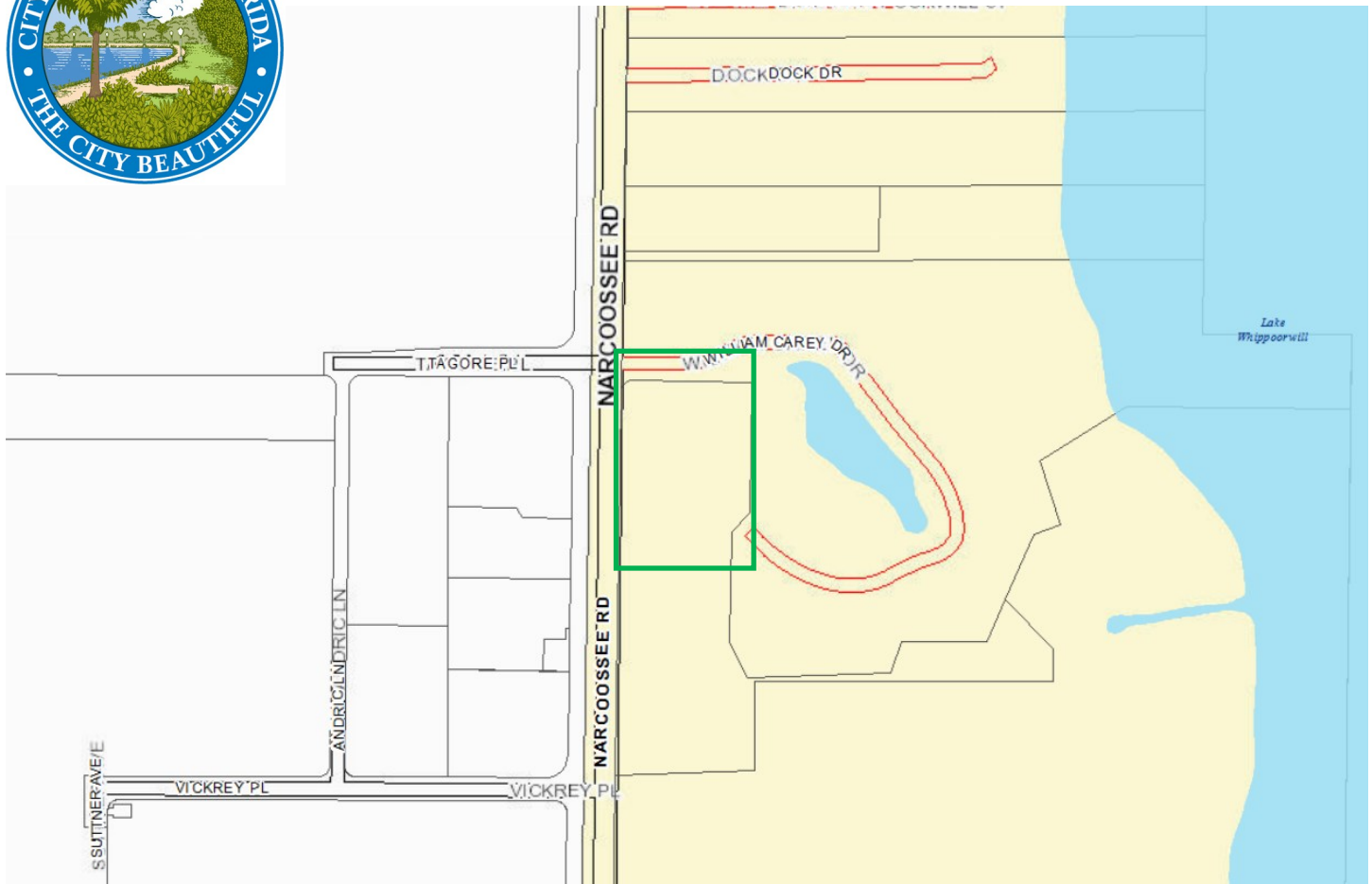


**Staff Report to the
Southeast Town Design Review Committee
June 9, 2016 & July 14, 2016**


**MPL2016-00020
ITEM #1
POST SETDRC**



PIONEERS HOLIDAY INN EXPRESS



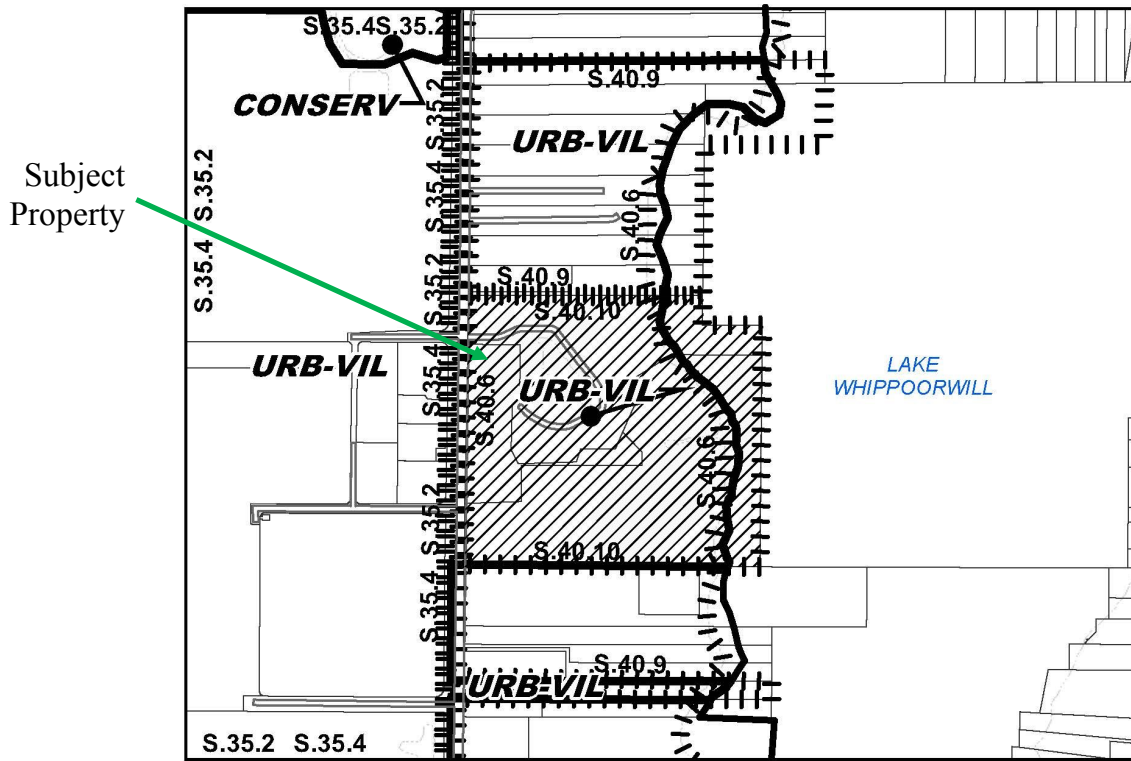
Location Map

 Subject Property

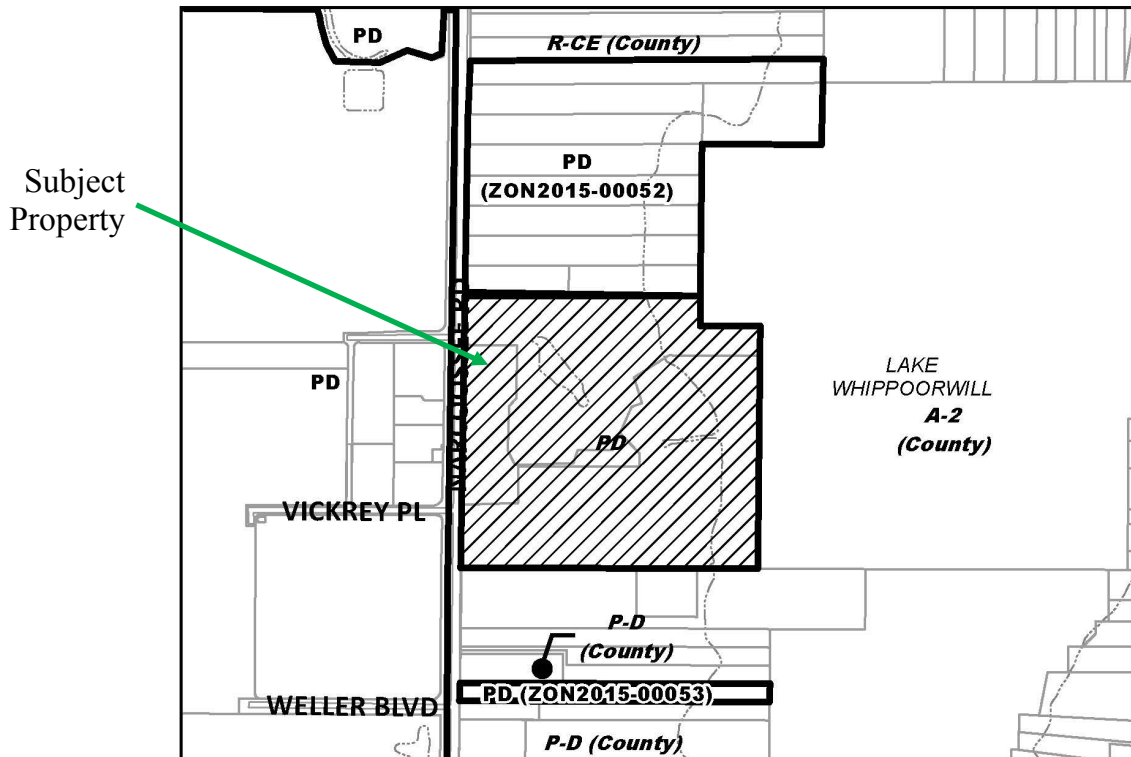
SUMMARY

<p>Owner</p> <p>Norman Leduc Pioneers, Inc.</p> <p>Applicant</p> <p>Constance A. Owens, PE Tri3 Civil Engineering Design Studio, Inc.</p> <p>Project Planner</p> <p>Wes Shaffer</p> <p>Updated: July 18, 2016</p>	<p>Property Location: The subject property is located south of William Carey Drive, north of Vickrey Place, and east of Narcoossee Road. (±2.28 acres, District 1).</p> <p>Applicant's Request: Specific Parcel Master Plan (SPMP) approval request for 4-story, 120-room Holiday Inn Express hotel.</p>	<p>Staff's Recommendation: Approval subject to the conditions in the staff report.</p> <p>Addendum: The SETDRC approved the applicant's proposed site plan on June 9, 2016 and asked that the elevations be revised for SETDRC approval on July 14, 2016.</p> <p>After a meeting with staff on June 30, 2016, the applicant has submitted revised elevations, an updated site plan, and an updated landscape plan which has been added to this staff report.</p>
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FUTURE LAND USE MAP



ZONING MAP



MASTER PLAN ANALYSIS

Project Description

The applicant is requesting Specific Parcel Master Plan (SPMP) approval to develop 2.81 acres as a 4-story, 120-room Holiday Inn Express hotel with an outdoor pool area and 92 parking spaces. Development will also include construction of an additional 1.04 acres for the North-South right-of-way (72 feet wide) and improvements to William Carey Drive.

The subject property is part of the Pioneers Planned Development (PD) in Orange County and was approved for annexation into the City of Orlando by the Municipal Planning Board (MPB) on February 16, 2016 (case # ANX2015-00029). Adoption of Urban Village future land use designation and an initial zoning of PD is expected for September of 2016. The approved PD Framework map (case # ZON2015-00054) shows the subject site as part of Parcel A, Village Center, with a maximum development program of 165,000 square feet (SF) of commercial/retail use. The proposed hotel has a gross floor area of 69,183 SF.

Previous Actions

- February 16, 2016—MPB approves request to annex property, designate Urban Village, opt into SE Orlando Sector Plan, and assign initial zoning of PD.
- May 23, 2016—City Council adopts annexation ordinance (Documentary: 1605231204).

Project Context

The subject property is located south of William Carey Drive, north of Vickrey Place, and east of Narcoossee Road and is part of Parcel A of Pioneers PD Framework (approved by MPB in February 2016). The existing future land use designation is County PD-C/O/MDR/RS 1/2 and will become City Urban Village in September 2016. Property to the north, east, and south is designated County PD-C/O/MDR/RS 1/2 with County PD zoning and is also undergoing transition to City future land use of Urban Village and City PD zoning. To the north and south of the subject property is vacant land and directly east of the subject property is the Pioneers campus including the Pioneers Headquarters, Fletcher Center, and Frizen Missionary Training Center. To the west, across Narcoossee Road, is Education Village commercial property with Urban Village future land use and PD zoning designations.

Table 1—Project Context

	Future Land Use	Zoning	Surrounding Use
North	County PD-C/O/MDR/RS 1/2 (Future City Urban Village)	County PD (Future City PD)	Vacant
East			Fletcher Center, Frizen Missionary Training Center
South			Vacant
West	Urban Village	City PD	Education Village Retail

Conformance with the Growth Management Plan (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.40.6 and S.40.10. Future Land Use Element Policy 4.1.9 outlines standards for various land uses found in the Southeast Sector Plan. According to this policy, hotels are allowed in the Village Center category.

The composition of mix for Village Center requires a minimum land area of 30% for overall non-residential and a maximum of 60%. The proposed development contributes to the expected land mix of 40.1% for non-residential uses for the overall Pioneers PD.

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 site is designated as “Village Center.” According to LDC Section 68.200(a)(2), “Village Center/Urban Transit Center (VC/UTC) 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 will serve the needs of the existing Pioneers campus by providing lodging accommodations for conference patrons.

Development Standards

LDC Figure 68-A requires Traditional Design standards for non-residential developments with intensities equal or greater than 0.40 floor area ratio (FAR) on sites designated as Village Center. The proposed gross floor area is 69,183 SF resulting in a FAR of 0.695 on a 2.28 acre building site. However, for the purposes of this staff report, FAR will be calculated based on total acreage for Parcel A of the Pioneers PD (10.10 acres). The resulting intensity is 0.157 FAR which falls short of the Traditional Design threshold. For any requirements not specifically addressed in this report or the Pioneers PD Ordinance, the conventional AC-1 zoning district development standards shall apply.

Table 2—Development Standards

PD Parcel	District	Use	Acreage	Square Feet (SF)		FAR (floor area ratio)		Building Height		ISR (impervious surface ratio)	
				Max	Proposed	Min/Max	Proposed	Max	Proposed	Max	Proposed
A	Village Center	Retail/Commercial	10.10	165,000	69,183	None	0.157 ¹	4 stories	4 stories 60 feet	0.85	0.623

¹proposed gross floor area divided by total acreage for Pioneers PD Parcel A

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. Commercial buildings shall have no more than 25 foot floor to floor heights. According to the Pioneers PD, Parcel A allows for a height limit of four (4) stories. The proposed elevations on pages 11 and 12 show a maximum height of four (4) stories totaling 60 feet.

Impervious Surface Ratio (ISR)

The Pioneers PD specifies a maximum ISR of 0.85 for properties designated as Village Center. The proposed ISR for this development is 0.623. The applicant has submitted a site plan (page 7) that shows stormwater managed by a pond directly east of the subject site.

Setbacks

The Pioneers PD requires a minimum setback of 32.5 feet from Narcoossee Road which includes a 15' utility easement, 7.5' street tree area and a 10' landscaped area. The development site has three (3) street facing sides (west, north, and east) and conventional AC-1 standards require a minimum setback of 0'.

Table 3—Setback Requirements

Use or Phase	Yard	Building Setbacks (feet)	
		Minimum	Proposed
Lodging	Front (west) Narcoossee Road	32.5 ¹	110
	Side Street (north) William Carey Drive	0	84
	Side Street (east) North-South Road	0	72
	Side (south) South Property Line	0	69

¹minimum front setback per Pioneers PD

²10 feet maximum street facing setback for Village Center

Parking

Minimum parking standards for hotel uses require 0.5 spaces per lodging unit. The proposed development plan shows 120 lodging units thus requiring a minimum of 60 parking spaces. The plan provides 92 spaces, meeting minimum requirement.

Table 4—Parking Requirements

Existing/ Proposed Use	Square Feet (SF) or unit type	Minimum Ratio	Min Required	Provided
Existing Fletcher Center	23,108 SF office	2.5/1000 SF office	58	211
	479 civic seats	0.2/seat	96	
Existing Training Center Building	15 lodging units	0.5/lodging unit	8	48
Existing Pioneers Headquarters	10,000 SF office	2.5/1000 SF office	25	61
Proposed Holiday Inn Express	120 lodging units	0.5/lodging unit	60	94

Total spaces provided on site plan 414

Pedestrian Circulation

The site plan shows a walkway along the north, east, and west sides of the building site perimeter. A publicly accessible walkway leads directly from Narcoossee Road to the establishment's front door, crossing a vehicular travelway in the process.

Transportation Circulation

Typical two-way arterial roads in Village Center include parking, bicycle lanes, sidewalks, and at least 67 feet of right-of-way. Because there is already ample existing parking, street parking spots on the North-South road are not required. Plans show a 12 foot wide multi-use trail along the east side of the North-South road and a 6 foot wide sidewalk on the west. The total right-of-way equals 72 feet (see page 10 for North-South road cross section).

Primary automobile access is on the North-South road at two locations on the east side of the building (north and south). Automobiles enter from the North-South road and circle around to the west side of the building where the main entrance is.

Currently there is no transit service to the subject site however analysis of ride-sharing services in the area show average wait times for a ride between 7-12 minutes during rush hours.

Landscaping

The applicant has submitted a landscaping plan (page 8) with this application, including a plant list (page 9) which meets conventional LDC standards. Section 68.324 emphasizes that broadleaf trees should predominate in parking areas.

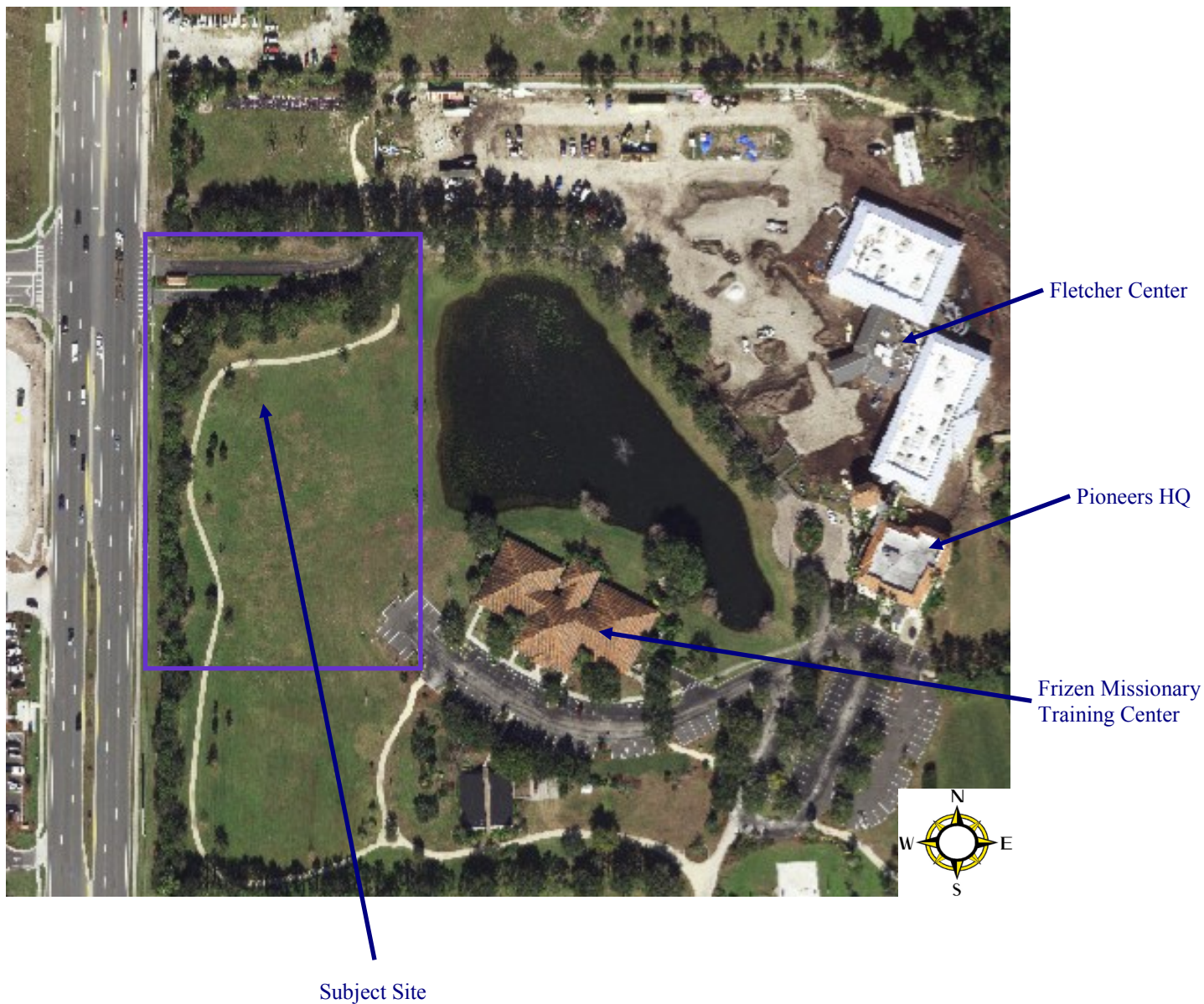
Signage

There is an existing sign located within the median of William Carey Drive. City code requires for this sign to be removed in order to preserve site lines for pedestrians and automobile drivers. The site plan shows a new sign location at the northwest corner of the subject property. This sign is intended to serve as signage for the Holiday Inn Express and the Pioneers campus. A complete signage package will be required for appearance review at the time of final site plan permitting.

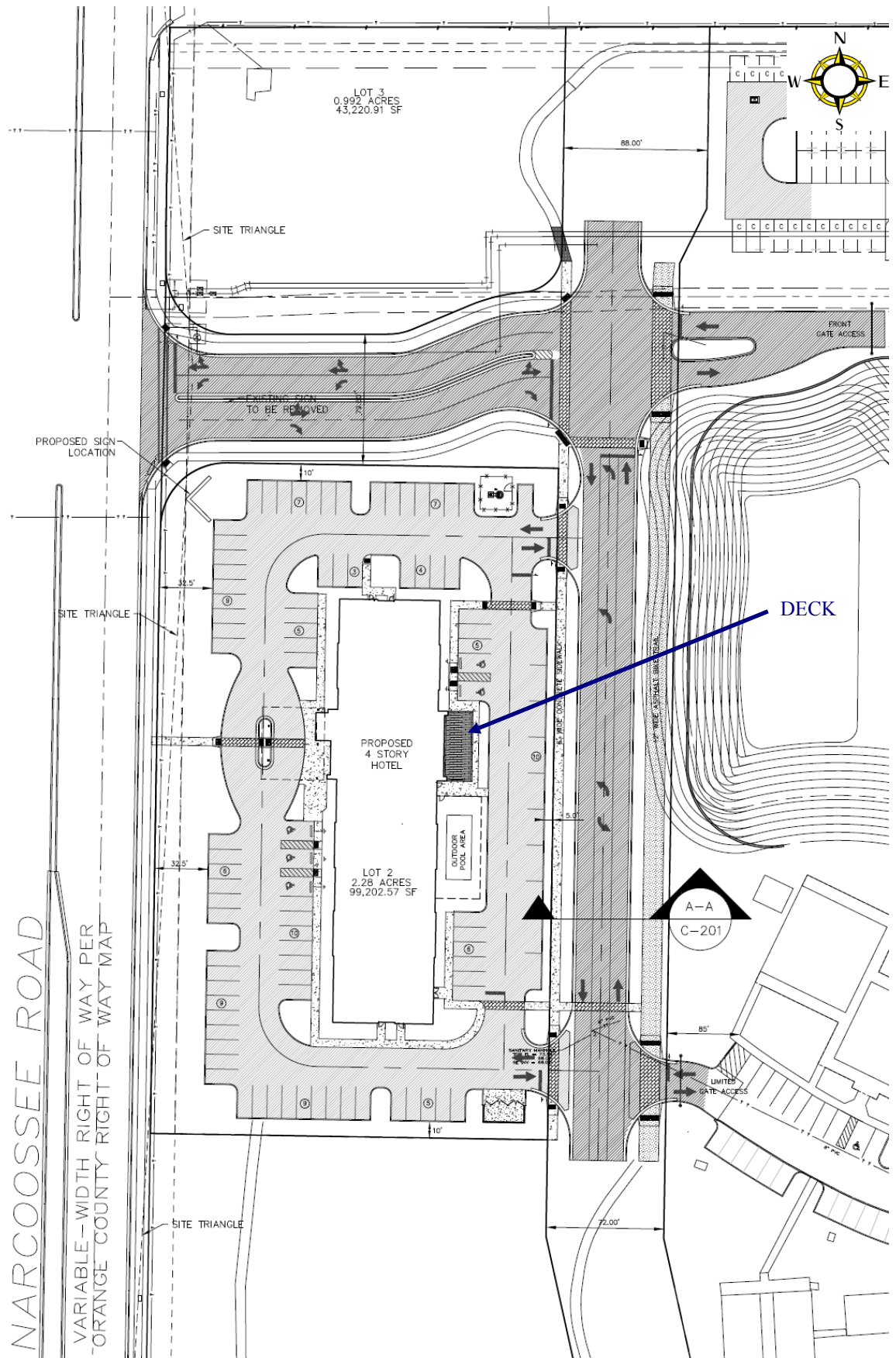
Conformance with Pioneers Planned Development (PD)

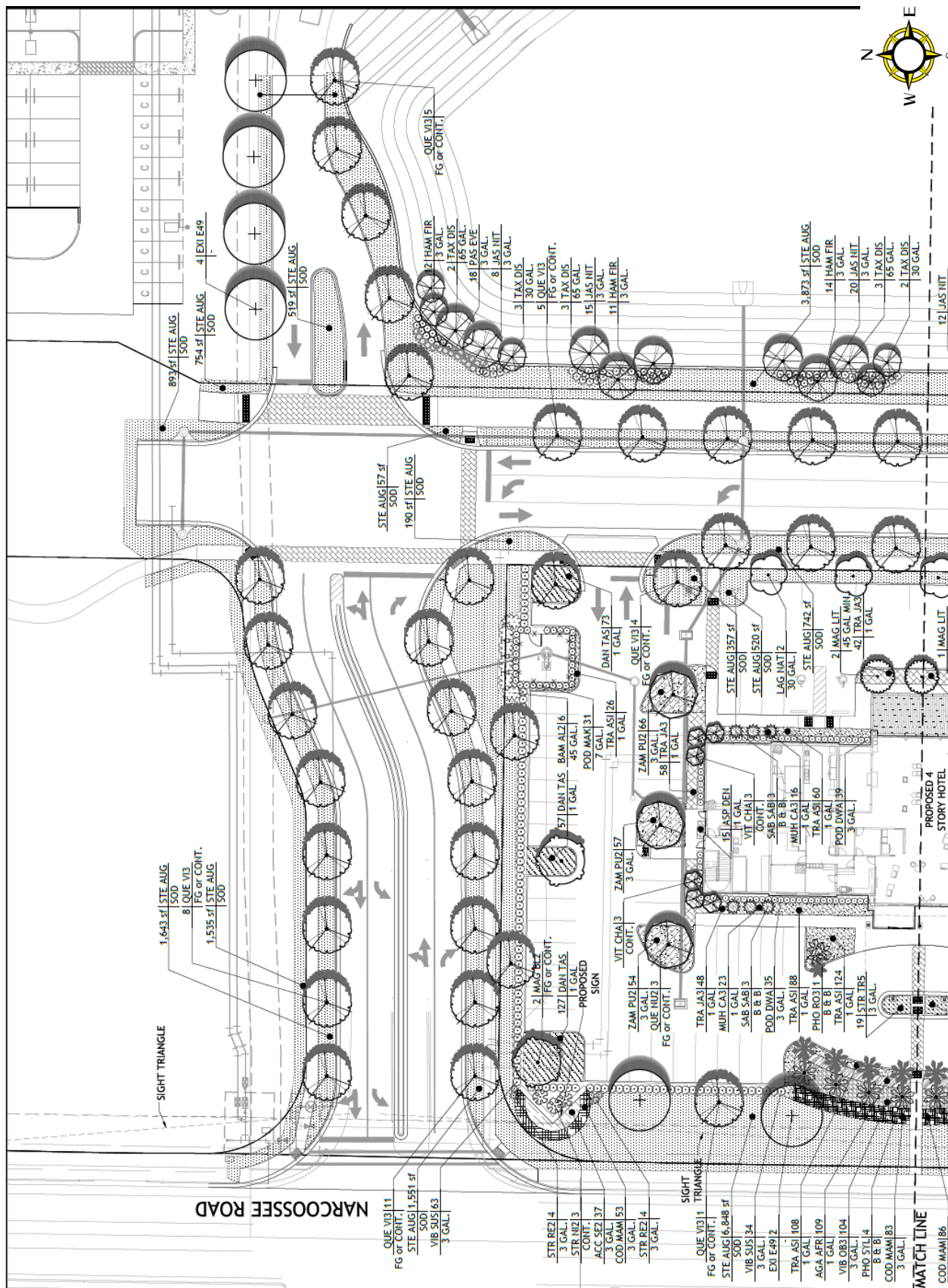
The SPMP request is consistent with the Pioneers PD approved by MPB in February 2016. The PD ordinance (Ord. No. 2016-46) is expected to take effect in September 2016. Until then, all City issued permits requires consistency with the existing County Pioneers PD zoning which does not allow for hotel uses. The applicant intends to develop this project as soon as possible and has requested that site work permits be issued consistent with County zoning in order to lay the groundwork for building development. Building permits (beyond site work) shall not be issued until City zoning takes effect.

AERIAL PHOTO (OCPA 2016 PRELIMINARY)

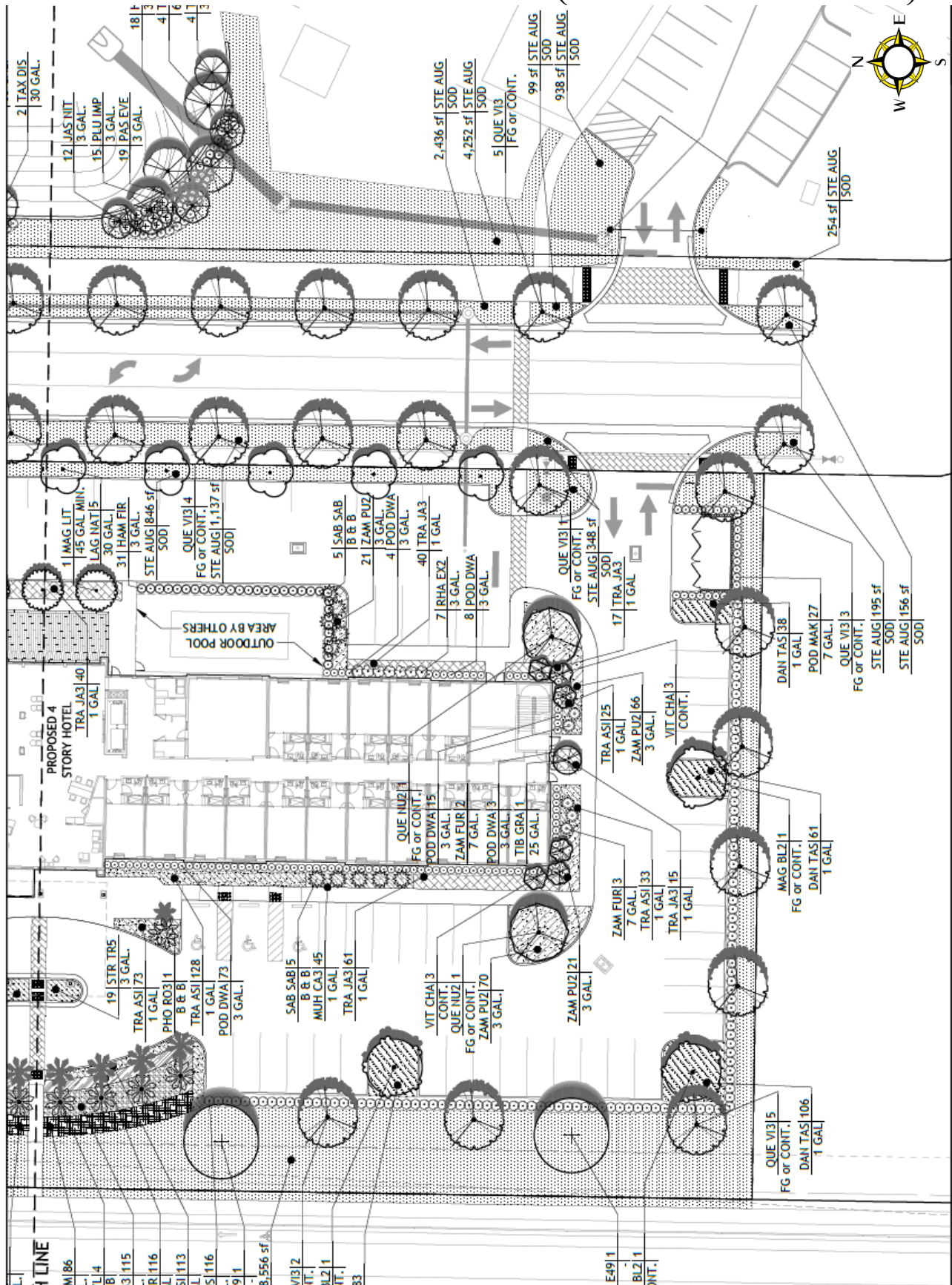


REVISED SITE PLAN





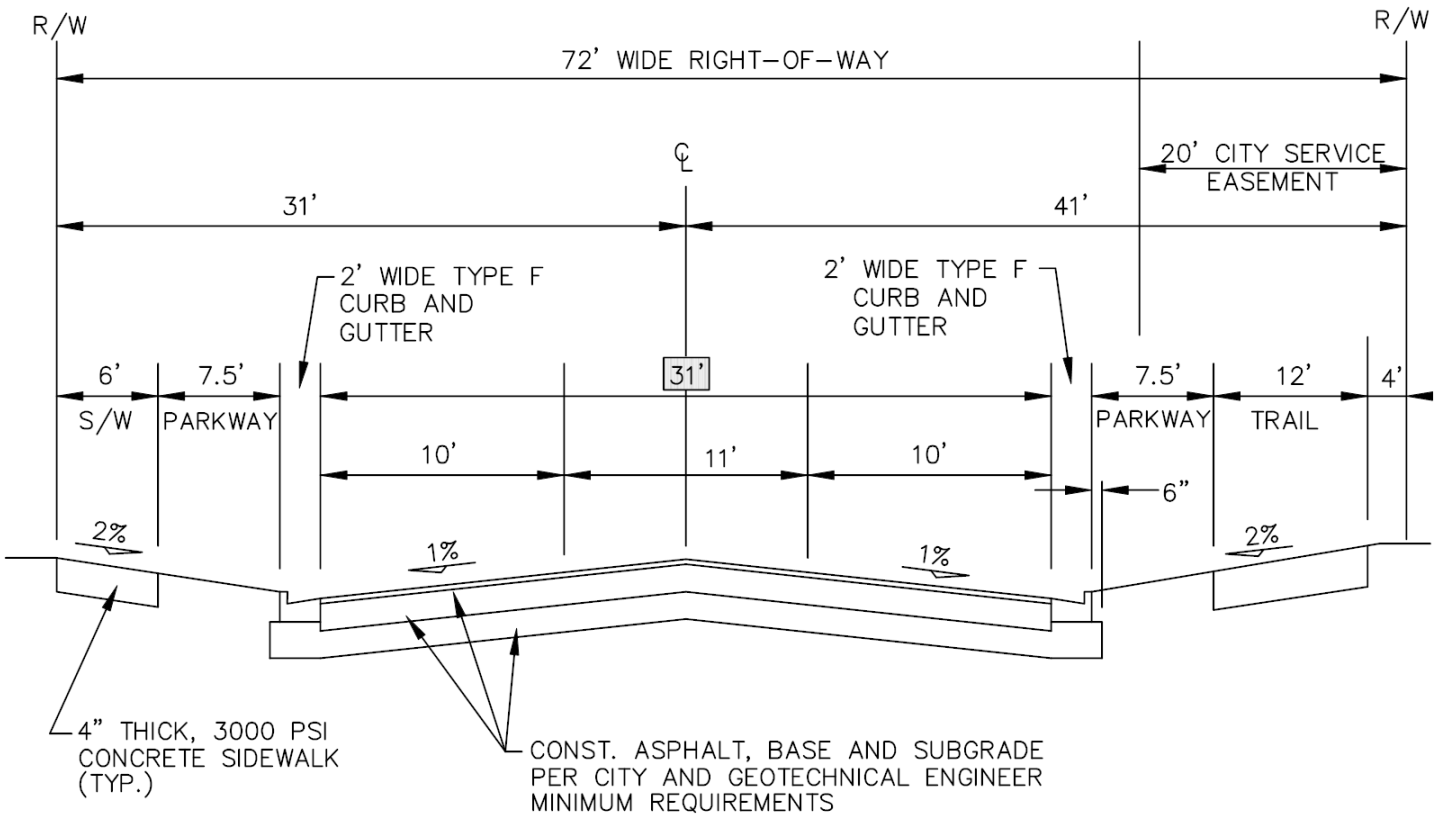
PROPOSED LANDSCAPE PLAN (SOUTH PORTION)



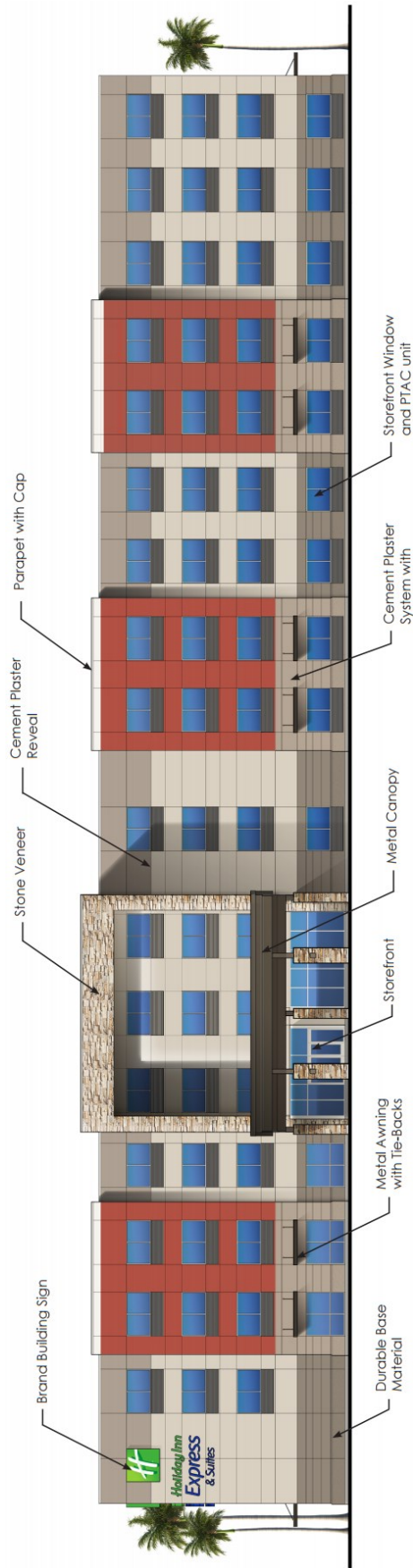
LANDSCAPING PLANT LIST

PLANT SCHEDULE								
TREES	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CAL.	SPECIFICATION	WATER USAGE	NATIVE
	6	BAMBUSA GLAUDESCENS 'ALPHONSE KARR'	HEDGE BAMBOO	45 GAL.		6' H X 4' S	MEDIUM	NO
	1	ERIOBOTRYA JAPONICA	LOQUIAT	30 GAL.	2' CAL.	8' H X 4' S MIN	MEDIUM	NO
	11	LAGERSTROEMIA X 'NATCHEZ'	WHITE CRAPE MYRTLE	30 GAL.	2' CAL. MIN.	8' H X 4' S	LOW-MEDIUM	NO
	6	MAGNOLIA GRANDIFLORA 'D.D. BLANCHARD' TM	SOUTHERN MAGNOLIA	FG OR CONT.	3.5" CAL. MIN.	16' H X 8' S	LOW-MEDIUM	YES
	6	QUERCUS NUTTALLII	NUTTALL OAK	FG OR CONT.	3" CAL.	13' H X 6' S	LOW-MEDIUM	NO
	36	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK	FG OR CONT.	3.5" CAL. MIN.	16' H X 8' S	LOW-MEDIUM	YES
	12	TAXODIUM DISTICHUM	BALD CYPRESS	30 GAL.	2' CAL.	10' H X 4' S	MEDIUM-HIGH	YES
	15	TAXODIUM DISTICHUM	BALD CYPRESS	65 GAL.	3.5" CAL. MIN.	12' H X 6' S	MEDIUM-HIGH	YES
	3	VITEX AGNUS-CASTUS	CHASTE TREE	CONT.	1.5" CAL.	6' OA		
EXISTING TREES	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CAL.	SPECIFICATION	WATER USAGE	NATIVE
	9	EXISTING TREE	EXISTING TREE TO REMAIN	-	SEE SURVEY		N/A	N/A
	6	EXISTING TREE	EXISTING PALM TO REMAIN	-		REFER TO TREE SURVEY		
PALM TREES	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CAL.	SPECIFICATION	WATER USAGE	NATIVE
	2	PHOENIX ROEBELENI	TRIPLE PYGMY DATE PALM	B & B		6' OA	LOW-MEDIUM	NO
	14	SABAL PALMETTO	CABBAGE PALMETTO	B & B	14" CAL.	10' CT	MEDIUM	NO
	8	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM	B & B	22" CAL.	12' CT	LOW	NO
SHRUBS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	-	SPECIFICATION	WATER USAGE	NATIVE
	62	PODOCARPUS MACROPHYLLUS MAKI	SHRUBBY YEW	7 GAL.		30" H X 24" S	LOW-MEDIUM	NO
	159	PODOCARPUS MACROPHYLLUS 'DWARF PRINGLES'	DWARF PODOCARPUS	3 GAL.		10" OA	LOW	NO
	7	RHAPIS EXCELSA	LADY PALM	3 GAL.		14" H X 12" S	LOW-MEDIUM	NO
	3	STRELITZIA NICOLAI	GIANT BIRD OF PARADISE	CONT.		4' - 5' H X 2.5' S	MEDIUM	NO
	8	STRELITZIA REGINAE	BIRD OF PARADISE	3 GAL.		28" H X 22" S	LOW-MEDIUM	NO
	215	VIBURNUM SUSPENSUM	SANDANKWA VIBURNUM	3 GAL.		18" H X 18" S	LOW	NO
SHRUB AREAS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	-	SPECIFICATION	WATER USAGE	NATIVE
	26	ACCA SELLOWIANA	PINEAPPLE GUAVA, FEJODA	3 GAL.		24" H X 18" S	LOW	NO
	185	CANNA FLACCIDA	YELLOW CANNA	1 GAL.		12" H X 12" S	MEDIUM-HIGH	YES
	1,435 SF	CODIAEUM VARIEGATUM 'MAMMEY'	MAMMEY CROTON	3 GAL.		12" H X 12" S	LOW-MEDIUM	NO
	59	STROMANTHE SANGUINEA 'TRICOLOR'	TRICOLOR STROMANTHE	3 GAL.		12" H X 12" S	MEDIUM	NO
	179	VIBURNUM OBOVATUM	WALTER'S VIBURNUM	3 GAL.		22" H X 18" S	LOW	YES
	358	ZAMIA PUMILA	COONTIE	3 GAL.		12" H X 12" S	LOW	YES
GROUND COVERS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	-	SPECIFICATION	WATER USAGE	NATIVE
	159	AGAPANTHUS AFRICANUS	LILY OF THE NILE	1 GAL.		12" O.A.	LOW-MED	NO
	502	DANIELLIA TASMANICA 'VARIEGATA'	VARIATED FLAX LILY	1 GAL.		12" O.A.	LOW-MED	NO
	598	IRIS VIRGINICA	BLUE FLAG IRIS	1 GAL.		12" O.A.	MEDIUM	YES
	95	MUHLENBERGIA CAPILLARIS	PINK MUHLY	1 GAL.		12" H X 12" S	LOW	YES
	78	PONTERDERIA CORDATA	PICKEREL WEED	BARE ROOT		15" H X 9" S	HIGH	YES
	757	TRACHELOSPERMUM ASIATICUM	VARIATED DWARF JASMINE	1 GAL.		10" H X 12" S	LOW-MED	NO
	217	TRACHELOSPERMUM JASMINOIDES	CHINESE STAR JASMINE	1 GAL.		18" OA	LOW-MED	NO
SOD	QTY	BOTANICAL NAME	COMMON NAME	CONT.	-	SPECIFICATION	WATER USAGE	NATIVE
	42,131 SF	STENOTAPHRUM SECUNDATUM 'FLORITAM'	FLORITAM ST. AUGUSTINE SOD	SOD		PALLET	MEDIUM	NO

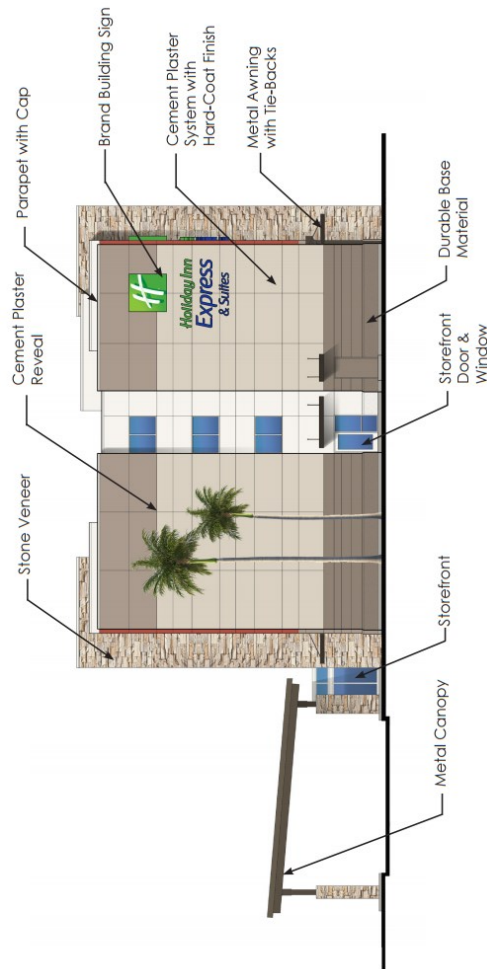
CROSS SECTION OF NORTH-SOUTH ROAD



PROPOSED ELEVATIONS (APPROVED AT JULY 14, 2016 SETDRC)



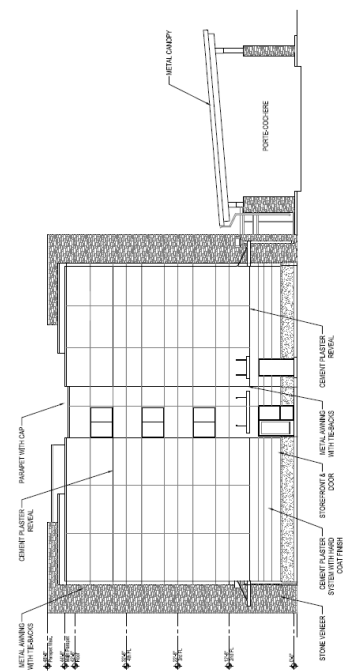
FACING NARCOOSSEE RD (WEST FACING)



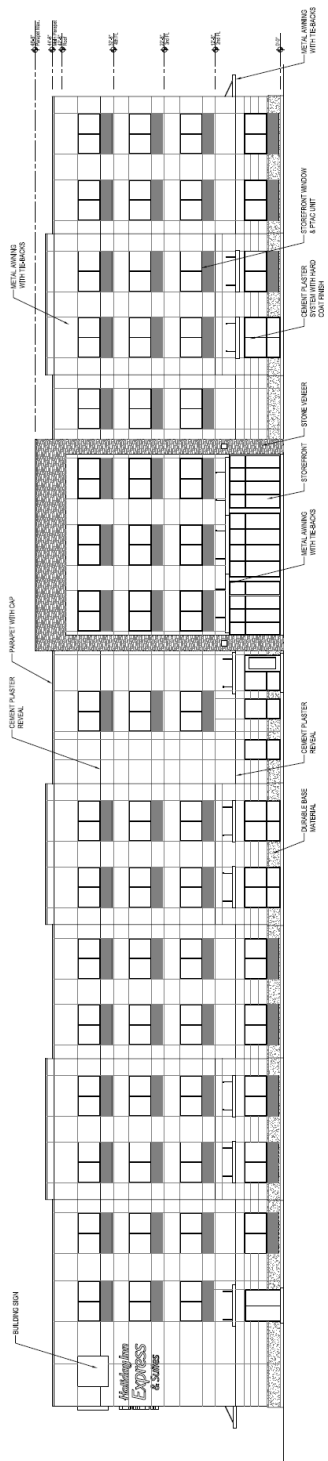
SOUTH FACING

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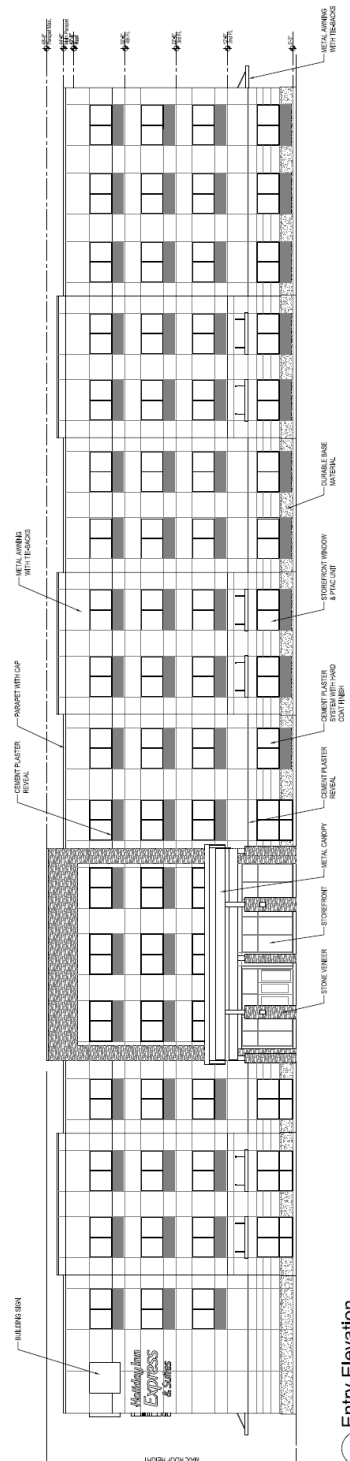
SOUTH FACING



FACING WILLIAM CAREY DR (NORTH FACING)



FACING PIONEERS CAMPUS (EAST FACING)



FACING NARCOOSSEE RD (WEST FACING)

FINDINGS

Subject to the conditions contained herein, the proposal is consistent with the requirements for approval of the proposed Specific Parcel Master Plan amendment 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 Lake Nona DRI/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 Pioneers 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 amendment by the Southeast Town Design Review Committee (SETDRC) 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 amendment (Southeast Town Design Review Committee) 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. *IMPERVIOUS SURFACE RATIO (ISR)*

The development plan shall not exceed the maximum ISR of 0.85.

5. *SIGNAGE*

A complete signage package will be subject to Appearance Review prior to the issuance of building permits and shall comply with Chapter 64 of the LDC.

6. *BUILDING HEIGHTS*

The building heights shall not exceed 4 stories according to the Pioneers PD for Parcel A.

7. *PRELIMINARY PLAT*

A preliminary plat shall be reviewed by City Planning in accordance with Section 65.401 of the City's Land Development Code prior to the issuance of building permits.

8. *SITE WORK PERMITS*

Site work permits may be issued by the City consistent with Orange County Zoning prior to adoption of City future land use and zoning designations. Issuance of building permits is subject to final site plan approval and the adoption of City future land use and zoning designations.

Urban Design

1. *BUILDING ARCHITECTURE*

- No one particular style is dictated over another; however, architecture should be authentic to the style employed. Primary pedestrian entries shall be clearly expressed and highlighted. All entrances shall be visible from the streets and internal drives. Glass and metal should be complemented by traditional materials like brick, stucco, or stone.

CONDITIONS OF APPROVAL

- Provide a durable base at water table with a stone cap. Material may be brick or stone. This is to occur at all locations where EIFS is in contact with the ground.
- Architectural façade treatments, such as change in texture, material and color changes, and varying widths of the wall projections shall be incorporated into the overall design of the building.
- Transparency elements, such as spandrel glass, fritted glass, recessed display windows, Bahamas shutters, Louvers, or other materials that give the illusion of transparency may be incorporated into the elevation design.
- Building exteriors should provide shelter from the summer sun. Porticos, awnings, arcades, and overhanging eaves are particularly appropriate at pedestrian pathways. Garden structures such as trellises and arbors (with or without vines) should be used to provide dappled shade for pedestrian seating areas.
- Provide architectural grills at all window PTAC locations or spec a material that matches the material use in its area. Adding mullions at all window locations is encouraged but not required. The mullion design should match the architectural design of the building.

2. PEDESTRIAN ACCESS WAYS

- To create a sense of community and promote logical street and sidewalk network, the following standards shall apply:
- A minimum 6-foot wide pedestrian network shall be provided within the development to interconnect each building entrance with uses and facilities inside the development.
- Crosswalks shall be constructed with pavers and/or textured colored concrete or similar at all internal drives and intersections where a pedestrian connection occurs.

3. LIGHTING

- All requirements of the LDC Ch 63.100 Outdoor lighting shall be met at the time of permitting. All utilities, including street light poles, shall be kept out of the pedestrian path. Light-emitting diode (LED) lamps are encouraged.
- Lighting under awnings, canopies, porte-cocheres, should be recessed. If not recessed, the box type or other lighting fixture shall be opaque on all sides (no light shall emanate from any side of the fixture).
- All utilities, including street light poles, shall be kept out of the pedestrian path.

4. UTILITIES

- All dumpsters and trash compactors shall be screened with solid walls to match the principal structure. Decorative gates shall be installed to coordinate with principal structure. Landscape screen including low hedge and groundcover required to soften the view from the public ROW.
- Trash and recycle container enclosures shall be 12 feet wide by 10 feet deep (clear inside dimensions) with a 12-foot opening when the gates are open. Each gate shall be equipped with a positive stop rod to hold the gate open.
- Recycling containers are not required but always encouraged

5. LANDSCAPE

All landscape plans must achieve the Minimum Required Landscape Score (MRLS) required for the proposed type and intensity of development. Meet City Code Chapters 60 and 61. A spreadsheet showing compliance with the Minimum Required Landscape Score must be included with the plans. A digital spreadsheet form is available at <http://www.cityoforlando.net/city-planning/landscape-code/>

Transportation Planning

1. PARKING SPACES

The number of vehicular spaces provided for the proposed hotel is within the minimum and maximum allowed by Code. Dimensions for stalls, aisles, etc shall comply with Code requirements.

2. BICYCLE PARKING

Per City Code Section 61.333, at least one long-term bike parking space shall be provided in the building or under cover for use by employees. A minimum of 4 short-term bike parking spaces shall also be provided. These shall be on an impervious surface and located so as to not create conflicts with pedestrians or other vehicles. Location shall be shown on plans submitted to Permitting Services.

3. PARKING LOT DESIGN

Typical dimensions for parking stalls, aisles, driveways, and pedestrian paths shall be shown on the submitted plans. All dimensions shall comply with City Code and ESM requirements.

CONDITIONS OF APPROVAL

Transportation Engineering

1. *CROSS SECTIONS*

William Carey Dr between Narcoossee Rd and the proposed North-South Road shall have the following cross section

- A. 2 – 5' sidewalks with a minimum 7' parkway on both sides of the road.
- B. 2 – Type F curb and gutters
- C. 1 – 16' eastbound lane
- D. 2 – 11' westbound lanes
- E. 1 – 4' concrete traffic separator

2. *WILLIAM CAREY DRIVE APPROACH TO NARCOOSSEE ROAD*

The William Carey Dr approach to Narcoossee Rd shall have a left turn lane and thru+right turn lane.

3. *WILLIAM CAREY DRIVE AND TAGORE PLACE*

The thru lanes on William Carey Dr and Tagore Pl shall be aligned across Narcoossee Rd.

4. *TAGORE PLACE REMARKING*

The thru lane of Tagore Pl shall be remarked to allow eastbound thru traffic to William Carey Dr.

5. *PUBLIC RIGHT-OF-WAY DEDICATION*

William Carey Dr between Narcoossee Rd and the North-South Road shall be dedicated as public right-of-way

6. *DRIVEWAY ALIGNMENT*

The exit only driveway from existing parking lot shall be 16' -20' wide and shall be aligned with the southern hotel driveway.

7. *TEMPORARY ROAD TERMINATION*

Temporary road termination for public streets at development phase boundaries shall consist of a temporary cul-de-sac compliant with the Orlando LDC. If the road terminates at a driveway or road intersection, no cul-de-sac is required.

8. *SIDEWALK CONNECTION*

A sidewalk connection shall be provided from the building to the sidewalk on the North-South Road.

9. *PARKING LOT DIMENSIONS*

Parking lot dimensions shall comply with the Orlando LDC.

10. *DUMPSTER LOCATIONS*

The final site plan shall show the location and size of the on-site solid waste compactor(s) / dumpster(s) with concrete pads, and enclosures with doors. The solid waste container(s) shall not be located adjacent to any single family houses or directly adjacent to the public street. 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.

11. *CLEAR SIGHT LINES*

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 the FDOT Design Standards Index. Sight lines shall be provided on both site plans and landscape plans.

12. *ORANGE COUNTY PERMITS*

The proposed improvements, located within the Narcoossee Rd right-of-way, require Orange County permits and approvals. The Owner/Applicant shall provide a copy of the permits and approval (or letter of intent of approval) from the approving agency to the City of Orlando prior to final permit/construction plans approval.

INFORMATIONAL COMMENTS

Transportation Planning

1. *IMPACT FEES*

For questions and information regarding Transportation Impact Fee rates you may contact Nancy Ottini at (407) 246-3529 or nancy.jurus-ottini@cityoforlando.net

Development Review

1. *FINAL PLAT*

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

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

2. *WASTEWATER AGREEMENT*

Per the Orlando-Orange County Wastewater Territorial Agreement the subject property is located within Orange County's territorial service area. The site is presently being serviced by Orange County.

3. *TREE REMOVAL AND ENCROACHMENT*

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

4. *DUMPSTERS*

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. The dumpster must have a minimum opening of 12' wide and a clear depth of 10' forward of any bollards within the enclosure. 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.

5. *PERMITTING AND INSPECTION 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.

Any construction within the Narcoossee Road (SR 15) right of-way of will require Florida Department of Transportation (FDOT) and/or Orange County approval/permit prior to construction.

6. *CONCURRENCY MANGEMENT*

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.

7. *ON-SITE STORM WATER SYSTEM*

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.

INFORMATIONAL COMMENTS

Building

1. *NO REVIEW REQUIRED AT THIS TIME*

Building Plan Review is not applicable to this case at this time. The building design will be reviewed for code compliance during the design development and construction documents phase. This project shall comply with the 2014 Florida Building Code, Florida Fire Prevention Code, Florida Fuel Gas Code, Florida Mechanical Code, Florida Plumbing Code, Florida Accessibility Code, and NEC 2011.

Orange County Public Schools

1. *OUC SERVICES*

This project is subject to CEA# OC-10-011 and CEA# OC-10-011A1

OUC Development Services

1. *OUC SERVICES*

Applicant / Developer / Customer shall contact OUC regarding requests to establish new or modify existing electric, water or convenient lighting services. Please be advised that OUC approval is subject to respective reviews and approval by OUC Water, Electric and Lighting. Please submit detailed utility construction plans to OUC's Development Services email address: DevelopmentServices@ouc.com. Additionally, please refer to the OUC Pre-Application Checklist for City of Orlando Permits.

Police

1. *CPTED REVIEW*

The Orlando Police Department has reviewed the plans for Sports Village at Lake Nona located at 7851 Lake Nona Blvd., utilizing CPTED

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.

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

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 building entrances should create clear way-finding, be well lit and not block entrances or create ambush points.
- There should be no easy access to the roof of any of the building.
- Way-finding located throughout the property should help guide users to authorized areas while discouraging potential offenders.
- Traffic calming techniques such as surface and gateway treatments are recommended to encourage safe vehicle speeds, re-

INFORMATIONAL COMMENTS

duce collision frequency and increase the safety and the perception of safety for non-motorized users.

- Walkways throughout the project should be a minimum of 6 feet in width to support pedestrian flow and safety.

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

5. TARGET HARDENING

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

- Entry doors should contain 180° viewers/peep holes or small windows.
- Exterior doors should be hinged on the inside (or contain security hinges) and should have a single cylinder deadbolt lock with a minimum two-inch throw, metal frames with 3-inch screws in the strike plates, and be of solid core construction.
- Door locks should be located a minimum of 40 inches from adjacent windows.
- The use of jalousie, casement or awning-style windows is discouraged.
- All windows that open should have locks.
- Sliding glass doors should have one permanent door on the outside and the inside moving door should have a docking device and a pin.
- Air conditioning units should be caged and the cages should be securely locked.
- Common areas should have signs that clearly state that facilities are only for use by residents.
- Access control should be considered at all points of entry/exit.
- If an alarm or security system is installed, it should be regularly tested and maintained by management or staff.
- 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 PROTECTION

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

CONTACT INFORMATION

City Planning

For questions regarding City Planning review, please contact Wes Shaffer at 407.246.3792 or thomas.shaffer@cityoforlando.net.

Urban Design

For questions regarding Urban Design plan review, contact Terrance Miller at 407.246.3292 or terrance.miller@cityoforlando.net.

Transportation

For questions regarding Transportation Planning plan review, please contact John Rhoades at 407.246.2293 or john.rhoades@cityoforlando.net

Transportation Engineering

For questions regarding Transportation Planning plan review, please contact Jeremy Crowe at 407.246.3262 or jeremy.crowe@cityoforlando.net

Development Review and Engineering/Zoning

For questions regarding Development Review and Engineering or Zoning contact Keith Grayson at 407.246.3234 or keith.grayson@cityoforlando.net.

Building

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

Police

For questions regarding the 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. Final Site Plan Approval by the Planning Official.
3. Building permits.