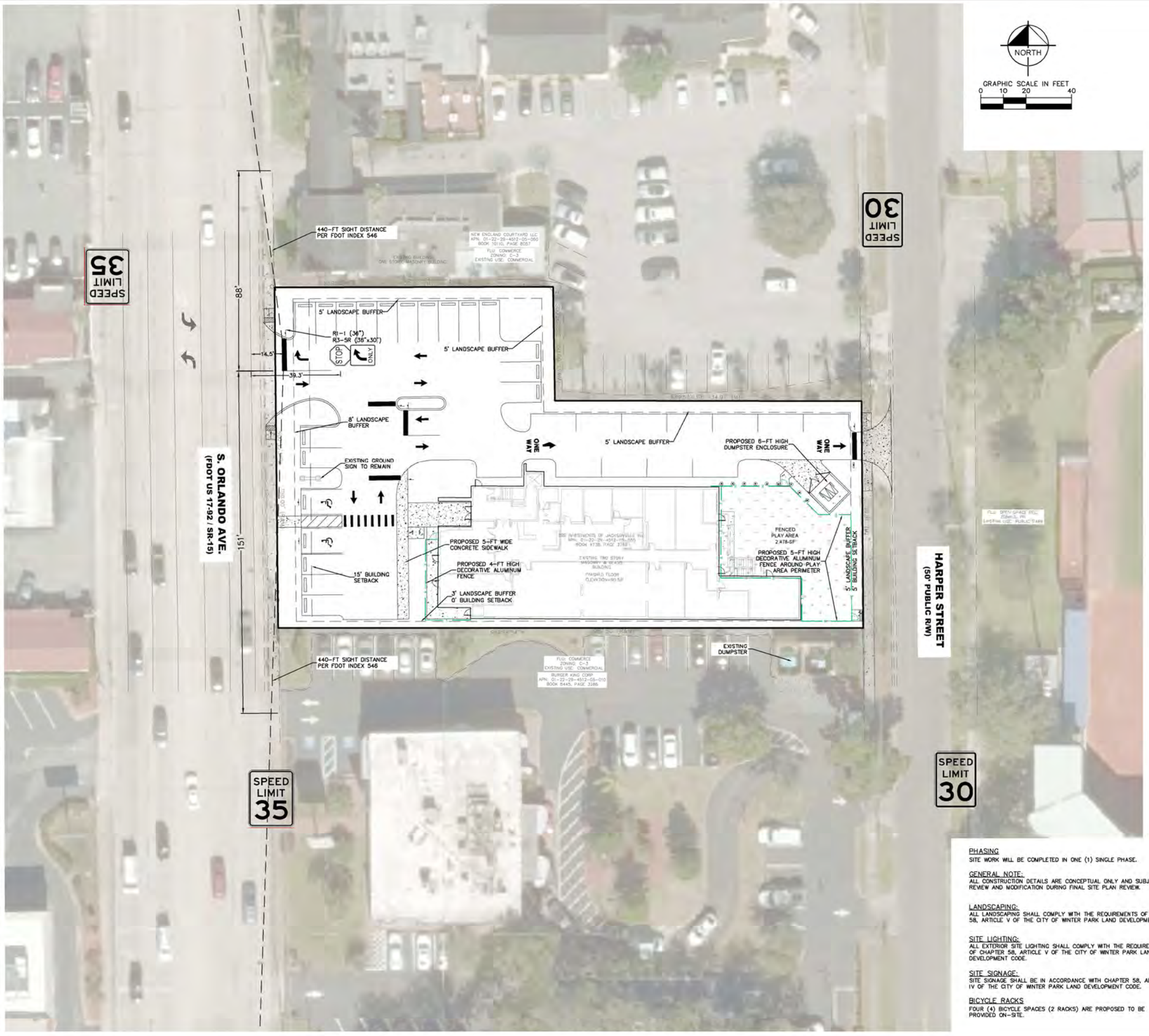
Gross Floor Area: +/-14,112 (7,196 square-foot first floor; 6,916 square-foot second floor). Proposed Kiddie Academy to have +/-13,000 square-feet of interior classroom and playground space with +/-4,300 square-feet of indoor and outdoor play area.

Preliminary Architectural Elevations: See following page


KIDDIE ACADEMY.
EDUCATIONAL CHILD CARE
KIDDIE ACADEMY.
EDUCATIONAL CHILD CARE
A-201

Proposed Fences or Walls: Five-foot Aluma-Guard Fencing for playground area; four-foot Aluma-Guard fencing for first floor classroom areas that have emergency door exits. All exterior fencing includes steel bollards for additional protection from traffic. Images are from existing Apopka, FL location:

Required yards, setbacks, buffers / Proposed onsite vehicular circulation system / Driveways, approaches, & curb cuts / Vehicular access points, access ways, & common vehicular access points / Other vehicular use areas / Sidewalks & other Pedestrian use areas: Refer to site plan on following page.



SITE DATA

TOTAL SITE AREA: 0.733 AC (31,925 SF)

EXISTING ZONING: C-3 (COMMERCIAL)
FUTURE LAND USE: COMMERCE

EXISTING USE: COMMERCIAL
PROPOSED USE: CHILD DAY CARE FACILITY

PARCEL I.D.: 01-22-29-4512-05-050
PROPERTY ADDRESS: 420 S. ORLANDO AVE.

BUILDING SUMMARY

EXISTING INTERIOR BUILDING AREA
1ST FLOOR AREA: 7,196 SF
2ND FLOOR AREA: 6,916 SF
TOTAL FLOOR AREA: 14,112 SF

PROPOSED INTERIOR BUILDING AREA
1ST FLOOR AREA: 7,196 SF
2ND FLOOR AREA: 6,916 SF
TOTAL FLOOR AREA: 14,112 SF

BUILDING F.A.R.
MAX. ALLOWED FAR: 0.45

EXISTING FAR: 0.44
PROPOSED FAR: 0.44

BUILDING HEIGHT
MAX BUILDING HEIGHT: 4 STORIES (55-FT)
EXISTING BUILDING HEIGHT: 2 STORIES (± 25-FT)
PROPOSED BUILDING HEIGHT: 2 STORIES

BUILDING SETBACKS:

	REQUIRED	PROVIDED
FRONT (ORLANDO AVE.)	15 FT	>70 FT
SIDE (NORTH)	0 FT	>31 FT
SIDE (SOUTH)	0 FT	>2 FT
REAR (HARPER ST.)	5 FT	>26 FT

LANDSCAPE BUFFERS

	REQUIRED	PROVIDED
FRONT (ORLANDO AVE.)	8 FT	10 FT
SIDE (NORTH)	5 FT	5 FT
SIDE (SOUTH)	0 FT	3 FT
REAR (HARPER ST.)	5 FT	5 FT

IMPERVIOUS AREA SUMMARY

MAXIMUM ALLOWABLE: 85.0% (27,136-SF)
EXISTING IMPERVIOUS: 89.9% (28,706-SF)
PROPOSED IMPERVIOUS: 70.6% (22,552-SF)

EXISTING LOT IMPERVIOUS AREA
BUILDING AREA: 7,922-SF
CONCRETE/PAVEMENT: 20,784-SF
TOTAL IMPERVIOUS: 28,706-SF (89.9%)

EXISTING GREEN AREA
LANDSCAPE AREA: 3,219-SF
TOTAL GREEN AREA: 3,219-SF (10.1%)

PROPOSED LOT IMPERVIOUS AREA
BUILDING AREA: 7,922-SF
CONCRETE/PAVEMENT: 14,476-SF
TOTAL IMPERVIOUS: 22,398-SF (70.2%)

PROPOSED GREEN AREA
LANDSCAPE AREA: 7,049-SF
PLAYGROUND AREA: 2,478-SF
TOTAL GREEN AREA: 9,527-SF (29.8%)

REQUIRED PARKING (CHILD DAYCARE)		
	UNITS	SPACES
1 SPACE PER EMPLOYEE PER SHIFT	22	22
CHILD DROP OFF SPACES	6	6
TOTAL PARKING SPACES REQUIRED		28
PROVIDED PARKING		
		SPACES
STANDARD SPACES		30
ACCESSIBLE SPACES		2
TOTAL PARKING SPACES PROVIDED		32

CONDITIONAL USE

CONDITIONAL USE APPROVAL REQUIRED PER SEC. 58-76(C)(1)(N) OF THE CITY OF WINTER PARK L.D.C FOR "...SCHOOLS 5,000 SQ.FT. OR LARGER IN SIZE."

VARIANCE/WAIVER REQUESTS

VARIANCE/WAIVER REQUEST #1:
REDUCTION OF EASTERN BUILDING (YARD) SETBACK FROM 10-FT TO 5-FT ALONG THE EASTERN PROPERTY LINE (HARPER STREET).

VARIANCE/WAIVER REQUEST #2:
ALONG THE SOUTHERN PROPERTY LINE, DUE TO THE EXISTING BUILDING, REDUCTION OF SOUTHERN BUILDING (YARD) SETBACK FROM 5-FT TO 0-FT AND REDUCTION OF LANDSCAPE BUFFER FROM 5-FT TO 3-FT.

VARIANCE/WAIVER REQUEST #3:
WAIVER OF REQUIREMENT TO PROVIDE SITE LIGHTING & PHOTOMETRICS PLAN WITH CONDITIONAL USE SUBMITTAL. SITE LIGHTING TO BE PROVIDED WITH FINAL SITE PLAN/BUILDING PERMITTING.

STORMWATER MANAGEMENT

PROPERTY HAS BEEN DESIGNED TO PROVIDE 0.80-INCHES (OVER PROPOSED IMPERVIOUS AREA) OF ONSITE RETENTION THROUGH THE USE OF LANDSCAPE SWALES, DEPRESSIONAL AREAS, AND EXFILTRATION PIPES.

SUBJECT LOT ULTIMATELY DISCHARGES TO "LAKE ISLAND PARK SMART POND" (AKA. LAKE MENDSEN), AS DEPICTED IN MASTER STORMWATER ERP (PERMIT NO. 4-095-0016GM-CRP) ISSUE DATE APRIL 13, 1999.

AN EXISTING STORMWATER BMP ("SMART POND") WAS PREVIOUSLY DESIGNED, PERMITTED, AND CONSTRUCTED FOR "LAKE ISLAND PARK." THE SUBJECT LOT WAS INCLUDED AS PART OF THE "SMART POND" BASIN, WHICH WAS DESIGNED AND PERMITTED TO PROVIDE STORMWATER TREATMENT (QUALITY) AND ATTENUATION (QUANTITY) FOR THE ASSOCIATED BASIN.

100-YEAR FLOOD PLAIN:

NOT APPLICABLE. THE SUBJECT PROPERTY IS LOCATED OUTSIDE THE 100-YEAR FLOODPLAIN, IN ITS ENTIRETY. "ZONE X - AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN," PER FEMA FIRM PANEL 12095C0255F, DATED SEPT. 25, 2009.

PHASING

SITE WORK WILL BE COMPLETED IN ONE (1) SINGLE PHASE.

GENERAL NOTE:

ALL CONSTRUCTION DETAILS ARE CONCEPTUAL ONLY AND SUBJECT TO REVIEW AND MODIFICATION DURING FINAL SITE PLAN REVIEW.

LANDSCAPING:

ALL LANDSCAPING SHALL COMPLY WITH THE REQUIREMENTS OF CHAPTER 58, ARTICLE V OF THE CITY OF WINTER PARK LAND DEVELOPMENT CODE.

SITE LIGHTING:

ALL EXTERIOR SITE LIGHTING SHALL COMPLY WITH THE REQUIREMENTS OF CHAPTER 58, ARTICLE V OF THE CITY OF WINTER PARK LAND DEVELOPMENT CODE.

SITE SIGNAGE:

SITE SIGNAGE SHALL BE IN ACCORDANCE WITH CHAPTER 58, ARTICLE IV OF THE CITY OF WINTER PARK LAND DEVELOPMENT CODE.

BICYCLE RACKS

FOUR (4) BICYCLE SPACES (2 RACKS) ARE PROPOSED TO BE PROVIDED ON-SITE.

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68432
DATE:

KHA PROJECT
DATE 6-29-2018
SCALE AS SHOWN
DESIGNED BY RJO
DRAWN BY RJO
CHECKED BY RJO

DEVELOPMENT PLAN
SITE PLAN

KIDDIE ACADEMY EDUCATIONAL CHILD CARE
AT WINTER PARK
CITY OF WINTER PARK FLORIDA

SHEET NUMBER
DP2.0

Plotted By:Olaughlin, Regan Sheet Set:Kiddie Academy Winter Park Layout:DP2.0 June 29, 2018 11:41:32am K:\ORL_Civil\149851003-Kiddie Academy WP\CADD\DEVELOPMENT\PlanSheets\DP2.0 - OVERALL.dwg
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NORTH

GRAPHIC SCALE IN FEET
0 5 10 20

NEW ENGLAND COURTYARD LLC
APN: 01-22-29-4512-05-080
BOOK 10110, PAGE 8057

FLU: COMMERCE
ZONING: C-3
EXISTING USE: COMMERCIAL

EXISTING BUILDING
ONE STORY, MASONRY BUILDING

EXISTING CONC. POWER POLE

EXISTING 4.5' CONCRETE SIDEWALK

N89°52'41"E 122.57' (M)

5' LANDSCAPE BUFFER

CURB RAMP PER FDOT INDEX #304 (CR-G)

R25'

R1-1 (36")
R3-5R (36"x30")

STOP

ONLY

24" WHITE STOP BAR

24.0'

18.0'

9.0'

5' LANDSCAPE BUFFER

S00°56'35"E 50.00' (R&M)

"ONE-WAY" DIRECTIONAL PAVEMENT MARKINGS

S89°53'03"E 134.97' (M)

5' LANDSCAPE BUFFER

R30

CURB RAMP PER FDOT INDEX #304 (CR-G)

N00°35'31"W 150.00' (R&M)

EXISTING GROUND MONUMENT SIGN

EXISTING GROUND SIGN TO REMAIN

ACCESSIBLE PARKING SPACES WITH SIGNAGE PER CITY OF WINTER PARK LDC (TYP.)

EXISTING 4.5' CONCRETE SIDEWALK

S. ORLANDO AVE.
(FDOT US 17-92 / SR-15)

8' LANDSCAPE BUFFER

BUILDING SETBACK

5'-FT WDE PEDESTRIAN CROSSWALK. 12" WHITE @ 3' O.C.

PROPOSED 5-FT CONCRETE SIDEWALK. CONNECT TO EXISTING SIDEWALK

SPEED LIMIT 35

15' BUILDING SETBACK

8' LANDSCAPE BUFFER

PROPOSED 5-FT WIDE CONCRETE SIDEWALK

PROPOSED 4-FT HIGH DECORATIVE ALUMINUM FENCE AROUND PLAY AREA PERIMETER

EXISTING CONC. POWER POLE WITH GUY WIRES

EXISTING 4.5' CONCRETE SIDEWALK

3' LANDSCAPE BUFFER
0' BUILDING SETBACK

S89°58'54"W 257.50' (R&M)

EXISTING COVERED ENTRY

PROPOSED PEDESTRIAN GATE WITH ALARM PANIC DEVICE (EMERGENCY EGRESS)

PROPOSED (2) BICYCLE RACKS ON 5'x7' CONCRETE PAD

SSS INVESTMENTS OF JACKSONVILLE INC.
APN: 01-22-29-4512-05-050
BOOK 4738, PAGE 3795

EXISTING TWO STORY MASONRY & GLASS BUILDING

FINISHED FLOOR ELEVATION=90.52'

EXISTING BUILDING BALCONY AND STAIRWAY

FLU: COMMERCE
ZONING: C-3
EXISTING USE: COMMERCIAL

BURGER KING CORP
APN: 01-22-29-4512-05-010
BOOK 6445, PAGE 3286

ONE WAY

PROPOSED 6-FT HIGH DUMPSTER ENCLOSURE

PROPOSED PEDESTRIAN GATE WITH ALARM PANIC DEVICE (EMERGENCY EGRESS)

BOLLARDS 5' O.C. (TYP.)

FENCED PLAY AREA 2,478-SF

PROPOSED 5-FT HIGH DECORATIVE ALUMINUM FENCE AROUND PLAY AREA PERIMETER

EXISTING DUMPSTER

PROPOSED STAIRS

EXISTING 2' HIGH CMU RETAINING WALL

5' LANDSCAPE BUFFER
5' BUILDING SETBACK

R15.0'

R1-1 (24")
R5-1 (24")

DO NOT ENTER

STOP

DO NOT ENTER

HARPER STREET
(50' PUBLIC R/W)

SPEED LIMIT 30

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LICENSED PROFESSIONAL

REGAN O'LAUGHLIN, P.E.

FLORIDA LICENSE NUMBER
68432

DATE: ——

KHA PROJECT

DATE 6-29-2018

SCALE AS SHOWN

DESIGNED BY	RJO
DRAWN BY	RJO
CHECKED BY	RJO

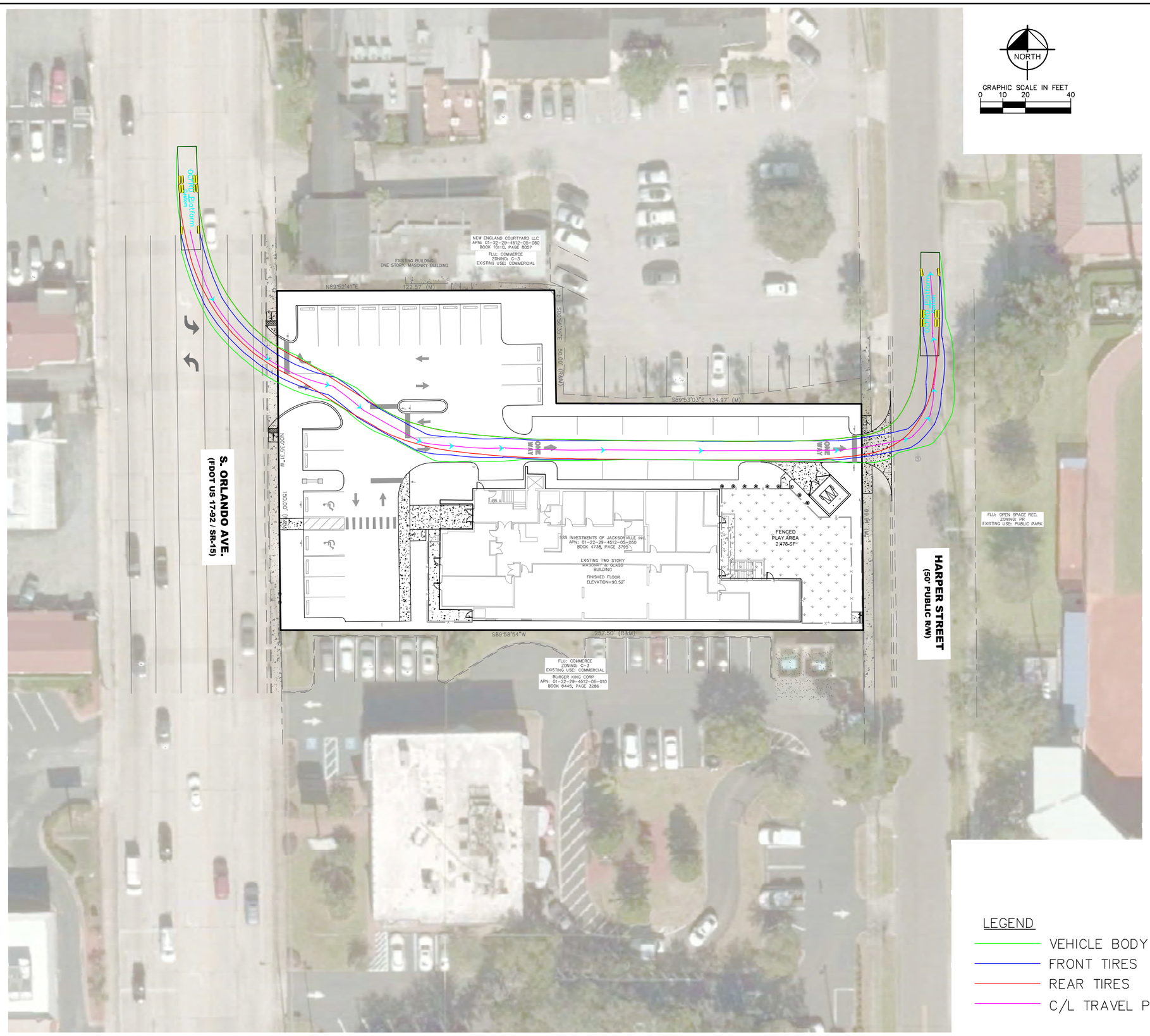
DEVELOPMENT PLAN
SITE PLAN

KIDDIE ACADEMY
EDUCATIONAL CHILD CARE

AT WINTER PARK FLORIDA

CITY OF WINTER PARK

SHEET NUMBER
DP2.1



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FLORIDA LICENSE NUMBER
68432

DATE: _____

KHA PROJECT

DATE
6-29-2018

SCALE AS SHOWN

DESIGNED BY	RJO
DRAWN BY	RJO
CHECKED BY	JTM

DEVELOPMENT PLAN
FIRE TRUCK ROUTING PLAN

KIDDIE ACADEMY EDUCATIONAL CHILD CARE

AT WINTER PARK

CITY OF WINTER PARK FLORIDA

SHEET NUMBER
DP4.0

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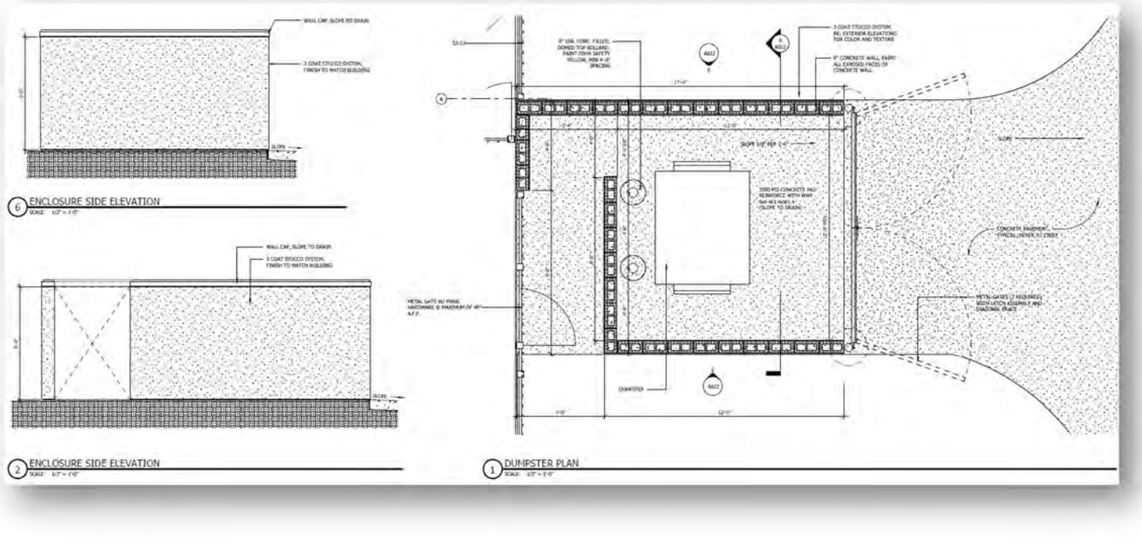
Waste Removal Receptacles:

Please refer to proposed site plan on prior page for locations. Below are typical dumpster enclosure plans, per Kiddie Academy prototype:



Existing dumpster enclosure for Apopka, FL Kiddie Academy Site:

Section VI: Landscaping Plan: Please refer to the following two pages.

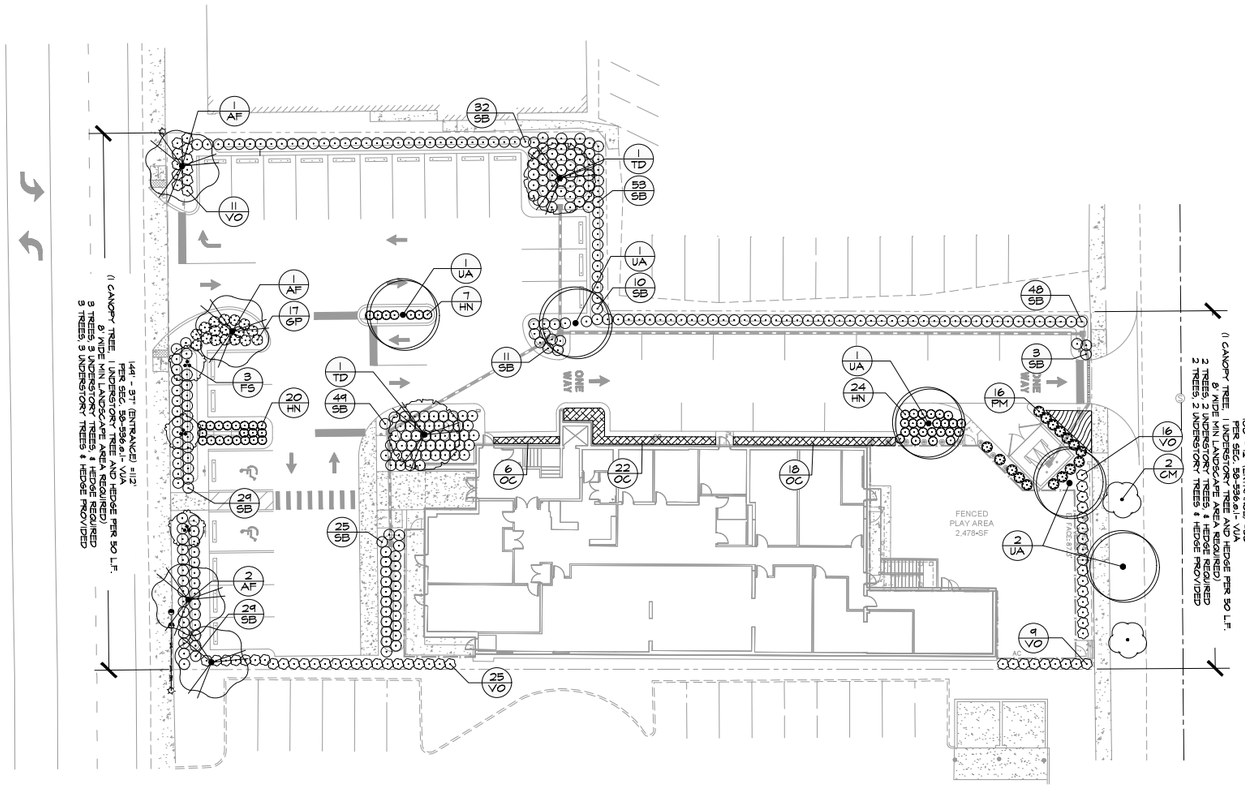
Section VII: Existing Tree Protection: Please refer to the proposed site plan on the prior page.

Development Plan
JUNE 2018

Kiddie Academy Winter Park
S Orlando Ave. Winter Park, FL

N
0 5 10 20

Kimley»Horn
Expect More. Experience Better.



PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL	SIZE
	AF	4	ACER RUBRUM 'FLORIDA FLAME' STRAIGHT, SINGLE LEADER, FULL, FL #1	FLORIDA FLAME RED MAPLE	FG	3" CAL MIN	12' HT., 5' SPR.
	CM	2	EXISTING CRAPE MYRTLE		-	-	-
	FS	3	FORESTIERA SEGREGATA MULTI-TRUNK, 5 TRUNK MINIMUM, FULL, FL #1	FLORIDA PRIVET	FG	5" CAL. TOT.	14' HT., 6' SPR.
	TD	2	TAXODIUM DISTICHUM STRAIGHT, SINGLE LEADER, FULL, FL #1	BALD CYPRESS	FG	4" CAL MIN	12' HT MIN
	UA	5	ULMUS ALATA STRAIGHT, SINGLE LEADER, FULL, FL #1	WINGED ELM	FG	3.5" CAL MIN	12' HT., 6' SPR.

SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SPACING	SIZE
	GP	17	GARDENIA JASMINOIDES 'PROSTRATA' FULL	DWARF GARDENIA	3 GAL	36" OC	18" FULL
	HN	51	HAMELIA NODOSA FULL	DWARF FIREBUSH	3 GAL	30" OC	24" FULL
	PM	16	PODOCARPUS MACROPHYLLUS FULL	YEW PINE	7 GAL	48" OC	36" FULL
	SB	288	SPARTINA BAKERI FULL	SAND CORD GRASS	3 GAL	36" OC	24" FULL
	VO	61	VIBURNUM ODORATISSIMUM FULL	SWEET VIBURNUM	3 GAL	36" OC	24" FULL

GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SIZE	SPACING
	AA	20	AGAPANTHUS AFRICANUS FULL	LILY OF THE NILE	3 GAL	12" FULL	24" OC
	OC	46	OSMUNDA CINNAMOMEA FULL	CINNAMON FERN	3 GAL	18" FULL	30" OC

LANDSCAPE NOTES:

1. ALL LANDSCAPE MATERIAL TO BE FLORIDA GRADE #1 OR BETTER QUALITY
2. ALL LANDSCAPED AREAS ARE TO RECEIVE A MINIMUM OF 4" OF TOPSOIL.
3. ALL PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS, AND FREE OF PESTS AND DISEASE.
4. ALL MATERIALS ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT BEFORE, DURING, AND AFTER INSTALLATION.
5. ALL TREES MUST BE GUYED OR STAKED AS SHOWN IN THE DETAILS.
6. ALL PLANTING AREAS SHALL BE COMPLETELY MULCHED AS SPECIFIED.
7. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND SHALL AVOID DAMAGE TO ALL UTILITIES DURING THE COURSE OF THE WORK. LOCATIONS OF EXISTING BURIED UTILITY LINES SHOWN ON THE PLANS ARE BASED UPON BEST AVAILABLE INFORMATION AND ARE TO BE CONSIDERED APPROXIMATE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR 1) TO VERIFY THE LOCATIONS OF UTILITY LINES AND ADJACENT TO THE WORK AREA 2) TO PROTECT OF ALL UTILITY LINES DURING THE CONSTRUCTION PERIOD 3) TO REPAIR ANY AND ALL DAMAGE TO UTILITIES, STRUCTURES, SITE APPURTENANCES, ETC. WHICH OCCURS AS A RESULT OF THE CONSTRUCTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL QUANTITIES SHOWN ON THESE PLANS BEFORE PRICING THE WORK.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR DELIVERY SCHEDULE AND PROTECTION BETWEEN DELIVERY AND PLANTING TO MAINTAIN HEALTHY PLANT CONDITIONS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FULLY MAINTAINING (INCLUDING BUT NOT LIMITED TO: WATERING, SPRAYING, MULCHING, FERTILIZING, ETC.) ALL OF THE PLANT MATERIALS AND LAWN FOR THE WARRANTY PERIOD.
11. ANY PLANT MATERIAL WHICH IS DISEASED, DISTRESSED, DEAD, OR REJECTED (PRIOR TO SUBSTANTIAL COMPLETION) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE AND MEETING ALL PLANT LIST SPECIFICATIONS.
12. THE CONTRACTOR SHALL COMPLETELY GUARANTEE ALL PLANT MATERIAL FOR WARRANTY PERIOD. THE CONTRACTOR SHALL PROMPTLY MAKE ALL REPLACEMENTS DURING THE NORMAL PLANTING SEASON.
13. STANDARDS SET FORTH IN "AMERICAN STANDARD FOR NURSERY STOCK" REPRESENT GUIDELINE SPECIFICATIONS ONLY AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIAL.
14. ALL LANDSCAPING SHALL BE INSTALLED ACCORDING TO SOUND NURSERY PRACTICES, AND SHALL BE FLORIDA NO. 1 OR BETTER AS GIVEN IN "GRADES AND STANDARDS FOR NURSERY PLANTS, PARTS 1 AND II," STATE OF FLORIDA, DEPARTMENT OF AGRICULTURE.
15. ALL INVASIVE / EXOTIC SPECIES AND PROHIBITED TREE SPECIES SHALL BE REMOVED FROM SITE, INCLUDING ROOT BALLS TO THE EXTENT POSSIBLE WITH NO DAMAGE TO ADJACENT EXISTING TREES.
16. ALL LANDSCAPE AREAS WILL BE PROVIDED WITH PERMANENT AUTOMATIC IRRIGATION SYSTEM.
17. TREE SUPPORT MATERIALS ARE TO BE REMOVED FROM EACH TREE ONCE IT IS "ESTABLISHED" (AS APPROVED BY THE LANDSCAPE ARCHITECT).
18. ALL PLANT SPECIFICATIONS IN THE PLANT SCHEDULE SHALL BE CONSIDERED THE MINIMUM ALLOWABLE SPECIFICATIONS. CONTRACTOR SHALL PROCURE PLANT MATERIALS AND UPSIZE AS NECESSARY TO MEET THE MOST STRINGENT SPECIFICATION.

SECTION 58-336.E.1
VUA ADJACENT TO R.O.W. SHALL PROVIDE A LANDSCAPED AREA A MINIMUM OF EIGHT FEET IN WIDTH AND SHALL CONSIST OF 1 HEDGE, 1 CANOPY TREE, AND 1 UNDERSTORY TREE PER 50 L.F.

	REQUIRED	PROVIDED
CANOPY TREE	3	3
UNDERSTORY TREE	3	3

SECTION 58-336.E.3
THE V.U.A. SHALL CONTAIN INTERIOR LANDSCAPE AREAS THAT ACCOUNT FOR A MINIMUM OF 7.5% OF THE V.U.A.

	REQUIRED	PROVIDED
VUA: 13,880 SF	1,041 SF	1,554 SF

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LICENSED PROFESSIONAL

KHA PROJECT 149851003
DATE 6-29-2018
SCALE AS SHOWN
DESIGNED BY ZLH
DRAWN BY ZLH
CHECKED BY MTF
DATE: 6/28/2018

LANDSCAPE PLAN

KIDDIE ACADEMY EDUCATIONAL CHILD CARE
AT WINTER PARK
CITY OF WINTER PARK
FLORIDA

SHEET NUMBER
L1.00

Plotted By: Holl, Zack Sheet Set: Kiddie Academy Winter Park Layout: LANDSCAPE PLAN June 28, 2018 05:49:58pm K:\ORL_Civil\149851003-Kiddie Academy WP\CADD\DEVELOPMENT\PlanSheets\L1.00 - LANDSCAPE.dwg
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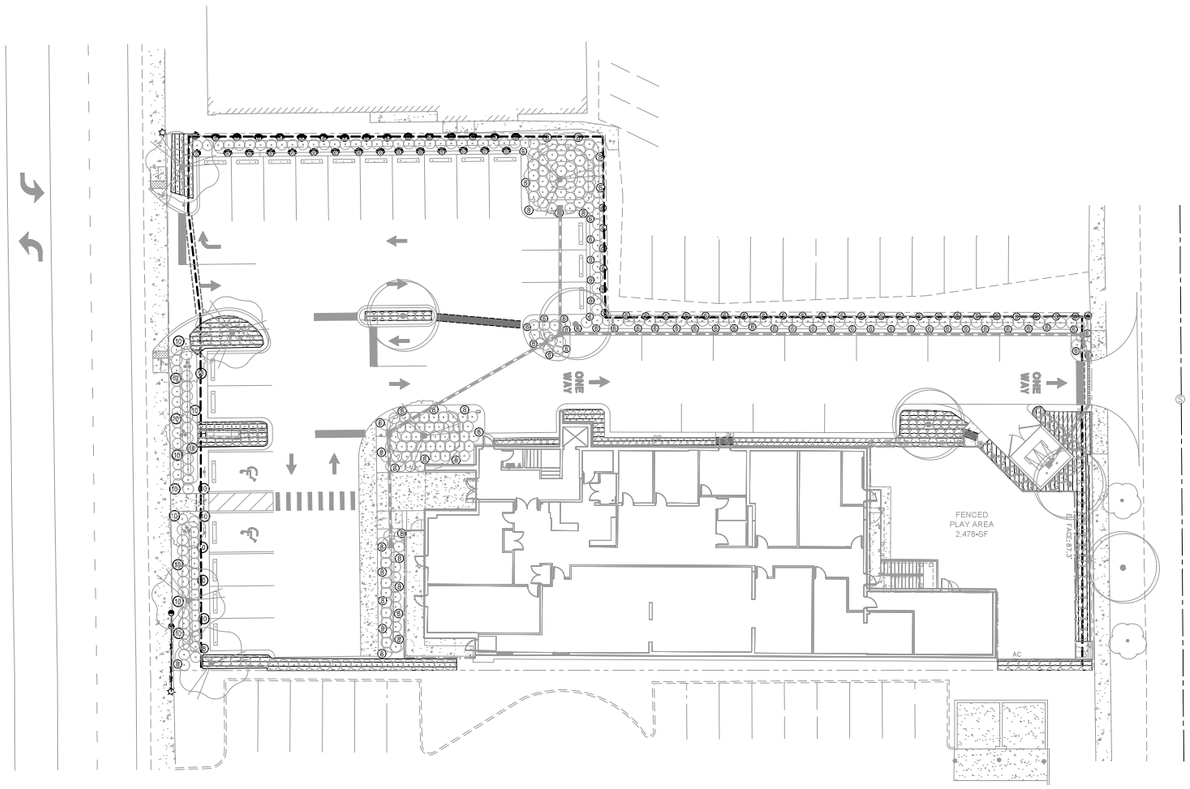

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI
2Q 2H 4Q 4H 6Q 6H	HUNTER PROS-12-PRS40-CV-R SHORT RADIUS NOZZLES SHRUB SPRAY, 40PSI REGULATED 12" POP-UP, DRAIN CHECK VALVE, FACTORY-INSTALLED RECLAIMED BODY CAP	31	40
6 10 8 10 12 15 17	HUNTER PROS-12-PRS40-CV-R ADJ SHRUB SPRAY, 40PSI REGULATED 12" POP-UP, DRAIN CHECK VALVE, FACTORY-INSTALLED RECLAIMED BODY CAP	120	40

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	AREA TO RECEIVE DRIPLINE NETAFIM OSWRAN-09-12 (12) BIOLINE PRESSURE COMPENSATING LANDSCAPE DRIPLINE. 0.9GPH EMITTERS AT 12.0" O.C. DRIPLINE LATERALS SPACED AT 12.0" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN.	1,619 L.F.

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	IRRIGATION MAINLINE: PVC SCHEDULE 40	547.5 L.F.
	PIPE SLEEVE: PVC CLASS 200 TYPICAL PIPE SLEEVE FOR IRRIGATION PIPE. PIPE SLEEVE SIZE SHALL ALLOW FOR IRRIGATION PIPING AND THEIR RELATED COUPLINGS TO EASILY SLIDE THROUGH SLEEVING MATERIAL. EXTEND SLEEVES 18 INCHES BEYOND EDGES OF PAVING OR CONSTRUCTION.	31.7 L.F.
	PIPE SLEEVE: PVC SCHEDULE 40 Valve Callout	43.6 L.F.

FLOW TOTALS
Area for Dripline: 25.6
Shrub Spray: 120.6
Total: 146.2 GPM

No.	REVISIONS	DATE	BY

Kimley»Horn
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189 S ORANGE AVE, SUITE 1000, ORLANDO, FL 32801
PHONE: 407-898-1511
WWW.KIMLEY-HORN.COM CA 00000696

LICENSED PROFESSIONAL

DATE: 6/28/2018

KHA PROJECT	149851003
DATE	6-29-2018
SCALE	AS SHOWN
DESIGNED BY	ZLH
DRAWN BY	ZLH
CHECKED BY	MTF

KIDDIE ACADEMY EDUCATIONAL CHILD CARE
AT WINTER PARK
CITY OF WINTER PARK FLORIDA

IRRIGATION PLAN

SHEET NUMBER
L2.00

Plotted By:Holl, Zack Sheet Set:Kiddie Academy Winter Park Layout:IRRIGATION PLAN June 28, 2018 05:50:08pm K:\ORL_Civil\149851003-Kiddie Academy WP\CADD\DEVELOPMENT\PlanSheets\L2.00 - Irrigation Plan.dwg
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Section VIII: Storm Water Retention and Drainage Plan

Existing Watershed Details:

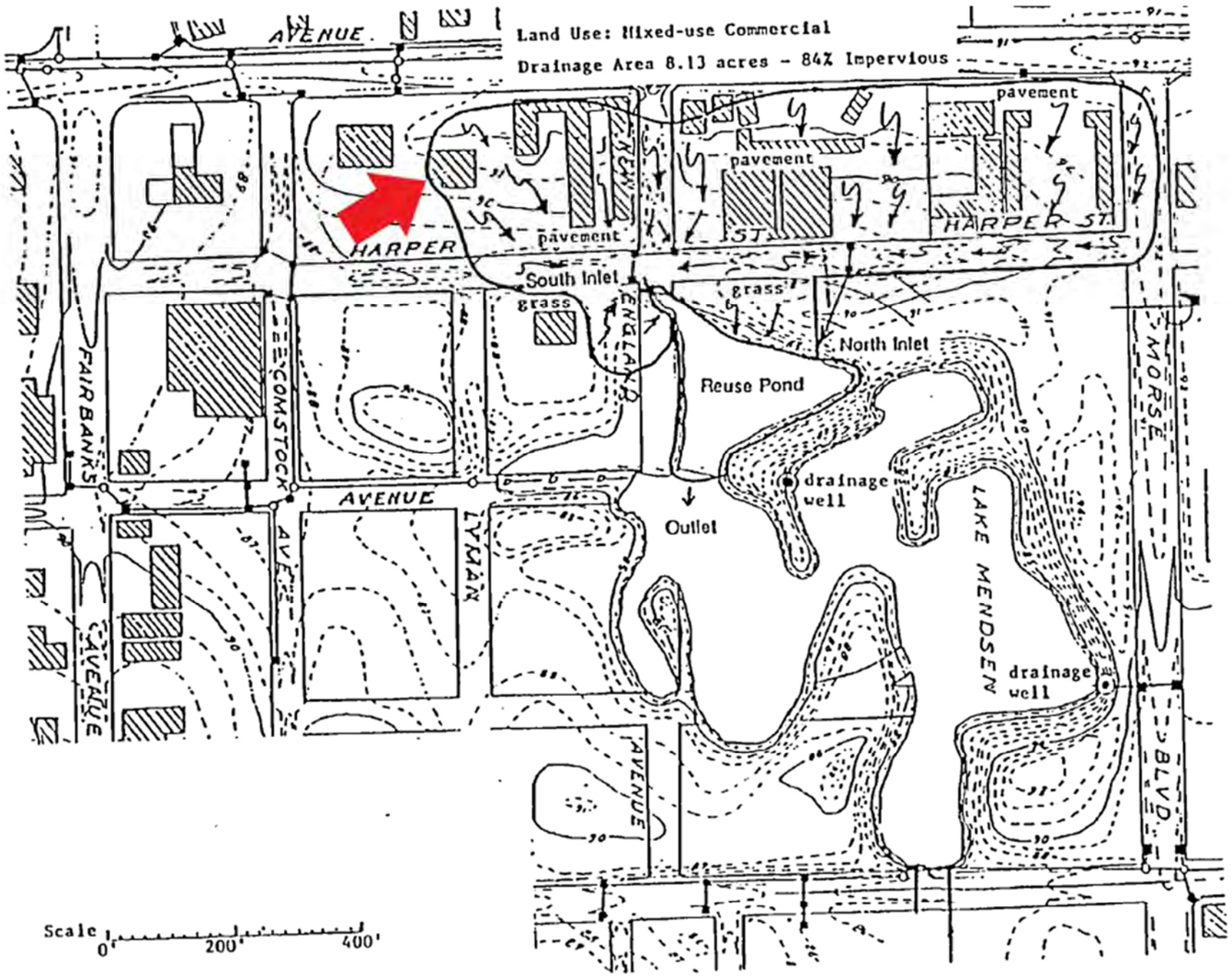

Figure 4-3. Watershed Detail

The following pages contain the proposed treatment/drainage/retention site plan, as well as the retention calculation utilizing pre-treatment dry retention swales and trenches. The proposed plan will also reduce the impervious area to 70%. Currently the property has no retention; with these improvements, the site provides 0.8-inches of onsite retention.

Plotted By:OLaughlin, Regan Sheet Set:Kiddie Academy Winter Park Layout:DP3.0 June 29, 2018 11:42:09am K:\ORL_Civil\149851003-Kiddie Academy WP\CADD\DEVELOPMENT\PlanSheets\DP3.0 – D&U.dwg
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DOMESTIC SANITARY SEWER PROVIDER:
CITY OF WINTER PARK

POTABLE WATER PROVIDER:
CITY OF WINTER PARK

IRRIGATION PROVIDER:
CITY OF WINTER PARK (POTABLE WATER)

FIRE PROTECTION:
EXISTING BUILDING WILL BE MODIFIED TO PROVIDE FIRE SPRINKLER PROTECTION.

ALL STRUCTURES TO BE PROTECTED IN ACCORDANCE WITH NFPA FIRE CODE HANDBOOK 1 AND NFPA 24.

LEGEND

- EXISTING SANITARY MAIN
- EXISTING REUSE MAIN
- EXISTING WATER MAIN
- EXISTING UNDERGROUND TELE.
- EXISTING OVERHEAD LINE
- EXISTING UNDERGROUND ELEC.
- EXISTING GAS LINE
- EXISTING ASPHALT MILL & RESURFACE
- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE PAVEMENT
- DRAINAGE FLOW ARROW

NORTH

GRAPHIC SCALE IN FEET
0 5 10 20

EXISTING BUILDING
ONE STORY, MASONRY BUILDING

12" AC
ER MAIN

TING WATER
METER BOX

TC: 89.9'
FL: 89.5'

TC: 89.8'
FL: 89.3'

TC: 90.7'
FC: 90.4'

TC: 90.9'
FC: 90.6'

TC: 89.6'
FL: 89.2'

TC: 89.5'
FL: 89.1'

TC: 90.7'
FC: 90.3'

TC: 90.3'
FC: 90.0'

TC: 89.3'
FL: 88.9'

TC: 90.9'
FC: 90.5'

TC: 90.7'
FC: 90.4'

TC: 90.8'
FC: 90.4'

TC: 90.3'
FC: 90.1'

TC: 90.6'
FC: 90.3'

TC: 90.7'
FC: 90.2'

TC: 89.3'
FC: 88.8'

TC: 86.4'
FL: 86.1'
E/P: 86.2'

TC: 86.6'
FL: 86.2'
E/P: 86.3'

TC: 86.8'
FL: 86.4'
E/P: 86.6'

STORMWATER RETENTION SWALE

YARD INLET
TOP=89.6

YARD INLET
TOP=89.4

YARD INLET
TOP=87.5

YARD INLET
TOP=89.75

YARD INLET
TOP=89.75

12" PERFORATED HDPE
(TYPE 2 UNDERDRAIN PER
FDOT INDEX # 286)

EXISTING
UNDERGROUND
ELECTRIC BOX

EXISTING
ELECTRIC BOX

SITE BENCHMARK #2
NAIL & DISC
EL: 89.39'

SITE BENCH
NAIL & DISC
EL: 90.74'

EXISTING UP-LIGHTING

EXISTING SANITARY
CLEAN-OUT

EXISTING SANITARY
LATERAL LOCATION
NOT FIELD VERIFIED.

EXISTING BUILDING ELECT. PANELS

FINISHED FLOOR
ELEVATION=90.52'

EXISTING TWO STORY
MASONRY & GLASS
BUILDING

FINISHED FLOOR
ELEVATION=90.52'

FENCED
PLAY AREA
2,478-SF

TOP: 89.6'
TOE: 89.2'

TOE: 88.6'

EXISTING CMU RETAINING
WALL TO REMAIN

DUMPSTER DRAIN

TRENCH DRAIN
INLET
GRATE=87.0

IMPROVE EXISTING
DRIVEWAY, INSTALL
NEW CONCRETE
PAVEMENT. MATCH
EXISTING GRADES.

15" VC
INV: 79.18'

EXISTING CURB
INLET
TOP=88.43'
INV.=85.82'

S. ORLANDO AVE.
(FDOT US 17-92 / SR-15)

HARPER STREET
(50' PUBLIC R/W)

ONE WAY

CALL 48 HOURS BEFORE YOU DIG
IT'S THE LAW! DIAL 811
811 Know what's below. Call before you dig.
SUNSHINE STATE ONE CALL OF FLORIDA, INC.

No.	REVISIONS	DATE	BY

Kimley»Horn
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189 S ORANGE AVE, SUITE 1000, ORLANDO, FL 32801
PHONE: 407-898-1511
WWW.KIMLEY-HORN.COM CA 00000696

LICENSED PROFESSIONAL
REGAN O'LAUGHLIN, P.E.
FLORIDA LICENSE NUMBER
68432
DATE: ——

KHA PROJECT	
DATE	6-29-2018
SCALE	AS SHOWN
DESIGNED BY	RJO
DRAWN BY	RJO
CHECKED BY	RJO

DEVELOPMENT PLAN
DRAINAGE & UTILITY PLAN

KIDDIE ACADEMY
EDUCATIONAL CHILD CARE
AT WINTER PARK
FLORIDA
CITY OF WINTER PARK

SHEET NUMBER
DP3.0

420 Winter Park LLC

Kiddie Academy Winter Park
VOLUME & STAGE/STORAGE
DRY RETENTION SWALES & TRENCH

Lot Area =	31,925	sq.ft.	
=	0.73	acres	
Existing Impervious =	28,706	sq.ft.	89.9%
=	0.66	acres	

EXISTING ON-SITE TREATMENT VOLUME =	0.0	acre-ft.
=	0	CF
EXISTING ON-SITE TREATMENT =	0.0	inches

PROPOSED

Lot Area =	31,925	sq.ft.	
=	0.73	acres	
Proposed Impervious =	22,398	sq.ft.	70.2%
=	0.51	acres	

LANDSCAPE SWALES

	Depth	Area (SF)	Area (AC)	Volume Sum (CF)	Volume Sum (Ac-Ft)	
Swale Top	1.833	2,351	0.054	1,600	0.037	
Inlet Top	1.583	2,081	0.048	1,046	0.024	<---TV
	0.83	309	0.007	150	0.003	
Swale Bottom	0	52	0.001	0	0.000	

PERFORATED PIPE

SIZE (IN)	LENGTH (LF)	VOLUMETRIC AREA PER LF	Volume Sum (CF)	Volume Sum (Ac-Ft)
12	260	0.785	204	0.005

TRENCH VOID VOLUME

SIZE (IN)	LENGTH (LF)	VOLUMETRIC AREA PER LF	Volume Sum (CF)	Volume Sum (Ac-Ft)
12	260	0.960	250	0.006

*EXCLUDES PIPE VOLUME, 0.3 VOID RATIO

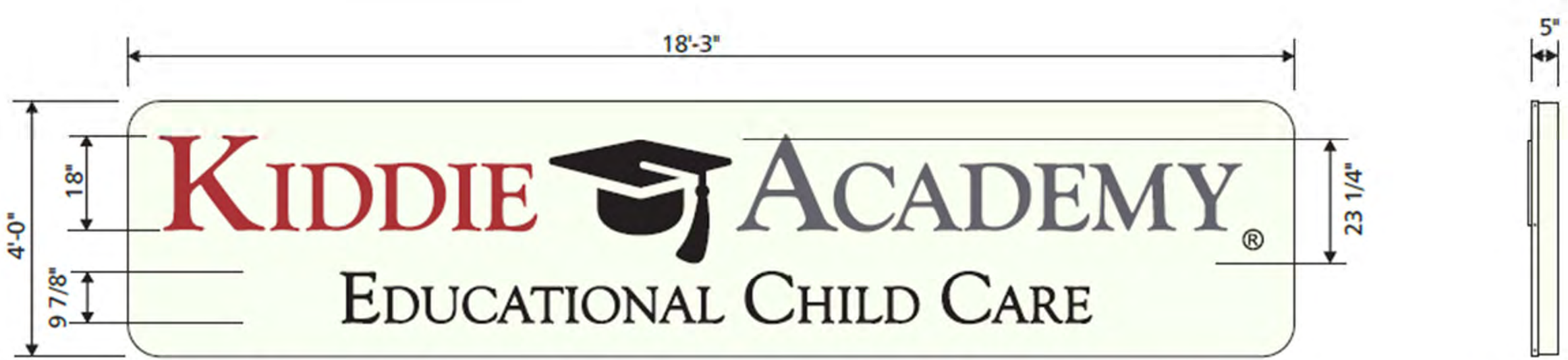
PROPOSED ONSITE TREATMENT VOLUME

	CF	AC-FT
Swale Volume =	1,046	0.024
Perforated Pipe Volume =	204	0.005
Trench Void Volume =	250	0.006
TOTAL VOLUME =	1,500	0.034

ON-SITE TREATMENT (over impervious) =	0.80	inches

Section IX: Street Signs and Outdoor Lighting

Please refer to renderings for sign placement. Below is the typical facade signage for the Tenant; pylon signage has the same formatting:



SINGLE FACE ILLUMINATED WALL SIGN - ROUTED WITH PUSH-THRU GRAPHICS **SIDE VIEW**

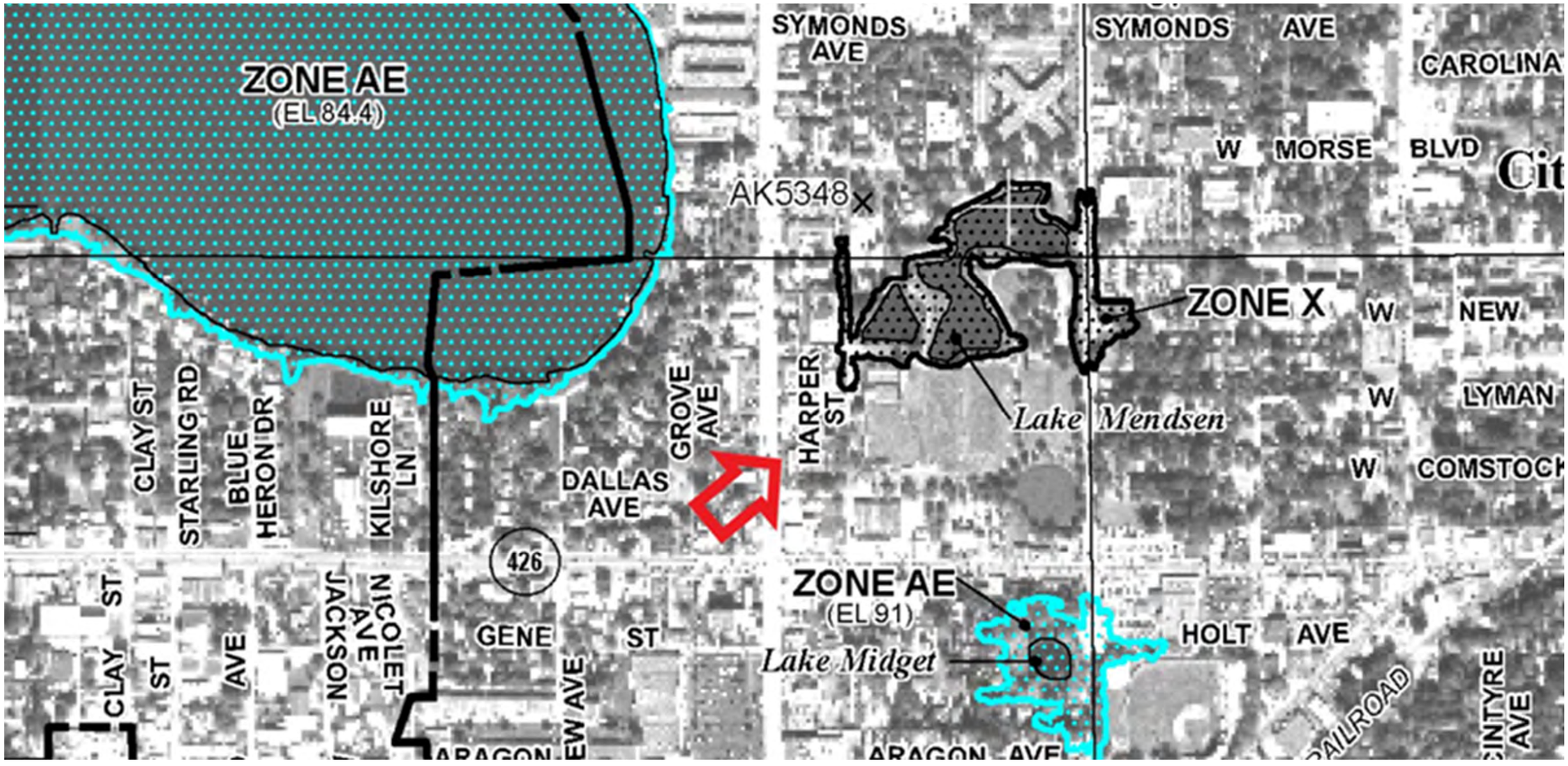
SCALE: 3/8" = 1'-0"

SIZE TO BE CONFIRMED ONCE EXTERIOR ELEVATION IS AVAILABLE

Lighting plans will be provided at site plan approval.

Section X: Flood Plain:

Please refer to the survey. The below illustration shows the existing flood map.



420 Winter Park LLC

Section XI: Transportation

Parking:

A peak occupancy of 192 students and 23 staff members is anticipated:

Room	Age Groups	Child Per Staff	Capacity	Staff	Admin
1	Infants	1:4	12	3	
2	Infants	1:4	12	3	
3	Toddlers	1:6	12	2	
4	Toddlers	1:6	12	2	
5	2 Year Olds	1:11	22	2	
6	2 Year Olds	1:11	22	2	
7	3 Year Olds	1:15	30	2	
8	3 Year Olds	1:15	30	2	
9	4 Year Olds	1:20	20	1	
10	4 Year Olds	1:20	20	1	
	Director / Cook				3
	Total		**192**	**20**	**3**

Approximately 30% of the children enrolled at the center are from multiple sibling households and arrive together. Pursuant to the Tenant's existing, fully-enrolled location in Clermont, the following parking study was performed and extrapolated for Winter Park's expected occupancy. Thirty-two parking spaces are provided on the proposed site plan; a maximum of twenty-nine are expected to be used during peak hours of 12:00 – 2:00 PM:

Parking Usage Study: Kiddie Academy of Clermont - June 2018				**Extrapolation to Winter Park**		
Peak Capacity: 138 Students; 21 Staff; 159 Total				(26% increase in occupancy over Clermont) Peak Capacity: 192 Students; 23 Staff; 215 Total		
Time	**Occupied Parking Spaces (1)**	**Staff on Site**	**Total Spaces Used by Staff (2)**	**Occupied Parking Spaces**	**Staff on Site**	**Total Spaces Used by Staff (2)**
7:00 - 8:00 AM	7	12	10	9	15	13
8:00 - 9:00 AM	17	12	10	21	15	13
9:00 - 10:00 AM	19	12	8	24	15	10
10:00 - 11:00 AM	21	21	8	26	26	10
11:00 - 12:00 PM	21	21	8	26	26	10
12:00 - 1:00 PM	23	21	8	29	26	10
1:00 - 2:00 PM	23	21	8	29	26	10
2:00 - 3:00 PM	22	21	8	28	26	10
3:00 - 4:00 PM	18	13	8	23	16	10
4:00 - 5:00 PM	15	13	8	19	16	10
5:00 - 6:00 PM	10	13	10	13	16	13
6:00 - 7:00 PM	6	13	10	8	16	13

(1) Average drop-off / pick-up time per parent / guardian: 2-3 minutes.

(2) Approximately 20-30% of the staff either carpool or arrive at the site via alternative means of transportation.

Kimley»Horn

June 29, 2018

Jeff Briggs
Planning and Zoning Manager
City of Winter Park
401 South Park Avenue
Winter Park, FL 32789

Re: **Trip Generation Memorandum**
Kiddie Academy Winter Park

This trip generation memorandum has been prepared in support of the proposed Kiddie Academy redevelopment site. The proposed site is located on US 17-92, north of Fairbanks Avenue. In the City of Winter Park, Florida. The school will serve

This memorandum has been prepared specifically to detail the trip generation potential for the project. The existing site consists of a two-story building totaling 14,112 square feet, as shown in the Conceptual Site plan attachment. The proposed redevelopment does not propose any changes to the existing footprint of the building. Trip Generation potential for the site was developed using the Institute of Transportation Engineers (ITE) *Trip Generation Manual (v10)* for Land Use Code (LUC) 565 – Day Care Center, and is shown in Table 1 below.

Table 1: Trip Generation Potential

Description	LUC	Size	Units	Daily			AM Peak Hour			PM Peak Hour		
				Total	In	Out	Total	In	Out	Total	In	Out
Day Care Center	565	15	KSF	715	358	357	165	87	78	167	78	89

Source: ITE Trip Generation Manual, 10th Edition

As shown in the table above, the site is anticipated to generate 715 daily trips, 165 (87 in/ 78 out) AM Peak hour trips, and 167 (78 in/89 out) PM Peak hour trips.

The current site consists of two access points along US 17-92. The proposed site, as shown in the attached conceptual site plan includes the closure of the southern driveway while maintaining the northern driveway.

If you have any questions or comments please let me know.

Sincerely,

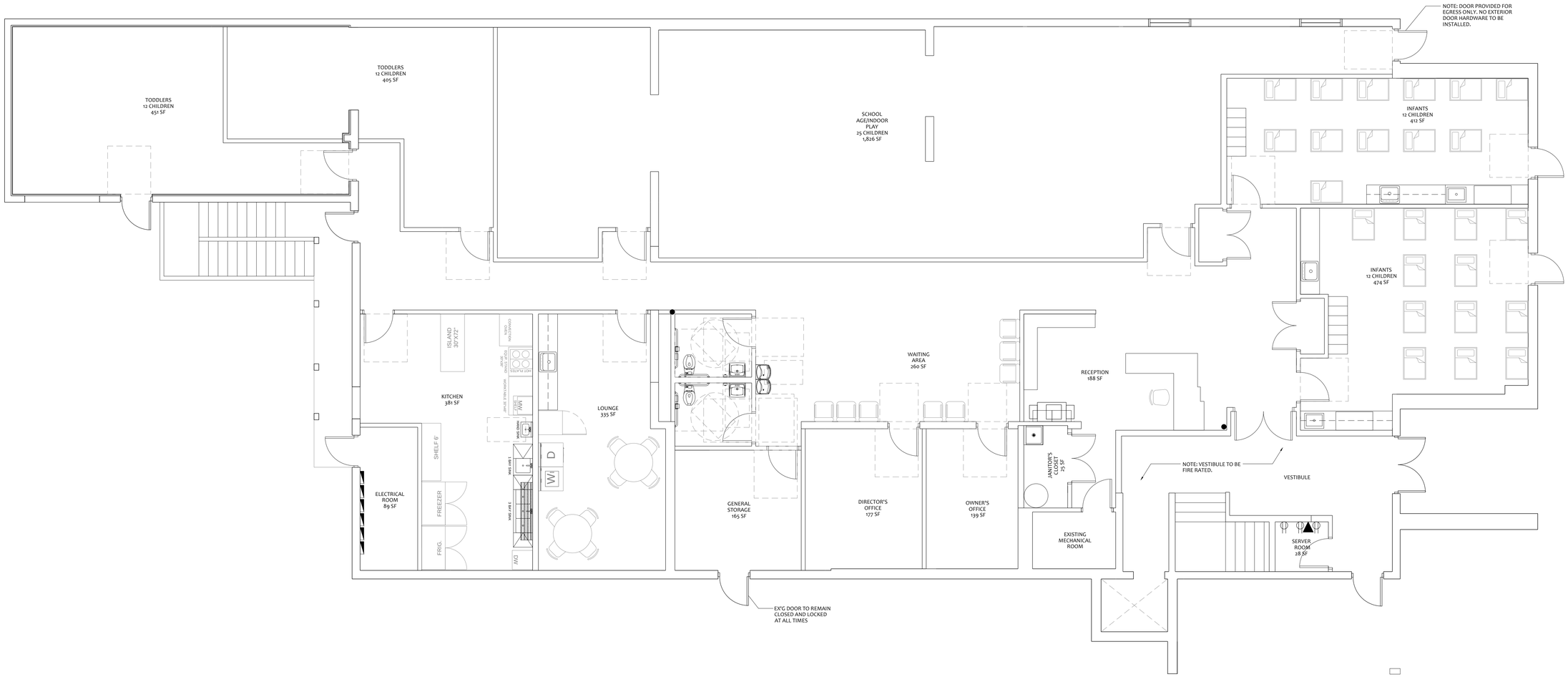
KIMLEY-HORN AND ASSOCIATES, INC.

Kenneth K. Siu, P.E.

420
Winter Park
LLC

Section XII: 3D Digital Elevations:

Not required as this application does not have a city-wide notice. Please refer to rendering provided in package.



01 KIDDIE ACADEMY - FIRST FLOOR PLAN
3/16" = 1'-0"

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15 JUN 2018

NOT FOR CONSTRUCTION

Mark Adams, AIA
FL. REG.#AR0094473
Kimberly Day McCann, AIA
FL. REG.#AR0091738

ELEVEN 18 ARCHITECTURE
A WOMEN'S BUSINESS ENTERPRISE

FL License: AA26001884

Mailing Address:
424 E. Central Blvd. #542
Orlando, FL 32801
www.eleven18architecture.com

Physical Address:
1011 E. Colonial Dr. #307
Orlando, FL 32803
407-745-5300

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REVISIONS

#	DATE	DESC.

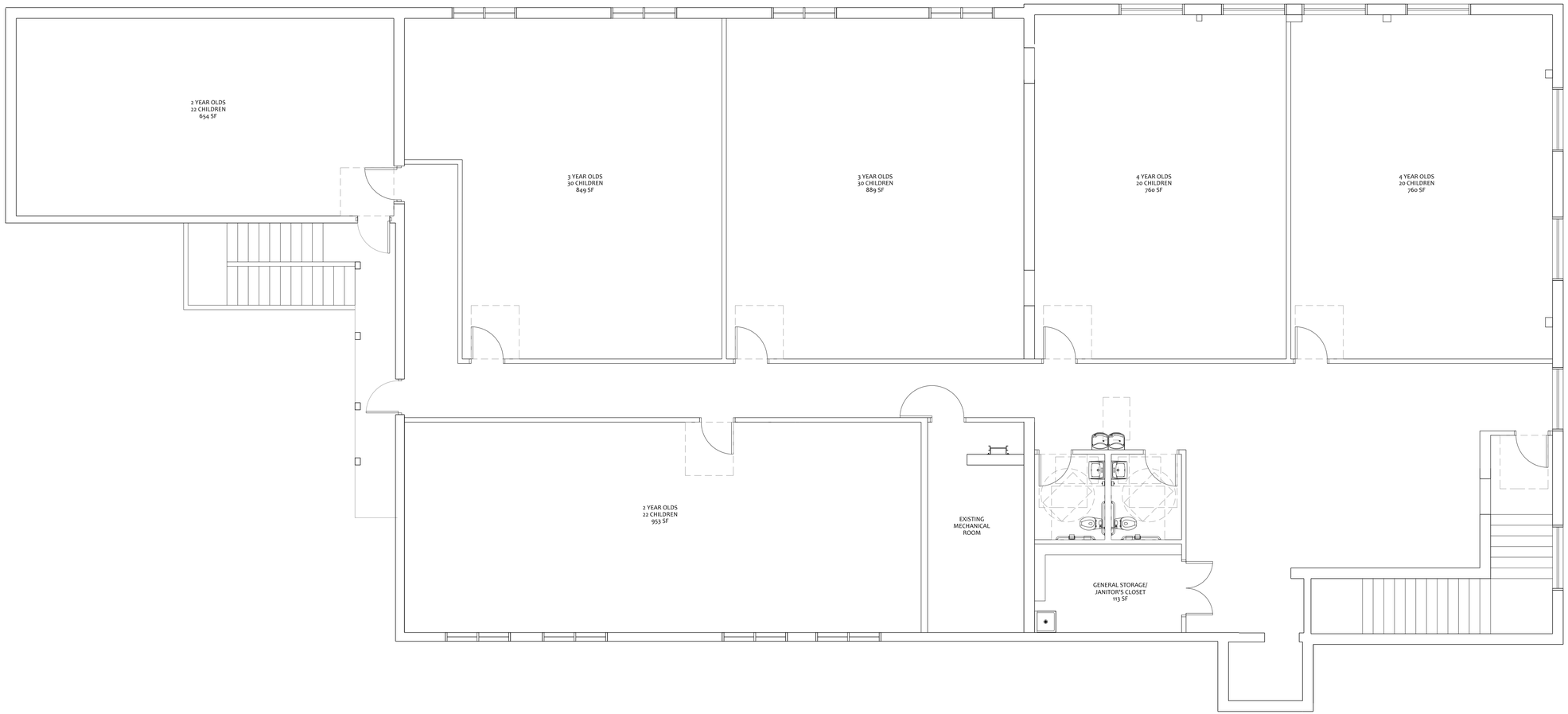
PROJECT NAME:

KIDDIE ACADEMY
420 S. Orlando Ave.
Winter Park, FL 32789

PROJECT CLIENT:

420 WINTER PARK, LLC

DATE: 15 JUN 2018	DRAWN BY: MR
JOB NAME: ----	CHECKED BY: NW
SHEET NAME A-101	



01 KIDDIE ACADEMY - SECOND FLOOR PLAN
3/16" = 1'-0"

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REVISIONS

#	DATE	DESC.

PROJECT NAME:

KIDDIE ACADEMY
420 S. Orlando Ave.
Winter Park, FL 32789

PROJECT CLIENT:

420 WINTER PARK, LLC

DATE: 15 JUN 2018	DRAWN BY: MR
JOB NAME: ----	CHECKED BY: NW
SHEET NAME A-102	

KIDDIE ACADEMY

EDUCATIONAL CHILD CARE

EXTERIOR SIGNAGE
07-26-18

STELLAR
SIGN & DESIGN

7005 Stapoint Court Winter Park, Fl. 32792
P. 407.660.3174 F. 321.249.0259
www.stellarsignanddesign.com

Sec. 58-125. - Ground signs.

(a) *Permitted*. Ground signs are permitted for each premises having frontage on a public right-of-way.

(b) *Height when within 20 feet of curb cut*. Ground signs located within 20 feet of a curbcut, or within 20 feet of the point where the curbs or pavement edges of intersecting streets intersect, shall either have a maximum height of three feet, or shall maintain a clear height of eight feet from the adjacent curb or edge of pavement to the bottom of the sign.

(c) *Setbacks*. See the respective zoning district regulations, section 58-124.

(d) *Height and area*. The maximum permitted height and area of signs should be related to the environment in which the sign will be seen. Therefore, the limits in Table 1 are based on the traffic speed and number of lanes on streets in the city. The maximum height of any ground sign shall not exceed the limits established by Table 1. If the sign has more than one face, the total area shall not exceed twice the area permitted for one face.

TABLE 1

MAXIMUM PERMITTED HEIGHT

AND AREA OF GROUND SIGNS

Street	Area Each Face (square feet)	Max. Height From Grade (feet)
2-Lane Streets	36	8
Orlando Ave., Aloma Ave.,	100	25
Lee Rd.	100	25
All other 4—6 lanes	50	20

(e) *Residential proximity*. When premises zoned for commercial or industrial use are within 100 feet of the nearest boundary of any premises zoned for residential use on the same public

right-of-way, ground signs erected and maintained on the commercial or industrial premises shall not exceed 25 feet in height, or the maximum height permitted by Table 1, above, whichever is less. Furthermore, where ground signs are located in a commercial or industrial zone, but within 100 feet of premises zoned for residential use having frontage on the same public right-of-way, such signs shall be set back from the public right-of-way the same distance as is required for buildings in the residential zone.

(f) *Minimum clearance*. Where a ground sign projects over a vehicular traffic area such as a driveway or parking lot aisle, the minimum clearance between the bottom of the sign and the ground shall be 16 feet.

(g) *Decorative embellishments*. On ground signs, the sign structure may extend above the maximum allowable height of the sign for embellishment purposes. Under no circumstances, however, may such extension exceed 20 percent of the maximum allowable height for the sign. Further, such embellishment shall not include thereon any symbol, representation, logo, insignia, illustration, or other form of advertising message.

(h) *Projection over a canopy*. A ground sign supported by a sign structure which is imbedded in the ground and independent of a canopy for structural support, may project above and over a canopy. This section shall not be deemed to allow a ground sign to be located over, in whole or part, the roof of a building. A ground sign which projects over a canopy shall comply with all other applicable regulations of this chapter.

(i) *Measurement of sign area*. The area within a perimeter which forms the outside shape including any frame which forms an integral part of the display, but excluding the necessary supports or uprights on which the sign may be placed. If the sign consists of more than one section or module, all areas will be totaled, including the spaces between sections or modules. When the area of the covering material over the structural elements of the sign exceeds 18 inches in width, the additional area of this covering material will count as part of the allowable sign area.

(Ord. No 2831-10, § 1, 11-22-10)

Sec. 58-126. - Wall signs.

(a) *Signable area determination*. The occupancy displaying a wall sign shall determine the signable area by choosing one such area on the building facade and by then calculating the number of square feet which are enclosed by an imaginary rectangle or square which is drawn around this area.

(b) *Area limits*. In all cases, wall sign areas refer to the area of copy rather than the area of the background.

(1) Where an occupancy has no ground, roof or projecting sign on the same premises, 45 percent of the signable area may be used for copy.

(2) Where an occupancy has a ground sign but no roof or projecting sign on the same premises, 30 percent of the signable area may be used for copy.

(3) Where an advertiser has a projecting sign but no ground sign on the same premises, 15 percent of the signable area may be used for copy.

(c) *Interruption of architectural features*. A wall sign shall not interrupt major architectural features of the building, and shall not project from the wall by more than 12 inches.

(d) *When unrestricted*. One identification wall sign four square feet in area or less with non-illuminated letters up to but not exceeding three inches in height, is not restricted and shall be permitted in addition to regulated signage.

STELLAR SIGN & DESIGN
7005 Stapoint Court
Winter Park, Fl. 32792
P. 407.660.3174 F. 321.249.0259
(www.stellarsignanddesign.com)
Florida State Certified
Electrical Contractor ES 12000915

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PROJECT:
KIDDIE ACADEMY
EDUCATIONAL CHILD CARE
SITE ADDRESS: 420 S. ORLANDO AVE.
WINTER PARK, FL 32789

PROJECT #	7327		
AM:	KS	PM	-
Designer:	RM	Date:	07-25-18
Sheet Size - 11" X 17"			

REVISION LEVEL

No.	DATE:	DESCRIPTION

☐ Approved
☐ Approved as noted
☐ Revise and resubmit
Approved:_____
Date:_____

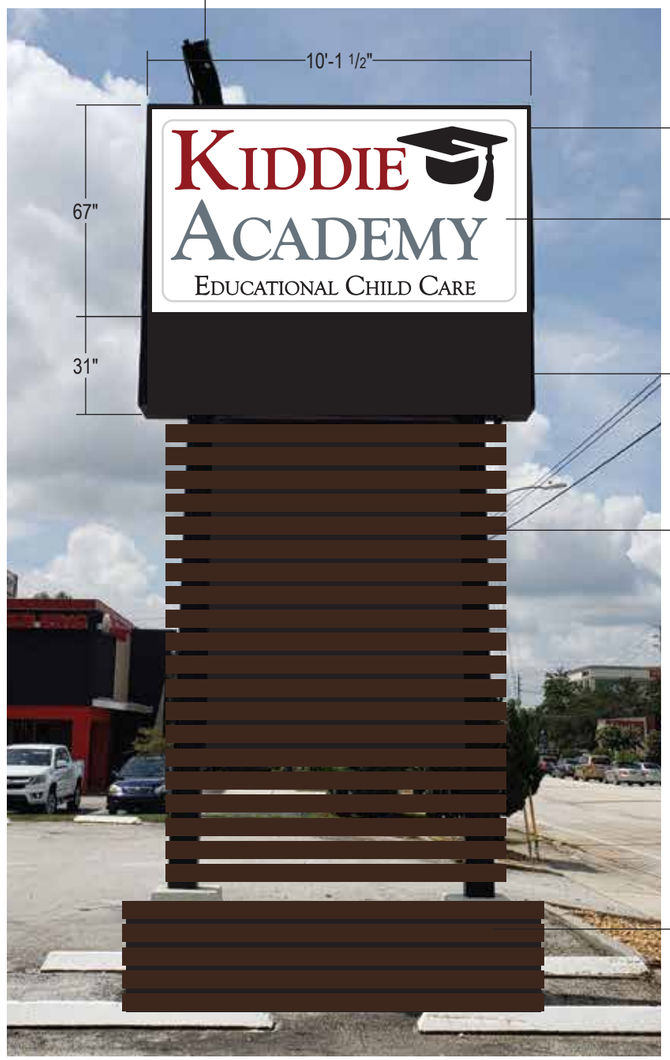
SHEET:
CODE

EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

SCOPE:
- EXISTING PYLON SIGN TO BE REFURBISHED.
- REPLACE LIGHTING COMPONANTS AS REQUIRED.
- REPLACE EXISTING SIGN FACES WITH (2) NEW TRANSLUCENT ACRYLIC PAN FACES.
- APPLY NEW TRANSLUCENT VINYL TO FACES.
- PAINT ENTIRE CABINET AND POSTS BLACK.
- REMOVE EMC CABINET AND REPLACE FACE WITH .080" ALUMINUM PAINTED BLACK.
- CREATE 1/4" ALUMINUM SLAT POLE COVER AND ATTACH TO EXISTING STEEL POLES.
- CREATE ALUMINUM POLE BASE COVER.

	3M 7725-12 BLACK
	3M 3630-53 CARDINAL RED TRANSLUCENT
	3M 3630-61 SLATE GRAY TRANSLUCENT
	SW 2924 WOODSY BROWN

PYLON SIGN SIDE A / 52 SF
SCALE: 1/4" = 1'-0"



PYLON SIGN SIDE B
SCALE: 1/4" = 1'-0"

STELLAR SIGN & DESIGN
7005 Stapoint Court
Winter Park, Fl. 32792
P. 407.660.3174 F. 321.249.0259
(www.stellarsignanddesign.com)
Florida State Certified
Electrical Contractor ES 12000915

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PROJECT:
KIDDIE ACADEMY
EDUCATIONAL CHILD CARE
SITE ADDRESS: 420 S. ORLANDO AVE.
WINTER PARK, FL 32789

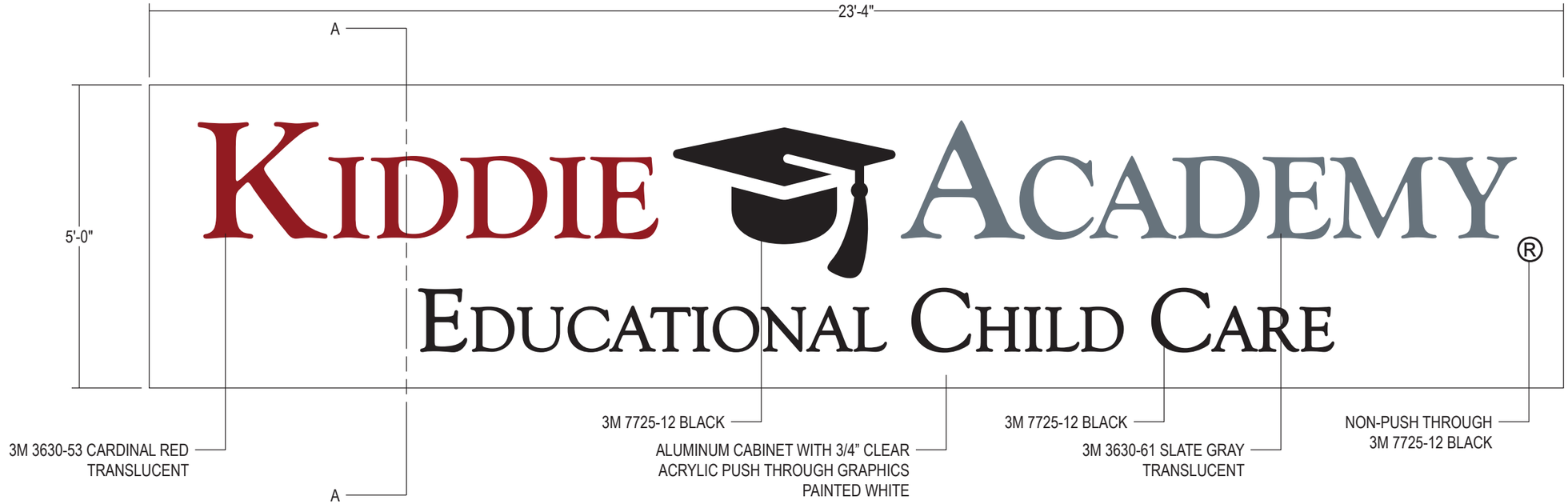
PROJECT #	7327		
AM:	KS	PM	-
Designer:	RM	Date:	07-25-18
Sheet Size - 11" X 17"			

REVISION LEVEL

No.	DATE:	DESCRIPTION
-	-	-

☐ Approved
☐ Approved as noted
☐ Revise and resubmit
Approved:
Date:

SHEET: P

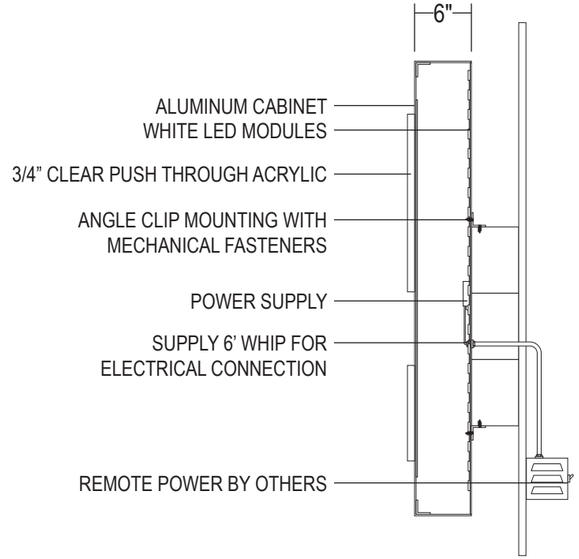


ILLUMINATED WALL SIGN - ROUTED WITH PUSH-THRU GRAPHICS
SCALE: 1/2" = 1'-0"

SCOPE:
- REMOVE EXISTING CHANNEL LETTERS AND REPAINT RACEWAY BLACK.
- FABRICATE NEW ALUMINUM CABINET WITH PUSH THROUGH ACRYLIC GRAPHICS.
- APPLY TRANSLUCENT VINYL TO PUSH THROUGH GRAPHICS.

	3M 7725-12 BLACK
	3M 3630-53 CARDINAL RED TRANSLUCENT
	3M 3630-61 SLATE GRAY TRANSLUCENT
	SW 2924 WOODSY BROWN

WALL SIGN / 117 SF
SCALE: 1/16" = 1'-0"



SECTION A
SCALE: NTS

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Sheet Size - 11" X 17"			

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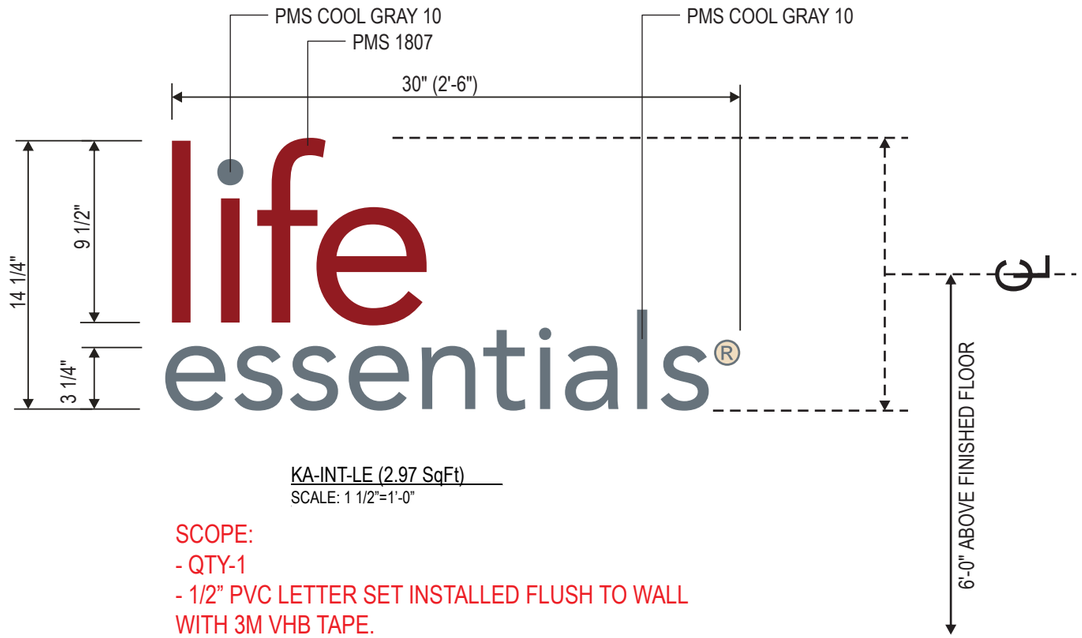
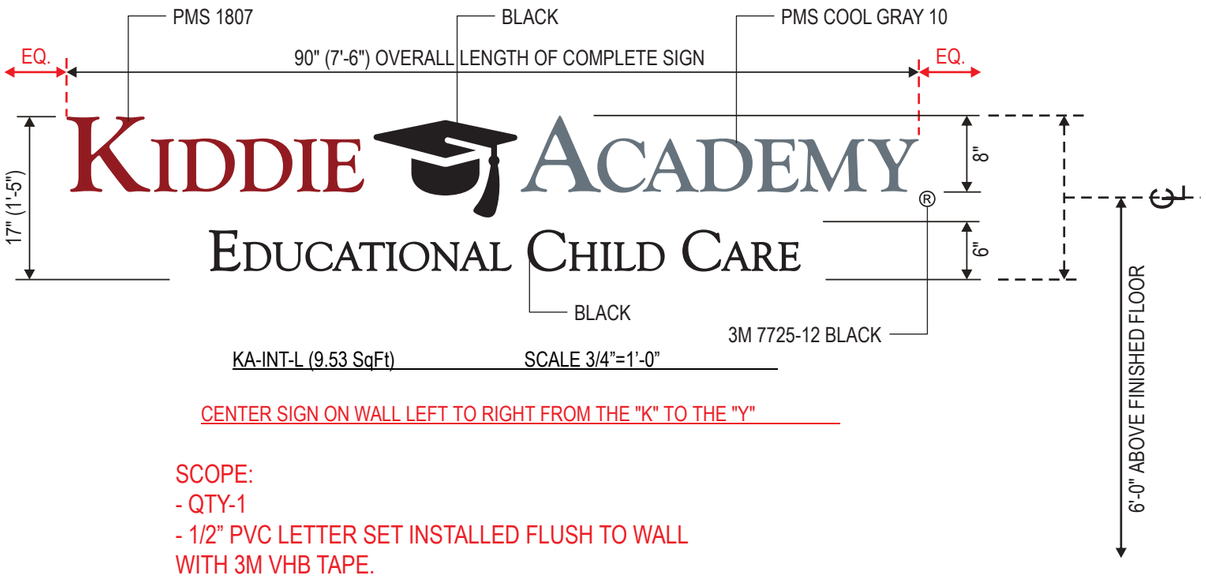
☐ Revise and resubmit
Approved:
Date:

SHEET: W



KA-INT-LE (2.97 SqFt)
SCALE: 1 1/2"=1'-0"

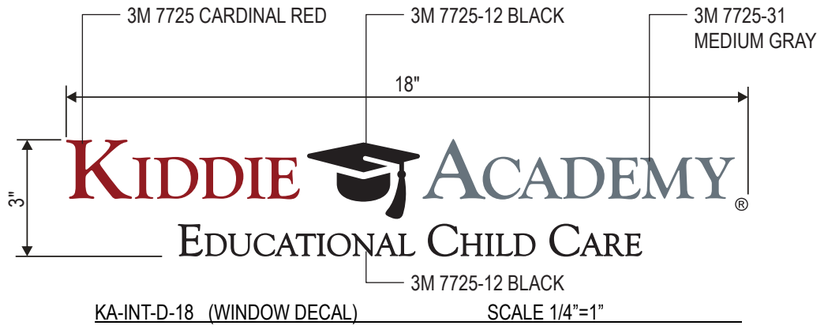
SCOPE:
- QTY-1
- 1/2" PVC LETTER SET INSTALLED FLUSH TO WALL WITH 3M VHB TAPE.



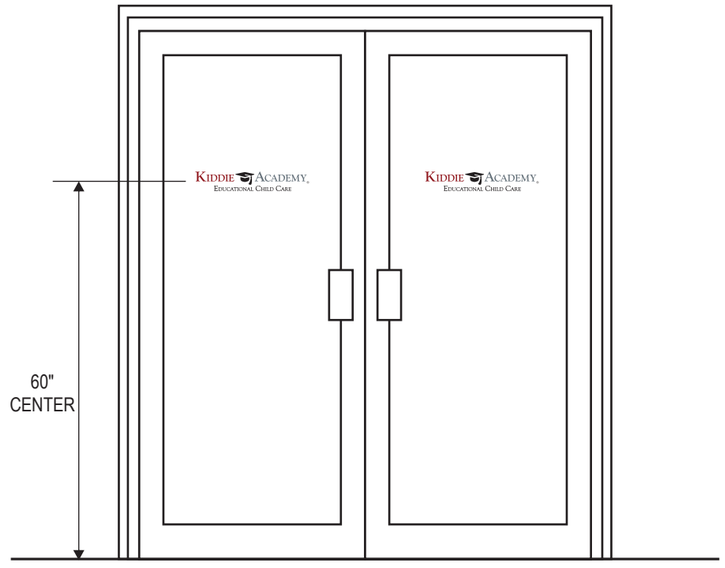
KA-INT-L (9.53 SqFt) SCALE 3/4"=1'-0"

CENTER SIGN ON WALL LEFT TO RIGHT FROM THE "K" TO THE "Y"

SCOPE:
- QTY-1
- 1/2" PVC LETTER SET INSTALLED FLUSH TO WALL WITH 3M VHB TAPE.



KA-INT-D-18 (WINDOW DECAL) SCALE 1/4"=1"



DECAL INSTALLATION
SCALE 1/2"=1'-0"

SCOPE:
- QTY-2
- VINYL GRAPHICS APPLIED TO GLASS DOOR.

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No.	DATE:	DESCRIPTION

☐ Approved
☐ Approved as noted
☐ Revise and resubmit
Approved:
Date:

SHEET: **W**

city commission agenda item

item type Public Hearings	meeting date 8/27/2018
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

Request of Amy Black:

- For a Comprehensive Plan text amendment to the Future Land Use element regarding policies for the subdivision of lakefront properties on Lake Killarney (2)

motion / recommendation

Recommendation is for approval of the Comprehensive Plan Amendment to amend the policy text as presented on second reading. This Ordinance has been revised since the first reading, per the decision of the Commission to move the text to the Planning Area.

background

On June 25, 2018, the City Commission adopted at first reading, the ordinance for a Comprehensive Plan text amendment to the Future Land Use element regarding policies for the subdivision of lakefront properties on Lake Killarney. The Comprehensive Plan amendment ordinance was sent to the State of Florida Department of Economic Opportunity (FDEO) for comment per Chapter 163, Florida Statutes. There were no comments or objections from FDEO. The letter from FDEO is attached. Thus, this ordinance can now be adopted on second reading.

Staff Report from the First Reading: The property at 1800 Boitnott Lane has been in this family's ownership since 1986. This neighborhood area on the north shore of Lake Killarney was annexed into the City in 2004.

This property is approximately a three acre estate (2.98 acres) that holds one single family home. The occupant, Margaret Black is elderly and the children are addressing the needs for continuing care of their mother as well as the eventuality that the home may be vacant, as well as estate planning.

This 3 acre estate is very much an exception and anomaly in size when compared to the other lakefront single family homes in this neighborhood and all around Lake Killarney within both the City of Winter Park and unincorporated areas of Orange

County. In this immediate neighborhood there are 47 other lakefront properties. Two are approximately 1 acre in size and the other 45 lakefront properties are 16,000-23,000 square feet in size. There are 19 other lakefront homes on Lake Killarney in the City that are 15,000-22,000 square feet in size. Within the unincorporated section of Lake Killarney there are another 40 lakefront homes that are also on lots in the 15,000-21,000 square foot range. All together there are 107 single family lakefront properties on Lake Killarney. The subject property is 3 acres, two others are 1 acre and the remaining 104 properties are 15,000-23,000 square feet in size.

The Comprehensive Plan Amendments: The Comprehensive Plan issue for this request is that the City has very restrictive policies and regulations regarding the subdivision or splitting of lakefront and estate properties. The Objective and Policy below indicate that a subdivision request to split this 3 acre property at 1800 Boitnott Lane is prohibited. There is rationale for this restriction in the Comprehensive Plan in that the low density, large lots and character of the lakefronts of the City are amongst the City's greatest assets. The larger estate lots (properties one acre or greater) help to support the higher property values of the surrounding neighborhoods. Thus, as currently written this subdivision request would be prohibited.

OBJECTIVE 1-5.1: Maintain and Preserve the Character & Quality of Lakefront and Other Waterfront Development through the Use of Land Use Controls. It is the intent of the City to apply land use controls to maintain and preserve the existing density, character and quality of lakefront land use by prohibiting lot splits and maintaining low densities.

Policy 1-5.2.7: Subdivision of Lot Splits of Single Family Estate Properties. The City shall prohibit any subdivisions or lot splits of estate lots (one acre or greater) within areas designated single family residential.

However, in the Subdivision Regulations the terminology is that such subdivisions are "strongly discouraged", not prohibited. The applicant's request is that while this Comprehensive Plan Objective and Policy may have much value when applied around the Chain of Lakes and other areas of the City, the situation on Lake Killarney is much different. As the lot size data indicates, their property is the only one of 108 existing lakefront properties on Lake Killarney that is affected by these Comprehensive Plan restrictions. The applicant believes that they are following the spirit of the Comprehensive Plan with their request. They not asking to divide their property into multiple lots meeting the much smaller R-1A zoning dimensions. They are asking to take a lakefront estate property of three acres and divide it into three lakefront estate properties. Each proposed lot is an acre in size (0.99 acre). The underlined additions are the new text to provide the opportunity for an approval of their request, and places the Lakefront Estates on Lake Killarney Policy within the text of Planning Area K – Lee Road.

OBJECTIVE 1-5.1: Maintain and Preserve the Character & Quality of Lakefront and Other Waterfront Development through the Use of Land Use Controls. It is the intent of the City to apply land use controls to maintain and preserve the existing density, character and quality of lakefront land use by prohibiting lot splits <u>(except as provided in Policy 1-K-7)</u> and maintaining low

densities.

Policy 1-5.2.7: Subdivision of Lot Splits of Single Family Estate Properties. The City shall prohibit any subdivisions or lot splits of estate lots (one acre or greater) within areas designated single-family residential except as provided in Policy 1-K-7.

Policy 1-K-7: Lakefront Estates on Lake Killarney. Notwithstanding Objective 1-5.1 and Policy 1-5.2.7, given the existing lakefront density and size of properties along Lake Killarney, the City may approve lot splits of lakefront estates provided that the resultant lots remain an average of approximately one acre or greater.

The Subdivision Approval Process: In the typical subdivision approval process, the staff first reviews the request for conformance to the Zoning dimensions. In this case the three proposed one acre lots greatly exceed the R-1A zoning minimums of 75 feet of lot width and 8,500 square feet of lot area. Per, the Comprehensive Plan policy and Subdivision Regulations, the attached map shows the sizes of the 25 single family lots within 500 feet of the subject property. The average lot size is 16,691 square feet and the median lot size is 16,182 square feet. Again at one acre, the proposed lots are much larger than the surrounding properties and larger than all but 2 of the other 108 properties on Lake Killarney. It is important to note that in the existing Subdivision Regulations text the wording is "strongly discourage" subdivisions of lakefront and estate lots and not "prohibit".

Subdivision and Infrastructure Considerations: There are some infrastructure and procedural issues in this request. In terms of infrastructure, there need to be potable water and fire flow safety improvements including and water line upgrades in order to provide fire flow to the eventual three new homes. Per the Life Safety Code this must be completed prior to permit for the second home. There is also a transition period where the existing common driveway can be utilized but again with the second home, the 4,280 square foot cul-de-sac bulb needs to be completed to city roadway specifications. There also is addressing that needs to change to aid emergency response, as this is the only property with a Boitnott Lane address. There are conditions of approval that address these issues.

Summary and Staff Recommendation: From the staff's perspective, the characteristics of the lakefront lot sizes on Lake Killarney are much different than on most other city lakes. This is the only 3 acre property amongst the 108 lakefront properties on Lake Killarney. The applicants are not asking to use the much smaller R-1A lot size standards for redevelopment but are asking to take an "estate" and create three "estate" lots of one acre in size. Aside from some conditions related to infrastructure, this appears to be a reasonable request.

Planning and Zoning Board Minutes – June 5, 2018:

REQUEST OF AMY BLACK TO: AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE ELEMENT TO MODIFY AND ADD TO EXISTING OBJECTIVES AND POLICIES REGARDING THE ABILITY OF LAKEFRONT ESTATES ON LAKE KILLARNEY TO BE ELIGIBLE FOR SUBDIVISION INTO LAKEFRONT LOTS OF APPROXIMATELY ONE ACRE IN SIZE.

REQUEST OF AMY BLACK FOR: SUBDIVISION APPROVAL TO DIVIDE THE PROPERTY AT 1800 BOITNOTT LANE ON LAKE KILLARNEY, ZONED R-1A, INTO

THREE LAKEFRONT SINGLE FAMILY LOTS OF APPROXIMATELY ONE ACRE IN SIZE.

Board member, Laura Walda, recused herself from this item, as her law firm has been retained by the applicant.

Planning Manager, Jeff Briggs, presented the staff report and explained that applicant, Amy Black, is requesting approval of:

1. A Comprehensive Plan text amendment to the Future Land Use element regarding policies for the subdivision of lakefront properties on Lake Killarney, and
2. Subdivision approval to split the property at 1800 Boitnott Lane into three single family lots of approximately one acre each in size.

Mr. Briggs showed the Board photos and site plans for the property. He explained that This 3 acre estate is very much an exception and anomaly in size when compared to the other lakefront single family homes in this neighborhood and all around Lake Killarney within both the City of Winter Park and unincorporated areas of Orange County. In this immediate neighborhood there are 47 other lakefront properties. Two are approximately 1 acre in size and the other 45 lakefront properties are 16,000-23,000 square feet in size. There are 19 other lakefront homes on Lake Killarney in the City that are 15,000-22,000 square feet in size. Within the unincorporated section of Lake Killarney there are another 40 lakefront homes that are also on lots in the 15,000-21,000 square foot range. All together there are 107 single family lakefront properties on Lake Killarney. The subject property is 3 acres, two others are 1 acre and the remaining 104 properties are 15,000-23,000 square feet in size.

Mr. Briggs noted that this property is the only 3-acre single-family property on Lake Killarney and the applicant is requesting to divide it into one acre lots which matches the size of two other largest homes on the lake. He explained that the City has very restrictive policies and regulations in the Comprehensive Plan regarding the subdivision or splitting of lakefront and estate properties.

Mr. Briggs stated that in order to allow the applicant's request, there would have to be an amendment to the Comprehensive Plan. He explained that P&Z and the City Commission have crafted a policy change that would modify rules solely for Lake Killarney. He stated that the reason that the modification would be just for Lake Killarney is that there is no other set of facts like Lake Killarney where there is one 3 acre estate. He stated that this particular instance is an anomaly around Lake Killarney and dividing the property into 3 lots would match the largest lot sizes on the lake. He reiterated that this modification would not set a precedent in the City as it will only apply to Lake Killarney given the particular facts.

Mr. Briggs provided photos and site plans showing the how the three lots will be split. He summarized by stating that from the staff's perspective, the characteristics of the lakefront lot sizes on Lake Killarney are much different than on most other city lakes. This is the only 3 acre property amongst the 108 lakefront properties on Lake Killarney. The applicants are not asking to use the

much smaller R-1A lot size standards for redevelopment but are asking to take an "estate" and create three "estate" lots of one acre in size. Aside from some conditions related to infrastructure, this appears to be a reasonable request. Staff Recommendation is for Approval of the Comprehensive Plan Amendment to amend the policy text as presented.

Staff Recommendation is for Approval of the Subdivision request to divide the property at 1800 Boitnott Lane into three lakefront lots, as presented, subject to the following conditions to be executed within a Development Agreement, approved in form and content by the City Attorney:

1. That the property owner execute a public access easement for the 4,380 square foot cul-de-sac bulb shown on the proposed plan to the benefit of the three proposed lots, as presented, and also to the owners of 2064 Lake Drive, who currently use that driveway.
2. That the common access easement 4,380 square foot cul-de-sac bulb, as presented, be constructed with pavement/curbing per city roadway specifications, which must be completed at the time of construction of the second new home, prior to the issuance of any temporary or final certificate of occupancy.
3. That new potable water and fire flow infrastructure be constructed including fire hydrant(s) as needed within 300 feet travel distance to all sides of all three homes and any water line upgrades needed (2 inch to 4 inch) which must be completed at the development's expense prior to the issuance of the building permit for the construction of the second new home.
4. That all three new homes be assigned Lake Drive addresses**.**

Mr. Briggs answered questions from the Board.

Applicant, Amy Black, 1427 Melrose Place, Homewood, AL, addressed the Board. She gave a brief history of the home and explained her family's reason for the request to divide the property into 3 separate lots.

There was no public comment. The Public Hearing was closed.

Motion made by Ray Waugh, seconded by Sheila De Ciccio for approval to amend the "Comprehensive Plan" Future Land Use Element to modify and add to existing objectives and policies regarding the ability of lakefront estates on Lake Killarney to be eligible for subdivision into lakefront lots of approximately one acre in size.

Motion carried unanimously with a 5-0 vote.

Motion made by Ray Waugh, seconded by Sheila De Ciccio for approval to divide the property at 1800 Boitnott Lane on Lake Killarney, Zoned (R-1A), into three lakefront single-family lots of approximately one acre in size, subject to the conditions recommended by staff and agreed to by the applicant:

1. **That the property owner execute a public access easement for the 4,380 square foot cul-de-sac bulb shown on the proposed plan to the**

benefit of the three proposed lots, as presented, and also to the owners of 2064 Lake Drive, who currently use that driveway.

2. **That the common access easement 4,380 square foot cul-de-sac bulb, as presented, be constructed with pavement/curbing per city roadway specifications, which must be completed at the time of construction of the second new home, prior to the issuance of any temporary or final certificate of occupancy.**
3. **That new potable water and fire flow infrastructure be constructed including fire hydrant(s) as needed within 300 feet travel distance to all sides of all three homes and any water line upgrades needed (2 inch to 4 inch) which must be completed at the development's expense prior to the issuance of the building permit for the construction of the second new home.**
4. **That all three new homes be assigned Lake Drive addresses.**

Motion carried unanimously with a 5-0 vote.

City Commission Minutes – June 25th, 2018:

a. and h. Request of Amy Black:

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE I, "COMPREHENSIVE PLAN" SO AS TO MODIFY AND ADD COMPREHENSIVE PLAN POLICIES WITHIN THE TEXT OF THE FUTURE LAND USE ELEMENT REGARDING SUBDIVISIONS OF LAKEFRONT PROPERTIES AND ESTATES ON LAKE KILLARNEY, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE First Reading

Subdivision approval to split the property at 1800 Boitnott Lane into three single family lots of approximately one acre each in size

Attorney Ardaman read the ordinance by title.

Planning Manager Jeff Briggs provided the staff report and the need to amend the comprehensive plan so the applicant can divide the property into three single family lots approximately one acre each. He explained the lot sizes of the current homes on Lake Killarney and that this property is much larger than the other properties currently there. He spoke about the current comprehensive plan that prohibits this type of action and that this one change would be only for Lake Killarney. He addressed the need for public infrastructure improvements in the future and that the Boitnott homes will have to be re-addressed as Lake Drive. He commented about the conditions attached to the subdivision request.

Commissioner Cooper expressed concerns with dividing an estate lot and wanted to make sure our policy statement does not make the cypress trees on the lot vulnerable. Mr. Briggs explained the trees are around the perimeter of the lake.

Attorney Tara Tedrow, representing the applicant, summarized the project. She

addressed the lot being significantly larger than the other site, the current zoning, the sizes of the other homes there, the comprehensive plan policy and other sections of the code, the request is not precedent setting because it only pertains to one property on the lake, and that staff and the P&Z Board approved the request. She concluded that their request can be done one of two ways: to amend the comprehensive plan to permit subdivision of lakefront lots into average sized lots of one acre or greater on Lake Killarney only; or to add language to Planning Area K as Policy 1-K-7 regarding lakefront estates on Lake Killarney. She summarized the rationale of the request.

Ms. Tedrow then spoke about the subdivision request and asked for approval of the comprehensive plan amendment and subdivision for three estate lots, per staff's recommended conditions of approval as follows:
1) That the property owner execute a public access easement for the 4,380 square foot cul-de-sac bulb shown on the proposed plan to the benefit of the three proposed lots, as presented, and also to the owners of 2064 Lake Drive, who currently use that driveway;
2) That the common access easement 4,380 square foot cul-de-sac bulb, as presented, be constructed with pavement/curbing per city roadway specifications, which must be completed at the time of construction of the second new home, prior to the issuance of any temporary or final certificate of occupancy;
3) That new potable water and fire flow infrastructure be constructed including fire hydrant(s) as needed within 300 feet travel distance to all sides of all three homes and any water line upgrades needed (2 inch to 4 inch) which must be completed at the development's expense prior to the issuance of the building permit for the construction of the second new home; and
4) That all three new homes be assigned Lake Drive addresses.

She stated they will come back for second reading of the ordinance for final approval after it comes back from the State.

Commissioners Weldon, Cooper and Seidel as well as Mayor Leary disclosed conversations with either the applicant's attorney or neighbors.

Motion made by Commissioner Weldon to accept the comprehensive plan amendment on first reading as recommended by staff and the Planning and Zoning Board; seconded by Commissioner Seidel.

Motion amended by Commissioner Cooper that all healthy cypress trees be preserved or relocated on the property. Motion failed for lack of a second.

Motion amended by Commissioner Cooper to opt for Option 2 moving the change in the comprehensive plan language into the neighborhood Planning Area K; seconded by Commissioner Seidel.

The following made public comments:

Todd Weaver, 1051 Lake Bell Drive, asked that boring samples be done on site to make sure that the fill is not contaminated before moving forward.

Sally Flynn, 1400 Highland Road, agreed with the lot split.

Property owner Amy Black, 1427 Melrose Place, Homewood, Alabama, explained why the family wants to split their property and asked for approval.

Upon a roll call vote on the amendment, Commissioners Seidel, Cooper and Weldon voted yes. Mayor Leary voted no. The motion carried with a 3-1 vote.

Upon a roll call vote on the ordinance, Mayor Leary and Commissioners Seidel, Cooper and Weldon voted yes. The motion carried unanimously with a 4-0 vote.

Motion made by Commissioner Seidel to approve the lot split including the Planning and Zoning Board recommendations; seconded by Commissioner Weldon. Upon a roll call vote, Mayor Leary and Commissioners Seidel, Cooper and Weldon voted yes. The motion carried unanimously with a 4-0 vote.

alternatives / other considerations

N/A

fiscal impact

N/A

ATTACHMENTS:

Description	Upload Date	Type
Backup Materials	8/13/2018	Backup Material

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE I, "COMPREHENSIVE PLAN" SO AS TO MODIFY AND ADD COMPREHENSIVE PLAN POLICIES WITHIN THE TEXT OF THE FUTURE LAND USE ELEMENT REGARDING SUBDIVISIONS OF LAKEFRONT PROPERTIES AND ESTATES ON LAKE KILLARNEY, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the Winter Park City Commission adopted its Comprehensive Plan on April 24, 2017 via Ordinance 2762-09, and

WHEREAS, the City Commission desires to amend the Comprehensive Plan, Future Land Use Element, in order to provide clarification of the policies regarding the subdivision of lakefront properties and estates on Lake Killarney, and

WHEREAS, such amendment 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 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 June 5, 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 at which the City Commission has 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; and

WHEREAS, words with <u>single underline</u> shall constitute additions to the original text and ~~strike through~~ text shall constitute deletions to the original text.

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", is hereby amended by modifying and adding to Objectives and policies in the Future Land Use Element to read as follows:

OBJECTIVE 1-5.1: Maintain and Preserve the Character & Quality of Lakefront and Other Waterfront Development through the Use of Land Use Controls. It is the intent of the City to apply land use controls to maintain and preserve the existing density, character and quality of lakefront land use by prohibiting lot splits (except as provided in Policy 1-K-7) and maintaining low densities.

Policy 1-5.2.7: Subdivision of Lot Splits of Single Family Estate Properties. The City shall prohibit any subdivisions or lot splits of estate lots (one acre or greater) within areas designated single-family residential except as provided in Policy 1-K-7.

Policy 1-K-7: Lakefront Estates on Lake Killarney. Notwithstanding Objective 1-5.1 and Policy 1-5.2.7, given the existing lakefront density and size of properties along Lake Killarney, the City may approve lot splits of lakefront estates provided that the resultant lots remain an average of approximately one acre or greater.

SECTION 2. **Codification**. This ordinance shall be incorporated into the Winter Park City Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alterations, and omissions not affecting the construction or meaning of this ordinance and the City Code may be freely made.

SECTION 3. Severability and Conflicts. 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. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 4. 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 Steve Leary

Attest:

_____
City Clerk

Rick Scott
GOVERNOR

FLORIDA DEPARTMENT of ECONOMIC OPPORTUNITY

Cissy Proctor
EXECUTIVE DIRECTOR

July 3, 2018

Mr. Randy Knight, City Manager
City of Winter Park
401 Park Avenue South
Winter Park, Florida 32789-4386

Dear Mr. Knight:

Thank you for submitting the City of Winter Park's proposed comprehensive plan amendments submitted for our review pursuant to the Expedited State Review process. The reference number for this amendment package is **Winter Park 18-1ESR.**

The proposed submission package will be reviewed pursuant to Section 163.3184(3), Florida Statutes. Once the review is underway, you may be asked to provide additional supporting documentation by the review team to ensure a thorough review. You will receive the Department's Comment Letter no later than **August 2, 2018.**

If you have any questions please contact Anita Franklin, Plan Processor at (850) 717-8486 or Kelly Corvin, Regional Planning Administrator, whom will be overseeing the review of the amendments, at (850) 717-8503.

Sincerely,

D. Ray Eubanks, Administrator
Plan Review and Processing

DRE/af

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.floridajobs.org
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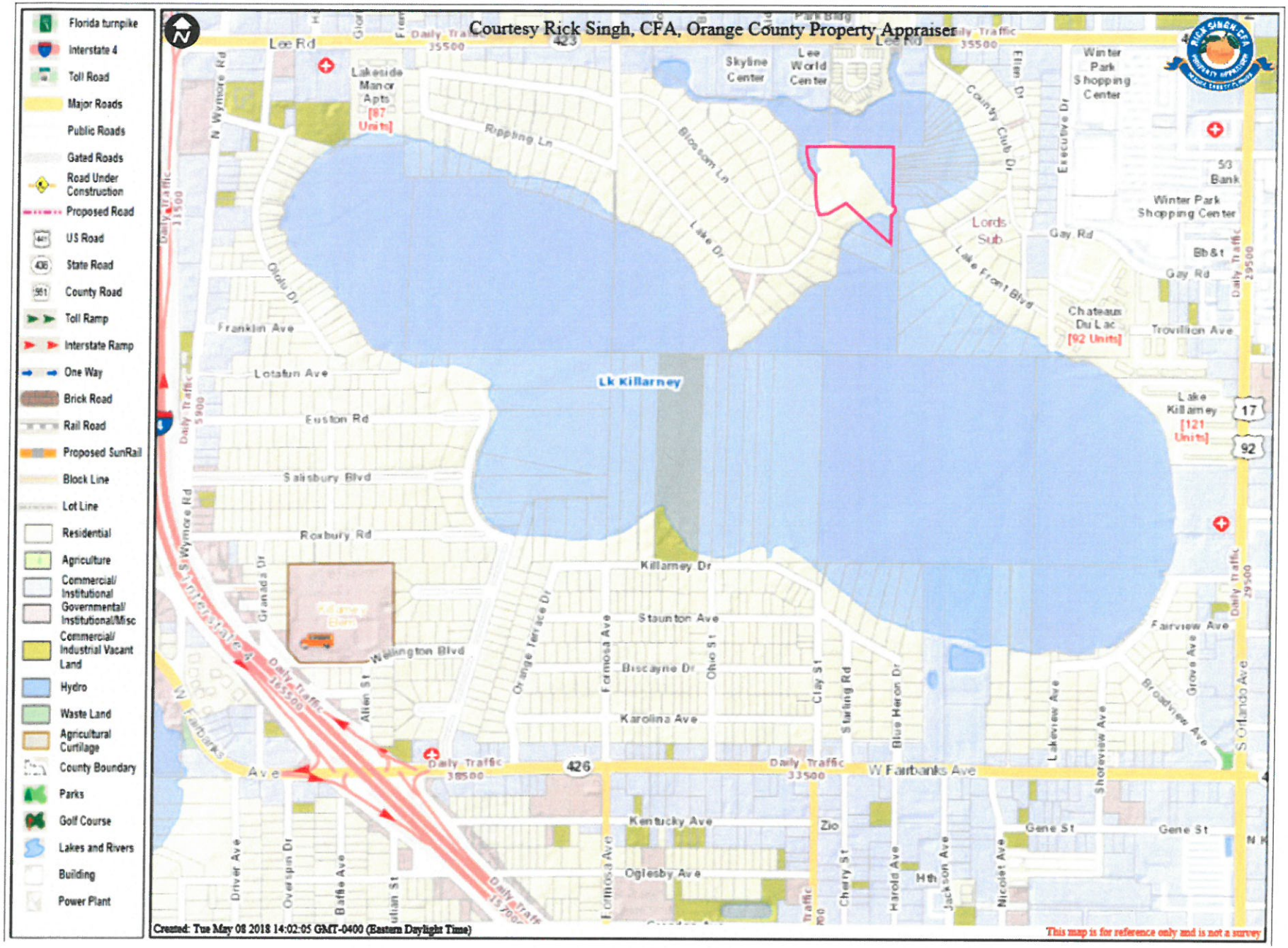
Courtesy Rick Singh, CFA, Orange County Property Appraiser
Florida turnpike
Interstate 4
Toll Road
Major Roads
Public Roads
Gated Roads
Road Under Construction
Proposed Road
US Road
State Road
County Road
Toll Ramp
Interstate Ramp
One Way
Brick Road
Rail Road
Proposed SunRail
Block Line
Lot Line
Residential
Agriculture
Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Building
Power Plant
Lee Rd
Lakeside Manor Apts [87 Units]
Skyline Center
Lee World Center
Winter Park Shopping Center
Ripping Ln
Blossom Ln
Lake Dr
Country Club Dr
Executive Dr
Ellen Dr
Lords Sub
Lake Front Blvd
Gay Rd
Chateaux Du Lac [92 Units]
Trovillion Ave
Franklin Ave
Lotatun Ave
Lk Killarney
Euston Rd
Salisbury Blvd
Roxbury Rd
Killarney Dr
Staunton Ave
Biscayne Dr
Karolina Ave
Kentucky Ave
Oglesby Ave
Wellington Blvd
Granada Dr
Orange Terrace Dr
Famosa Ave
Ohio St
Clay St
Sterling Rd
Blue Heron Dr
Lakeview Ave
Shoreview Ave
Broadview Ave
Grove Ave
Fairview Ave
S Orlando Ave
Gene St
Zio
Harold Ave
Jackson Ave
Nicolet Ave
Cherry St
Driver Ave
Overspin Dr
Battle Ave
Julian St
N Wymore Rd
N Fairbanks Ave
W Fairbanks Ave
Lake Killarney [121 Units]
Daily Traffic 35500
Daily Traffic 5900
Daily Traffic 38500
Daily Traffic 33500
Daily Traffic 29500
Daily Traffic 16500
Daily Traffic 15700
423
426
17
92
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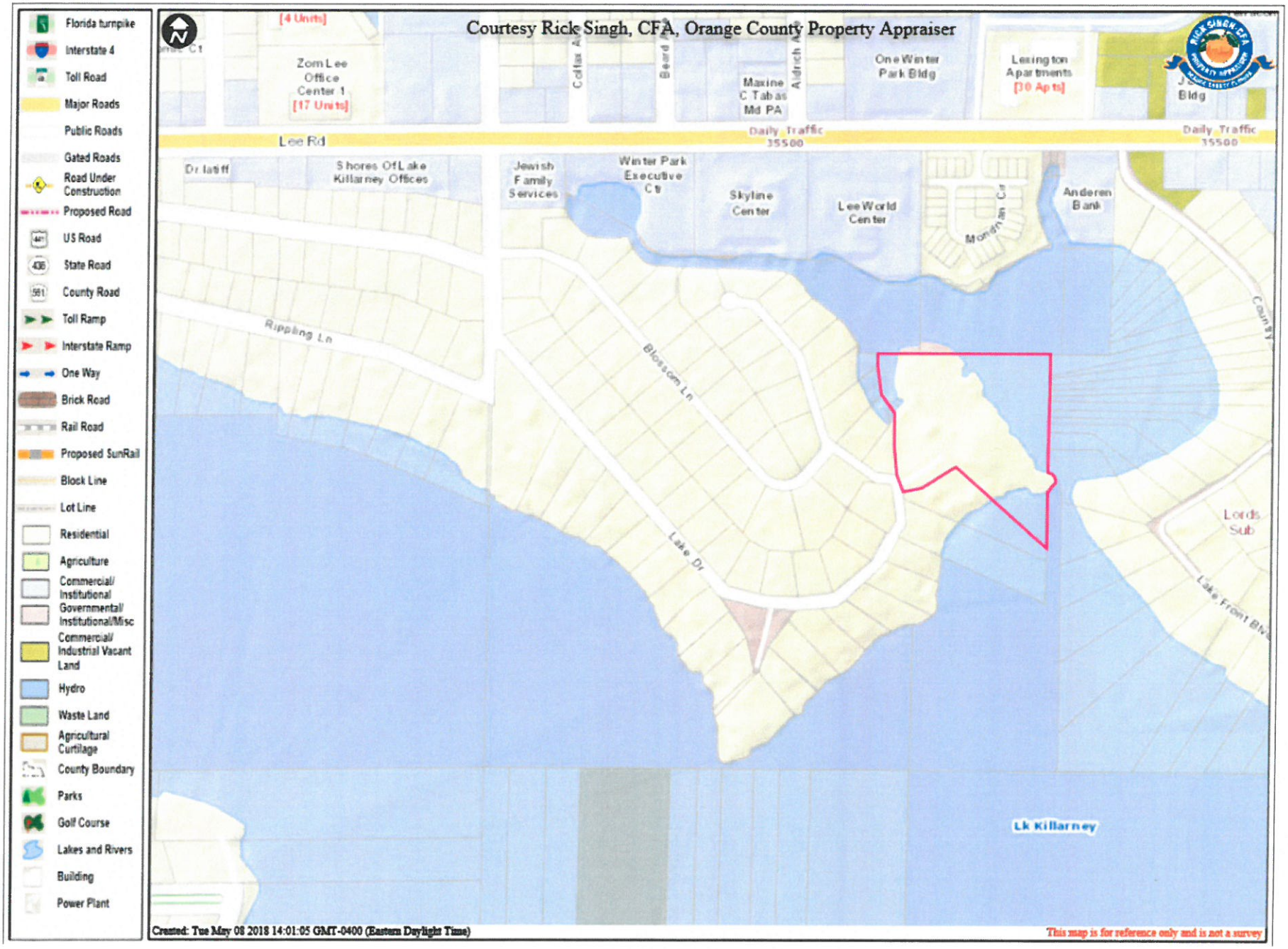
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Lot Line
Residential
Agriculture
Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Building
Power Plant
[4 Units]
Zom Lee Office Center 1
[17 Units]
Maxine C Tabas Md PA
One Winter Park Bldg
Lexington Apartments
[30 Apts]
Lee Rd
Daily Traffic 35500
Daily Traffic 35500
Dr Iatiff
Shores Of Lake Killarney Offices
Jewish Family Services
Winter Park Executive Ct
Skyline Center
Lee World Center
Anderen Bank
Rippling Ln
Blossom Ln
Lake Dr
Lk Killarney
Lords Sub
Created: Tue May 08 2018 14:01:05 GMT-0400 (Eastern Daylight Time)
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Florida turnpike
Interstate 4
Toll Road
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Public Roads
Gated Roads
Road Under Construction
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Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Building
Power Plant
N
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Courtesy Rick Singh, CFA, Orange County Property Appraiser
Florida turnpike
Interstate 4
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Gated Roads
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Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
Block Number
Lot Number
Parcel Number
Parcel Address
Parcel Dimension
Created: Tue May 08 2018 13:58:35 GMT-0400 (Eastern Daylight Time)
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COMPREHENSIVE PLAN TEST

1800 Boitnott Lane

City of Winter Park
Florida

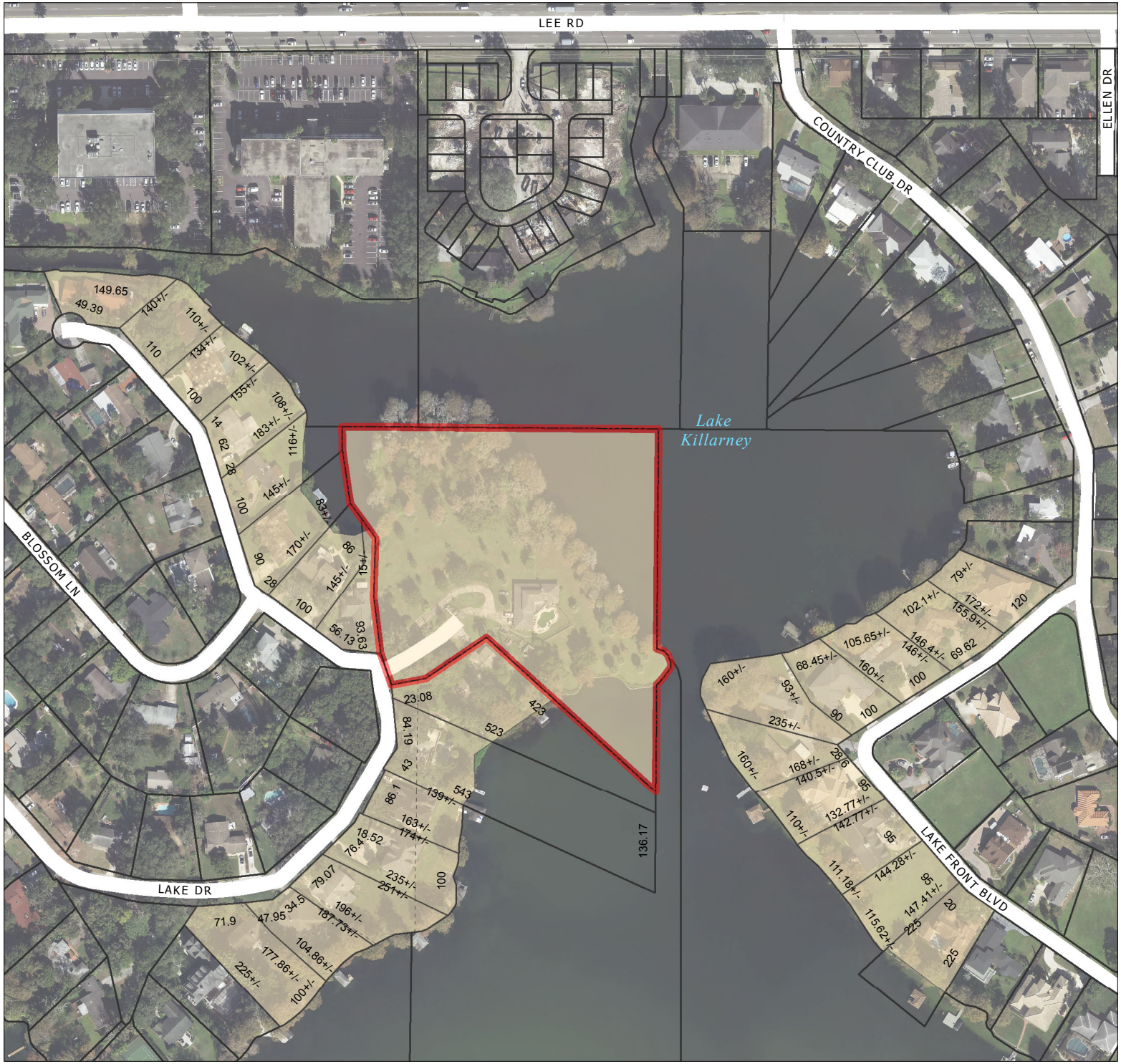
LEGEND

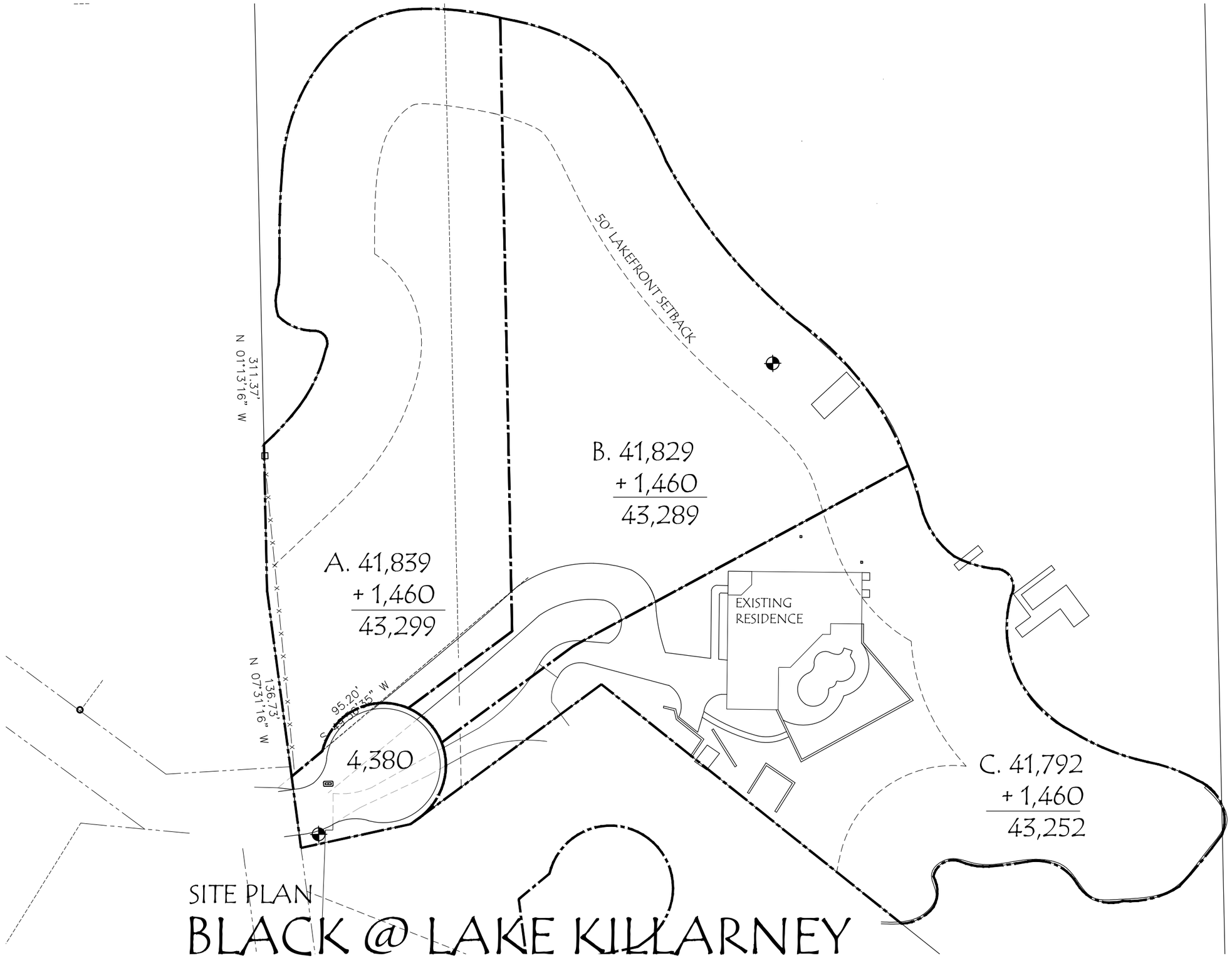
- Subject Site
- Single-Family Lakefront Lots Within 500' of Site (25 total)

NOTES

Average Lot Size = 16,691 sq ft

Median Lot Size = 16,182 sq ft





SITE PLAN

BLACK @ LAKE KILLARNEY

18-001

1.15.18

SLOCUM PLATTS ARCHITECTS