



# CITY OF ORLANDO

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September 17, 2015

Tyrone Smith, OCPS  
for Barbara Jenkins  
Orange County School Board  
445 W. Amelia Blvd.  
Orlando, FL 32801

RE: Letter of Determination for Regional Public Facility Digital Sign for Lake Nona High School, 12500 Narcoossee Rd., Orlando, FL (LDC2015-00369)

Mr. Smith:

I have reviewed your Letter of Determination request relative to replacement of an existing manual reader board sign with a digital Regional Public Landmark Sign at Lake Nona High School (12500 Narcoossee Rd.). Your request is as follows:

The Orange County Public Schools Facilities Department is requesting permission from the City of Orlando to convert the existing manual marquee [sign] at Lake Nona High School to a digital marquee [sign]. The existing marquee frame will be reused. The Digital format will allow Lake Nona High School to update the marquee [sign] wirelessly and provide more efficient and detailed information to students, parents, and the community.

The sign will include the following:

- A 1 ft. x 12 ft. marquee (with high school name & OCPS logo) and a 3 ft. (tall) x 12 ft. (long) message center (total sign height of 6.5 ft.)
- Technology - ImageStar Software
- Light Meter - Ambient daylight sensor with time and temperature functionality
- 10 Second Delay - The software programming allows a 10 second delay between messages
- No 3'd Party Advertising - The District will enforce no 3'd party advertising
- No Video - The video function can be deactivated in the software

You have provided a Google aerial photo illustrating where the proposed sign will be located, as well as a photo image of the proposed sign.

**Analysis** – The City's Land Development Code provides a mechanism for requesting placement of digital Regional Public Landmark Signs, which requires approval of an ordinance by City Council. The City Council recently approved two (2) similar digital Regional Public Landmark Signs for Dr. Phillips and Edgewater High Schools in May 2015.

While the Land Development Code does not expressly allow digital signs, staff has allowed them to be used for public institutions via Planning Official Determination, to ensure said signs foster the public health, safety and welfare by promoting safe efficient access and to ensure that said digital signs will not have a negative impact on surrounding properties or land uses.

**City Code** - City regulations regarding signs are provided in Chapter 64 of the Land Development Code (LDC). Specifically, LDC Section 64.320, Regional Public Facility Identification Signage, provides that the City Council may approve specific signage for public landmarks and public regional facilities which serve the greater metropolitan area and/or the tourist population. Such signage shall be approved by ordinance for regional public landmarks/facilities identified by City Council, and may include both on-site and off-site roadway/directional signage. The

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**CITY OF ORLANDO • CITY PLANNING DIVISION**

400 SOUTH ORANGE AVENUE – 6<sup>TH</sup> FLOOR • PO BOX 4990 • ORLANDO, FLORIDA 32802-4990  
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Section also provides that the ordinance approving signage for regional public landmarks shall include a determination by the Planning Official that: (1) the facility is a regional public landmark; (2) such signage fosters the public health, safety, and welfare by promoting safe and efficient public access to the regional public facility; and (3) such signage shall not have a negative impact on surrounding land uses.

In reviewing signs for conformance with the Regional Public Facility sign regulations, the Planning Official considers the extent to which the proposed signs conform to city-wide sign regulations. For example, LDC Section 64.270 prohibits billboard signs, defined as a sign which contains commercial or non-commercial advertising depicting a business, organization, event, person, place, goods, services or other things not sold, located or available upon the parcel or tract of real property on which the sign is located. In addition, LDC Section 64.300 prohibits flashing lights and electronically controlled message centers.

**Operational Conditions** - To ensure that the proposed digital public facility identification sign is generally consistent with City-wide sign regulations and does not have a negative impact on surrounding residential land uses, nine (9) operational conditions are proposed to restrict the messages displayed on the proposed high school facility identification sign, as follows:

1. Sign copy shall change no more than 6 times per hour (10 minute delays).
2. The sign shall only display black letters on white background during daylight hours.
3. The sign shall only display white letters on black background during post-dusk hours.
4. The sign shall not display moving, rotating, or pulsating images.
5. The sign shall not display graphic images except for the OCPS or school logo.
6. The sign shall only operate from 6:00 a.m. to 10:00 p.m.
7. The sign shall automatically adapt its brightness level to ambient light levels during the day and at night.
8. The "School Name" header may be either digital or a fixed panel that is lit from within or behind (if it is a fixed back-lit panel, it may be lit all hours (24 hours a day)).
9. The sign message may only identify or advertise uses, events, and activities located or conducted on the Lake Nona school site.

**Determination.** Subject to the nine (9) operational conditions presented above, the Planning Official has determined that:

1. Lake Nona High School is a regional public landmark. Due to the size, function, location and unique features, the high school clearly serves residents of multiple neighborhoods within the southeast portion of the City and Orange County.
2. The proposed digital identification signage will foster the public health, safety, and welfare by promoting safe and efficient public access to the high school facilities. Events at area high schools can attract innumerable attendees year-round. The proposed signage will improve safety and efficiency by identifying the name of the facility and daily or weekly events at the public high school.
3. The proposed digital identification signage is not expected to have a negative impact on surrounding land uses. Lake Nona High School generally abuts conservation or public, recreational or institutional uses to the north, west and south, and vacant or rural uses to the east, across Narcoossee Rd. The proposed sign is expected to improve traffic flow and reduce confusion by more clearly identifying the property for first time visitors and by providing public notice of current or upcoming events at the high school. The proposed



operational restrictions will help preserve the existing character of the area around the high school, while accommodating the needs of facilities that host multiple events throughout the week, month and year at the high school.

4. The proposed digital high school identification sign is eligible for designation as a regional public facility identification sign, as provided in LDC Section 64.320. The same type sign may not be allowed on private schools, churches or other such institutions unless said location and sign meets the criteria of LDC Section 64.270, Regional Public Landmark Signs.
5. The proposed sign shall conform to the nine (9) operational conditions described in this determination and to the type, size, location, materials and other details provided by OCPS on 9/8/2015 (Exhibit 1 ).
6. This determination only addresses the signage described in the attached sign package.

This Letter of Determination does not constitute approval to develop. It addresses only the Land Development Code standards expressly represented in this letter. The determinations of this letter are also restricted to the specific Lake Nona public high school property and are not transferable to other parcels of land or other public high schools. The applicant shall comply with all other applicable requirements of the Land Development Code, including any additional review requirements and **shall receive all necessary permits before initiating development.** I hereby also request that the Office of Legal Affairs prepare an ordinance for City Council review and adoption at the next available City Council meeting.

If you have any questions, please contact Jim Burnett, Planner III, at 407-246-3609 or at [james.burnett@cityoforlando.net](mailto:james.burnett@cityoforlando.net).

Sincerely,



Dean Grandin, AICP  
Planning Division Manager

Attachments/Exhibits

Cc: Karl Wielecki, Planning Manager  
Kyle Shephard, City Attorney's Office

## REQUEST FOR DETERMINATION



## SUBMITTAL REQUIREMENTS

- Application Fees:* ☐
- Homesteads, Single Family, Duplex, & Non-Profits..... \$50
  - Other Properties.... \$275
  - Banners..... \$275
  - VAR extension... \$50
  - MPL or CUP extension..... \$100
  - Temporary Use... \$200

Completed Application ☐

Project Description, including reason for requesting determination and justification ☐

If site specific, submit survey, site plan, elevations as required by project planner ☐

If related to a building permit, include case # ☐

City Planning Division  
6th Floor, City Hall  
400 S. Orange Ave.  
Orlando, Florida 32802-4990

For more information, contact:  
City Planning  
Phone: 407.246.2269  
Fax: 407.246.2895  
E-Mail: zoningofficial@cityoforlando.net



Updated Apr. 6, 2012

## PROJECT LOCATION

Parcel Identification Number

Property Address/Location

12500 Narcoossee Road

## APPLICANT/OWNER INFORMATION

Tyrone K. Smith, AICP  
Applicant Name, Title

Barbara M. Jenkins, Supt.  
Property Owner Name, Title

OCPS

OCPS

Company

Company

445 W. Amelia Street  
Street Address

[SAME]  
Street Address

Orlando FL 32807  
City State Zip

City State Zip

407 317 - 3200 ext 2002898  
Telephone Number

Telephone Number

407 317 - 3263  
Fax Number

Fax Number

tyrone.smith@ocps.net  
E-Mail Address

E-Mail Address

## TO BE COMPLETED BY CITY STAFF

Pre-Application Mtg. Verification

Date

Project Name

Lake Nona HS LED sign

## Case Description

Determination ☒ Interpretation ☐

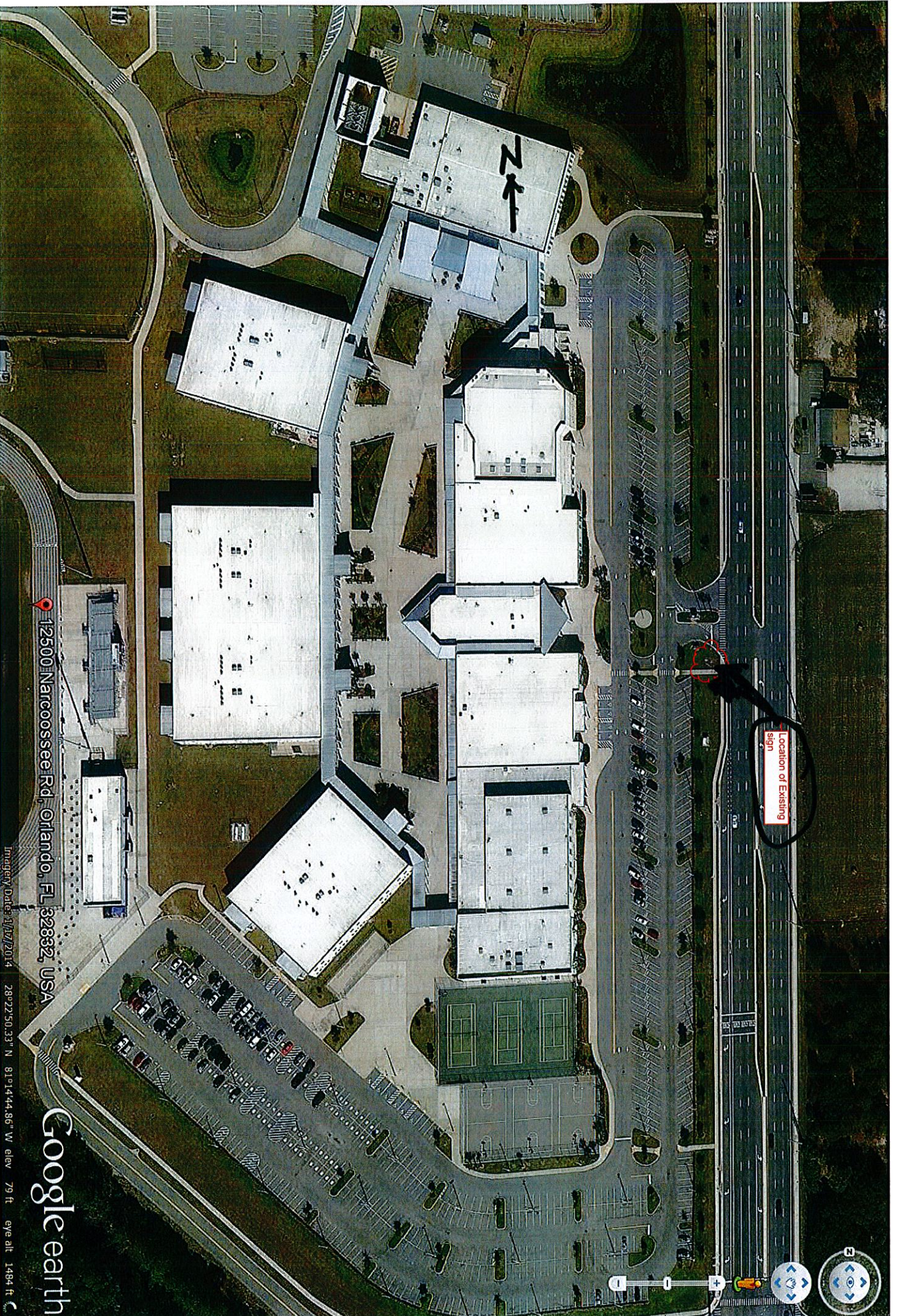
Subtype

Commissioner District

Case # Assigned

LDC2015-00369





12500 Narcoossee Rd, Orlando, FL 32832, USA

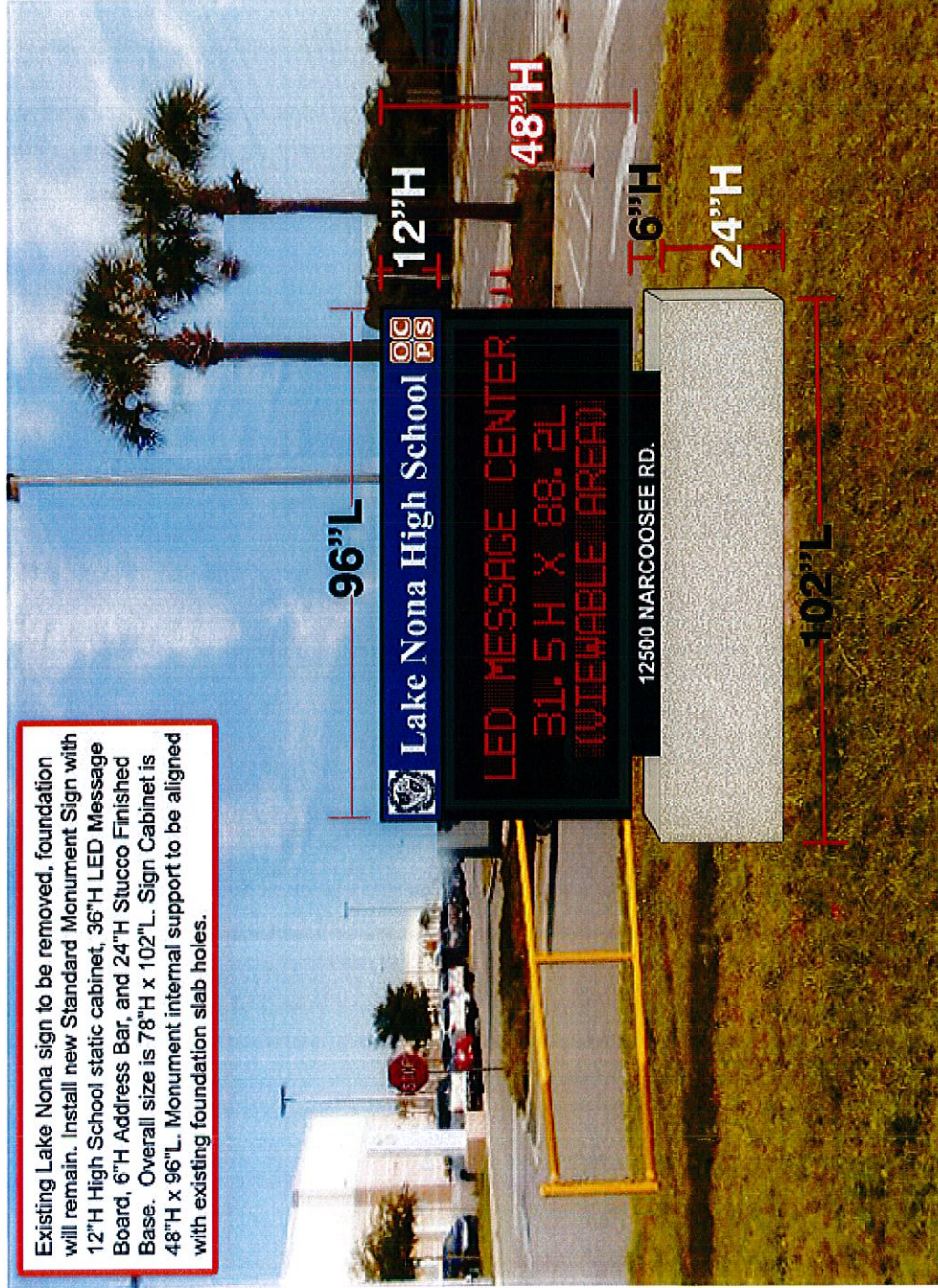
Imagery Date: 11/17/2014

28°22'50.33" N 81°14'44.86" W elev 79 ft eye alt 1484 ft

Google earth



Existing Lake Nona sign to be removed, foundation will remain. Install new Standard Monument Sign with 12"H High School static cabinet, 36"H LED Message Board, 6"H Address Bar, and 24"H Stucco Finished Base. Overall size is 78"H x 102"L. Sign Cabinet is 48"H x 96"L. Monument internal support to be aligned with existing foundation slab holes.







# AFFIDAVIT

## FOR LAND DEVELOPMENT – BUSINESS OWNERSHIP

☐ MUNICIPAL PLANNING BOARD  
☐ HISTORIC PRESERVATION BOARD

☐ BOARD OF ZONING ADJUSTMENT  
☐ DOWNTOWN DEVELOPMENT BOARD

STATE OF Florida  
COUNTY OF Orange

Before me, the undersigned authority, this day personally appeared (Name) Barbara M. Jenkins, hereinafter "Affiant," as (Title) Superintendent, of (Name of Business) School Board of Orange County, FL a (State) Florida (Type of Business (i.e. corporation, LLC, LLP, etc.)) political subdivision hereinafter "Owner," and (Name of Applicant) Tyrone K. Smith, ACP hereinafter "Applicant," who, being by me first duly sworn, upon oath, depose and says:

1. That the Affiant has full authority to execute this Owner's Affidavit on behalf of the above-named Owner.
2. That the Applicant is the duly authorized representative of the Owner, requesting land development approval on the real property located in the City of Orlando as described and listed on the pages attached to this affidavit and made a part hereof.
3. That the Owner has given its full and complete permission for the Applicant to act in its behalf to seek the land development approval as set out in the accompanying application.
4. That the attached ownership list is made a part of this Affidavit and contains the legal description(s) for the real property, and the name and mailing address of the Owner having a fee simple ownership interest in said land.

Affiant and Applicant further state that they are familiar with the nature of an oath and with the penalties as provided by the laws of the United States and the State of Florida for falsely swearing to statements made in an instrument of this nature, and understand that any and all land development approval by the City of Orlando on the real property described herein shall become null and void for falsely swearing to statements made in this Affidavit. Affiant and Applicant further certify that they have read, or heard read to them the full facts of this Affidavit and understand its context.

FURTHER Affiant and Applicant sayeth not.

School Board of Orange County, FL  
Owner (Name of Business)

By: [Signature]  
Affiant  
Print Name: Barbara M. Jenkins  
Title: Superintendent

(As to Affiant)

Sworn to and Subscribed before me this  
27 day of August, 2015.

[Signature]  
Notary Public,  
My Commission Expires:



(As to Applicant)

Sworn to and Subscribed before me this  
26th day of August, 2015.

[Signature]  
Notary Public,  
My Commission Expires:



Applicant

Print Name: Tyrone K. Smith, ACP



# AFFIDAVIT

## FOR LAND DEVELOPMENT BUSINESS OWNERSHIP INTEREST

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Owner's Name Barbara M. Jenkins

Ownership Interest 100%

(If ownership interest is less than 100%, each owner must complete a form as to its % of ownership interest.)

Mailing Address 445 W. Amelia Street, Orlando, FL 32801

Legal Description:

(For Annexation Applications a metes and bounds legal description is required by State Law.)



**Lake Nona High School**

**Legal Description:**

PT OF SE1/4 OF SEC 19-24-31 DESC AS BEG 33 FT W OF SE COR SEC 19 TH RUN S89-46-30W 1279.97 FT N00-20-46E 490.85 FT S89-46-37W 355.98 FT N00-20-14E 168 FT S89-51-04W 300.59 FT N00-20-29E 1180.16 FT S89-38-37E 1936.90 FT TO WLY R/W NARCOOSSEE RD TH S00-21-23W 1819.77 FT TO POB (LESS PT TAKEN FOR R/W ON E PER 9838/6095) & (LESS COMM AT SE COR OF SE1/4 OF SEC19-24-31 TH S89-46-37W ALONG S LINE OF SE1/4 FOR 1313.09 FT TO E LINE OF SW1/4 OF SE 1/4 OF SAID SEC 19 TH N00-20-46E ALONG SAID E LINE 490.85 FT TH S89-46-37W ALONG E LINE OF LANDS DESC IN OR 5561/2529 355.98 FT TH N00-20-13E ALONG SAID E LINE 23.73 FT TO POB TH CONT N00-20-13E ALONG SAID E LINE 100 FT TH DEPART SAID E LINE S89-59-30E 222.17 FT TH S69-13-10E 134.01 FT TH S67-54-18E 81.7 FT TH S00-00-30W 21.75 FT TH N89-59-30W 423.75 FT TO POB) & (LESS COMM AT SE COR OF SE1/4 OF SEC 19-24-31 TH S89-46-37W ALONG S LINE OF SAID SE1/4 FOR A DIST OF 1313.09 FT TO THE E LINE OF SW1/4 OF SE1/4 OF SAID SEC 19 TH N00-20-46E ALONG SAID E LINE 490.85 FT TH S89-46-37W ALONG THE E LINE OF LANDS DESC IN OR 5561/2529 355.98 FT TH N00-20-13E ALONG SAID E LINE 123.74 FT TO POB TH CONT N00-20-13E ALONG SAID E LINE 44.26 FT TO N LINE OF SE1/4 OF SW1/4 OF SE1/4 OF SAID SEC 19 TH S89-51-04W ALONG SAID N LINE 300.59 FT TO ELY LINE OF W1/4 OF SE1/4 OF SAID SEC 19 TH N00-20-29E ALONG SAID ELY LINE 1180.08 FT TO N LINE OF LAND DESC IN OR 7098/1440 TH S89-38-42E ALONG SAID N LINE 248.95 FT TH DEPART SAID N LINE S05-46-34E 103.15 FT TH S08-42-07E 88.25 FT TH S03-33-13E 137.27 FT TH S19-20-39W 5.08 FT TH S01-23-15E 129.17 FT TH S16-16-28W 124.89 FT TH S08-38-36W 117.81 FT TH S05-19-31E 89.98 FT TH S08-57-52E 137.81 FT TH S13-49-55E 115.04 FT TH S31-53-51E 74.14 FT TH S54-36-02E 84.98 FT TH S56-40-02E 100.81 FT TH S56-40-27E 27.58 FT TH S69-13-10E 13.36 FT TH N89-59-30W 222.17 FT TO POB) & (LESS COMM AT SE COR OF SE1/4 OF SEC 19-24-31 TH S89-46-37W ALONG S LINE OF SAID SE1/4 FOR A DIST OF 591.12 FT TO POB TH CONT ALONG SAID S LINE S89-46-37W 721.97 FT TO E LINE OF SW1/4 OF SE1/4 OF SAID SEC 19 TH N00-20-45E ALONG SAID E LINE 490.85 FT TH S89-46-37W ALONG E LINE OF LANDS DESC IN OR 5561/2528 355.98 FT TH N00-20-13E ALONG SAID E LINE 23.73 FT TH DEPART SAID E LINE S89-59-30E 423.75 FT TH N00-00-30E 10.96 FT TH S57-54-18E 84.69 FT TH S66-07-45E 161.77 FT TH N45-00-30E 12.79 TH S49-33-07E 110.23 FT TH S44-07-30E 163.76 TH S44-50-17E 94.61 FT TH S43-57-35E 191.87 FT TH S24-44-13E 42.64 TO POB)