



CITY OF ORLANDO

February 1, 2016

Jose Badillo
Primeco Builders, LLC
13314 Spronston Pt.
Orlando, FL 32832

RE: Determination for an Administrative Master Plan for a Multi-family development at 5520 Lake Underhill Rd. (LDC2015-00514)

Dear Mr. Badillo:

I have reviewed your Letter of Determination request to consider the proposed Master Plan for a 15 unit, 3-story multi-family development at 5520 Lake Underhill Rd.

Analysis - In review of your request I have found the following:

- **Existing Conditions.** The 0.73 acre site is currently vacant.
- **Zoning.** The property is zoned R-3B/AN and has a Future Land Use designation of RES-MED. This zoning designation allows a maximum of 15 units (21 du/ac). The proposed 15 units is the maximum permitted.
- **Setbacks.** Per section 58.572 of the City code, setbacks for multi-family development less than 75 ft. in height are as follows: front & street-side- 25 ft., side- 20 ft., rear- 35 ft. The minimum vehicular use area setback in the front yard is 25 ft. Your proposal meets these setbacks.
- **Parking.** All 15 of your units are proposed as 3 bedrooms units, which requires 2 parking spaces per units. The proposed 34 parking spaces is compliant with the required 30 spaces.
- **Bufferyards.** Bufferyard A (5-7 ft.) is required along the western and southern perimeters. You propose 7.5 ft.

Determination – After review of your request I have determined that overall your proposed site plan and elevations meet the purpose and intent of the Land Development Code. As such, I hereby make this determination of approval of an Administrative Master Plan subject to the following conditions:

- The proposed improvements must be consistent with the size, dimensions, site location, appearance and the overall development shown on the plans that were submitted with this application and as described above.
- The site is subject to sec.64.257 Multifamily Identification Signs, which limits the entrance sign copy area to 18 sq. ft. and sign height to 6 ft.
- The development shall comply with the applicable R-3B zoning designations such as the maximum height of 40 ft. and a maximum ISR of 0.70.
- Bufferyard 'A' is required along the south and west property lines.
- The applicant shall coordinate with OCPS in regards to compliance with school concurrency and capacity requirements.
- At the driveway to Verbena Court, provide a high emphasis crosswalk as detailed in FDOT Design Standards Index 17346.
- Handicapped accessible ramps and detectable warning maps will be required at the driveways.
- As propose the retention area encroaches into the ROW and shall be removed.
- The proposed stairs mid-block on Verbena Court will require a railing or wall along the perimeter of the site facing Verbena. There is a substantial drop off that will be a hazard to pedestrians.
- Any new construction, change in use, addition, or redevelopment of a site or structure shall be subject to a review for Transportation Impact Fees. An estimated Transportation Impact Fee in the amount of \$37,905.00, based on the construction of 15-multi-family residential units, will be due at the time of building permit issuance, subject to change upon final permit plan review.
For a copy of the complete ordinance or impact fee rate chart, you may reference our website at: <http://www.cityoforlando.net/planning/Transportation/ifees.htm>
- 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 2 feet and 8 feet in height above street level. The street corner / driveway visibility area shall be shown and noted on construction plans and any future site plan submittals. The applicant shall design the site plan as necessary to comply with the Florida Greenbook and FDOT Design Standards Index. Sight lines shall be shown on all site and landscape plans.

- The driveway off of Lake Underhill has a sharp shift; staff suggests relocating the fire hydrant east to provide a smoother transition.
- FDOT permit will be required for curb cut on Lake Underhill Road.
- An Appearance Review shall be required during the permitting process to ensure compliance with these conditions.
- Each ground floor dwelling unit shall have a true front entrance oriented towards Verbena Court.
- The building as proposed lacks a recognizable architectural style. A style (for example, Craftsman, Mediterranean, Colonial, Georgian, or Florida Vernacular) shall be selected. Detailing and finishes shall be consistent and authentic to the style selected.
- The base of the building exterior on all sides shall be of a durable material. Stucco or wood finish shall not be considered durable. The base shall be at least 4' in height above the exterior grade (this dimension may be lowered if the overall design is consistent with the architectural style selected). The base of the building shall also be landscaped appropriately with foundation ground covers or shrubs.
- In addition to the base, add details, such as lap siding, louvered vents, gables, shutters, brick or stone veneers, to all facades. Such details shall be authentic to the architectural style.
- Each exterior elevation shall incorporate three to four colors on the facades (excluding trims, rails, window or door frames, doors, etc.). Not more than 50 feet of linear façade shall be unbroken by a materials and/or color change, unless the architectural style selected may be successfully achieved without façade changes.
- Each floor of each facade shall have at least 15% transparency.
- All exterior glazing shall be clear glass (minimum 80% light transmittance) or low-e glass with a minimum of 57% light transmittance. Reflective glass is prohibited.
- Greater fenestration is required in the stair towers. Additionally, the openings shall have trim or sills matching those of the windows and doors.

- Recommend managing all storm water in underground structures, thereby freeing up surface area for site layout. Alternatively, moving the pond to the west property line and will present a better front yard. If the pond is constructed in the front yard, steps within the pond are not acceptable. A footbridge or culverted raised path will be required.
- If the pond remains in the front yard it shall be designed as an amenity, and landscaped with wetland or rain garden plants.
- A streetwall 2' to 4' in height, or a CPTED-approved fence (not to exceed 4' in height) shall be installed between the pond and the sidewalk. Chain link fencing is prohibited along the northern and eastern property lines as well as any street setbacks. Any chain link used shall be vinyl-clad black chain link, minimum 9-gauge, with top and bottom rail.
- The dumpster enclosure exterior finishes shall match or complement the exterior finishes of the principal building. The enclosure shall have solid, decorative doors.
- Crosswalks in the driveways shall be constructed of pavers, textured or colored concrete, or similar materials.
- This property is required to plat in accordance with Section 65.401 of the City's Land Development Code prior to the issuance of building permits.
- 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.
- 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. Approval from St Johns River Water Management District is required. The system is to be privately owned and maintained.
- 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.

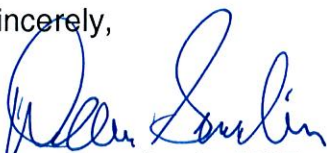
- All new construction, change in use, additions, or redevelopments are required to submit a Concurrency Management application as a part of the building plan review process.

Preliminary Review- Because these plans are of a conceptual nature, staff has conducted only a preliminary zoning review. Staff reserves the right to make further comments on the compliance of the project at the time of your Final Site Plan submittal. The Final Site Plan must be in compliance with other requirements of the Land Development Code to include (but not limited to) building location, Impervious Surface Ratio, number, location, and dimensions of parking spaces, vehicular circulation, landscaping, buffers, and the requirements of any approved Master Plan or Planned Development, if applicable.

Finally, this Letter of Determination regarding this Administrative Master Plan does not constitute approval to develop. It addresses only the Land Development Code standards expressly represented in this letter. 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. Please contact the Permitting Section of the City of Orlando to inquire on your next steps toward receiving a Building Permit. See Appendix A for Crime Prevention Through Environmental Design (CPTED) Review comments.

If you have any questions, please feel free to email Michaëlle Petion, AICP at michaëlle.petion@cityoforlando.net or 407.246.3837.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dean Grandin, Jr.", is written over the word "Sincerely,".

Dean Grandin, Jr. AICP
Planning Official

Appendix A: Crime Prevention Through Environmental Design (CPTED) Review

- 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 photometric 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.
 - All lighting for this project shall meet or exceed the guidelines in Orlando City Code, Title II, Chapter 63, Part 2M.
 - Lighting is universally considered to be the most important security feature in a parking facility. Illumination, uniformity, and glare should all be taken into consideration. Lighting fixtures should be reliable, easy to maintain, withstand the elements, and be vandal-resistant.
 - In order to create a sense of safety, pedestrian-scale lighting should be used in all high-pedestrian traffic areas throughout the development to include building entrances, parking facility entrances, common areas, parks spaces/courtyards, walkways and service areas.
 - Appropriate lighting should be included in all areas anticipated to be used after-dark.
 - Lighting should not be screened out by landscaping or building structures such as overhangs or awnings.
 - Uniformity of light is crucial to avoid 'dark' spots, especially in parking areas and pedestrian promenades.
 - 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.
 - Pedestrian walkways, back lanes 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.
 - The use of full cut-off or shielded light fixtures is encouraged to direct light where it is intended while reducing light trespass, glare, and waste.
 - Landscaping is another crucial aspect of CPTED. Trees branches should be kept trimmed to no lower than 6 feet from the ground and shrubs should be kept trimmed to no higher than 30 inches. Avoid conflicts between landscaping and lighting, especially lighting adjacent to canopy trees. Landscaping should not create blind spots or hiding places and should not block/cover windows. Open green spaces should be observable from nearby structures.

- 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 should be observable from entrances, securely fastened and not hidden behind landscaping or sheer walls.
 - Bus stops located near the property should be lit after dark and located on the street where there is a lot of activity and good natural surveillance.
 - 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 augment surveillance around corners.
 - Entry doors on all residential units should contain 180° viewers/peep holes.
 - Windows and balconies should look out onto streets, courtyards and low-traffic areas.
 - Since there is typically no natural surveillance between a buildings and service areas, be sure these areas are well-lit and that lighting is well maintained.
 - Where possible, offices, reception areas, lobbies, or host stands should have exterior windows and furniture oriented to improve surveillance of public areas.
 - All sides of a building should have windows to observe the walkways, parking areas and driving lanes.
- 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, walkway, building and parking lot entrances to clearly indicate public routes and discourage access to private areas with structural and landscape elements.
 - Public entrances should be clearly defined by walkways, signs, and landscaping. Landscaping used around building and parking facility entrances should create clear way-finding, be well lit and not block entrances or create ambush points.
 - There should be no easy access to the roof of any building.
 - Signs located throughout the parking facilities should remind users to lock their vehicles and keep valuables out of sight.
 - Way-finding located throughout the property should provide clear guidance for legitimate users while discouraging potential offenders. Signs should clearly indicate - using words, international symbols, and maps - the location of entrances, restrooms, parks, public or private use routes, emergency telephones, and community activities.
 - The use of traffic calming measures as well as surface and gateway treatments can promote 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. Multi-purpose paths (if installed) should be a minimum of 10' to accommodate different modes of travel simultaneously.
- 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 users.
 - Each separate leasing office or dwelling space should have an address that is clearly visible with numbers a minimum of five-inches high made of non-reflective material.
 - Note: If the parking facility has spaces that are reserved for residents, the numbers should not coincide with the dwelling unit addresses for the safety of the residents.
 - Fences can add security, delineate property lines, allow transparency for surveillance, be unobtrusive, and create a sense of community. CPTED style fencing made of commercial grade steel is a good option to consider. These fences may contain pedestrian access points that utilize mechanical access control for the property. 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 and care about what happens in an area. This in turn discourages vandalism and other crimes.
 - To discourage vandalism and unwanted behavior, consider some of the following options for outdoor furniture elements, including low walls, curbs, water features or planter boxes: skate deterrents, arm rests, seat dividers, breaks, bumps, or height variations.
- 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 phone 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 Raul Zayas at 407.246.2097.
- Maintenance and Management: Proper maintenance of landscaping, lighting and other features is necessary to ensure that CPTED elements serve their intended purpose. Failure to maintain the property and manage to stop harmful use of property by its legal occupants can rapidly undermine the impact of the best CPTED design elements. While CPTED principles supplement effective maintenance and management practices, they cannot make up for the negative impacts of ineffective management. Damaged fencing, unkempt landscaping, graffiti left to weather and age, litter and debris, broken windows, as well as such factors as inattentive, lax, or overly-permissive management practices can advertise an environment of permissiveness to potential offenders and, equally, undermine the desire of responsible users to remain in an area. In effect, this is the direct application of what has come to be known as the Broken Window Theory - ensuring that indicators of disorder are corrected promptly in order to prevent the greater disorder they may attract.
 - People naturally protect a territory that they feel is their own, and have a certain respect for the territory of others. Clear boundaries between public and private areas achieved by using physical elements such as fences, pavement treatment, art, signs, good maintenance and landscaping are ways to express ownership. Identifying intruders is much easier in well-defined spaces.
 - This is related to the neighborhood's sense of 'pride of place' and territorial reinforcement. The more dilapidated an area, the more likely

it is to attract unwanted activities. The maintenance and the 'image' of an area can have a major impact on whether it will become targeted.

- Social cohesion and a general sense of security can be reinforced through the development of the identity and image of a community. This approach can improve not only the image of the population has of itself, and its domain, but also the projection of that image to others.
 - Offensive graffiti should be promptly removed. Response to litter pickup and repairs should be prompt. A well maintained space gives an impression of 'ownership' and 'care'.
 - Any signs used in the community should be maintained on a regular basis to ensure that they are visible. This may involve trimming any landscaping growth, cleaning or lighting the signs. Things to consider with signs and information include:
 - Are signs visible and legible?
 - Are signs conveying messages clearly?
 - Is information adequate?
 - Are signs strategically located to allow for maximum visibility?
 - Are signs well maintained?
 - Are signs displaying hours of operation (where appropriate)?
 - Walkways should be cleared of undesirable litter, grass and weeds should be trimmed back from walkways, and walkway pavement should be promptly repaired or maintained.
 - Inappropriate outdoor storage should be discouraged.
 - Activity generators can produce both positive and negative results. The selection of what activities a site supports will reflect the use of space and define the user's perception. Considerations should be made for seating, shade, community events or recreational amenities that might encourage positive community interaction and should be properly maintained and managed.
 - Additional precautions, such as silent alarms, hold-up alarms, and neighborhood watch programs, should be discussed with OPD's Crime Prevention Unit Officer Raul Zayas at 407.246.2097.
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- Crime Free Multi-Housing (CFMH) is an internationally recognized and certified crime fighting program designed to help tenants, owners and managers of rental property keep drugs and other illegal activity off their property. CFMH is designed to be easy, yet very effective in reducing the incident of crime in rental property. Orlando Police Department is one of a small handful of law enforcement agencies in Florida that have established this program.

The program includes a Crime Free Lease Addendum which has shown to be the backbone of the Crime Free Multi-Housing Program. The addendum to the lease agreement lists specific criminal acts that, if committed on the property, will result in the immediate termination of the resident's lease.

OPD strongly encourages all multi-family communities to become registered participants in the CFMH program. For a complete list of additional program requirements and benefits, please contact the OPD CFMH Coordinator, Officer Christopher Realin at 407.246.3927.