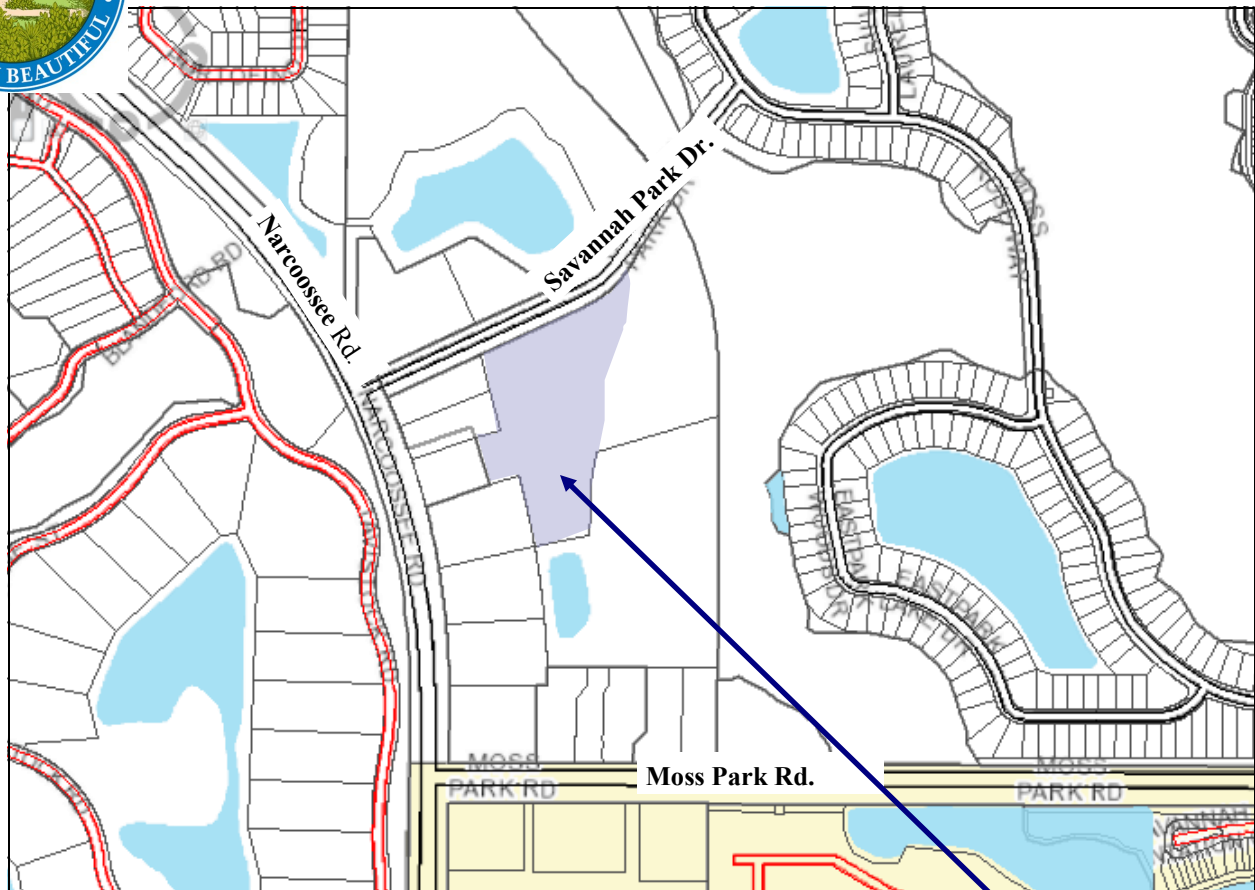




# LAKE NONA MEDICAL ARTS



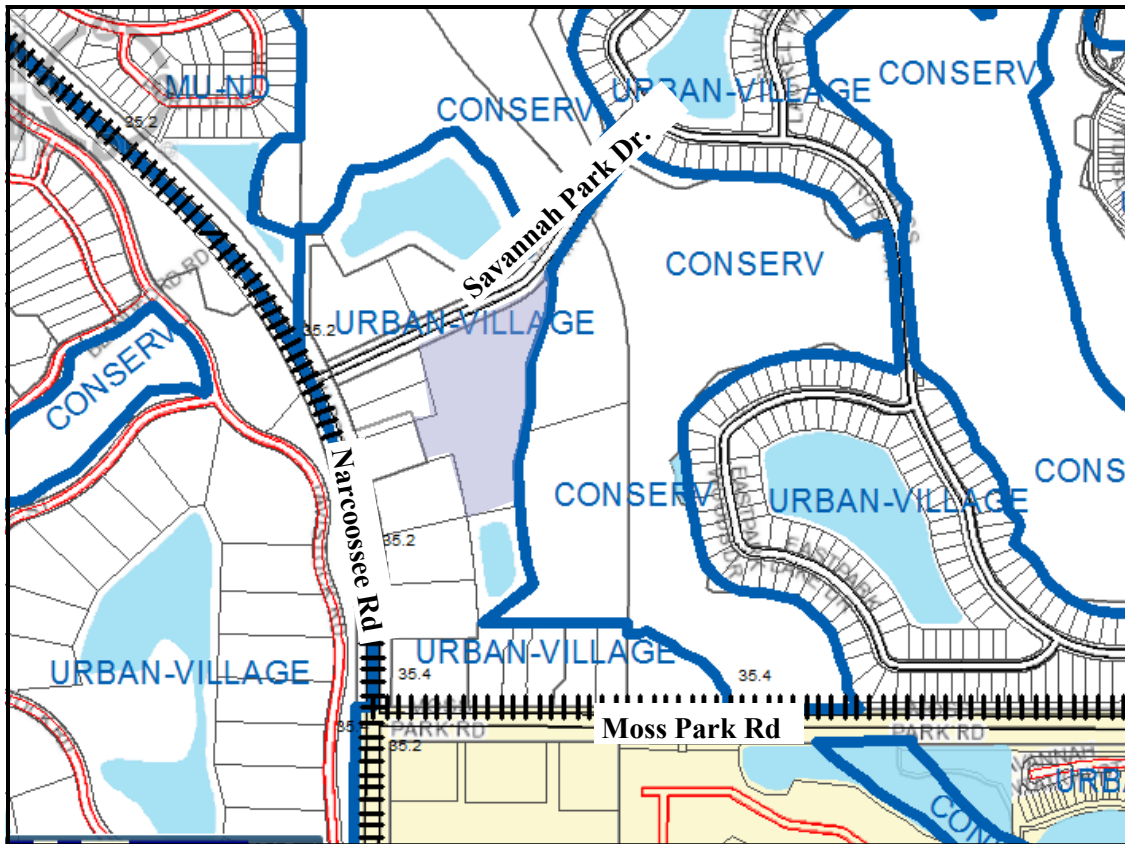
Location Map

Subject Site

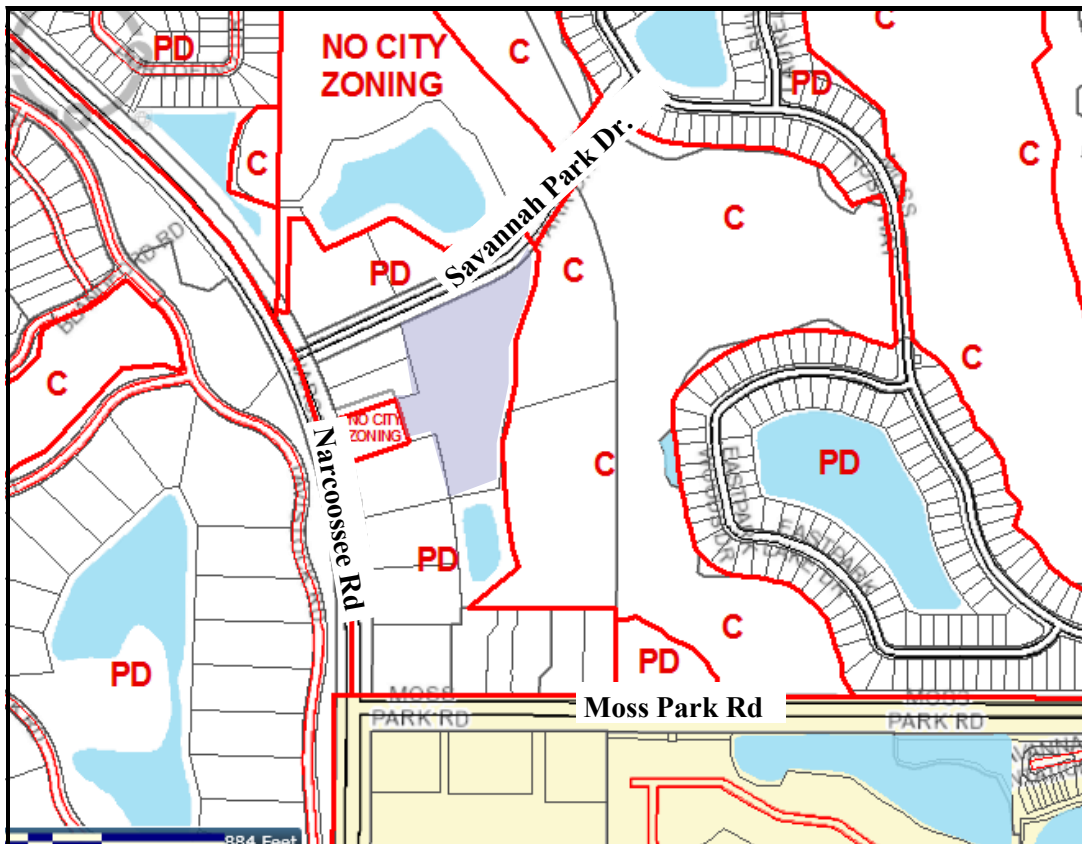
## SUMMARY

<p><b>Owner</b> Jim Leiferman, Manager One 80 Group, LLC</p> <p><b>Applicant</b> Scott Martin, VP Morris Architects, Inc</p> <p><b>Project Planner</b> Michaëlle Petion</p> <p><b>Updated:</b> November 7, 2014</p>	<p><b>Property Location:</b> 10298 Savannah Park Dr. (north of Moss Park Rd., south of Savannah Park Dr., east of Narcoossee Rd. and west of SR 417) (Parcel ID #08-24-31-9236-00-0001) (±7.12 acres, District 1)</p> <p><b>Applicant's Request:</b> The applicant is requesting Master Plan approval for a two-phase, 72,000 sq. ft. (total), medical office development on Parcel B of the Villages at Moss Park PD.</p>	<p><b>Staff's Recommendation:</b> Approval of the request, subject to the conditions in this report.</p>
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## EXISTING FUTURE LAND USE MAP



## EXISTING ZONING MAP



# PROJECT ANALYSIS

## Project Description

The ±7.12 acre subject site is located north of Moss Park Rd., south of Savannah Park Dr., east of Narcoossee Rd. and west of SR 417. The applicant is requesting Master Plan approval for a two-phase, 72,000 sq. ft. (total), office development on Parcel B of the Villages at Moss Park PD. Each phase consists of a 36,000 sq. ft., 3-story medical office and associated surface parking.

The site has a Future Land Use designation of Urban Village and a zoning designation of PD (Planned Development). The proposal is consistent with the Zoning and Future Land Use designations.

## Previous Actions:

- 2003– MPB recommended approval of Villages at Moss Park PD
- 2004-2006– PD amendments approved that shifted commercial/office/residential designations within the subject site (ZON2003-00029, ZON2003-00056, ZON2006-00047)
- 2009– City Council adopted an amended and restated PD ordinance allowing for 158 residential units on the subject property, limiting the height within the PD to 65 feet, and requiring that residential development be approved by the Municipal Planning Board.
- 2011– MPB recommended approval of a Master Plan to build a 158 multi-family units in 2 apartment buildings and 4 carriage house buildings on the undeveloped parcels in the PD. (MPL2011-00011)
- 2013– MPB recommended approval of a Master Plan to build a 62 unit townhome development on Parcel B. (MPL2013-00017)

## Project Context

The subject parcel is currently vacant. Surrounding uses, zoning, and future land uses are shown in Table 1 below. The properties to the north, south, and west are all within the Villages at Moss Park PD. The west and south contain retail and office out parcels. Directly north of the subject property is a vacant parcel approved for a daycare and to its west is Fire Station #15.

Table 1—Project Context			
	Future Land Use	Zoning	Surrounding Use
North	Urban Village	Planned Development (PD)	Vacant
South	Urban Village	Planned Development (PD)	Retention Pond and Retail/Office
East	Urban Village and Conservation	Conservation (C)	Conservation
West	Urban Village	Planned Development (PD)	Retail/Office

## Conformance with the GMP

The subject site is located in the Southeast Sector Plan Area with a Future Land Use (FLU) designation of Urban Village/Village Center and a zoning designation of Planned Development (PD). The underlying or default zoning designation under the adopted PD is AC-1, except as otherwise set forth in Chapter 68: Southeast Orlando Sector Plan Development Guidelines and Standards. In the Southeast Orlando Sector Plan, a designation of Village Center requires development at an intensity equal to or greater than 0.4 FAR to be built to Traditional City standards and allows the Conventional LDC standards to be applied to intensities less than 0.4 FAR (see Figure 68-A, LDC §68.103).

As indicated in Policy 4.1.9 of the Future Land Use Element, which provides future land use designations and their standards, the proposed office use is allowed under the Urban Village future land use designation. According to Policy 4.1.9, the Village Center designation has no minimum or maximum intensity.

GMP future land use subarea policies S.35.4 encompass the subject property. This policy states the following:

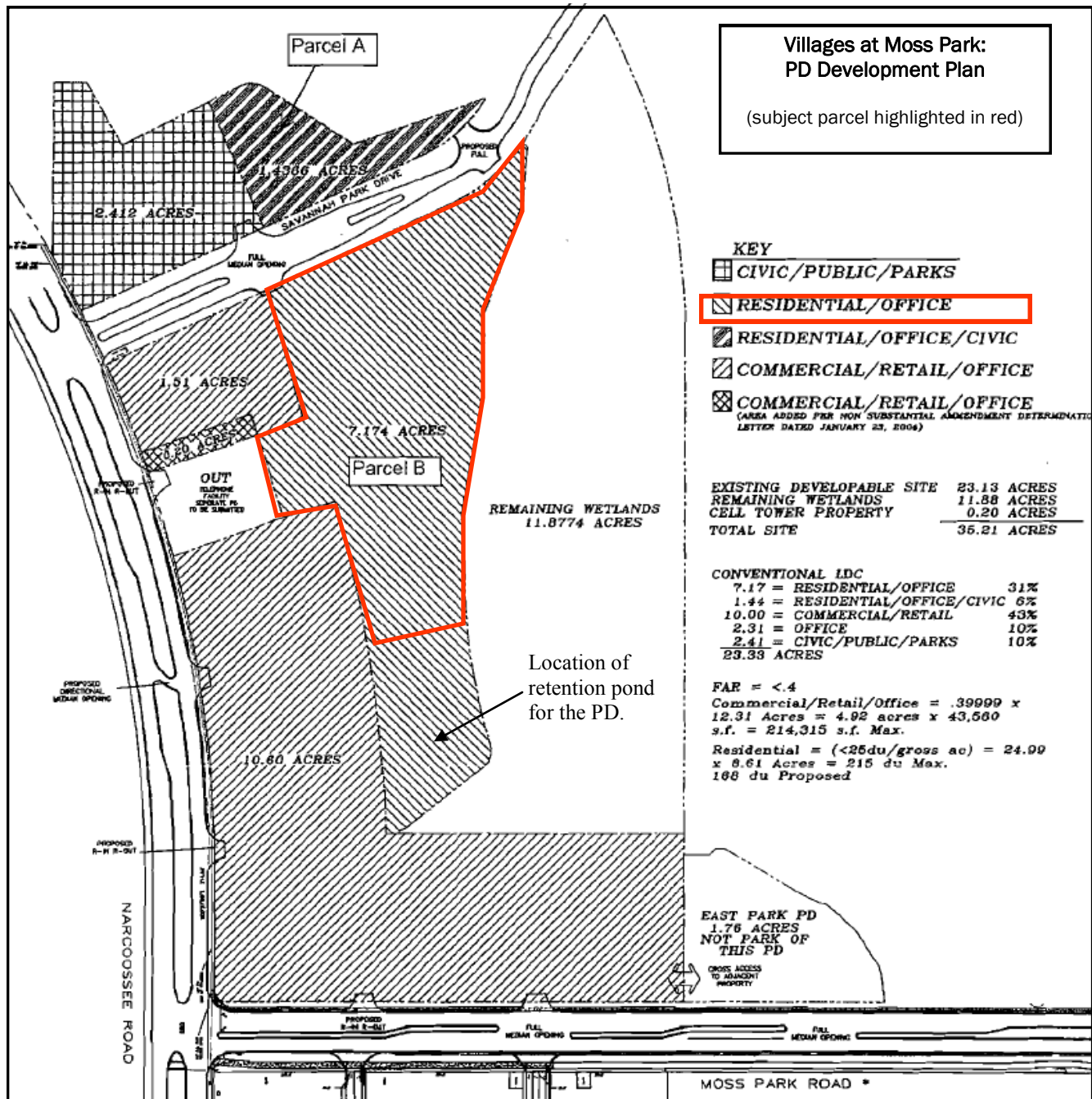
"The properties within the boundary of this Subarea Policy are located within the Southeast Orlando Sector Plan area. The provisions specified in Future Land Use Policy 2.4.4, Goal 4 and associated objectives and policies shall apply within this area."

The proposed development is compatible with the surrounding uses and consistent with the Growth Management Plan.

# PROJECT ANALYSIS

## Conformance with the LDC

The development site has existing zoning designation of PD. The PD process is intended to facilitate unique, individually planned developments which are not otherwise permitted. The standards and procedures of this district are intended to promote flexibility of design and permit planned diversification and integration of uses and structures, while at the same time retaining in the City Council the absolute authority to establish such limitations and regulations as it deems necessary to protect the public health, safety and general welfare. The Villages at Moss Park PD development plan, shown below, allows office development on Parcel B at a maximum FAR of 0.4. The proposed use (office) and intensity (72,000 sq. ft. on 7.12 acres = 0.23 FAR) are consistent with the PD development plan and restrictions. Additionally, the PD limits the height of all structures to 65 feet. The proposed Master Plan shows buildings at a maximum height of 3 stories, which meets this standard. See Table 2— Development Standards.



# PROJECT ANALYSIS

**Table 2—Development Standards**

Phase	Acreage	Use	Density (dwelling units per acre)		FAR (floor area ratio)		Building Height		ISR (impervious surface ratio)	
			Minimum / Maximum	Proposed	Minimum / Maximum	Proposed	Minimum / Maximum	Proposed	Maximum	Proposed
	7.12	Medical Office	N/A	N/A	0.4 FAR*	0.23 FAR	65 ft	3 stories (±46 ft.)	0.85	TBD

\*Per the PD development standards

**Table 3—Setback and Landscaping Requirements**

Use or Phase	Yard	Building Setbacks		Property Buffers*	
		Minimum /Maximum	Proposed	Required*	Proposed
Medical Office	Front	0 ft.	89 ft.	none	N/A
	Side	0 or 3 ft.	20 ft.		
	Rear	20 ft.	223 ft.		

\* Dimensions refer to range of acceptable buffer depth; each requires plantings and/or screen wall.

## Development Standards:

Minimum setback requirements default to the AC-1 zoning district standards, which are listed in Table 3— Setbacks and Landscaping Requirements. No buffers from the adjacent uses are required. The subject property is also located adjacent to Protected Tier 1 wetlands, which are a part of the Primary Conservation Network (PCN) that was designated with the creation of the Southeast Orlando Sector Plan. Part of the requirements for Protected Tier 1 wetlands in the Comprehensive Plan is a minimum upland buffer of 25 feet and a maximum upland buffer area of 50 feet, depending on the upland extent of native upland vegetative communities (Conservation Element, Policy 1.4.4). During the original designation of the PCN and the subsequent designation of the PD and C zoning districts on the subject property, a 25 foot upland buffer zone was included by the Water Management District within the Conservation easement on the wetland portion of the property. Staff finds that this 25 foot upland buffer zone meets the intent of the PCN and the Conservation Element of the Comprehensive Plan.

## Transportation

The subject property will have driveway access onto the City's transportation network via Savannah Park Drive to Narcoossee Road. The development proposes two additional driveway access points onto the private, shared access drive between the subject property and the commercial development to the west. A total of 300 parking spaces, 150 per phase, are proposed where a minimum of 101 parking spaces is required and a maximum of 190 spaces are permitted. See Table 4— Parking Requirements for more information. The proposed development program, would result in an increase in daily and peak trips. This increase is based on the previous approval for a 62 unit townhome development compared to the maximum allowed office or residential development. See Table— 4 Trip Generation. The PD does not address trip generation and instead states that the site must meet code requirements for concurrency. These requirements are shown in the transportation conditions of approval.

**Table 4—Parking Requirements**

Use	Sq. Ft./ Dwelling Units	Minimum Ratio	Minimum Spaces Required	Maximum Ratio	Maximum Spaces Permitted
Medical Office					
Phase I	36,000 sq. ft.	2.8/1000 sq. ft.	101	5.3/1000 sq. ft.	191
Phase II	36,000 sq. ft.	2.8/1000 sq. ft.	101	5.3/1000 sq. ft.	191
Total Required			202		382
Total Provided	300*				
*150 proposed per phase					

**Table 5– Trip Generation**

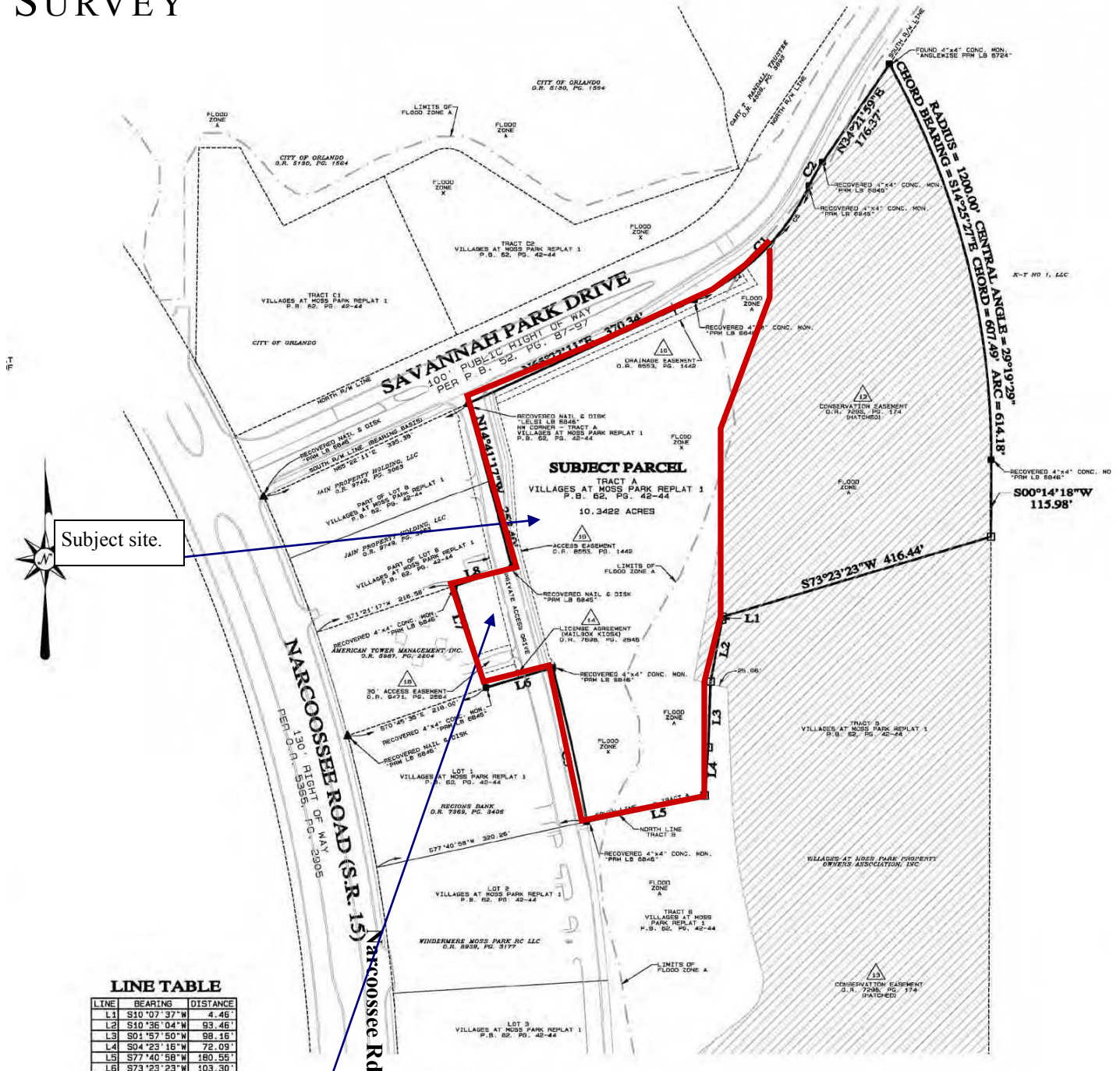
	Max. Development Potential	Average Daily Trips	PM Peak
Residential– Townhomes	62 units	412	38
<b>Proposed Development</b>			
Office	72,000 sq. ft.	2,700	220
<b>Net Change:</b>		<b>+2,288</b>	<b>+182</b>

**Urban Design**

Design is subject to appearance review at the time of permitting and shall provide a minimum transparency of 20% for facades along Savannah Park Dr. and the private access road. Free standing signs shall be limited to a height of 6 ft. Signage above 30 ft. in height along the east façade facing the residential and conservation uses shall be prohibited.



## SURVEY



No structures are proposed in the rectangular portion of the site adjacent to the commercial outparcels.

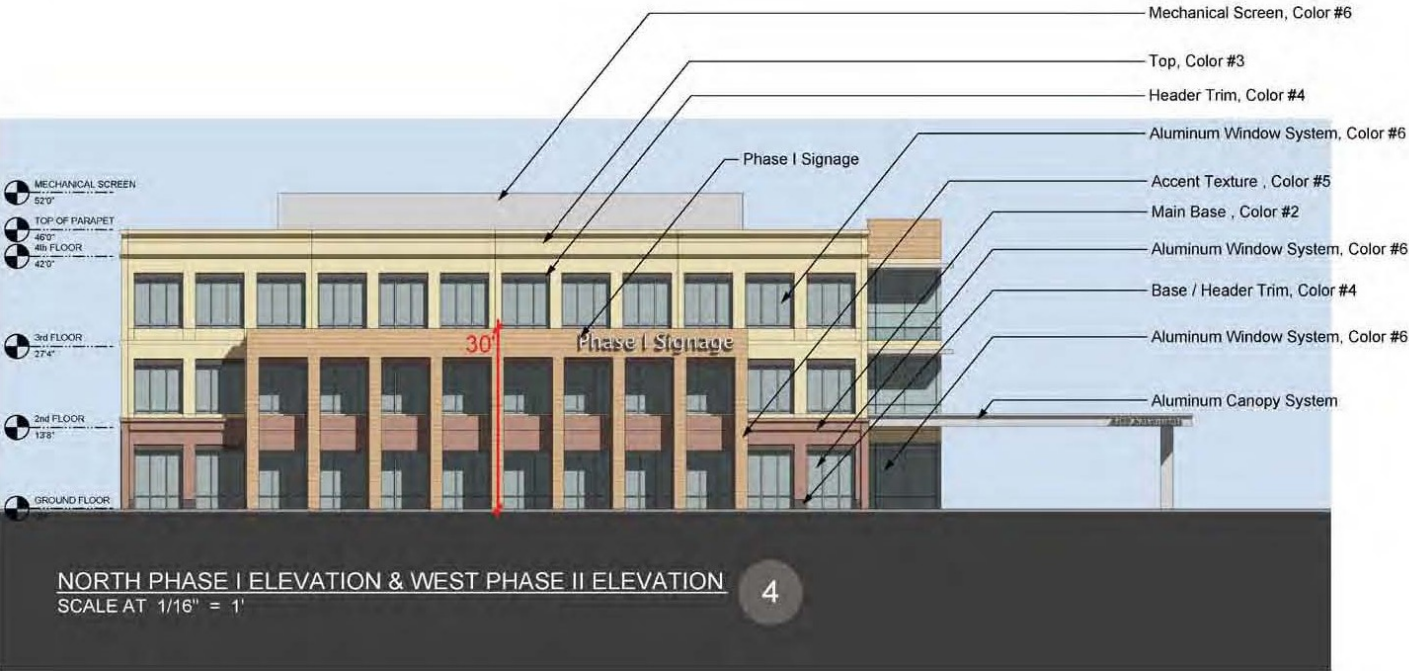
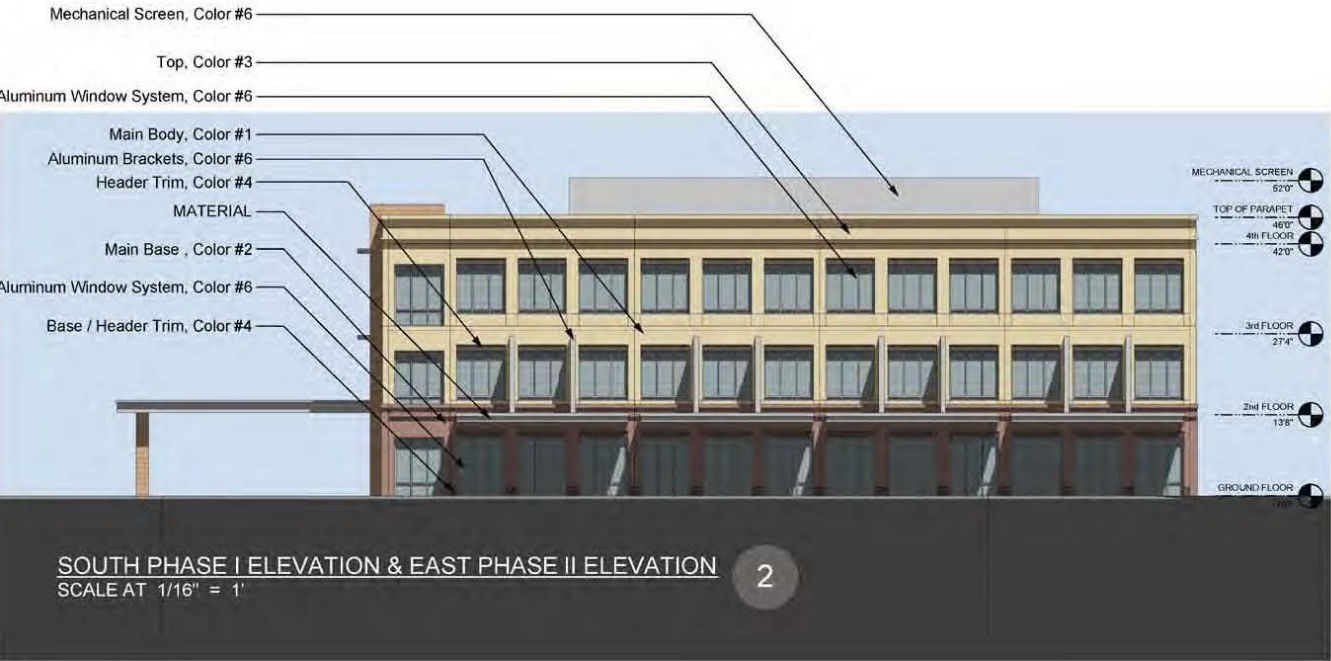


DEVELOPMENT PLAN





ELEVATIONS



ELEVATIONS  
(CONT.)





# SITE PHOTOS



Existing retention pond and sidewalk on southwest portion of the development site



Existing sidewalks along south side of Savannah Park Drive  
(view from sidewalk, looking east)



Development site, conservation, and existing sidewalks  
(view from sidewalk, looking south)



Rectangular portion of the site adjacent to the commercial out-parcels. To remain undeveloped and will be landscaped.



# AERIAL PHOTO



## FINDINGS

Subject to the conditions contained herein, the proposal is consistent with the requirements for approval of Master Plan applications contained in Section 65.335 of the Land Development Code (LDC):

1. The proposed use is consistent with the City's Growth Management Plan.
2. The proposed use is consistent with the purpose and intent of the PD zoning district and all other requirements of the LDC.
3. The proposed use is be compatible with surrounding land uses and the general character of the area.
4. The necessary public facilities will be adequate to serve the proposed use, or will be provided by the applicant as a condition of this approval.

Staff recommends approval of the Master Plan request, subject to the following conditions:

# CONDITIONS OF APPROVAL

## Land Development

1. Land Use and Zoning. Except as provided herein, development of the property shall be consistent with the development standards of the Villages at Moss Park PD. The underlying zoning shall default to the standards of AC-1.
2. Conformance with Specific Parcel Master Plan Required. Construction and development shall conform to approved site plans, elevations, and landscaping plans on file with the City Planning Division and all conditions contained in this report, or as modified by the Southeast Town Design Review Committee and City Council. When submitting plans to the Permitting Division for permitting, the applicant shall attach to each submittal a copy of this staff report, and the excerpts of the SETDRC meeting minutes. Conformance with all applicable conditions of the previous Master Plan approval shall be required.
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. Expiration. Upon approval of the Master Plan by City Council, a building permit shall be obtained for the work requiring the master plan within two years of the master plan approval. If the applicant does not receive the building permit within two years, then the master plan is no longer valid and the applicant must reapply for a master plan if the applicant wishes to proceed with a development requiring a master plan. If the building permit for the work requiring the master plan expires before a certificate of occupancy or certificate of completion is issued for the work requiring the master plan, then the master plan is no longer valid and the applicant must reapply for a master plan if the applicant wishes to proceed with a development requiring a master plan. However, the Planning Official may extend this time limit for one period of up to 12 months for good cause shown upon written application filed 30 days prior to the expiration date.
5. Maximum Impervious Surface Ratio (ISR). The maximum ISR for the subject site shall be consistent with the AC-1 zoning designation, 0.85.
6. Maximum Intensity. The FAR shall not exceed 0.40, per the PD standards.
7. Height. The maximum permitted height is 65 ft.
8. Signage. Signage shall be limited to wall and ground signs. Ground signs shall not exceed a height of 6 ft.
9. Wetland Buffer. An upland buffer area 25 ft. in width shall be maintained or installed adjacent to all wetlands. Where this buffer has been included within the established Conservation easement, no additional plantings shall be required.
10. Street Trees. Street trees shall be provided in accordance with LDC section 60.216.
11. Covered Parking. Staff strongly recommends the use of solar panels on the covered parking area. For additional information please coordinate with Chris Castro, City Energy Project Program Manager, at 407.246.3463 or [chris.castro@cityoforlando.net](mailto:chris.castro@cityoforlando.net)

## Urban Design

1. Building Design
  - a) Transparency: Principal facades (facing Savannah Park Dr. and the private access drive) shall include a minimum 30% transparency. Clear glass shall be required on the ground floor, or Low-E glass with a minimum transmittance of 60% may be permitted. Tinted or reflective glass shall be prohibited. Final glass selections for ground floor level shall be reviewed at the time of permitting.
  - b) Orientation: The primary facades of all buildings shall contain the primary entry and face Savannah Park Drive or the private access drive. The primary facade facing the private access drive shall front onto a publicly accessible walkway that leads directly from the street to the establishment's front door. Where walkway crosses parking isles, the crosswalk shall be constructed with contrasting pavers and/or textured colored concrete.
  - c) All facades shall express a recognizable base, middle, and top. These elements may consist of: thicker walls; richly textured

## CONDITIONS OF APPROVAL(CONT.)

materials; special materials such as ceramic tile, granite or marble; contrasting colored materials or panels; cornice treatments, roof overhangs; and stepped parapets. Materials shall be properly applied and correctly detailed, especially at the base, along cornices, eaves, parapets and around entries and windows. The proposed elevations meet this condition.

- d) Articulation: all exterior walls of the building shall be articulated with a consistent style and materials. Architectural details and materials shall continue on all four (4) facades.
- e) Sustainability best practices are encouraged during the construction and maintenance of the building.

### 2. Lighting

- a) A signed and sealed lighting plan consistent with City of Orlando's lighting ordinance LDC 63.408 Alternative Lighting shall be submitted with permitting drawings.

### 3. Pedestrian Connections

- a) All crosswalks at curbcuts and internal to the site shall be constructed with contrasting pavers and/or textured colored concrete.

### 4. Landscaping

- a) Where parking lots occur along streets, a landscaped area in accordance with Conventional LDC standards shall be provided to minimize views of parked cars from the street and shall be permanently maintained.
- b) ROW/Street trees: Street trees shall be protected along Savannah Park Dr. Where street trees do not exist along the private access drive, street trees shall be installed. Coordination with parking lot screening requirements shall be considered.

### 5. Signs

- a) Signs on the building shall conform to the AC requirements specified in Chapter 64, Section 64.228, Signs inside the Traditional City. Monument signs shall not exceed 6 feet in height.
- b) Highrise signs may be permitted, but shall glow white at night. No highrise signs shall be located on the east facing facades.

### 6. Fences/Walls

- a) Chain link fencing shall be prohibited.

### 7. Utilities

- a) Dumpster enclosures and other utilities shall be located to the rear of the building or site and shall be screened from the public ROW. Enclosures shall be constructed and finished with similar materials to the building and shall be screened with decorative gates.
- b) Lift station shall be screened with landscaping and meet the mechanical equipment screening requirements.

## Transportation Planning

The Transportation Planning Division supports the applicant's request provided that the owner/applicant complies with the following:

1. 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.

2. Parking lot Design. Number of parking stalls, dimensions for drive aisles & stalls, traffic control devices, and all other aspects of parking lot design shall be provided in compliance with City Code Chapter 61. Adherence to ADA standards for accessible parking shall also be met.

3. Bike Parking: General Requirements. Per Sect. 61.333 of City Code, a minimum of one long-term and 6 short-term bike parking spaces shall be provided for each building within the property. Racks shall be located so as not to create pedestrian or other vehicular conflicts and shall be of a design approved by the City. The long-term spaces shall be covered or inside the building.

4. On-Site sidewalk system. : Sidewalks and crosswalks shall be provided to create a continuous and direct pedestrian network between the various buildings on-site and to connect to the public sidewalks on Savannah Park Dr and the access drive to Moss Park Rd. Sidewalks shall be a minimum width of 5 ft and crosswalks shall conform to MUTCD standards. ADA compliant ramps and



## CONDITIONS OF APPROVAL(CONT.)

warning devices shall be used as needed.

5. Traffic Analysis. The applicant/developer shall submit a traffic impact analysis for the combined trip generation for both phases of development. The methodology for this analysis shall be approved by the Transportation Planning Division (TPL) prior to commencement of any data collection. The signed and sealed, report of this analysis must be approved by the TPL before submittal of the initial Engineering or Building Permit application. A copy of the final, approved study shall be included with the permit application. If the analysis identifies impacts that must be addressed, additional conditions may be placed on the engineering and/or building permit.

### Transportation Engineering

1. Travel lanes shall be marked on the shared driveway from Savannah Park Dr to 300' south. The new lanes shall include one shared left turn and thru lane and one right turn only lane approaching Savannah Park Dr.
2. Due to an expected increase in traffic on the shared driveway, on-street parking shall be prohibited on both sides.

### Engineering/Zoning

1. Engineering/Zoning-Misc. All future elevation shown on a boundary/topographic survey shall use the North American Vertical Datum of 1988 (NAVD 88).

In accordance with Chapter 58, Figure 1, footnote 10, the minimum principal building setback is 50 ft. from any retained wetland or boundary. 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.

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

2. Floodplain. This site is located within a floodplain. The finished floor elevation must be one (1) foot above the 100' flood elevation. In accordance with Federal Emergency Management Act (FEMA) requirements, a letter of map revision maybe required by the owner or engineer as part of this application.
3. 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.
4. Storm- Water Management District. The owner/developer is required to design and construct an on-site storm water system in accordance with the approved Master Drainage Plan. Approval from South Florida Water Management District is required. The system is to be privately owned and maintained.
5. 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.
6. Concurrency-Chapter 59. Please be advised that the development of this project/property is subject to the terms and provisions of Concurrency Management Chapter 59 of the City Code and the Committed Trip Allocation Policy.
7. 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).

## CONDITIONS OF APPROVAL(CONT.)

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

8. Refuse Container. In accordance with City Code Section 28.6 (f) 1-3, the Office of Permitting Services is authorized to make a determination of approval/disapproval of refuse container sites. Approval/disapproval of the use of commercial hand pick-up of refuse from any non-residential entity shall be determined solely by the Refuse Collection Bureau Staff.

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

10. 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.

11. ESM. 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.

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

13. Zoning– Replatting. The property must be replatted prior to building permit issuance. Contact the Land Development Section of the City Planning Bureau at (407) 246-2269 to make an appointment for a pre-application conference.

14. Engineering/Zoning. Need to provide/show adequate access to the private lift station site. Access shall be from the subject property and not the public ROW.

### Wastewater

1. Sewer-Misc. Gravity sanitary sewer is not available to serve the project site. A lift station and force main will be required. An existing City force main is available in Savannah Park Dr to serve this property. The lift station and force main to serve the project shall be privately owned and maintained. Connection to the existing force main shall be coordinated with the Wastewater Division. Reclaimed water is available in Savannah Park Dr to serve the site. Connection to the existing reclaimed water main shall be coordinated with the Wastewater Division.

### Police

1. CPTED Review. The Orlando Police Department has reviewed the plans for Lake Nona Medical Arts offices located at 10298 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 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.

- A lighting plan was not available at the time of this review. 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.
  - o All lighting for this project shall meet or exceed the guidelines in Orlando City Code, Title II, Chapter 63, Part 2M.
  - o In order to give staff, clients and visitors a sense of safety, pedestrian-scale lighting should be used in high-pedestrian traffic areas especially along all walkways and entry points throughout the project.
  - o Appropriate lighting should be included in any common areas anticipated to be utilized after-dark.
  - o Lighting is universally considered to be the most important security feature in a parking area. Illumination, uniformity,

## CONDITIONS OF APPROVAL(CONT.)

and glare should all be taken into consideration. Lighting fixtures should be reliable, easy to maintain, withstand the elements, and be vandal-resistant. Uniformity of light is crucial to avoid 'dark' spots.

- o 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.
- o We encourage the use of shielded or full cut-off light fixtures to help direct the light to areas 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 30 feet during nighttime hours.
- Landscaping is another crucial aspect of CPTED. Low-growing shrubs are an excellent means for defining an area that requires visual surveillance.
  - o All shrubs should be kept trimmed to no higher than 2 ½ feet and should not block windows.
  - o Tree branches should be kept trimmed to a minimum of 6 feet from the ground; branches should be kept away from roofs; trees should not prevent building occupants from viewing entrances, sidewalks or parking areas; tree canopies should not interfere with lighting or mechanical surveillance.
  - o A maintenance plan is essential in landscaping.
- Exterior (non-public) doors should contain 180° viewers/peep holes or small windows.
- Stairwells should be constructed of an open design (not behind solid walls) and the staircase design should allow for visibility.
- Elevator lobbies should be well lit and reflective surface materials may be used in these 'coves' to aid in natural surveillance and safety for users.
- Any interior 90° corners should utilize mirrors or reflective material to enable surveillance around corners.
- Furniture layouts within individual offices or suites should allow building occupants to have clear views of entrances, walkways or parking areas.
- Benches or outdoor furniture placed in common areas are a good way to increase surveillance and encourage community interaction. Consider furniture 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).
- Bicycle parking pads should be observable from building entrances, securely fastened and not hidden behind landscaping.
- Vehicle and pedestrian entrances into the property should be well lit and defined by landscaping, signage and/or architectural elements.

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, signs, and landscaping. Landscaping used around 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 the building.
- Signs located in the parking areas should remind staff and guests to lock their vehicles and keep valuables out of sight.
- Way-finding located throughout the property should help guide users to authorized areas while discouraging potential offenders.
- Signage with hours of operation should be clearly visible at all public entrances.
- Traffic calming techniques as well as surface and gateway treatments should be used throughout the development to encourage safe vehicle speeds, reduce collision frequency and increase the safety and the perception of safety for non-motorized users.
- Walkways should be a minimum 6' in width to enhance pedestrian flow.
- Reception or lobby areas should have unobstructed views of approaching staff, clients and guests.

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 staff and clients.
- The buildings should have addresses that are clearly visible from the street and parking area with numbers a minimum of five-inches high made of non-reflective material.
- Fencing may be considered to add security, delineate property lines, allow transparency for surveillance, be unobtrusive, and create a sense of community. CPTED style open design (see-through) fencing, 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. The fencing and landscape buffer may be used together to further define and control spaces.
- Maintenance is an important aspect of territorial reinforcement. A well-maintained area sends the message that people notice



## CONDITIONS OF APPROVAL(CONT.)

and care about what happens in an area. This in turn discourages vandalism and other crimes.

5. 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.

- Exterior (non-public) doors should contain 180° viewers/peep holes or small windows, interior hinges, single cylinder deadbolt locks with a minimum two-inch throw, metal frames with 3" screws in the strike plates, and made of solid core construction.
- 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.
- Air conditioner units should be caged and the cages should be securely locked.
- An access control system should be considered throughout the project to secure private or 'staff only' areas.
- If alarm or security systems are installed, each business (separate suite) should have its own system that can be regularly tested and maintained. During working hours, commercial alarm systems (to include any common areas) should be programmed so that a short beep is sounded if an exterior door opens.
- A security camera system capable of recording and retrieving an image to assist in offender identification and apprehension should be considered throughout this project. 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 several locations throughout the parking areas, especially areas with limited or no natural surveillance (i.e. along sheer walls or around dumpster enclosures).
- 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 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:

- 1) 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.
- 2) To improve 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.
- 3) In addition to lighting, one of the following physical security measures should be installed:
  - a. Fencing, not less than six (6') feet in height, which is designed to preclude human intrusion, should be installed along the perimeter boundaries of the site 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
  - b. A uniformed security guard should be hired to continually patrol the construction site during the hours when construction work has ceased.
- 4) 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 the Crime Prevention Unit Officer Edgar Malave, 407.246.2513.

7. Innovative Response to Improve Safety (I.R.I.S.) Camera System. OPD recommends that the developer contact OPD in an effort to coordinate camera system technology. OPD has the ability to monitor specified external 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.

IRIS questions should be directed to the Orlando Police Department, Sgt. Andy Brennan, at [andrew.brennan@cityoforlando.net](mailto:andrew.brennan@cityoforlando.net).

8. 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 sys-

## CONDITIONS OF APPROVAL(CONT.)

tems, 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, Sergeant Andy Brennan, at Andrew.Brennan@cityoforlando.net.

## CONTACT INFORMATION

### **Land Development**

For questions regarding Land Development review, please contact Michaëlle Petion at (407) 246-3837 or [michaëlle.petion@cityoforlando.net](mailto:michaëlle.petion@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 Jeremy Crowe at 407-246-3262 or [Jeremy.Crowe@cityoforlando.net](mailto:Jeremy.Crowe@cityoforlando.net). Information regarding plan review, permit issuance, and inspections can be obtained by using our interactive voice response system PROMPT at 407-246-4444.

### **Engineering/Zoning**

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

### **Wastewater**

For questions regarding Wastewater review, please contact David Breitrick at 407-246-3525 or [david.breitrick@cityoforlando.net](mailto:david.breitrick@cityoforlando.net)

### **Police**

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

### **Building**

For questions regarding Building Plan Review issues contact Don Fields at (407) 246-2654 or [don.fields@cityoforlando.net](mailto:don.fields@cityoforlando.net).

### **Parks**

For questions regarding Parks Plan Review issues contact Justin Garber at (407) 246-4047 or [Justin.Garber@cityoforlando.net](mailto:Justin.Garber@cityoforlando.net).

## REVIEW/APPROVAL PROCESS—NEXT STEPS

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