



MOSS PARK DAYCARE

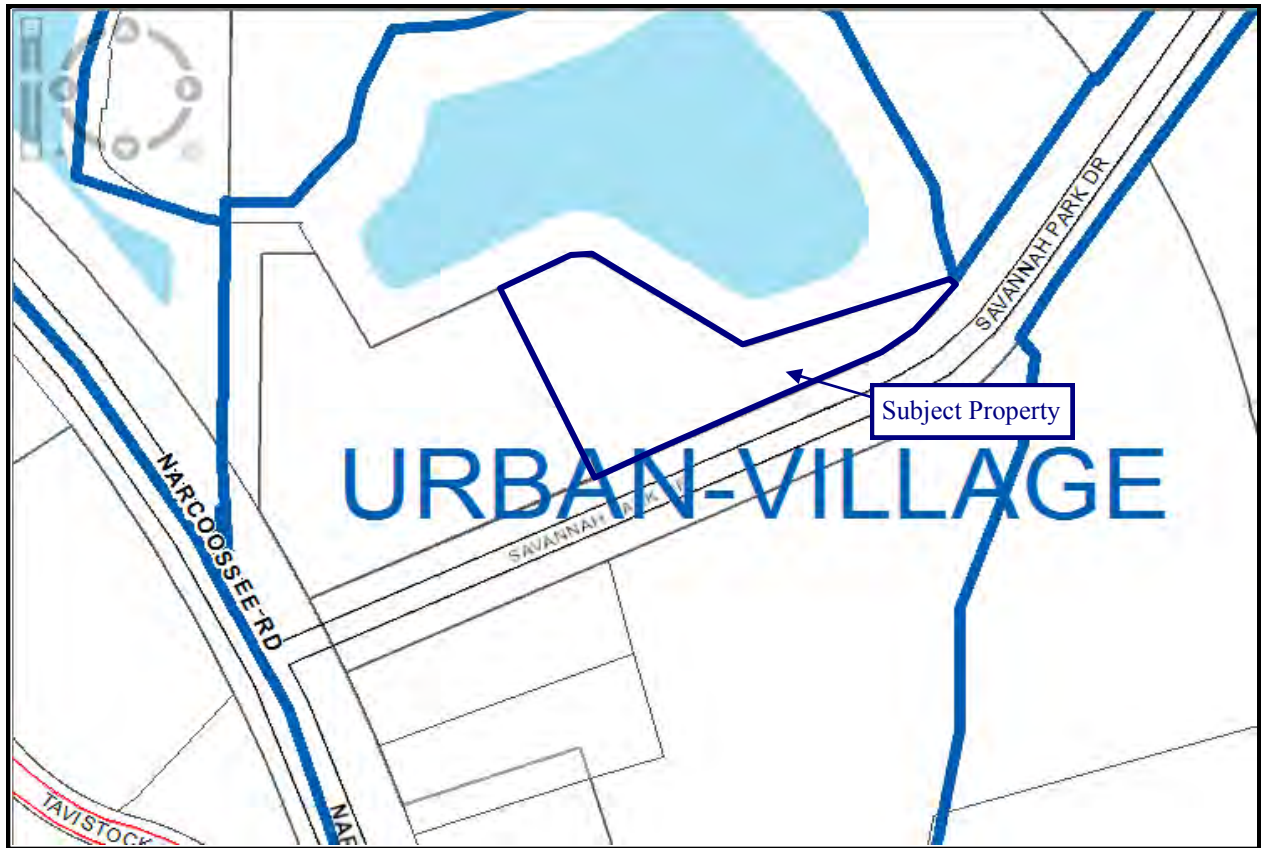


Location Map  Subject Site

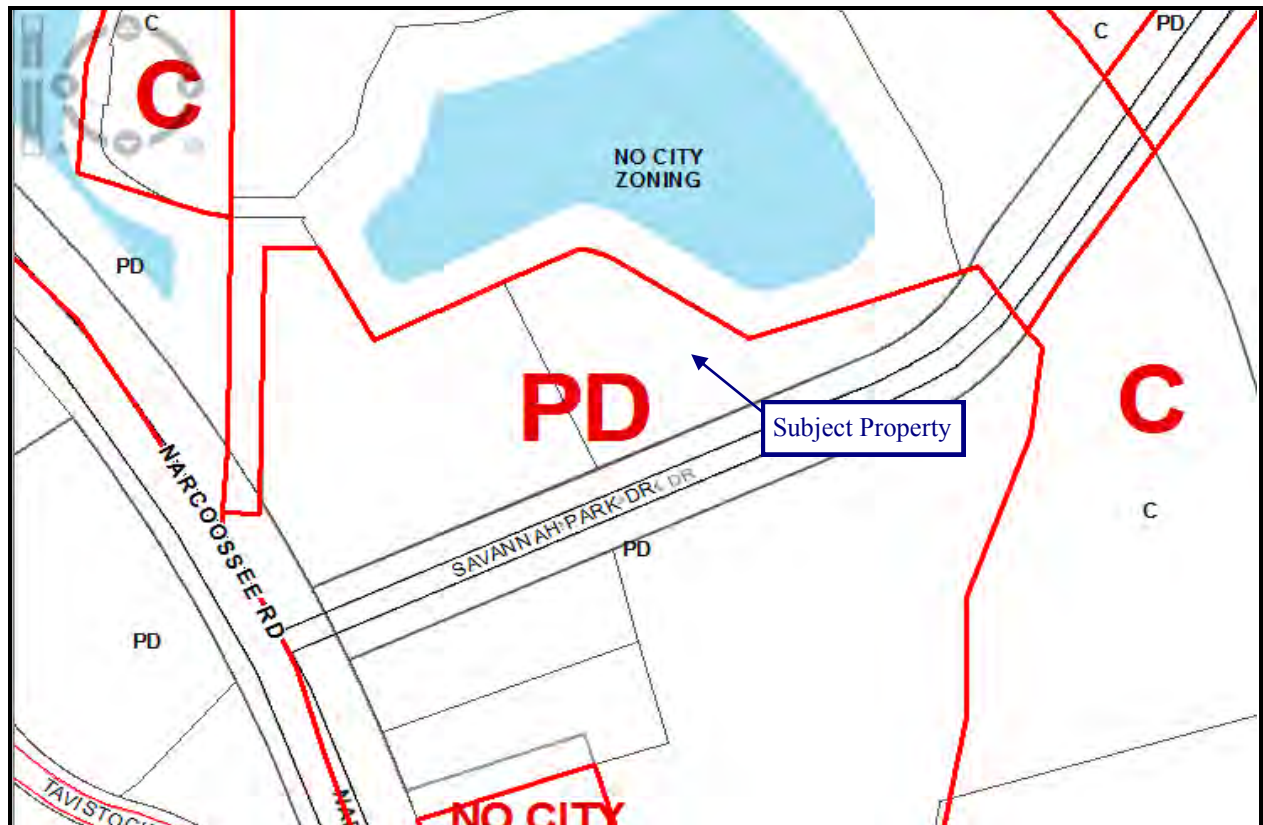
SUMMARY

<p>Owner/Applicant John JeBailey JeBailey Realty., LLC</p> <p>Project Planner Colandra Jones</p>	<p>Property Location: The subject property is generally located north of Savannah Park Drive, east of Narcoossee Road and west of Moss Rose Way (±1.44 acres, District 1).</p> <p>Applicant's Request: Specific Parcel Master Plan (SPMP) approval for a 16,208 square foot childcare facility with approximately 40 parking spaces.</p> <p>Staff's Recommendation: Approval of the request, subject to the conditions in this report.</p>	
<p>Updated: July 1, 2014</p>		

FUTURE LAND USE MAP



ZONING MAP



PROJECT ANALYSIS

Project Description

The subject site is generally located north of Savannah Park Drive, east of Narcoossee Road and west of Moss Rose Way and is approximately 1.44 acres. The site is currently designated Urban Village on the Official Future Land Use Map and is zoned PD. The site is within the Villages at Moss Park PD and is designated as “Village Center” in the PD. This proposed SPMP depicts development of a 16,208 square foot childcare facility with approximately 40 parking spaces.

Project Context

Surrounding future land use designations include Urban Village to the north, west and south, and Conservation to the east. Existing uses include City of Orlando Fire Station #15 to the west, restaurants, banks, offices and retail to the south, a retention pond and conservation to the north, conservation to the east and single family residential further to the east. The proposed childcare facility would be compatible with the surrounding uses.

Table 1—Project Context

	Future Land Use	Zoning	Surrounding Use
North	Urban Village	No City Zoning	Retention Pond & Conservation
East	Conservation	C	Wetlands
South	Urban Village	PD	Retail space & Restaurants
West	Urban Village	PD	Fire Station #15

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 Policies S.35.2 and S.35.4, along with Goal 4 and its associated goals, objectives and policies.

Conformance with the LDC—Chapter 68 Southeast Orlando Sector Plan

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 “Village Center”. According to LDC Section 68.200 (a) (2), Village Center/Urban Transit Center (VC/UTC District) is described as such: “*Village Center districts shall be developed as important destinations for each Residential Neighborhood, providing a variety of shops, services, restaurants, and civic facilities that serve the needs of the surrounding neighborhoods.*” The proposed development of a childcare facility is consistent with the Village Center designation by providing a civic facility for the use of the surrounding neighborhood.

Conformance with the LDC—Village at Moss Park PD

According to the Villages at Moss Park PD, the development is on “Parcel A” which allows for either residential, office or civic uses. The proposed daycare use is consistent with the PD. This parcel also allows for Traditional Design or Conventional LDC standards. The applicant has requested Conventional LDC standards.

Development Standards

According to LDC Figure 68-A, development in the Village Center designation with non-residential development less than 0.4 FAR, the standards of the Conventional LDC are allowed. Standards shall be consistent with the City’s AC-1 zoning district, with the exception of the FAR standard.

Intensity

According to Future Land Use Policy 4.1.9, there is no minimum intensity and the maximum intensity is 0.4 FAR (or no maximum if traditional design standards were used). The proposal has a total FAR of 0.26.

Building Height

In the Southeast Sector Plan, height is limited by the number of stories, not the overall height to provide variety to the skyline in the mixed use centers. Civic buildings may have an unlimited floor to floor height. Building height for the Village Center is 1 to 3 stories. The proposed plan depicts a one story building which meet the building height requirements.

Impervious Surface Ratio (ISR)

The maximum ISR permitted is 0.85 according to the Village Center standards. The development plan has indicated that the proposed ISR for this development will be 0.58 which is within the maximum allowed.

Table 2—Development Standards									
Phase	Acreage	Use	Sq. Ft./ Dwelling Units	FAR (floor area ratio)		Building Height		ISR (impervious surface ratio)	
				Minimum /Maximum	Proposed	Minimum / Maximum	Proposed	Maximum	Proposed
1	1.44	Daycare	16,208 sq. ft.	No min/0.4 FAR	0.26 FAR	1 to 3story	1 story	0.85	0.58

Setbacks

The required setbacks for the Village Center (AC-1 standards) are 0 feet for the front yard and street side yard, 0 or 3 feet for the side yard, and 20 feet for the rear yard setback. Refer to Table 3—*Setback Requirements* below.

Table 3—Setback Requirements			
Use or Phase	Yard	Building Setbacks	
		Minimum	Proposed
Daycare	Front– Savannah Park Dr.	0 ft.	60 ft.
	Side– east property line	0 or 3 ft.	varies
	Side– west property line	0 or 3 ft.	10 ft.
	Rear– north property line	20 ft.	35 ft.

Landscaping

The applicant submitted a landscape plan with the application which can be found on page 7 of this report. It is noted that the landscape plan will be developed in accordance with Chapter 61 Part 3B of the LDC as it deals with Landscaping for Parking Lots.

Signage

A specific signage plan for this development was not submitted with this application. The proposed signage shall be consistent with Chapter 64 of the LDC.

Dumpster

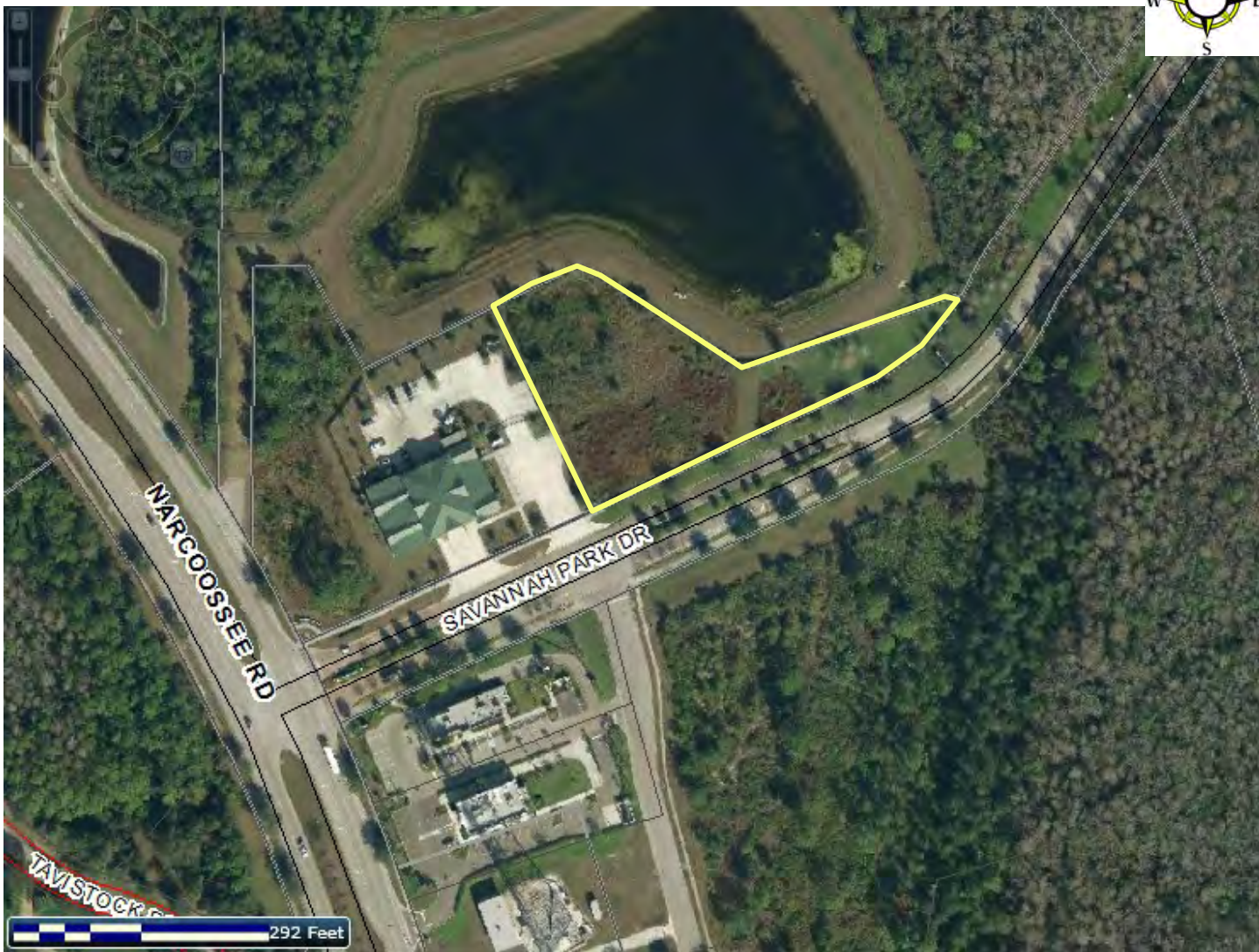
The SPMP proposes a screened dumpster enclosure on the east side of the property. The dumpster shall comply with Transportation Condition #14 on page 12 of this report.

Parking

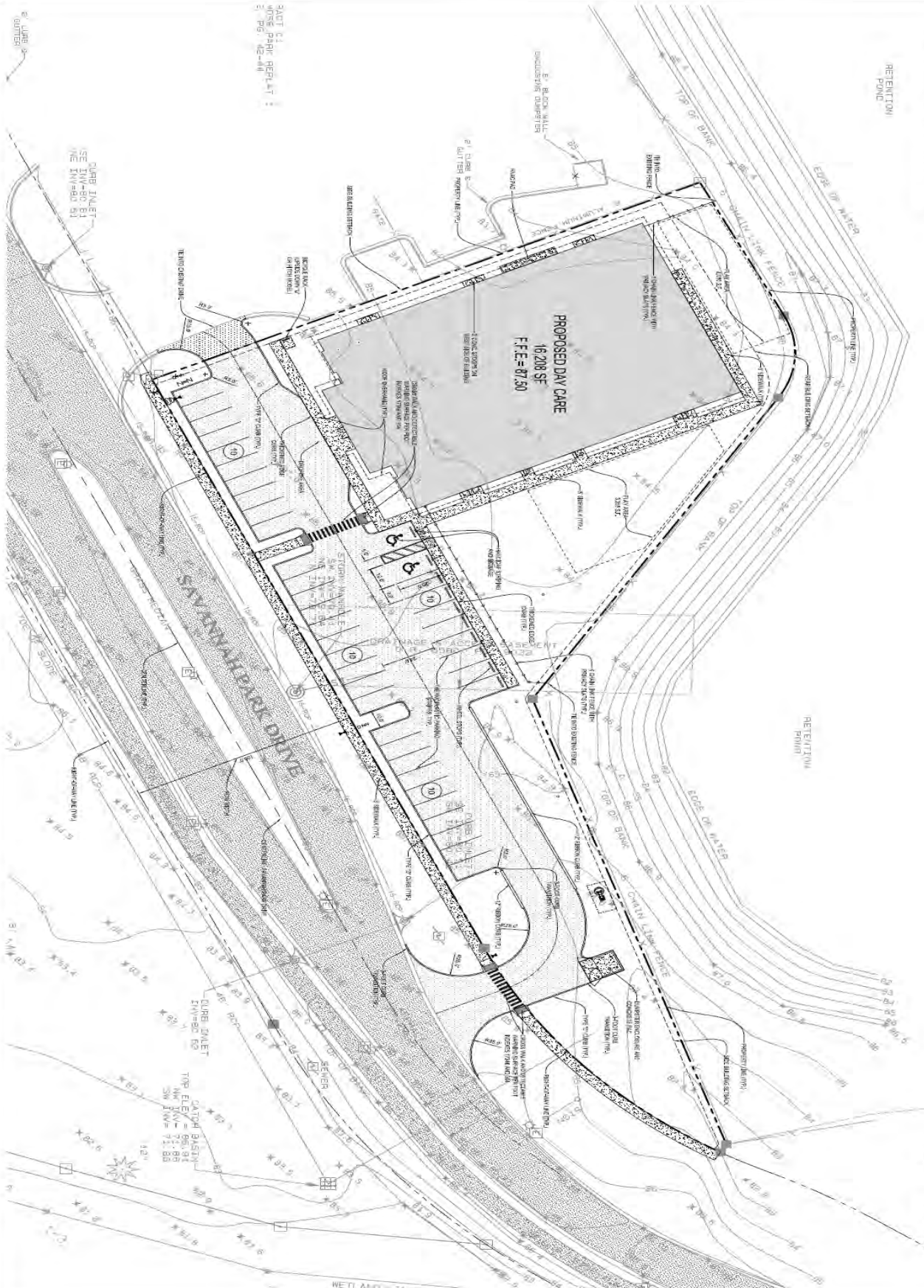
The applicant is proposing 40 parking spaces on the entire site. For daycare centers the ratio is by Rated Patron Capacity (RPC). The applicant is proposing to have a maximum of 280 students. The parking ratio requirements found in the table below shows that the proposed development is consistent with the requirements.

Table 4—Parking Requirements					
Use	Sq. Ft./ Dwelling Units	Minimum Ratio	Minimum Spaces Required	Maximum Ratio	Maximum Spaces Permitted
Day Care	16,208 sq. ft.	1:12 RPC	23	1:7 RPC	40
Total Provided	40				

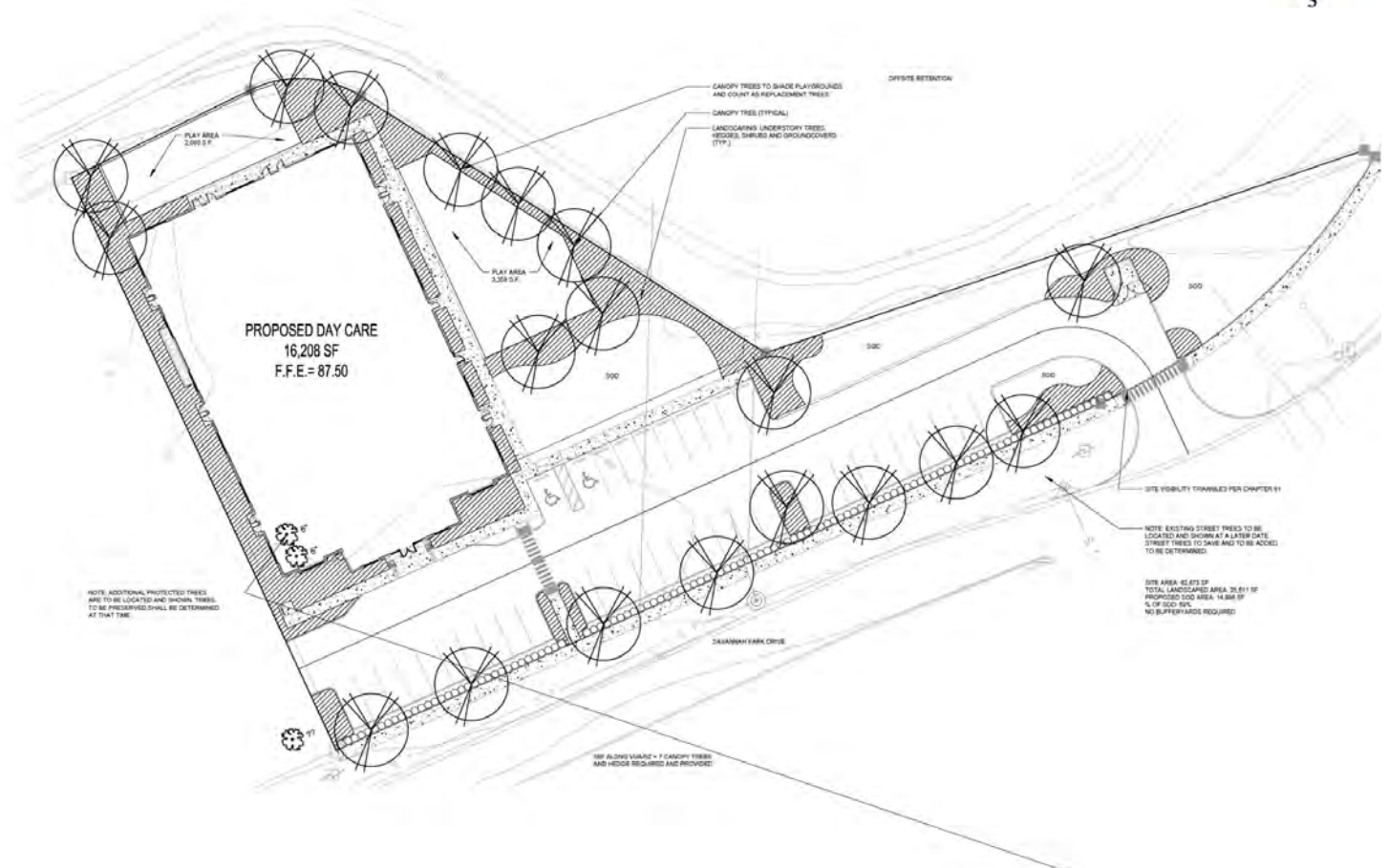
AERIAL PHOTO—2013



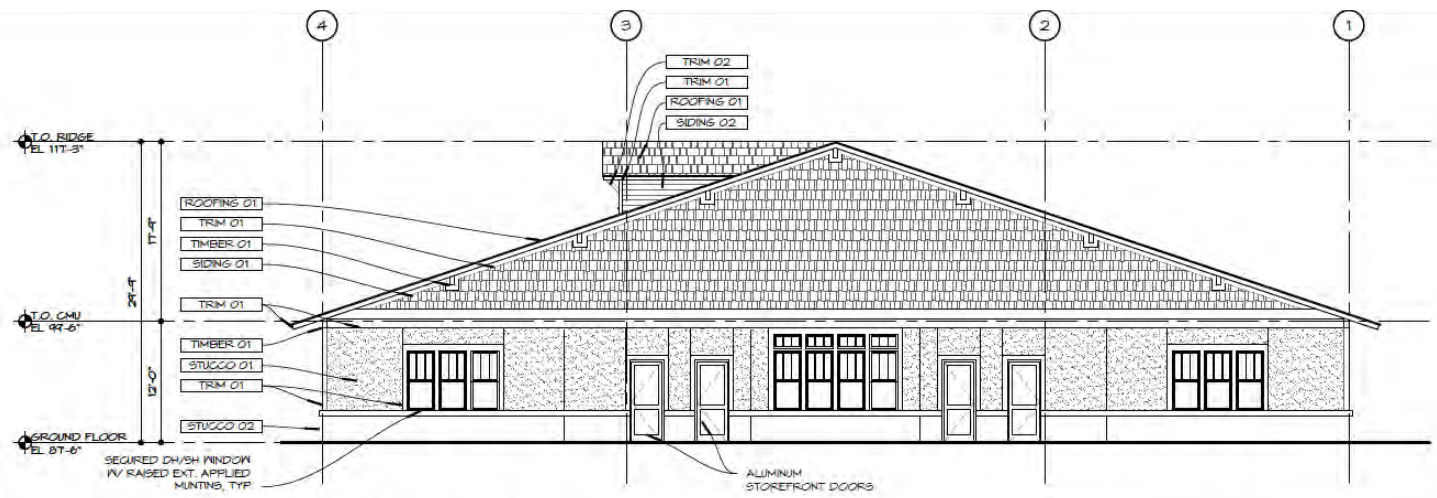
DEVELOPMENT PLAN



LANDSCAPE PLAN

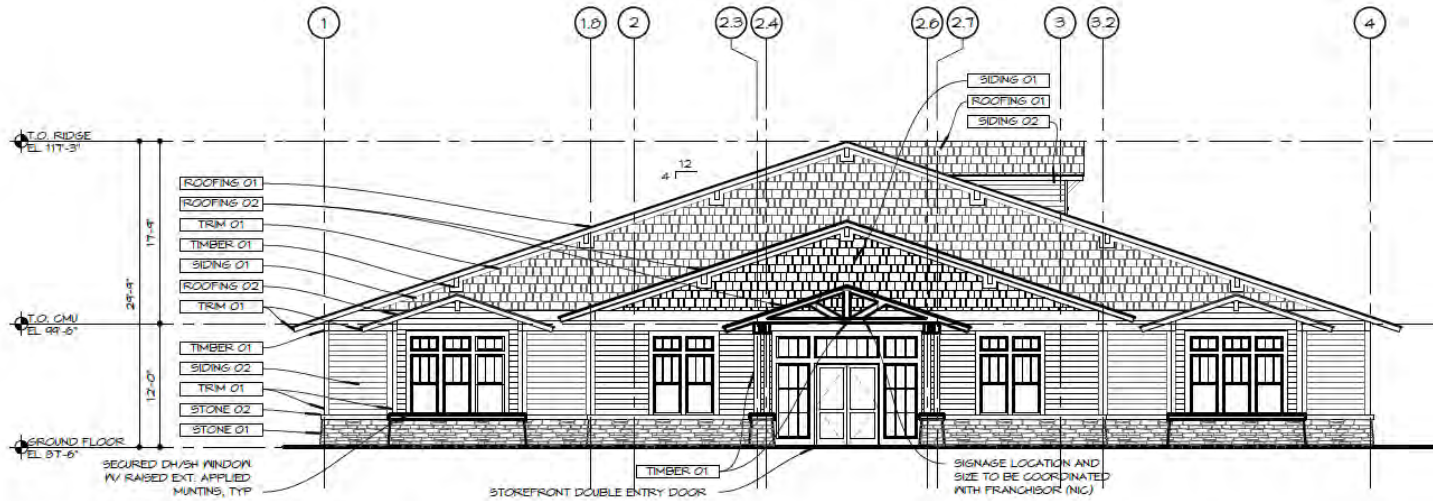


ARCHITECTURAL ELEVATIONS

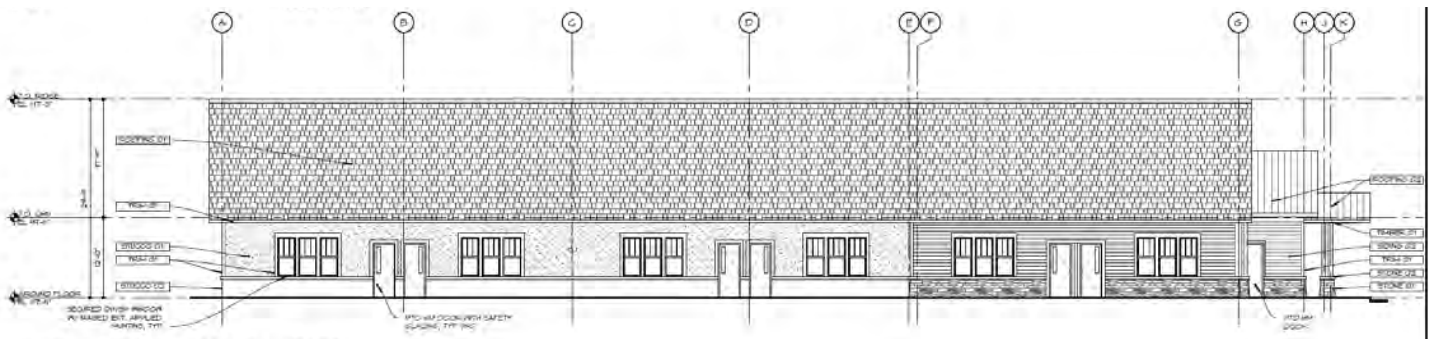


4 EXTERIOR ELEVATION - NORTH
 SCALE: 1/8"=1'-0"

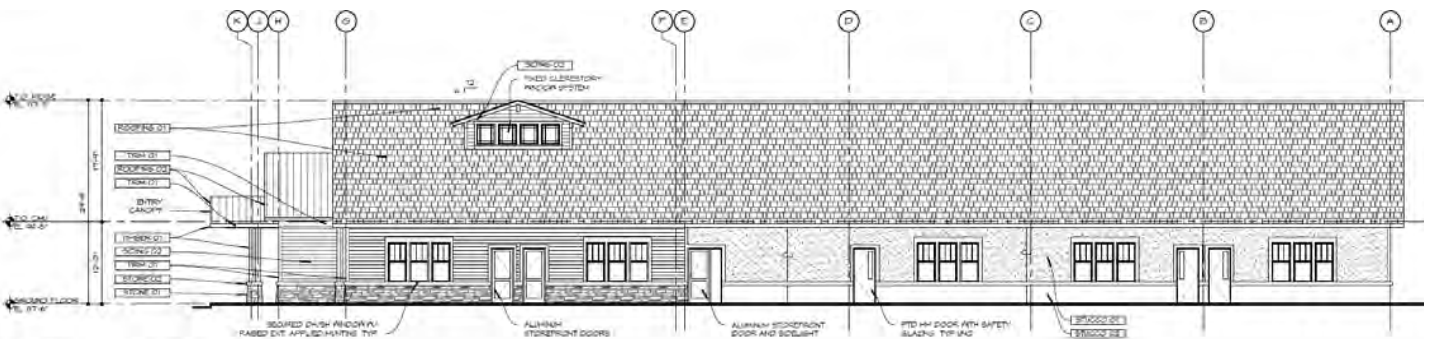
ARCHITECTURAL ELEVATIONS



3 EXTERIOR ELEVATION - SOUTH
SCALE: 1/8"=1'-0"



2 EXTERIOR ELEVATION - EAST
SCALE: 1/8"=1'-0"



1 EXTERIOR ELEVATION - WEST
SCALE: 1/8"=1'-0"

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 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, Chapter 68 of the Land Development Code.
6. The proposal is consistent with the requirements of the Villages at Moss Park PD.
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. *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.

2. *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 Villages of Moss Park PD, and any other pertinent provisions of the Conventional LDC, the Southeast Orlando Development Plan Agreement, and all previous agreements between the City and property owner.

3. *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.

4. *LANDSCAPING PLAN*

The landscaping plan shall be developed in accordance with LDC Chapter 60 and Chapter 61 Part 3B—*Landscaping for Parking Lots and Garages*.

5. *SIGNAGE*

The proposed signage shall be consistent with Chapter 64 of the LDC.

6. *DUMPSTER & LIFT STATION SCREENING*

The dumpster and lift station shall be screened. The dumpster shall be re-oriented in order for the open to not face the right-of-way.

Urban Design

An Appearance Review shall be required prior to building permits being issued. All Urban Design conditions of approval shall be addressed in permitting drawings.

1. *TRANSPARENCY*

The primary façade and secondary facades, and any façade facing a pedestrian path shall incorporate a minimum 30% transparency. Tinted or reflective glass shall be prohibited. Low-E glass is permitted with a minimum 60% transmittance level.

2. *ENTRIES*

The building shall have a clearly defined entrance that is oriented toward Laureate Boulevard. Additional entrances may be provided on secondary facades. Primary pedestrian entries should be clearly expressed and be recessed or framed by a sheltering element such as an awning, arcade, porch or portico.

CONDITIONS OF APPROVAL

Urban Design (cont.)

3. *DOORS & WINDOWS*

Door and window styles shall be consistent on all façades. Transparency in doors may be counted toward required transparency.

4. *MATERIALS*

(a) *General.* Buildings should support regional traditions. Buildings shall have consistent materials and details on all sides that are visible from public streets and trails.

(b) *Windows.*

1. Window Openings. Windows should be vertical or square in proportion.
2. Windows should be inset a minimum of 2 inches from the exterior wall surface.
3. Mirrored glass is prohibited.
4. Glass curtain walls are prohibited.
5. Clear glass shall be used for storefront windows and doors.

(c) *Simulated Materials.* Materials that are visibly simulated or prefabricated are discouraged. Material changes should not occur at external corners, but may occur at "reverse" or interior corners or as a "return" at least two feet from external corners. Scored plywood (such as "T1-11") shall not be permitted.

(d) *Proper Application and Detailing.* Materials shall be properly applied and correctly detailed, especially at the base of buildings, along cornices, eaves, parapets or ridge tops, and around entries and windows.

(e) *Climate and Pest Considerations.* Sustainability of built structures is extremely important. Materials shall be chosen which take into account the regions' high humidity and the very real dangers associated with termites. Wood structures should be avoided where possible and hardie board, masonry and/or stucco are preferred for exterior surfaces.

5. *MECHANICAL EQUIPMENT*

All A/C equipment, venting ducts, generator equipment or similar shall be screened. Rooftop equipment shall be screened from public view by parapets, screen wall or louvers, roof features, or other architectural treatments.

6. *DUMPSTER AREAS*

All dumpster areas adjacent to the buildings shall be screened with similar materials to the principal structure and opaque gates.

7. *PHOTOMETRIC PLAN*

A signed and sealed lighting plan consistent with Orange County's lighting ordinance (Ord. No.2003-08, §1,6-3-03) or a Photometric Plan subject to approval by the Planning Official shall be submitted with permitting drawings.

8. *PEDESTRIAN CONNECTIONS*

(a) A network of pedestrian connections shall be installed to connect all entrances of the building to the public ROW. The pedestrian connections proposed meet this condition.

(b) All crosswalks at driveways and curb cuts shall be constructed with pavers and/or textured colored concrete or similar to clearly define the pedestrian zone. Thermoplastic paint may be incorporated but shall not meet this condition alone. The crosswalk at the parking lot curb cut needs to include a textured surface. Details could be provided at time of permitting.

9. *SIGNS*

The default zoning for sign standards shall apply. Wall mounted, marquee, window, projecting and awning signs shall be permitted. Monument signs, if proposed, are strongly recommended not to exceed 6 feet in height for CPTED purposes.

10. *FENCES*

All fencing visible from the ROW shall be CPTED (wrought-iron like or aluminum decorative fence) with a maximum height of 5-feet. All fencing shall be black or other color appropriate to complement the style of the building. Enclosures around the playground at the west side playground area are proposed. Decorative CPTED fence shall be reviewed at time of Permitting. If solid walls are proposed, they shall be consistent with the streetwall standards (allowed to be solid up to 3 feet and fencing up to 5 feet (per code).

Transportation Planning

1. *DRIVEWAY LOCATION*

The Orlando Engineering Standards Manual (ESM), Section 8.11 D., requires that driveways on opposite sides of streets shall be aligned; the proposed driveway from the subject development to Savannah Park Drive shall be aligned with any driveways on the other side of the street.

CONDITIONS OF APPROVAL

Transportation Planning (cont.)

2. *WORK WITHIN ROAD R-O-W*

For any construction work planned or required within a public right-of-way or City sidewalk easement adjacent to a public right-of-way (including but not limited to: irrigation, drainage, utility, cable, sidewalk, driveway, road construction/reconstruction or landscaping), the owner/applicant shall submit the following:

- a. Maintenance of traffic plans (M.O.T.) (For more information/detailed requirements contact the Office of Special Events & Permits at 407-246-3704).
- b. Roadway plans including paving, grading, pavement markings and signage (Contact the Permitting Transportation Engineer at 407-246-3322 for details).
- c. A copy of all required County and State permits (If permits are pending attach a copy of the application).

3. *CROSS ACCESS CORRIDORS*

Orlando Land Development Code (LDC), Chapter 61 (Sections 61.108 - 61.113), provides the minimum requirements for cross-access corridors. The subject development shall provide cross-access easements to ensure that the parking, access, and circulation may be easily tied in to create a unified system.

4. *CLEAR SIGHT DISTANCES*

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 street corner visibility requirements (Chapter 60, Sections 60.141 through Sections 60.143) and the driveways and curbcuts requirements (Chapter 61, Sections 61.101 through Sections 61.107) of the Orlando Land Development Code (LDC).

5. *TRAFFIC CONTROL*

Traffic control shall be shown per Manual of Uniform Traffic Control Devices (MUTCD) standards (stop signs, stop bars, "Do Not Enter" signs, pavement arrows, etc.) at internal driving aisle intersections. Stop signs and stop bars shall be shown at the exits from the property, in accordance with MUTCD and Orlando Engineering Standards Manual (ESM) requirements. Stop signs and stop bars shall be located in-line and 4 feet behind sidewalks/crosswalks.

6. *HANDICAP 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.

7. *SIGN LOCATIONS*

The owner/applicant shall submit a scaled and dimensioned site plan or survey showing the existing site improvements for the property and indicating compliance with Chapter 64 of the Orlando Land Development Code (LDC), including the following:

- a. There shall be no part of the sign overhanging within the existing or future road right-of-way (R-O-W).
- b. The sign support / base shall not be erected within the on-site driving aisles or adjacent driveways.
- c. The sign support / base shall be buffered from on-site driveways, driving aisles, parking spaces and circulation so as not to constitute a fixed object hazard, and shall not reduce the number of required on-site parking spaces.

8. *PUBLIC SIDEWALK*

A minimum 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 and private 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 adjacent to the public road R-O-W, if necessary, to accommodate any portion of the public sidewalk that is not within the public R-O-W. The applicant shall be fully responsible for the construction of a minimum 5 ft. sidewalk along the north side of Savannah Park Drive adjacent to the property.

9. *ON-SITE SIDEWALK SYSTEM*

A paved pedestrian/handicap connection and/or sidewalk shall be provided from the public sidewalk(s) to the main building entrance(s). The width of the pedestrian connections shall be consistent with the PD sidewalk requirements.

10. *PEDESTRIAN CROSSINGS*

The applicant shall be fully responsible for the implementation of pedestrian crossings parallel to Savannah Park Drive along the length of the property and such pedestrian crossings shall be clearly marked with high visibility pavement markings and maintained at all times.

CONDITIONS OF APPROVAL

Transportation Planning (cont.)

11. NUMBER OF PARKING SPACES

The number of required parking spaces shall be based on Land Development Code (LDC) standards (Chapter 61). The maximum Rated Patron Capacity (RPC) for the proposed use of the property (per State Requirements) is 280. The minimum number of spaces required in the LDC is one space per 12 RPC (or 23 spaces) and the maximum number of spaces required is one space per 7 RPC (or 40 spaces); the owner/applicant is proposing a total of 40 spaces, including two handicap spaces.

12. PARKING DESIGN

Parking stalls shall have a minimum width of 9 feet, and 18.5 feet in depth. For two-way traffic flow, the minimum driving aisle width shall be 24 feet.

13. BICYCLE PARKING

Bicycle parking shall be provided as required in accordance with the standards of Chapter 61, Part 3D of the Orlando Land Development Code, and shall be made available prior to the issuance of any Certificate of Occupancy/Completion for the use being served.

14. SOLID WASTE COMPACTOR/DUMPSTER

Dumpsters shall be located to provide a minimum 50 feet of clear backup space and constructed per Orlando Engineering Standards Manual (ESM) requirements, OR documentation shall be provided from the City's Solid Waste Division indicating curb pick-up or other approved arrangement.

INFORMATIONAL COMMENTS

Engineering/Zoning

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. 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.

3. SIDEWALK

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

4. SEWER-FDEP

This project requires a Florida Department of Environmental Protection (FDEP) permit for the sanitary sewer system. The Office of Permitting Services processes the permit for projects with reserved sewer capacity. At the time of FDEP permit submittal to the Office of Permitting Services, the following is required:

1. Permit Application - signed/sealed by the owner. This Office will complete page 10 of 11 when the construction plans are approved.
2. Construction Plans - six sets, signed/sealed by the engineer. The plans are to include the on-site and off-site sewer design together with the City's details. If a lift station is part of the sewer design, the engineer is to submit the shop drawings for the lift station (private or public).

The construction plans are reviewed by the City of Orlando's Waste Water Bureau and returned to the Office of Permitting Services when approved. This Office will contact the engineer to pick up the application and two sets of the approved plans or the transport to FDEP. The remaining sets will be retained by the Office for distribution. Reminder: PLEASE ALLOW 3-4 WEEKS FOR THIS PROCESS

5. SEWER-BENEFIT FEE

The owner/developer is required to pay the Sewer Benefit Fee in accordance with the Sewer Service Policy and Chapter 30 of the City Code.

6. 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.

INFORMATIONAL COMMENTS

Engineering/Zoning (cont.)

7. *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.

8. *ON-SITE FEES*

At the time of development, the owner/developer is required to apply 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.

9. *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 shall install the street trees in lieu of contribution to the Trust Fund in accordance with Section 61.226.

Police

1. *CPTED REVIEW*

The Orlando Police Department has reviewed the plans for Moss Park Day Care located at 10273 Savannah Park Dr. 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 SURVEILLANCE*

Design the sites 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; 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.
 - Lighting for this project must meet the guidelines in Orange County Ordinance No. 2003-08 and appropriate Orlando Land Development Code.
 - Good lighting provides visual guidance and orientation for patrons and employees and also improves the perception of their safety, especially in areas not easily observed from main walkways. (Ex. East side of building and northeast [by dumpster]).
 - Pedestrian scale exterior lighting should not be screened out by landscaping or building structures such as canopies or awnings.
 - Appropriate lighting should be included in any areas anticipated to be utilized after-dark. (Note: Hours of operation should be taken into consideration.)
 - *Uniformity of light is crucial to avoid 'dark' spots, especially in the parking lot. In reviewing the plans, we see there are no lights planned for the west side of the building and lighting along the property border between the day care and retention pond is almost nonexistent. We strongly encourage the developer to consider reviewing these areas.*
 - Any illumination shall not cause a glare or excessive brightness that adversely affects the vision of pedestrians or motor vehicle operators on public or private property.
 - We support the plan to use full cut-off light fixtures to help direct the light to the area you wish to illuminate. Pedestrian walkways and access routes open to public spaces should be lit so that a person with normal vision is able to identify a face from a distance of about 30 feet [between dusk and dawn].
- Landscaping: Low-growing shrubs are an excellent means for defining an area that requires visual surveillance.
 - All shrubs should be kept trimmed to no higher than 2 ½ feet and should not block windows.
 - Tree branches should be kept trimmed to a minimum of 6 feet from the ground.
 - Branches should be kept away from roof. *We encourage the developer to review the tree placement on the north-west and northeast corners of the building as well as by the dumpster and consider other placement options.*
 - Trees should not prevent building occupants from viewing entrances or sidewalks.
 - Tree canopies should not conflict with lighting. *We encourage the developer to review the tree placement in relation to parking lot lighting and consider other placement options.*
 - A maintenance plan is essential in landscaping.
- Exterior doors should be made of a solid material and have 180° door viewers/peep holes or small windows.

INFORMATIONAL COMMENTS

Police (cont.)

- Since there is typically no or limited natural surveillance between a building and the dumpster, be sure the area is well-lit and that lighting is well maintained.
- Restrooms should be well lit, visible and should not be located in isolated or remote areas.
- The bicycle parking pad should be observable from building entrances, not hidden by landscaping, and securely fastened. *We encourage the developer to review the planned location and consider relocating the bicycle closer to the front entrance where it may be observed by employees or security personnel working in the lobby.*
- The support the developers lobby area design, which is oriented so there is clear site of any employees, children and parents entering and leaving the building.

3. 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 and signs.
- There should be no easy access to the roof of the building.
- Signage with hours of operation should be clearly visible at any public entrance.
- Signs located in the parking lots should remind employees and patrons to lock their vehicles and keep valuables out of sight.
- Traffic calming techniques should be used in this project to encourage safe vehicle speeds, reduce collision frequency and increase the safety and the perception of safety for non-motorized users.
- Walkways around and through the project should be a minimum 5' in width to enhance pedestrian flow.

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 features that define property lines and distinguish private spaces from public spaces using landscape plantings, pavement designs, gateway treatments and CPTED open design (see-through) fences.

- Low growing landscaping (no more than 2 ½ feet high) can be used to establish property boundaries.
- The daycare's address should be clearly visible from the street and parking lot with numbers a minimum of five-inches high made of non-reflective material against a contrasting background.
- 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.
- *We encourage the developer to consider using a CPTED style open design (see-through) fence, made of commercial grade steel, from the building to where the plan intends to tie into the existing chain link.* This would improve visibility, further delineate public from private space, allow transparency for surveillance, be unobtrusive, and create a sense of community.
- *Consider including gates in the fence from both play areas that are equipped with access control devices.*
- *Consider adding bollards along the south side of the building (main entryway) and between the parking area and play area east of the building.* Bollards provide visual access to property, increase a sense of ownership and territoriality for occupants, and control access to buildings and grounds by potential offenders and unauthorized vehicles.

5. TARGET HARDENING

This is accomplished by incorporating features that prohibit entry or access such as window locks, single-cylinder dead bolts for doors and interior door hinges.

- Exterior (non public) doors should be made of a solid material, metal frames, interior hinges (or hinges with security pins) and have 180° viewers/peep holes or small windows.
- 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.
- All exit doors and gates equipped with emergency exit hardware should not be locked or secured by any other means and should not be chained shut.
- An access control system should be utilized through designated, supervised, or locked entry points, including windows and service entries.
- A security camera system capable of recording and retrieving an image to assist in offender identification and apprehension should be installed. Interior security cameras should be mounted at an optimal height to capture offender identification ("aiming" down from the ceiling often results in images of the offender's hat). CCTVs should also be placed in locations throughout the parking lot, especially areas with limited or no natural surveillance.
- The daycare should have a commercial alarm system that is regularly maintained. During normal hours, it should be programmed so that a short beep is sounded if a door opens.

INFORMATIONAL COMMENTS

Police (cont.)

- Back or side (non public exterior) doors should be kept locked from the outside at all times and used only as emergency exits. Internal business policy should prohibit the “propping open” of exterior doors.
- Air conditioner units should be caged and the cages should be securely locked to protect against theft and vandalism.
- 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, i.e. “smash and grabs”. 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 daycare security training should be discussed with OPD’s Crime Prevention Unit Officer Edgar Malave, 407.246.2513.

6. CONSTRUCTION SITE CRIME PREVENTION

Due to the continued trend of theft of building materials and equipment from construction sites, Orlando Police Department’s Crime Prevention Unit strongly recommends that 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.
- To improve night time visibility of potential offenders by OPD patrol officers, 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.
- In addition to lighting, one of the following physical security measures should be installed:
 - Fencing, not less than six (6’) feet in height, which is designed to preclude human intrusion, should be installed around the perimeter boundaries of the site where material and equipment is store and should be secured with chain and fire department padlocks for emergency vehicle access; post in a clear area, an emergency contact person and phones numbers for after hours, in case of an emergency; or
 - A uniformed security guard should be hired to continually patrol the construction site during the hours when construction work has ceased.
- 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 an emergency contact person for OPD in case of a night-time emergency.

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

7. Mutualink© - Real-time interoperable communications multimedia sharing:

Mutualink© is an IP-based multimedia overlay network, designed to leverage the sharing of your existing radio, video, telephone, and IP-sensory equipment including disparate systems, as well as next-generation communication technology.

Security and Public Safety agencies using Mutualink© have the dual benefit of maintaining full control of their radio, video, telephone, and IP-sensory related resources, while making them available for interoperable connection with other agencies' systems with the click of a mouse. Interconnection with the Mutualink© network is achieved without impacting the operation of existing console and remote control equipment.

The developer is encouraged to contact OPD in an effort to coordinate security and surveillance system technology. OPD has the ability to monitor specified camera systems from private facilities at the will of the developer or building owner. OPD monitoring will be in addition to self- monitoring and will not replace building camera monitoring. OPD will not have the ability to interfere with or manipulate building camera systems, only view. The additional monitoring is beneficial to both the developer/owner and OPD as a crime prevention and overall public safety solution.

Mutualink© questions should be directed to the Orlando Police Department, Sgt. Andy Brennan, at Andrew.Brennan@cityoforlando.net.

CONTACT INFORMATION

City Planning

For questions regarding City Planning review, please contact Colandra Jones at 407.246.3415 or colandra.jones@cityoforlando.net.

Urban Design

For questions regarding Urban Design plan review, contact Holly Stenger at 407.246.2861 or Holly.Stenger@cityoforlando.net.

Transportation

For questions regarding Transportation Planning plan review, please contact Gus Castro at 407.246.3385 or gustavo.castro@cityoforlando.net

Engineering/Zoning

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

Police

For questions regarding Orlando Police Department plan review, please contact Audra Nordaby at 407-246-2454 or audra.nordaby@cityoforlando.net.

REVIEW/APPROVAL PROCESS—NEXT STEPS

1. SETDRC minutes scheduled for review and approval by City Council.
2. Building permits.