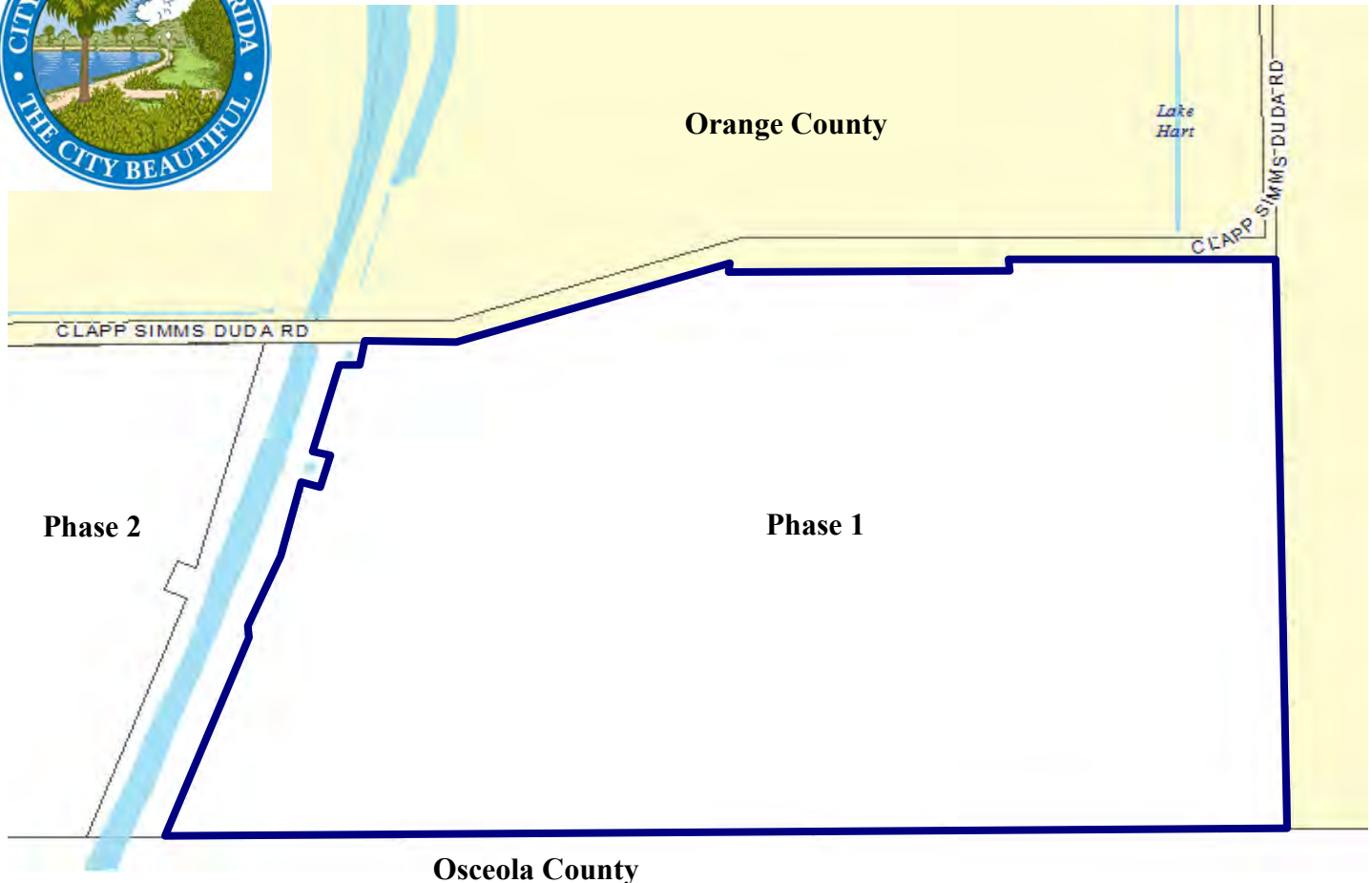




## SOUTHEASTERN OAKS PHASE 1



### Location Map



Subject Site

### SUMMARY

**Owner**

William & Margaret Crider,  
Split Oak Reserve, LLC

**Applicant**

Thomas Sullivan  
Lowndes Law Firm

**Project Planner**

Colandra Jones

**Property Location:** The subject property is located east of Narcoossee Road, south of Clapp Simms Duda Road, north of the Osceola County line and west of Split Oak Forest (±82.22 acres, District 1).

**Applicant's Request:**

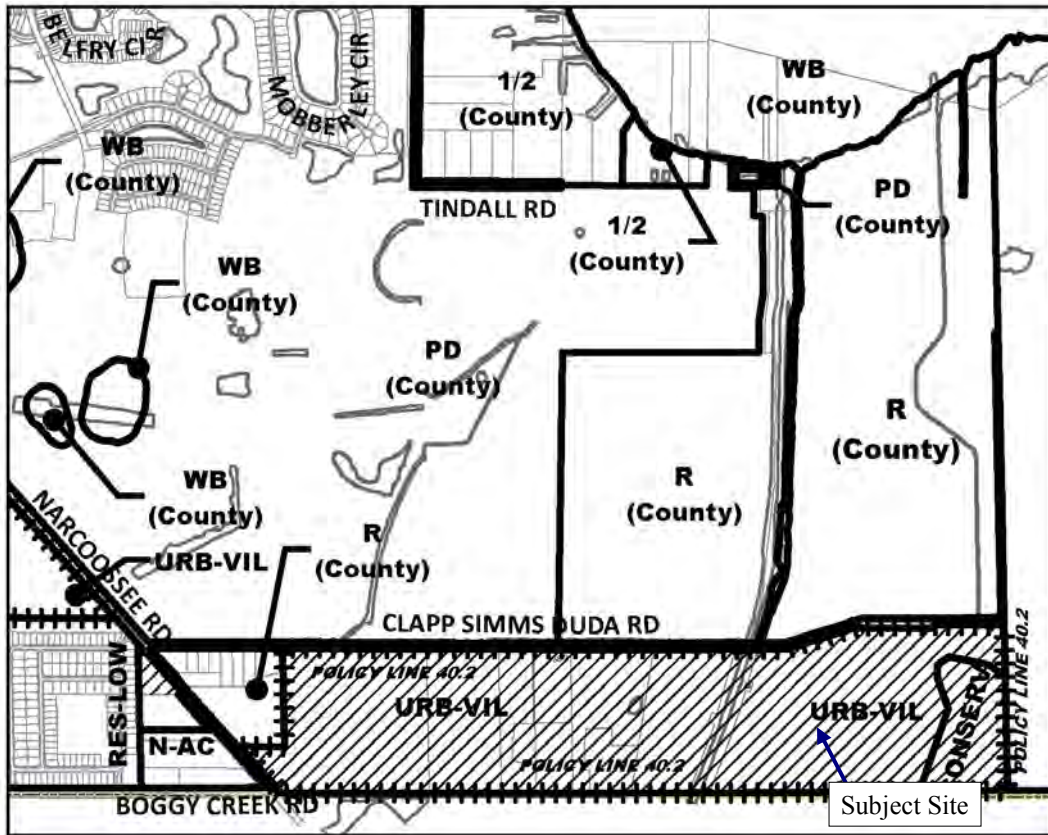
Specific Parcel Master Plan (SPMP) approval for the Southeastern Oaks Phase 1 residential development. The project is comprised of 134 residential units.

**Staff's Recommendation:**

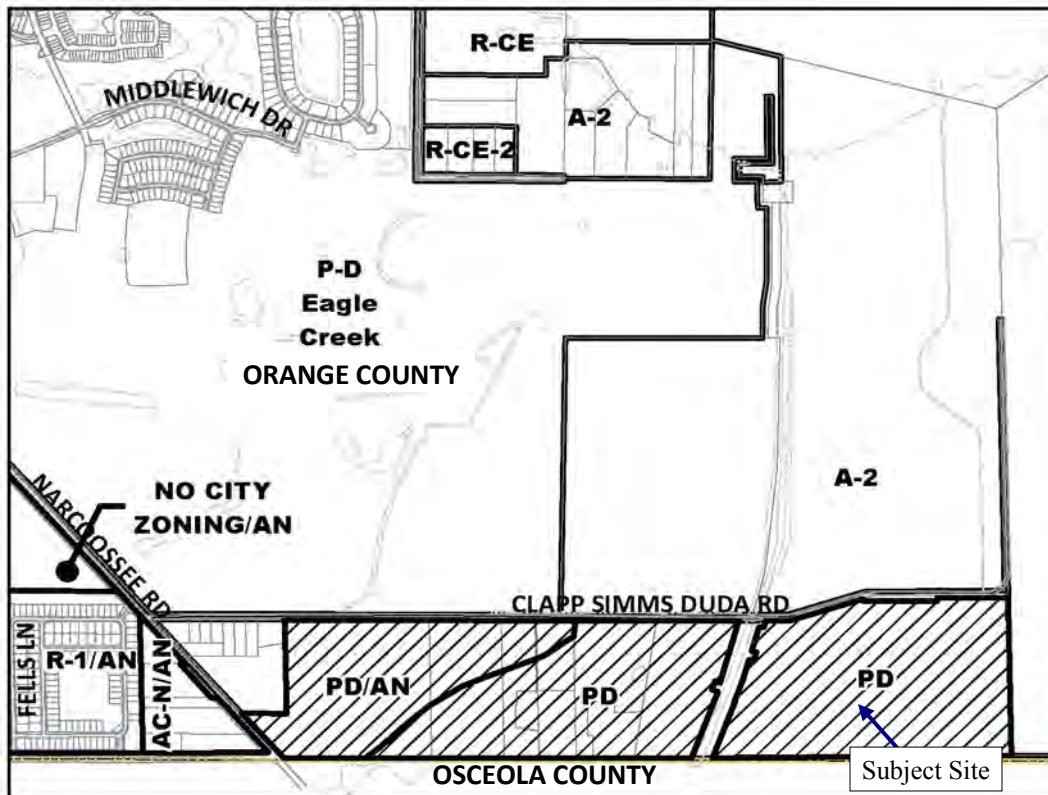
Approval of the request, subject to the conditions in this report.

**Updated:** May 27, 2014

# FUTURE LAND USE MAP



# ZONING MAP



# PROJECT ANALYSIS

## Project Description

The subject site, which was recently annexed into the City of Orlando, is generally located east of Narcoossee Road, south of Clapp Simms Duda Road and north of the Osceola County line and is approximately 82.22 acres in size. The site is designated Urban Village on the Official Future Land Use Map and will have a zoning of PD. The site is within the Southeastern Oaks PD and is designated as “Residential Neighborhood” on the PD Development Plan.

This SPMP and preliminary plat depicts the development of the Southeastern Oaks Phase 1 Residential Neighborhood which is comprised of 134 single family dwelling units. The SPMP proposes 103 60 foot product types lots and 31 80 foot product types which are front-loaded. The applicant is also proposing that this community be gated.

## Previous Actions:

- August 20, 2013—The Municipal Planning Board (MPB) approved the annexation (ANX2013-00008) of 210 acres, the GMP amendments to assign the Urban Village and Conservation future land use designations (GMP2013-00016) and add Subarea Policy S.40.2 to the property (GMP2013-00017) and initial zoning of PD and PD/AN (ZON2013-00019) for the Southeastern Oaks property.
- November 25, 2013—The annexation was adopted by the City Council.
- March 17, 2014 —The Growth Management Plan Amendments was adopted by the City Council. The GMP amendments became effective on April 17, 2014.
- March 31, 2014—The first reading of the PD ordinance was approved by the City Council.
- April 10, 2014—The Southeast Town Design Review Committee approved the Southeastern Oaks Phase 2 SPMP which is comprised of 122 single family residential units.

## Upcoming Actions:

The School Board is scheduled to adopt the Capacity Enhancement Agreement on May 13, 2014, which will allow the second reading of the PD ordinance to go before the City Council on June 2, 2014.

## Major Subdivision:

According to Section 65.425 of the Land Development Code, *“The purpose of the Major plat review process is to ensure compliance with the City’s Land Development Code and the City’s Comprehensive Growth Management Plan. This process also provides for a complete review of technical data and preliminary construction and engineering drawings for proposed subdivisions that are not eligible for a waiver of the platting requirements and that require construction of streets or public improvements. The review includes evaluation of potential impacts on both the site and surrounding areas, and resolution of planning, engineering, and other technical issues so that development may proceed.”*

## Project Context

The subject property is located within the Southeastern Oaks, a community located in the southeast section of Orlando. The property is currently vacant and is designated as “Residential Neighborhood” in the PD Development Plan. The surrounding future land uses and zonings is depicted in the table below. The proposed residential development would be compatible with the surrounding existing and planned residential uses.

**Table 1—Project Context**

	<b>Future Land Use</b>	<b>Zoning</b>	<b>Surrounding Use</b>
North	Planned Development & Rural/Agricultural (Orange County)	PD & A-2 (Orange County)	Vacant Land (Eagle Creek PD)
East	Preservation (Orange County)	A-2 (Orange County)	Split Oak Forest Mitigation Park
South	Low Density Residential (Osceola County)	PD (Osceola County)	Lake Ajay Residential Neighborhood
West	Urban Village	PD & PD/AN	Vacant Land (Southeastern Oaks Phase 2)

### Conformance with the GMP

The proposed SPMP is consistent with the GMP Policies related to the Southeast Orlando Sector Plan, including Future Land Use Element Policy 2.4.4 (Urban Village policy), Subarea Policy S.40.2, along with Goal 4 and its associated goals, objectives and policies.

### Conformance with the LDC— Southeastern Oaks PD

According to the Southeastern Oaks PD, the Traditional Design standards provided in the LDC Chapter 68 are required if residential development is equal to or greater than 3 du/gross acre. This proposed development (134 du on 82.22 acres = 1.63 du/ac) is less than 3 du and is subject to either the Conventional LDC standards or the Traditional Design standards. The applicant has requested that the project be review under the Traditional Design standards.

In order to be consistent with the Southeast Orlando Sector Plan, applications must be reviewed for compliance with LDC Chapter 68, which lays out the detailed development guidelines and standards for the Southeast Plan area. The proposed development is categorized as “Residential Neighborhood” in the Southeastern Oaks PD. According to LDC Section 68.200 (b) (1), Residential Neighborhood is described as such: *“The majority of housing in the Southeast Plan area shall be located in Residential Neighborhoods. These medium and low density areas shall be scaled to the needs of pedestrians, with local destinations, such as Centers, schools, and community parks, within walking distance.”*

### Development Standards

Section 68.205 outlines the guidelines that applies to Residential Neighborhoods. The various components consist of Residential Neighborhood Structure, Location and Density, Housing Diversity, Housing Design and Orientation, Parks, Schools, Street Configuration, Street Design, Edges, Natural Features, and Phasing. The Land Use Guidelines for the Southeast Plan states that neighborhoods will be scaled to the pedestrian, and that neighborhoods shall have a maximum density of 12 dwelling units per gross acre, contain a mixture of residential housing types, and shall focus on a centrally located neighborhood center and/or school. Figure 68-E of the Southeast Plan summarizes approximate lot sizes and densities for a variety of housing types. The lot summary chart below outlines the lot type and the proposed amount in Phase 1. According to the Southeast Orlando Sector Plan Figure 68-E Housing Types, the proposed lot types meet the residential building standards.

Table 2—Phase 1 Lot Summary		
Lot Type	Number of Lots	Corresponding Housing Type
60'	103	Single Family Large Lot (7,000—43,560 sq. ft.)
80'	31	Single Family Large Lot (7,000—43,560 sq. ft.)
<b>Total</b>	<b>134</b>	

Part 3 of the Southeast Orlando Sector Plan describes the residential building standards. Section 68.301 requires a mix of housing types within residential neighborhoods. Housing types may vary by lot size and form. These criteria are intended to insure that homes integrate well with each other and share designs which make neighborhood streets safe and enjoyable to walk along. Lot sizes and patterns within a neighborhood shall be varied to avoid monotonous streetscapes and provide a diverse range of housing types. The Southeast Sector Plan requires a developer that has more than 15 acres to provide at least 3 housing types. Housing types are defined in Figure 68-E of the LDC. Even though this particular proposal for Phase 1 only depicts one housing type (Single Family Large Lot) , the overall PD will propose 3 housing types (Single Family Standard Lot, Single Family Large Lot and Townhomes).

Section 2, Part 2 of the Southeastern Oaks PD describes the residential building standards. It provides guidelines for typical development standards for residential uses. The SPMP process is intended to establish the actual dimensions for each lot and product type. Below is the table, as it pertains to the proposed development, that outlines the typical development standards for single family front-loaded lots as stated in the PD.

Table 3—PD Typical Residential Development Standards								
	Product Type	Minimum Lot Width	Minimum Lot Depth	Front Yard Setback	Rear Yard Setback	Side Yard Setback	Street Side Yard Setback	Maximum Building Height
PD Standard	Single Family Detached Front Loaded	50 ft.	100 ft.	16 ft.	15 ft.	5 ft.	15 ft.	2 stories
Proposed Phase 2 SPMP	Single Family Detached Front Loaded	60 ft. & 80 ft.	120 ft.	25 ft.	15 ft.	5 ft.	10 ft.*	2 stories



*Front Yard Setback*

The street cross section shows a 5 foot sidewalk easement in the front yard. The front setback is typically measured assuming the sidewalk is in the right of way. In this case, the effective setback from back of sidewalk will be 20 feet. For the living space, this is not an issue. However, in order to provide adequate dimensions for a car to park in the driveway and not overhang into the sidewalk, the garage must be setback at least 30 feet from the property line. The PD allows porches to encroach up to 6 feet into the front yard setback.

*Side Yard Setback*

The side yard setback requirement for these lot types is 5 feet. The applicant is requesting a setback for side of structure to side of structure which does not include the house overhang. According to LDC Section 58.1207, Roof Projections (Eaves) may extend into a required yard a maximum of three (3) feet. Therefore, this request is approved per Section 58.1207.

*ISR*

The application does not depict the impervious surface ratio, therefore the ISR shall not exceed the maximum allowed by the PD of 70%. Sidewalks are shown in easements on the property and therefore count toward ISR.

*Gated Subdivision*

The applicant is requesting the project to be gated. In general, gated entryways are prohibited in the City. However, Section 68.205 (g) of the LDC provides an exception to this standard. This section states, "In general, gated communities shall not be permitted unless the site is either surrounded by wetlands on only three sides or is a pocket of land within a street system that does not connect through some type of mixed use center." The project is within a street system that does not connect through some type of mixed use center. Therefore the gated entry is permitted.

*Landscaping*

The applicant submitted a landscape plan with this application. The landscape plan can be found on pages 7-11. The landscape plan shall be developed in accordance with Chapter 60 Part 2 of the LDC. Individual lots will be reviewed at the time of building permit submittal. Street trees adjacent to single family lots may be installed concurrent with the home's landscaping. Street trees adjacent to common areas shall be installed concurrent with the infrastructure.

*Community Amenities*

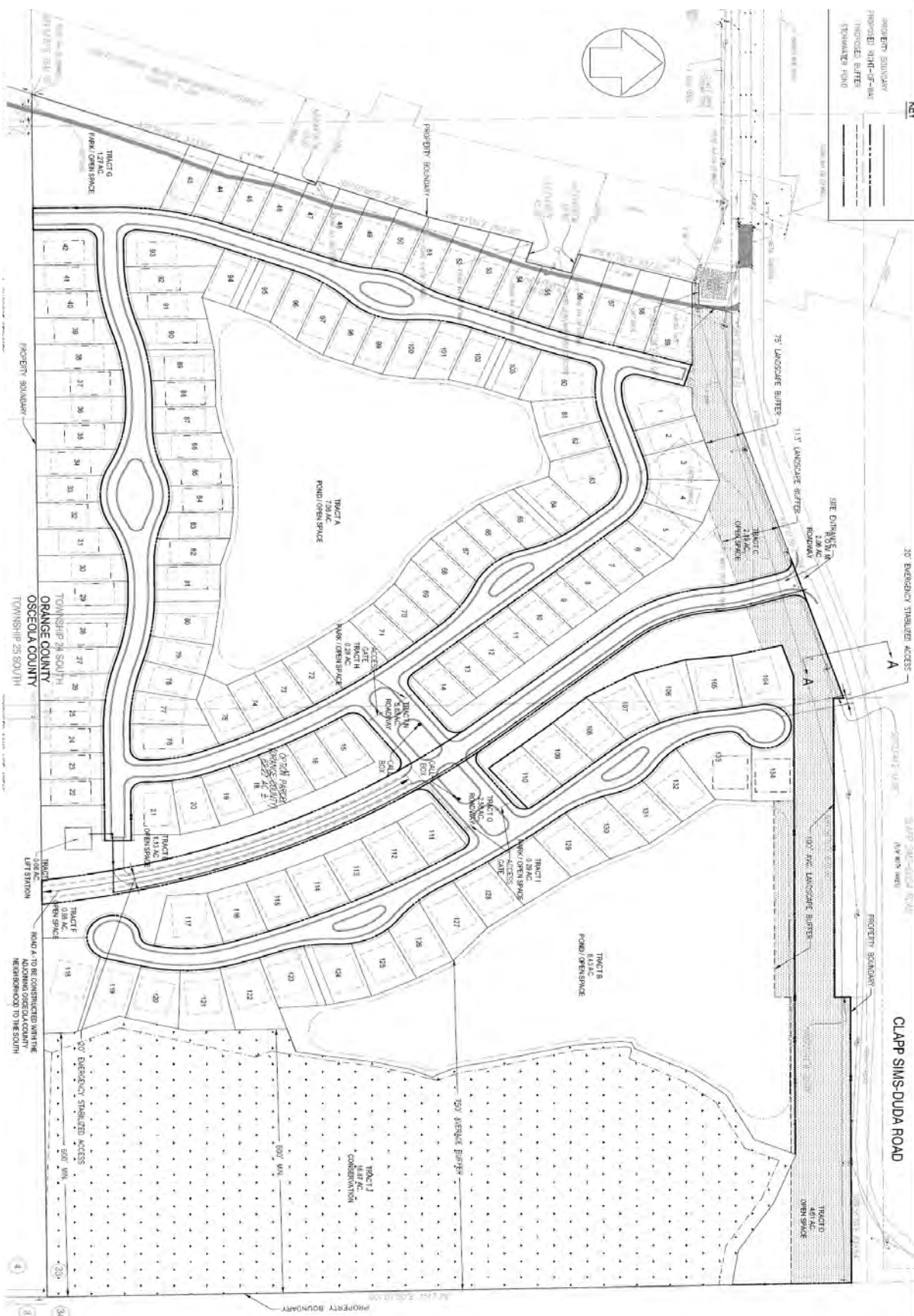
The Southeastern Oaks PD requires a total of 2.35 acres of park land and 1.35 acres of open space for the residential units. Phase 1 of the SPMP depicts a total of 10.72 acres of open space which of that includes 1.84 acres of park land. However, this park acreage is inside the gated portion of the community. The PD requires that parks be open to the public. The entire Southeastern Oaks project is planned to have a 4 acre linear park with a multi-purpose path that extends from the western edge of the townhome site to the eastern property boundary of Phase 1. Therefore, this linear park satisfies the PD requirement for park space. Also, on the western side of the subject property, the applicant is proposing to construct docks behind the lots along the South Florida Water Management District (SFWMD) Canal and a boat ramp. It shall comply with SFWMD criteria and permitting.

## AERIAL PHOTO



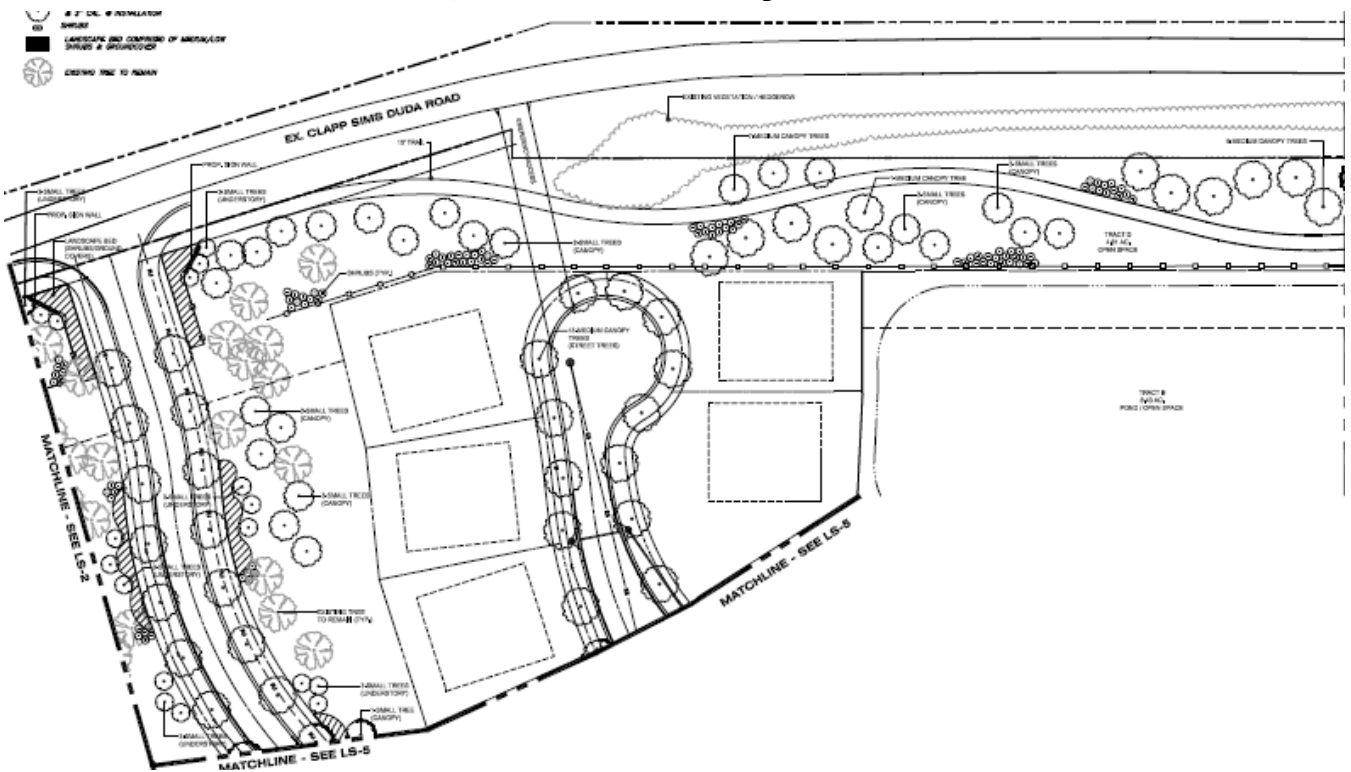
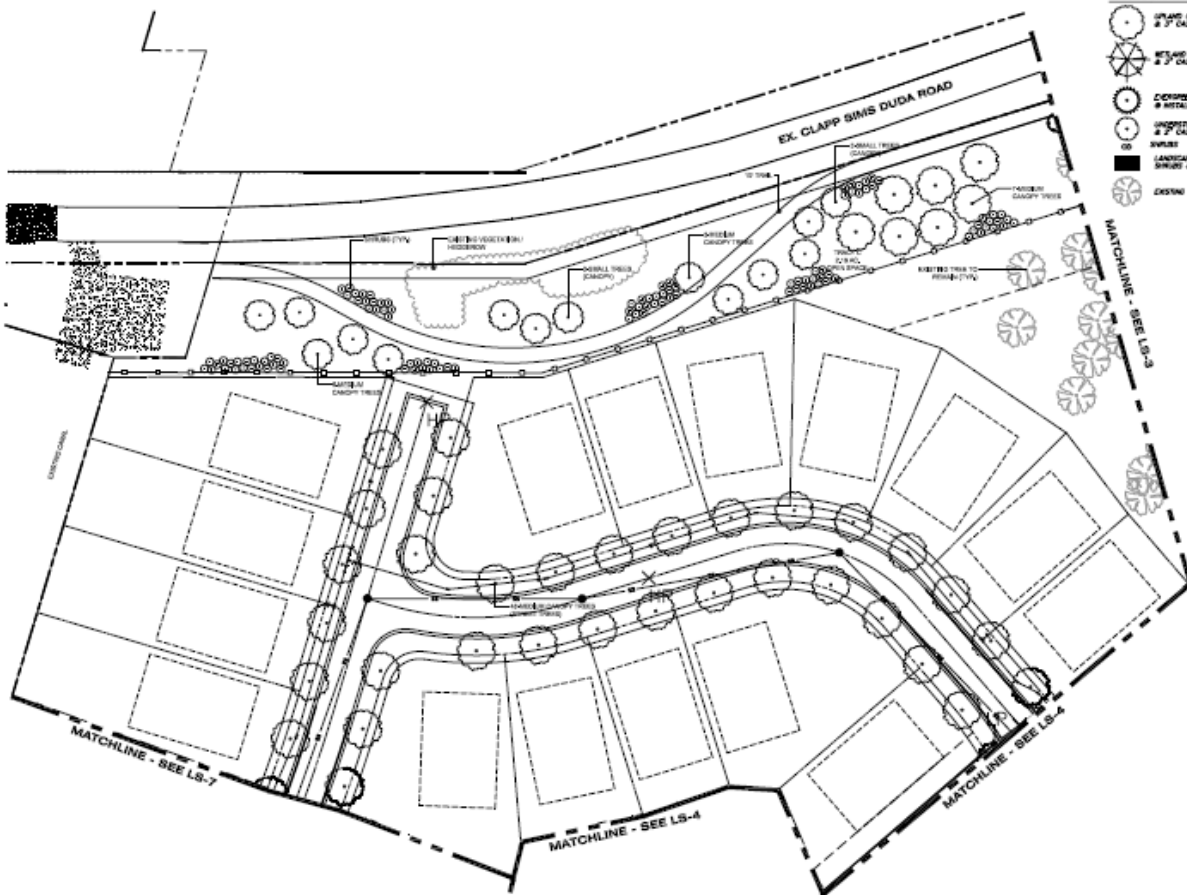


# DEVELOPMENT PLAN/PRELIMINARY PLAT



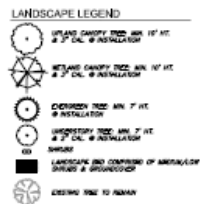


# LANDSCAPE PLAN



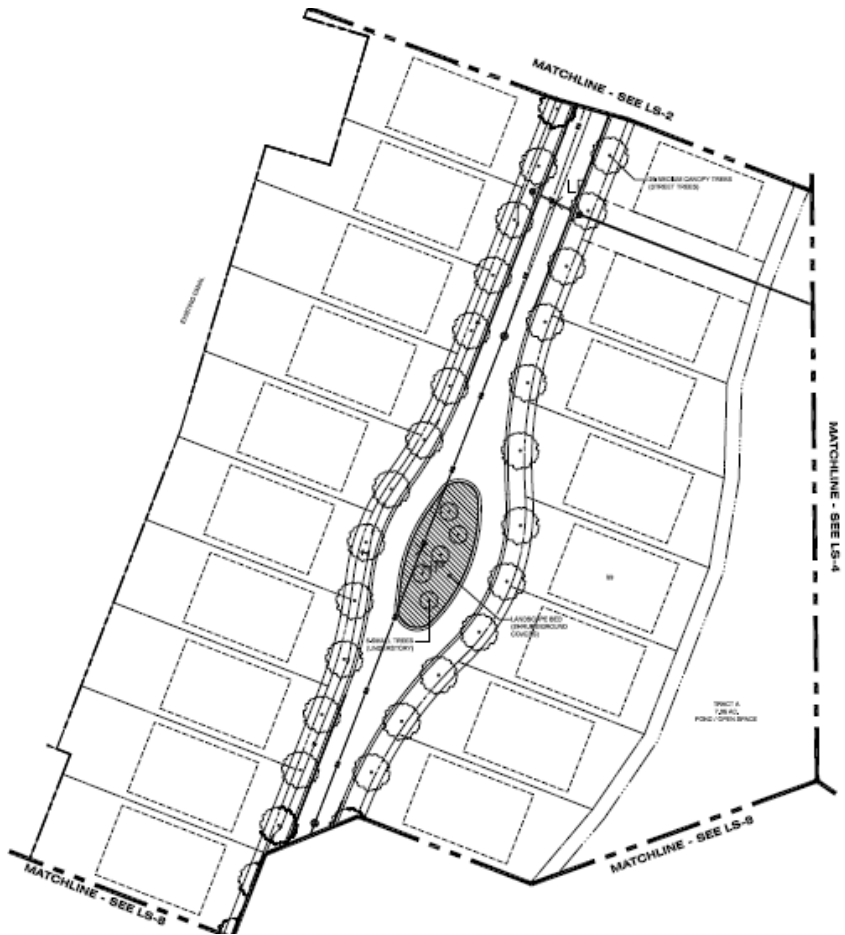
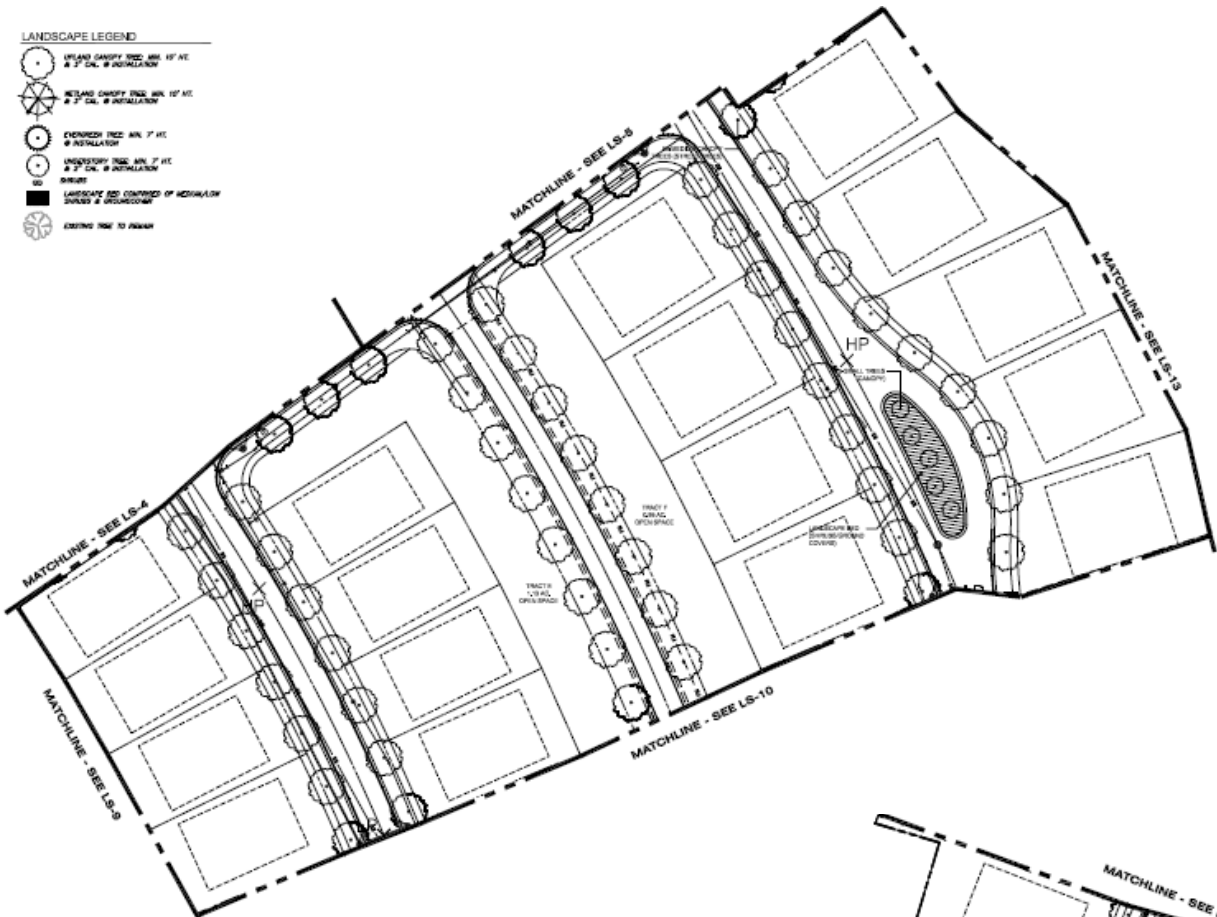


# LANDSCAPE PLAN

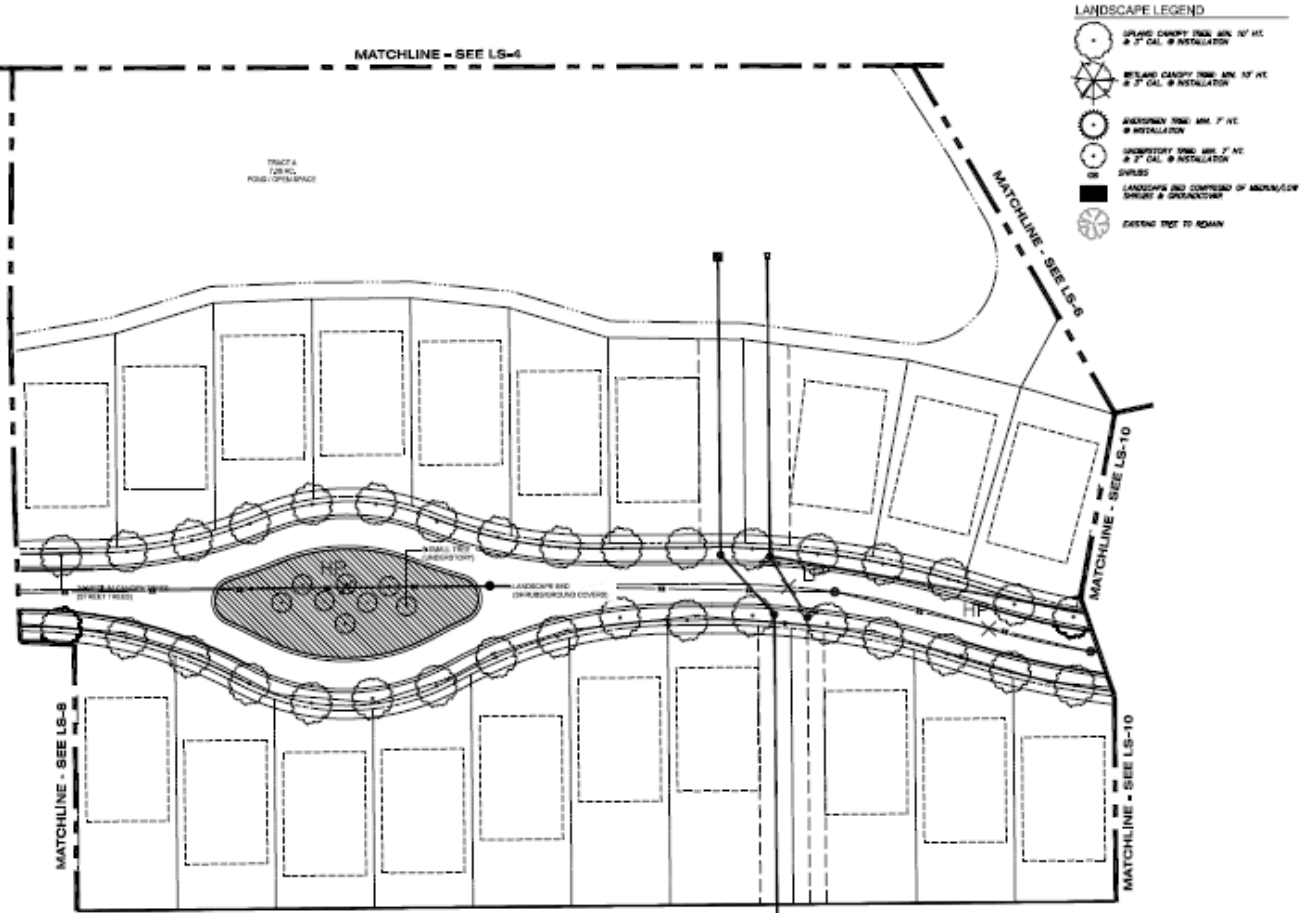
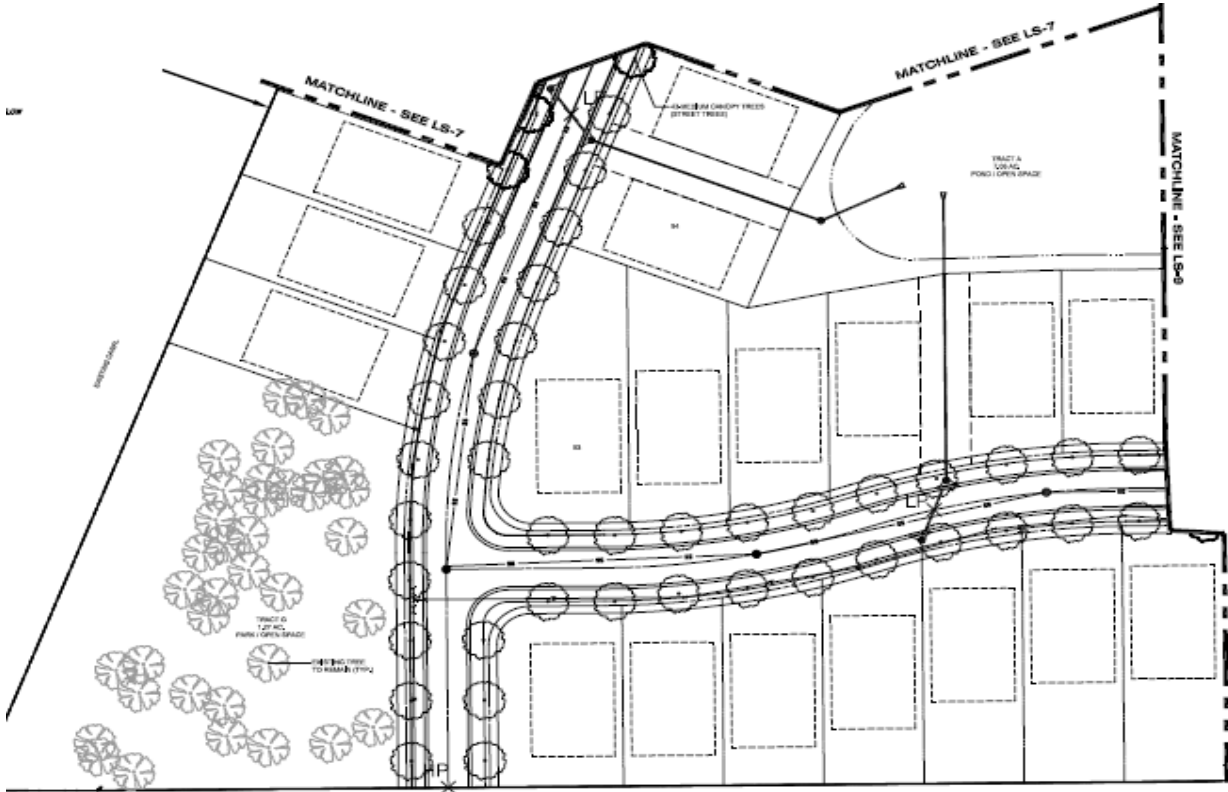


# LANDSCAPE PLAN

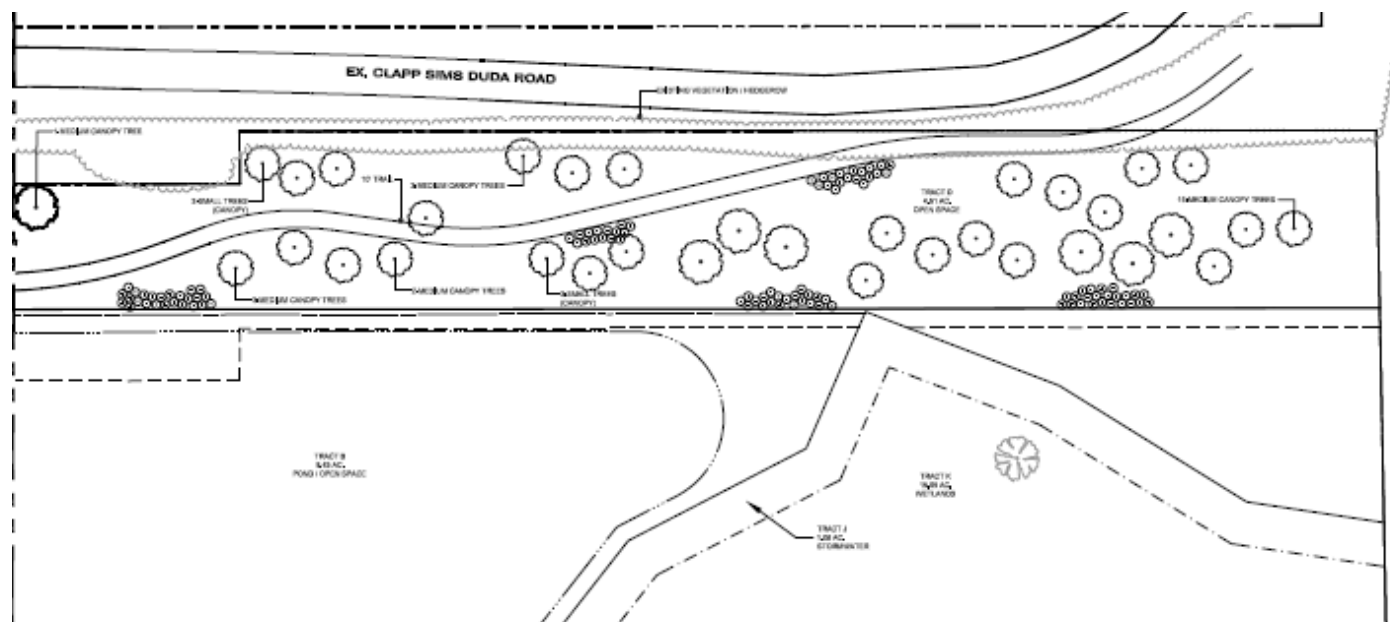
- LANDSCAPE LEGEND
- UPLAND CANOPY TREE MIN. 12' HT.  
8" 2" CAL. @ INSTALLATION
  - MIDLAND CANOPY TREE MIN. 12' HT.  
8" 2" CAL. @ INSTALLATION
  - OVERHEAD TREE MIN. 12' HT.  
8" 2" CAL. @ INSTALLATION
  - UNDERSTORY TREE MIN. 7' HT.  
8" 2" CAL. @ INSTALLATION
  - SHRUB
  - LANDSCAPE BED CONTAINED BY MEDIAN/LANES  
DURING A DEVELOPMENT
  - EXISTING TREE TO REMAIN



LANDSCAPE PLAN

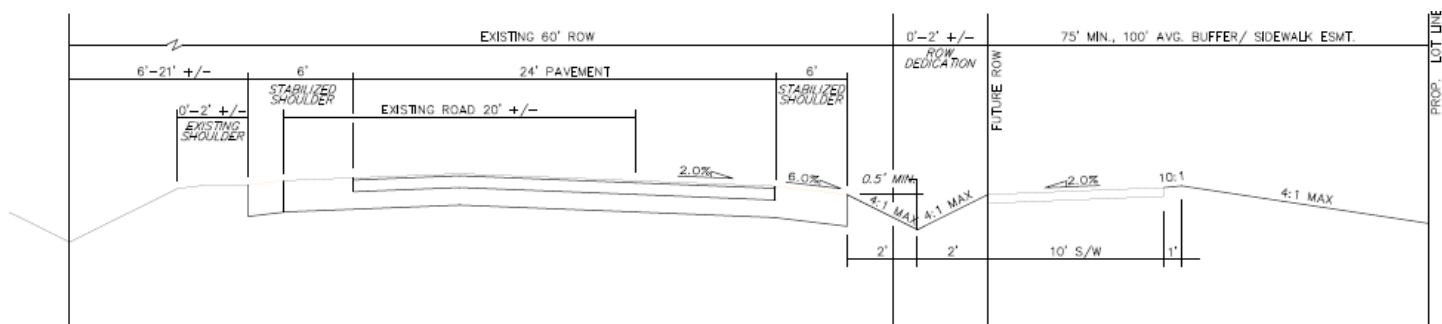


## LANDSCAPE PLAN



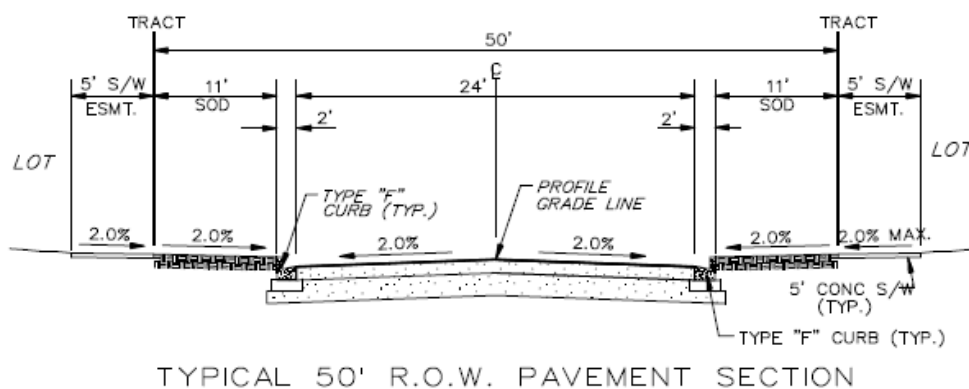


## ROAD CROSS SECTIONS



Clapp Sims Duda Road Section

SECTION A—A



TYPICAL 50' R.O.W. PAVEMENT SECTION

## FINDINGS

Subject to the conditions contained herein, the proposal is consistent with the requirements for approval of the proposed Specific Parcel Master Plan applications contained in Section 65.336 and with the requirements for approval for Major Subdivision applications contained in Section 65.432 of the Land Development Code (LDC):

1. The proposal is consistent with the State Comprehensive Plan (Chapter 187, Florida Statutes).
2. The proposal is consistent with the East Central Florida Strategic Policy Plan.
3. The proposal is consistent with the provisions of Chapter 163, Part II, Florida Statutes.
4. The proposal is consistent with the objectives and policies of the City's adopted Growth Management Plan (GMP); particularly, Future Land Use Policy 2.4.4, Figure LU-1, Goal 4 and its associated objectives, policies, and figures.
5. The proposal is consistent with and implements the Southeast Orlando Sector Plan, including Chapter 68 of the Land Development Code.
6. The proposal is consistent with the requirements of the Southeastern Oaks PD, as approved on first reading by City Council on March 31, 2014.
7. The proposal is compatible with the surrounding development and neighborhood pattern.
8. The proposal will not result in demands on public facilities and services that exceed the capacity of such facilities and services since it is subject to Chapter 59 of the City Code, the Concurrency Management Ordinance.

Staff recommends approval of the Specific Parcel Master Plan subject to the conditions below:

## CONDITIONS OF APPROVAL

### City Planning

#### 1. PD EFFECTIVE DATE

No building permit shall be issued prior to the adoption and the effective date of the Southeastern Oaks PD.

#### 2. SUBJECT TO CODES—ZONING

Except as provided herein, the development is subject to all codes and ordinances of the State of Florida, City of Orlando, and all other applicable regulatory agencies.

# CONDITIONS OF APPROVAL

## City Planning (cont.)

### 3. *APPEARANCE REVIEW*

Building elevations will be subject to appearance review that is approved via a Planning Official Determination. Prior to submittal of building permits, the applicant shall submit 4 copies of a request for a Planning Official Determination that includes a site plan, elevations for all four sides of each building, transparency calculations, and any other information needed to demonstrate compliance with the conditions of this report and the Southeast Sector Plan. Residential builders may submit multiple house product types with one determination request.

### 4. *DEVELOPMENT REQUIREMENTS*

Except as modified herein, the project shall be developed in accordance with the requirements of the Growth Management Plan, Chapter 68 of the Land Development Code, the Southeastern Oaks PD, and any other pertinent provisions of the Conventional LDC. In particular, the traditional design standards of LDC Chapter 68 apply to this SPMP, except as modified by these conditions of approval and the PD.

### 5. *APPROVAL*

Approval of the Specific Parcel Master Plan by City Council shall grant the applicant authority to submit an application for site plan/master plan review for a building permit. The application must be submitted within thirty-six (36) months of approval of the Specific Parcel Master Plan (by the City Council) or the Master Plan shall expire. However, upon written application filed 30 days prior to the expiration date, the Planning Official may renew the Master Plan for one period of up to 12 months providing good cause is shown.

### 6. *SETBACKS*

<b>Southeastern Oaks PD Approved Setbacks &amp; Building Height</b>					
<b>Product Type</b>	<b>Front Yard</b>	<b>Rear Yard</b>	<b>Side Yard</b>	<b>Street Side</b>	<b>Maximum Building Height</b>
Single Family Detached Front Loaded	16 ft.	15 ft.	5 ft.	15 ft.	2 stories

- The applicant shall revise the plan to depict the required street side yard setback of 15 feet.
- The garage shall be setback at least 30 feet from the property line.
- Corner lots shall be 10 feet wider than the minimum lot width for the rest of the lots on the block to accommodate the street side yard setback.
- Flag lots are prohibited.
- The garage of front-loaded units shall have a minimum setback of 30 feet from the right of way. Open-air front porches may encroach up to 6 feet into the front yard setback, provided that the porch has a useable floor depth of at least 6 feet.
- Story is defined as that portion of building included between the surface of any finished floor and the surface of the next finished floor above it, or if there is no floor above it, then the space between such floor and ceiling next above it, unless such space is less than 5.5 in height. Wherever the height between two finished floors (or finished floor and ceiling) exceeds 25 feet, each height of 15 feet or portion greater than 5.5 feet therefore shall be construed to be one story.
- For purposes of determining setbacks, Lots 14, 15, 110 and 111 shall be considered interior lots.
- Lots 118-122 shall meet the 50 foot building setback from a retained wetland, as required by LDC Section 63.294. There is a 25 foot upland buffer within Tract J, therefore the setback from the property line is 25 feet.

### 7. *IMPERVIOUS SURFACE RATIO (ISR)*

The ISR shall not exceed the maximum standard allowed in the PD of 70%.

### 8. *GATED SUBDIVISION*

Per LDC Section 68.205(g), gated streets are permitted due to the provision that the site is within a street system that does not connect through some type of mixed use center.

### 9. *RECORDING OF THE FINAL PLAT*

The final major plat shall be reviewed by City Planning to determine if all conditions are met prior to the recording of the plat.

### 10. *CONSTRUCTION PLANS*

The applicant may choose to submit final plat and construction plans to the Permitting Services Division immediately following approval of this SPMP by the SETDRC. However, the applicant should be aware that if the case is appealed or the PD is not approved by the City Council, the property owner risks not being able to move ahead with the project. After the PD ordinance is effective, the plat can be recorded and construction permits can be issued.

# CONDITIONS OF APPROVAL

## City Planning (cont.)

### 11. *LANDSCAPING*

The landscape plan shall be developed in accordance with Chapter 60 Part 2 of the LDC. Individual lots will be reviewed at the time of building permit submittal. Street trees adjacent to single family lots may be installed concurrent with the home's landscaping. Street trees adjacent to common areas shall be installed concurrent with the infrastructure.

### 12. *ACCESSORY UNITS*

An accessory cottage dwelling or accessory unit is permitted on a single family lot.

### 13. *ROOF PROJECTIONS*

According to LDC Section 58.1207, Roof Projections (Eaves) may extend into a required yard a maximum of three (3) feet.

### 14. *SCHOOL CAPACITY AND CONCURRENCY*

This project is part of Capacity Enhancement Agreement #ORL-13-006. The applicant is required to contact OCPS to determine if a separate concurrency agreement is required. Prior to recording the final plat, the applicant shall submit a letter of authorization form OCPS. This letter ensures that the project is in compliance with the terms of the project's OCPS agreement(s).

## Urban Design

An Appearance Review shall be required prior to building permits being issued. All Urban Design conditions of approval shall be addressed in revised drawings prior to submitting to the Permitting department.

1. Lot 43 is adjacent to an open space tract and shall have a minimum 15% transparency on the left side facades facing the open space.
2. Lots 1, 21, 42, 60, 76, and 93 (as noted on the application) are "reverse corner lots" and shall meet a 15' street side yard setback. These lots shall have the primary entrance orient toward the front property line (narrowest lot dimension adjacent to a street). The front facade shall be parallel to the front property line to the fullest extent possible. Street side facades shall have a minimum 15% transparency.
3. Lots 14, 15, 110, and 111 shall be considered interior lots and are not required to meet the 15% street side transparency requirements.

## Transportation Planning

### 1. *PRIVATE ROAD ROW*

The roadway shown in Tract M shall be constructed as a private roadway in accordance with the Orlando Land Development Code (LDC) Chapter 68, Sec. 401 for a Residential Connector "G" and the Engineering Standards Manual. The street shall be privately owned and maintained, in accordance with Chapter 61, Part 2D.

### 2. *MOBILITY MANAGEMENT*

The proposed development project is located within Mobility Area C and is expected to generate more than 40 daily trips. The Owner/Applicant shall comply with the Mobility Management Requirements of Orlando City Code, Chapter 59, Part 2, Section 59.209. The Owner/Applicant shall submit a completed Request for Mobility Management Determination at the time of building permit application.

### 3. *ACCESS 30+ UNITS*

The Orlando Land Development Code (LDC), Section 60.124, requires that subdivisions containing more than 30 dwelling units shall provide a minimum of 2 connections to the surrounding street system, and where possible shall be interconnected with adjacent residential development. The City Transportation Engineer shall be authorized to waive this requirement where technically impractical. Documentation of such a waiver shall be attached to all sets of engineering plans submitted for approval for this subdivision.

### 4. *TRAIL DESIGN*

The end of the trail shall connect to Clapp Simms Duda Road with a curb ramp to allow bikes to return to on-street traffic. As required by the PD, the trail shall be complete prior to issuing a certificate of occupancy for any of the homes.

# CONDITIONS OF APPROVAL

## Transportation Engineering

### 1. *REQUIREMENTS*

- An additional entrance/exit will be required for emergency access.
- All interior roads, including cul-de-sac and/or hammerhead shall be designed to allow maneuvering of fire apparatus. Refer to the latest edition of the Uniform Fire Code Handbook for design geometry guidelines.

# INFORMATIONAL COMMENTS

## Transportation Engineering

### 1. *DRIVEWAYS:SIGHT DISTANCE*

At all project entrances, clear sight distances for drivers and pedestrians shall not be blocked by signs, buildings, building columns, landscaping, or other visual impediments. No structure, fence, wall, or other visual impediment shall obstruct vision between 3 feet and 8 feet in height above street level. The street corner / driveway visibility area shall be shown and noted on construction plans and any future site plan submittals. The applicant shall design the site plan as necessary to comply with the Florida Greenbook requirements for sight distance.

### 2. *PUBLIC SIDEWALK REQUIREMENTS*

A 5 ft. wide public sidewalk is required adjacent to the road right-of-way (R-O-W) / property line for the length of the property along all public streets. The sidewalk may be meandered as necessary to provide adequate green space for street trees and a grass parkway in addition to the sidewalk. A City Services Easement shall be provided as necessary adjacent to the public road R-O-W to accommodate any portion of the public sidewalk that is not within the public R-O-W.

### 3. *HC RAMPS AT STREET INTERSECTIONS*

Handicap (HC) ramps shall be constructed at the street intersection(s) and driveway connection(s) to comply with the Americans with Disability Act (ADA). Pedestrian ramps at street corners shall be designed to provide a separate ramp in each direction.

### 4. *TRAFFIC CONTROL DEVICES*

If the main entrance road is planned as a collector that will extend to Osceola County, fiber optic conduit for future signalization needs, as they become warranted, shall be installed.

### 5. *DRIVEWAY DESIGN*

The proposed driveway shall meet Orlando Land Development Code (LDC), Chapter 61 (Sections 61.240 – 61.242), and Engineering Standards Manual (ESM), Section 8.11, design requirements including, but not limited to the following:

1. Driveway width;
2. Spacing (driveway spacing from other driveways);
3. Number and location of driveways;
4. Angle;
5. Radii; and
6. Grade

## Engineering/Zoning (MPL2014-00014)

### 1. *CONCURRENCY*

All new construction, change in use, additions, or redevelopments are required to submit a Concurrency Management application as a part of the building plan review process.

### 2. *SIDEWALK*

As per Section 61.225 of the Land Development Code, a 5 foot wide concrete sidewalk is required along all dedicated rights-of-way. Any existing sidewalk damaged or broken is to be repaired.

### 3. *SIGNS-LDC*

See Chapter 64 Orlando Land Development Code for sign requirements and regulations. Separate permit applications are required for signs.

### 4. *ENGINEERING STANDARDS MANUAL*

The City Council Adopted the Engineering Standards Manual (ESM), Fourth Edition on March 9, 2009. All plans must conform to the ESM and all construction must be accomplished in accordance to the ESM.



# INFORMATIONAL COMMENTS

## Engineering/Zoning (MPL2014-00014) (cont.)

### 5. *SEWER-ORANGE COUNTY*

Per the Orlando-Orange County Wastewater Territorial Agreement the subject property is located within Orange County's territorial service area. The site will be serviced by Orange County Public Utilities, a payment receipt or invoice will be required from Orange County Public Utilities for each individual lot prior to issuance of building permit.

### 6. *STORM-FEMA*

In accordance with Federal Emergency Management Act (FEMA) requirements, a letter of map revision is required by the owner or engineer.

### 7. *STORM-FLOODPLAIN*

This project is in the 100 year Floodplain. The owner/developer is required to provide compensating storage, positive legal out-fall in accordance with Engineering Standards Manual (ESM) 4TH Edition.

### 8. *STORM-NPDES*

Construction activities including clearing, grading and excavating activities shall obtain an Environmental Protection Agency (EPA) National Pollution Discharge Elimination System (NPDES) permit, except: Operations that result in the disturbance of one acre total land area which are not part of a larger common plan of development or sale.

### 9. *STORM-UNDERDRAINS*

Underdrain construction is required in accordance with Section 17.01 of the Engineering Standards Manual.

### 10. *STORM-WATER MANAGEMENT DISTRICT*

The owner/developer is required to design and construct an on-site storm water system in accordance with the Orlando Urban Storm Water Management Manual and the approved Master Drainage Plan. Approval from South Florida Water Management District is required. The system is to be privately owned and maintained.

### 11. *ORANGE COUNTY*

Any construction within the Clapp Sims-Duda Road right of-way of will require Orange County approval/permit prior to construction.

### 12. *STREET NAME*

The proposed name of the new street shall be submitted to the Engineering Bureau for review for duplication of established street names, same sounding name, type of spelling, etc., in accordance with the City Land Development Code, Sections 58.64c34 (b) and 58.3122.

### 13. *PLAT*

This property is required to plat in accordance with Section 65.401 of the City's Land Development Code prior to the issuance of building permits.

### 14. *ROADWAY-DESIGN*

The proposed typical road section needs to be designed and constructed in accordance with the City of Orlando standards. The typical road section is 50 feet of right-of-way with two (2) 5' wide sidewalk easements, 24 feet of pavement with 2" FDOT Type S-III Asphalt, two (2) feet of standard curb and gutter each side. The Sub-base shall have a stabilization of 95 FBV (Florida Bearing Value) in addition to the stated compaction.

### 15. *FLOODPLAIN*

This site is located within a floodplain. The finished floor elevation must be one (1) foot above the 100' flood elevation.

### 16. *STREET TREE FUND*

The Orlando City Council approved a Resolution at the January 27, 1997 City Council Meeting. Section 61.226 of the City's Land Development Code provides for a Street Tree Trust Fund. The developer is required to contribute funds to the Trust Fund prior to issuance of the building permit. The City is responsible for installation of the trees. The cost is \$350 for each 12'-14' height of canopy tree. The developer will be required to install street trees in lieu of contribution to the Trust Fund in accordance with Section 61.226.

# INFORMATIONAL COMMENTS

## Engineering/Zoning (MPL2014-00014) (cont.)

### 17. ROADWAY-MISC.

Provide phasing plan that delineates the extension of the spin road to the south toward Osceola County. The cul-de-sac shall be designed to accommodate the turning radius of a Fire Truck and/ or Solid Waste Truck. All right-of-ways within and/or behind the gates shall be owned and maintained by the Home Owner's Association (HOA).

### 18. ENGINEERING/ZONING-MISC.

Contact the Bureau of Parks (407) 246-2283 for a tree removal permit before removing any 4" caliper or larger trees.

### 19. PLAT-MAJOR

Final Plat: At the time of final plat submittal, the following is required:

1. Mylar plat (executed by the surveyor).
2. Certificate of Title or Title Opinion (A title insurance policy is not acceptable.) Refer to Florida Statutes 177.041 for additional information.
3. 4 percent inspection fee (based on estimated cost of the improvements. An itemized cost estimate is to be submitted to this office for approval.
4. Six sets of approvable construction plans.
5. Performance Bond - 110 percent of the cost of the improvements. The form is available in Engineering.
6. Joinder and Consent to Plat - If there is a mortgage on the property, a joinder and consent to plat document is required from each mortgage holder. The document is recorded with the plat. Refer to Florida Statute 177.081 for additional information.
7. Fixed Asset Report - The form is available in Engineering.
8. The plat must be reviewed by Orange County prior to recording. Begin this process by taking a copy of the executed plat to Room 1700 (Orange County Property Appraiser's Office, Attn. Rocco Campanale), 200 S. Orange Avenue, Sun Trust Bank Center. A copy of the completed Statement of Lien from Orange County is required by this office. The original Statement of Lien must be delivered to this office prior to recording the plat.

## Engineering/Zoning (SUB2014-00023)

### 1. ON-SITE FEES

At the time of development, the owner/developer is required to pay an on-site inspection fee that is a percentage of the cost of the on-site improvements, excluding the building, in accordance with City Land Development Code Section 65.604.

### 2. ROADWAY-MISC.

Clarify road ownership, maintenance and cross sections.

### 3. FLOOD ZONE

Provide the flood zone limits on the boundary and topographic survey.

### 4. EROSION-BUILDING SITE

All building site plans submitted for review should include a detailed erosion and sedimentation control plan.

### 5. EROSION & SEDIMENTATION CONTROL

Storm water control measures to minimize the impact of the erosion/sedimentation shall be incorporated in the plan of the development for all projects in the City of Orlando and a detailed description of these measures are to be included with the final engineering submittal.

### 6. UTILITY CONSTRUCTION

Section 1.04 of the Engineering Standards Manual provides that all utility lines shall be installed beneath the surface of the ground. Subdivision construction plans must include all proposed utilities.

### 7. EASEMENT-MISC.

The proposed sidewalk easement needs to be shown as a City Services Easement.

### 8. S&S SURVEYS

Provide signed and sealed topographic and boundary surveys.

# INFORMATIONAL COMMENTS

## Engineering/Zoning (SUB2014-00023) (cont.)

### 9. WETLAND BUFFER

Buffer Zone Required. A buffer zone shall be established surrounding each retained wetland in order to assist in the control of stormwater run-off. Minimum building setbacks shall be required from the boundary of each retained wetland as follows: Setback from protected wetland: 100 ft. Setback from other retained wetland: 50 ft. The buffer zone surrounding a wetland in the "Protected Wetland" category should be retained in natural vegetation wherever practical, and may include retained transitional or altered wetlands which are counted toward satisfying the requirements of this Part. The use of heavy equipment shall be discouraged in these buffer zones so as not to disturb natural vegetation.

### 10. CONCURRENCY-RESERVATION

A Concurrency Management application must be completed and reservation of capacity must be made prior to the final plat being recorded in accordance with the provisions of Concurrency Management Chapter 59 of the City Code and the Committed Trip Allocation Policy. The application is available on our website, [www.cityoforlando.net/permits](http://www.cityoforlando.net/permits). The application fee is \$250.00.

## Police

### 1. CPTED REVIEW

The Orlando Police Department has reviewed the plans for Southeastern Oaks Phase 1 located at 11712 Clapp Simms Duda Rd., utilizing CPTED (Crime Prevention Through Environmental Design) principles. CPTED emphasizes the proper design and effective use of a created environment to reduce crime and enhance the quality of life. There are four overlapping strategies in CPTED that apply to any development: Natural Surveillance, Natural Access Control, Territorial Reinforcement and Target Hardening.

### 2. NATURAL ACCESS CONTROL

Design the site to decrease crime opportunity by denying access to crime targets and creating in offenders, a perception of risk. This can be accomplished by designing street, sidewalks, building and parking lot entrances to clearly indicate public routes and discourage access to private areas with structural and landscape elements.

- Public entrances should be clearly defined by walkways, signs, and landscaping. Landscaping used around building entrances should create clear way-finding, be well lit and not block entrances or create ambush points.
- There should be no easy access to the roof of any of the homes.
- Way-finding should help guide users to authorized areas while discouraging potential offenders.
- Traffic calming techniques such as surface and gateway treatments are recommended to encourage safe vehicle speeds, reduce collision frequency and increase the safety and the perception of safety for non-motorized users.
- Walkways throughout the project should be a minimum of 5 feet in width to support pedestrian flow and safety.

### 3. NATURAL SURVEILLANCE

Design the site to keep intruders easily observable. This is promoted by features that maximize visibility of people, parking areas and building entrances; doors and windows that look out onto streets and parking areas; pedestrian-friendly sidewalks and street; porches or patios and adequate nighttime lighting.

- Lighting plays a very important role in CPTED. It is crucial that lighting sends the right messages to the public about the safe and appropriate use of space at different times of the day and night.
  - A lighting plan was not available at the time of this review. All lighting for this project shall meet the guidelines in Orange County Ordinance No. 2003-08 and Orlando city code.
  - In order to give residents a sense of safety, pedestrian-scale lighting should be used in high-pedestrian traffic areas to include all walkways, at entry doors and throughout common areas.
  - Appropriate lighting should be included in any areas throughout the project if it is anticipated these areas will be utilized after dark. This would include common areas and interior garage access routes (alleys).
- Landscaping is another crucial aspect of CPTED. Trees branches should be kept trimmed to no lower than 6 feet from the ground and shrubs should be kept trimmed to no higher than 30 inches. Avoid conflicts between landscaping and lighting, especially lighting adjacent to canopy trees. Landscaping should not create blind spots or hiding places and should not block/cover windows. Open green spaces should be observable from nearby units.
- Outdoor furniture and amenities in common areas or park spaces is a good way to increase natural surveillance and encourage community interaction. Consider designs that encourage stopping and resting but reduce opportunities for potential offenders (i.e. a ribbed design rather than solid and center rails or arm rests to discourage sleeping).
- All sides of the buildings should have windows to observe the walkways, common areas and garages.
- Bicycle parking pads (if installed) shall meet Chapter 61, part 3, 3D of Orlando city code and should be observable from building entrances, securely fastened and not obstructed by landscaping.
- Ensure that any canopies or awnings do not interfere with lighting.

# INFORMATIONAL COMMENTS

## Police (cont.)

### 4. TERRITORIAL REINFORCEMENT

Design can create or extend a sphere of influence, where users develop a sense of territorial control, while potential offenders are discouraged. This is promoted by incorporating features that define property lines and distinguish private spaces from public spaces such as; landscape plantings, pavement designs, gateway treatments and CPTED open design (see-through) fences.

- The property should be designed to encourage interaction between neighbors.
- Each residence should have an address that is clearly visible from the street with numbers a minimum of five-inches high made of non-reflective material.
- Fences may be considered to add security, delineate property lines, allow transparency for surveillance, be unobtrusive, and create a sense of community. CPTED style fencing, at least 6-foot in height, made of commercial grade steel is a good option to consider. Another option is landscape buffers, which include hostile vegetation, to delineate public from private spaces.
- Maintenance is an important aspect of territorial reinforcement. A well-maintained area sends the message that people notice and care about what happens in an area. This in turn discourages vandalism and other crimes.

### 5. TARGET HARDENING

Target Hardening: This can be accomplished by features that prohibit entry or access such as window locks, dead bolts for doors and interior door hinges.

- Entry doors on all residential units should contain 180° viewers/peep holes.
- Exterior doors should be hinged on the inside (or contain hinge pin locks) and should have a single cylinder deadbolt lock with a minimum two-inch throw, metal frames with 3-inch screws in the strike plates, and be of solid core construction. These recommendations should also be considered on doors from garages or storage rooms into a residence.
- Door locks should be located a minimum of 40 inches from adjacent windows.
- The use of jalousie, casement or awning-style windows is discouraged.
- All windows that open should have locks.
- Sliding glass doors should have one permanent door on the outside and the inside moving door should have a docking device and a pin.
- Air conditioning units should be caged and the cages should be securely locked.
- Common areas should have signs that clearly state that facilities are only for use by residents.
- In addition to the vehicle access gates, access control should be considered at all pedestrian points of entry/exit.
- If alarm or security systems are installed, each residence should have a separate system that can be regularly tested and maintained by the residents.
- OPD's Crime Prevention Unit recommends that large glass doors and windows be made of impact resistant glass or a security film (such as Lexan™) to reduce the opportunity for burglaries. If security film is utilized, ensure that the light transmittance of the security film is greater than or equal to the light transmittance of the window's glass.

Additional precautions, such as silent alarms and Neighborhood Watch training, should be discussed with OPD's Crime Prevention Unit Officer Edgar Malave, 407.246.2513 or a Neighborhood Watch specialist at 407.246.2369.

### 6. CONSTRUCTION SITE PROTECTION

Due to the threat of theft of building materials and equipment from construction sites, Orlando Police Department's Crime Prevention Unit strongly recommends the developer institute the following crime prevention/security measures at this project site:

- Post signs at the site that theft from the site or trespassing on a construction site is a felony under Florida Law and that the developer will prosecute.
- So that OPD patrol officers can see possible offenders, perimeter lighting should be installed at a minimum of 150 foot intervals and at a height not less than fifteen (15') from the ground. The light source used should have a minimum light output of 2,000 lumens, shall be protected by a vandal resistant cover, and shall be lighted during the hours of darkness.
- Valuable construction materials and tools should be protected in a secondary fenced, locked cage.
- Post in a clean, open area, the name and numbers of emergency contact persons for OPD in case of a night-time emergency.

If you have any questions, please call the Crime Prevention Unit, Officer Edgar Malave, 407.246.2513.

## Fire

### 1. GATED PROPERTIES

All gated properties without 24-hour staffed guardhouses and with automatic opening devices shall be provided with an automatic optical detector emergency access device approved by the Fire Marshall. [City Fire Code, Section 24.24(g)]



# INFORMATIONAL COMMENTS

## Fire (cont.)

### 2. *FLORIDA FIRE PREVENTION CODE*

Be advised that any new construction must adhere to the requirements of the Florida Fire Prevention Code, 2010 Edition, and The City of Orlando Fire Prevention Code.

### 3. *FIRE CODE REVIEW*

TRC fire code review is preliminary in nature, and is intended to expose or prevent evident design deficiencies with State and City Fire Codes. The design will be reviewed in detail for State and City Fire Code compliance at the time of permit application.

### 4. *FIRE PERMITS REQUIRED*

Underground main contractor must apply for a Fire permit for the installation or modification of any underground mains serving fire hydrants and/or fire protection systems prior to any installation. If the water distribution system and fire hydrants are located in a right-of-way or recorded easement and owned/installed/maintained by the water purveyor, we will only require installation to the water purveyor's standards for underground components and connections. However, hydrants must be in compliance with hydrant spacing, location, distribution, color coding, and needed fire flow minimums as specified in City Fire Code. Underground main and fire hydrant installations on private property will require an FIR permit and full compliance with NFPA 24. [City Fire Code, Section 24.13(t)(13)]

### 5. *CONSTRUCTION PHASE*

Please inform contractor that where underground mains and hydrants are to be provided, they shall be installed, completed, and in service prior to construction work. [NFPA 1: 16.4.3.1] Fire department access shall be provided at the start of the project and shall be maintained throughout construction. [NFPA 1: 18.2.2.1] In all buildings more than one story in height, at least one stairway shall be provided that is in usable condition at all times and that meets the requirements of 7.2.2 of the Life Safety Code, NFPA 101. [NFPA 1: 10.2]

### 6. *REQUIRED FIRE FLOW*

All structures must be protected by fire hydrants in accordance with City Fire Code 24.30(f). A determination will be made at the time plans are submitted for permitting. We will need a Required Fire Flow calculation in accordance with the ISO method demonstrating the water distribution system and new/existing fire hydrant(s) can deliver the demand.

### 7. *DEPARTMENT ACCESS*

Every building constructed shall be accessible to fire department apparatus by way of access roadways with all-weather surface of not less than 20 feet of unobstructed width, adequate roadway turning radius, capable of supporting the imposed loads of fire apparatus, and having a minimum vertical clearance of 13 ft. 6 in. [NFPA 1: 18.2.3]

### 8. *ACCESS TO BUILDINGS*

A fire department access road shall extend within 50 ft of a single exterior door providing access to the interior of the building. Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft (450 ft for sprinkler protected structures) from fire department access roads. [NFPA 1: 18.2.3.2]

### 9. *SOUTHEAST SECTOR FIRE SPRINKLERS*

All new structures with greater than 100 square feet of habitable area must be protected by an approved automatic fire sprinkler system. [City Code Sections 68.310 and 68.321(f)] or as otherwise allowed by the PD and approved by the Fire Department.

## CONTACT INFORMATION

### **City Planning**

For questions regarding City Planning review, please contact Colandra Jones at 407.246.3415 or [colandra.jones@cityoforlando.net](mailto:colandra.jones@cityoforlando.net).

### **Urban Design**

For questions regarding Urban Design review, please contact Holly Stenger at 407.246.2861 or [holly.stenger@cityoforlando.net](mailto:holly.stenger@cityoforlando.net)

### **Transportation Planning**

For questions regarding Transportation Planning plan review, please contact John Rhoades at 407.246.2293 or [john.rhoades@cityoforlando.net](mailto:john.rhoades@cityoforlando.net).

### **Transportation Engineering**

For questions regarding Transportation Engineering issues, please contact Lauren Torres at 407-246-3220 or [Lauren.Torres@cityoforlando.net](mailto:Lauren.Torres@cityoforlando.net)

### **Engineering/Zoning (MPL2014-00014)**

For questions regarding Engineering or Zoning contact Keith Grayson at (407)246-3234 or [keith.grayson@cityoforlando.net](mailto:keith.grayson@cityoforlando.net).

### **Engineering/Zoning (SUB2014-00023)**

For questions regarding Engineering or Zoning contact Shirley Green at 407.246.2134 or [Shirley.Green@cityoforlando.net](mailto:Shirley.Green@cityoforlando.net). To obtain plan review status, schedule/cancel an inspection and obtain inspection results, please call PROMPT, our Interactive Voice Response System at 407.246.4444.

### **Police**

For questions regarding the Orlando Police Department plan review, please contact Audra Nordaby at 407.246.2454 or [audra.nordaby@cityoforlando.net](mailto:audra.nordaby@cityoforlando.net).

### **Fire**

For any questions regarding fire issues, please contact Jack Richardson at 407.246.3150 or at [jack.richardson@cityoforlando.net](mailto:jack.richardson@cityoforlando.net). To obtain plan review status, schedule/cancel an inspection and obtain inspection results, please call PROMPT, our Interactive Voice Response System at 407.246.4444.

## REVIEW/APPROVAL PROCESS—NEXT STEPS

1. City Council adopts PD ordinance.
2. SETDRC minutes scheduled for review and approval by City Council.
3. Major Plat Review and approval by City Council.
3. Planning Official Determination for building elevations
4. Building permits.