



# CITY OF ORLANDO

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March 14, 2016

Daniel Fogarty, Jr.  
Becknell Industrial, LLC  
4242 S. 1<sup>st</sup> Ave., Ste. D  
Lyons, IL 60534

For: Brian Mulvaney, Bogey Boggy Creek, LLC, 20 N. Division Ave., Ste. 200, Orlando, FL

RE: Letter of Determination for Administrative Specific Parcel Master Plan for 478,400 sq. ft. Warehouse/Distribution Center, 3650 8<sup>th</sup> St./Express Ln., Orlando, FL (Phase 1 of Air Commerce Park PD, Parcel ID #05-24-30-0000-00-003) LDC2016-00037

Mr. Fogarty:

I have reviewed your Letter of Determination request for Administrative Specific Parcel Master Plan (SPMP) approval of a proposed ±478,400 sq. ft. industrial warehouse/distribution center and associated parking and infrastructure, to be located at 3650 8<sup>th</sup> St./Express Ln., Orlando, FL. You have provided site, grading, lighting and drainage plans and proposed building elevations illustrating the proposed site improvements.

**History** - A review of our files yields the following information relative to the determination request:

- The property is Phase 1 (Tract A) of the larger 231-acre Air Commerce Park PD, which will ultimately consist of ±3,000,000 sq. ft. of warehouses, offices and flex-space uses. The PD (ZON2015-00050) was recommended for approval by the Municipal Planning Board in January 2016 and is up for adoption by the City Council on March 14, 2016;
- The property was annexed into the City in 1988 and was subsequently designated Industrial and Industrial/Resource Protection on the City's Future Land Use Map; and
- The applicant/owner met with City staff in 12/2015, relative to a desire to move forward with the initial phase of the development, to be achieved through the approval of an administrative Specific Parcel Master Plan (SPMP), even while the PD ordinance is still going through the approval process and while the Phase 1 property is being platted (SUB2015-00067).

**Analysis** – A ±478,400 sq. ft. warehouse/distribution center is proposed for the 40-acre parcel. 30,000 sq. ft. of the space will be general office, with the remaining building area to be storage warehouse. The building will be 44.3 ft. tall, where a maximum 75 ft. building height is allowed. An average 17.5 ft. buffer is being provided on the front, rear and sides of the subject parcel, where a minimum 7.5 ft. vehicle use buffer is required.

**Zoning** – The maximum allowed Floor-Area-Ratio (FAR) within the default I-P & I-P/RP zoning districts is 0.70, while the maximum impervious surface ratio (ISR) is capped at 90%. With the proposed 478,400 sq. ft. building, the proposed 0.27 FAR remains below the maximum allowed. The proposed ISR will be 58%, also below the maximum ISR. The proposed warehouse/distribution center also meets required building and site setbacks.

**Parking** - Parking for the proposed warehouse/distribution center, per LDC Chapter 61, Figure 27, is shown in the table below:



Existing/ Proposed Use	Minimum/Maximum Ratio (spaces per 1,000 sq. ft.)	Max. Allowed Spaces	Spaces Proposed
Warehouse/Distribution (±448,400 sq. ft. proposed)	0.25 spaces/1K min.    3.5 spaces/1K max.	1,569 spaces	427 (incl. 8 ADA spaces)
Office Uses (±30,000 sq. ft. proposed)	2.5 spaces/1K min.    4 spaces/1K max.	120 spaces	
	total	1,689 spaces	

**Site Plan** – The proposed site plan appears to substantially comply with the PD and default I-P and I-P/RP development standards, except as noted in the Determination section below.

**Recommendation** - Based on the above information, staff supports the Administrative SPMP determination for Air Commerce Park Phase 1, at 3650 8<sup>th</sup> St./Express Ln., Orlando, FL, per the plans provided with this Determination and provided the following conditions are met:

Urban Design/Landscaping (Ken Pelham, 407-246-3235 or at [Kenneth.pelham@cityoforlando.net](mailto:Kenneth.pelham@cityoforlando.net))

1. Add a watertable base, 3 to 5-ft. in height, of durable materials, all elevations.
2. Per the PD, the north and south elevations shall have 15% transparency in the first 10 feet above grade. Transparency requirements must be met with clear glass, or with low-e glass of at least 60% light transmittance.
3. Parapets must be of sufficient height to screen any rooftop HVAC equipment; OR HVAC equipment may be screened by structures such as louvered enclosures.

Transportation Planning (John Rhoades, 407-246-2293 or at [john.rhoades@cityoforlando.net](mailto:john.rhoades@cityoforlando.net))

1. Handicapped Parking - Parking facilities containing 401 to 500 total spaces are required to have a minimum of 9 ADA compliant parking spaces.
2. Bike Parking - New developments in the warehouse land use category are required to provide 1 long-term bike parking space and 1 short-term bike parking space for every 20 ksf of GFA. As the most likely users of these parking spaces will be employees, it is suggested that all required bike parking spaces be provided inside the building, which meets the long-term and short-term design requirements. Spaces must have a means for riders to lock their bikes to a wall or stanchion and shall be located to avoid conflicts with other vehicles or pedestrians.

Transportation Engineering (Jeremy Crowe, 407-246-3262 or at [Jeremy.crowe@cityoforlando.net](mailto:Jeremy.crowe@cityoforlando.net))

1. Note 3 under Access Drives shall be modified to read, "...The temporary access drive will be eliminated upon construction of the internal road first phase..."
2. The alignment of Segment 2 shall be modified so Segment 2 (Seven Seas Dr) has a continuous alignment and not two sharp 90 degree corners as shown in Figure B of ZON2015-00050.
3. References to Seven Seas Lane shall be changed to Seven Seas Drive.
4. A letter shall be provided from the gas line owner granting permission to build drive aisles and parking stalls above the existing gas line.
5. 8th St shall be improved per ZON2015-00050.
6. The sidewalk along 8th St shall extend the entire frontage of Tract A.
7. A pedestrian connection shall be provided from the internal sidewalk network to 8th St and the future Seven Seas Dr extension along the west property line.



8. Internal sidewalk network should connect the two main parking lots.
9. Drainage ditch realigned along west property line shall not impact the future Seven Seas Dr right-of-way.
10. Driveway stop lines shall be located before, not after, the crosswalk.
11. At all project entrances and at on-street parking spaces, clear sight distances for drivers and pedestrians shall not be blocked by signs, buildings, building columns, landscaping, or other visual impediments. No structure, fence, wall, or other visual impediment shall obstruct vision between 3 feet and 8 feet in height above street level. The street corner / driveway visibility area shall be shown and noted on construction plans and any future site plan submittals. The applicant shall design the site plan as necessary to comply with the Florida Greenbook and the FDOT Design Standards Index.
12. For any construction work planned or required within a public right-of-way or City sidewalk easement adjacent to a public right-of-way (including but not limited to: irrigation, drainage, utility, cable, sidewalk, driveway, road construction/reconstruction or landscaping), the Owner/Applicant shall submit the following:
  - A. Maintenance of traffic plans (M.O.T.) (For more information/detailed requirements contact the Office of Special Events & Permits at 407-246-3704)
  - B. Roadway plans including paving, grading, pavement markings and signage (Contact the Permitting Transportation Engineering Reviewer at 407-246-3079 for details)
  - C. A copy of all required County and State permits (If permits are pending attach a copy of the application)

#### Land Development

1. Consistency - The Site Plan (as submitted for permitting) shall be consistent with the size, dimensions, site location, and appearance shown on the plans submitted with this determination and any conditions included within the PD Ordinance (Ord. #2016-27, ZON2015-00050). The Site Plan must comply with all Land Development and Engineering regulations and conditions (as noted within this letter).
2. Preliminary Review – This was a preliminary review of your plans and elevations. The City reserves the right to make further comments on the compliance of the proposed development during permit review. While we did not see any major departure from the requirements of the Land Development Code, the Site Plan must be compliant with all aspects of the LDC to include (but not limited to) landscaping, buffers, proper circulation, and all of the requirements of the Land Development Code.

This Letter of Determination does not constitute approval to develop. It addresses only the Land Development Code standards expressly represented in this letter. The determinations of this letter are also restricted to this specific parcel of land and are not transferable to other parcels of land. 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**. Do not respond to this determination letter; merely revise your engineering plans accordingly and apply for permits at the City Permitting Division.

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

Sincerely,





Dean Grandin, AICP  
Planning Division Manager

## Informational Comments

Permitting (contact Cobbin McGee at [cobbin.mcgee@cityoforlando.net](mailto:cobbin.mcgee@cityoforlando.net) or at 407-246-3532)

1. Gas Lines - Written approval from gas company shall be provided prior to issuance of any permit for work within a gas line easement or within 50 ft. of existing gas lines.
2. FDEP Permit - This project may require a Florida Department of Environmental Protection (FDEP) permit for the sanitary sewer system. Submit site plan and cover letter addressed to:

Cindy Stafford  
Florida Department of Environmental Protection  
3319 Maguire Boulevard, Suite 232  
Orlando, Florida 32803  
(FDEP phone: 407-894-7555)

Provide the Office of Permitting Services with the FDEP letter of determination.

3. Replat - The property is required to be platted prior to permitting for any construction activity (plat for Phase 1 previously submitted (see SUB2015-00067)).
4. Landscape Worksheet - Per LDC Section 60.228, all landscape plans must achieve the Minimum Required Landscape Score (MRLS) for the proposed type and intensity of development. Applicants shall submit a completed copy of the Non-Residential Landscape Worksheet with the application for landscape plan approval. Conformance with the minimum standards of this Section shall be required prior to the issuance of a site development permit.

Orlando Police Dept. (contact Audra Nordaby at [audra.nordaby](mailto:audra.nordaby) or at 407-246-2454)

The Orlando Police Department has reviewed the plans for the Air commerce Park phase 1 SPMP located at 3650 8th St., 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.

1. 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 (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.

- o All lighting for this project shall meet or exceed the guidelines in Orlando City Code, Title II, Chapter 63, Part 2M.



- o 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.
- o In order to create a sense of safety, pedestrian-scale lighting should be used in any high-pedestrian traffic areas to include building entrances, parking facility entrances, and common areas.
- o Appropriate lighting should be included in all areas anticipated to be used after-dark.
- o Lighting should not be screened out by landscaping or building structures such as overhangs or awnings.
- o Uniformity of light is crucial to avoid 'dark' spots, especially in parking areas.
- 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 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.
- o The use of full cut-off or shielded light fixtures can direct light where it is intended while reducing light trespass, glare, and waste.
- o Since there is typically no natural surveillance around service areas and sheer walls, be sure these areas are well-lit and that lighting is well maintained.

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 spaces should be observable from nearby structures.

Benches or outdoor furniture (if installed) placed in common areas are a good way to increase surveillance and encourage positive 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 (if installed) should be observable from entrances, securely fastened and not hidden behind landscaping or sheer walls.

Ensure that any canopies or awnings do not interfere with pedestrian scale lighting, especially in all locations used during nighttime hours.

Vehicle and pedestrian entrances should be well lit and defined by landscaping, signage and/or architectural design.

Exterior or non-public doors should contain 180° viewers/peep holes.

Since there is typically no natural surveillance along sheer walls, be sure these areas are well-lit and that lighting is well maintained.

Where possible, offices, receiving areas, lobbies, or customer service areas should have exterior windows or 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.

Advertisements and product displays should not be located in windows. If advertisements must be used, they should be small in size and located in an area where observation in or out of the building will not be obstructed.



Decals which display height measures should be posted inside any public entrance.

Public restrooms should be visible from the main customer areas and away from outside exits.

2. 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, architecture 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.

Way-finding signs 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 any public entrance.

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.

Bollards are a good means for discouraging or controlling access. Use bollard styles that are appropriate for the application; that is, bollards designed to stop vehicle traffic are a different density and strength than those used to direct pedestrian flow. Bollards can also serve a dual purpose when incorporated with lighting and/or way-finding. They can be used in key locations around the property to protect pedestrians, life-safety elements, critical utilities and control or direct traffic.

3. 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 addresses of individual suites or warehouse spaces should be clearly visible from the roadway and parking areas with numbers a minimum of five-inches high made of non-reflective material.

Fencing can add security, delineate property lines, allow transparency for surveillance, be unobtrusive, and create a sense of community. CPTED style open design is a good option to consider. These fences may contain vehicle and/or 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.

4. 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.



Door locks should be located a minimum of 40 inches from adjacent windows.

Air conditioner units should be caged and the cages should be securely locked.

An access control system should be considered so only authorized personnel have access to restricted or non-public areas.

If alarm or security systems are installed, each unique suite or warehouse space should be clearly identified with the monitoring center and regularly tested and maintained by the tenants. During working hours, commercial alarm systems should be programmed so that a short beep sounds if an exterior door opens or is left open for a predetermined time.

A video surveillance system capable of recording and retrieving an image to assist in offender identification and apprehension should be considered throughout this project. Cameras should be mounted at an optimal height to capture offender identification ("aiming" down from steep angles often results in images of the offender's hat). Cameras should also be placed in several locations throughout the parking facility, property access points and common areas; especially areas with limited or no natural surveillance.

Back or service doors (non-public) should be kept locked from the outside at all times and should contain 180° viewers/peepholes or small windows with security glass. Internal business policy should prohibit the "propping open" of exterior doors.

Large glass doors and windows should be made of impact resistant glass or a security film to reduce the opportunity for burglaries. If installing security film, ensure that the light transmittance of the security film is greater than or equal to the light transmittance of the window's glass.

Any windows that open should have locks.

Additional precautions, such as silent alarms, hold-up alarms, retail training and Business Watch, should be discussed with OPD's Crime Prevention Unit Officer Edgar Malave, at 407-246-2513.

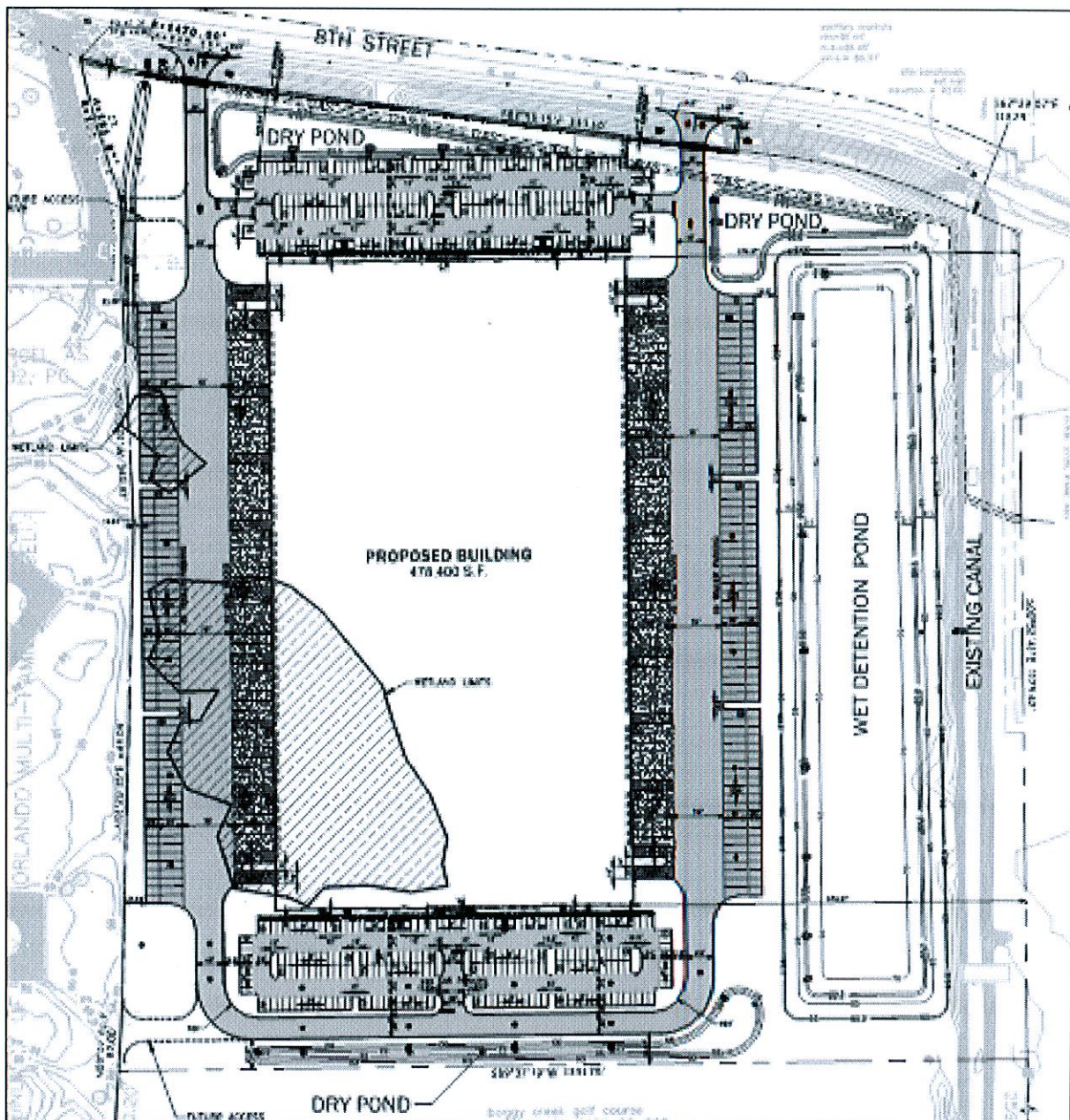
5. Construction Site Crime Prevention: Due to the continued trend of theft of building materials and equipment from construction sites, Orlando Police Department's Crime Prevention Unit strongly recommends that the developer institute the following crime prevention/security measures at this project site:
  - a) 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.
  - b) 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.
  - c) In addition to lighting, one of the following physical security measures should be installed:
    - i. 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



- ii. A uniformed security guard should be hired to continually patrol the construction site during the hours when construction work has ceased.
  - d) Valuable construction materials and tools should be protected in a secondary fenced, locked cage.
6. Post in a clean, open area, the name and numbers of an emergency contact person for OPD in case of a night-time emergency.

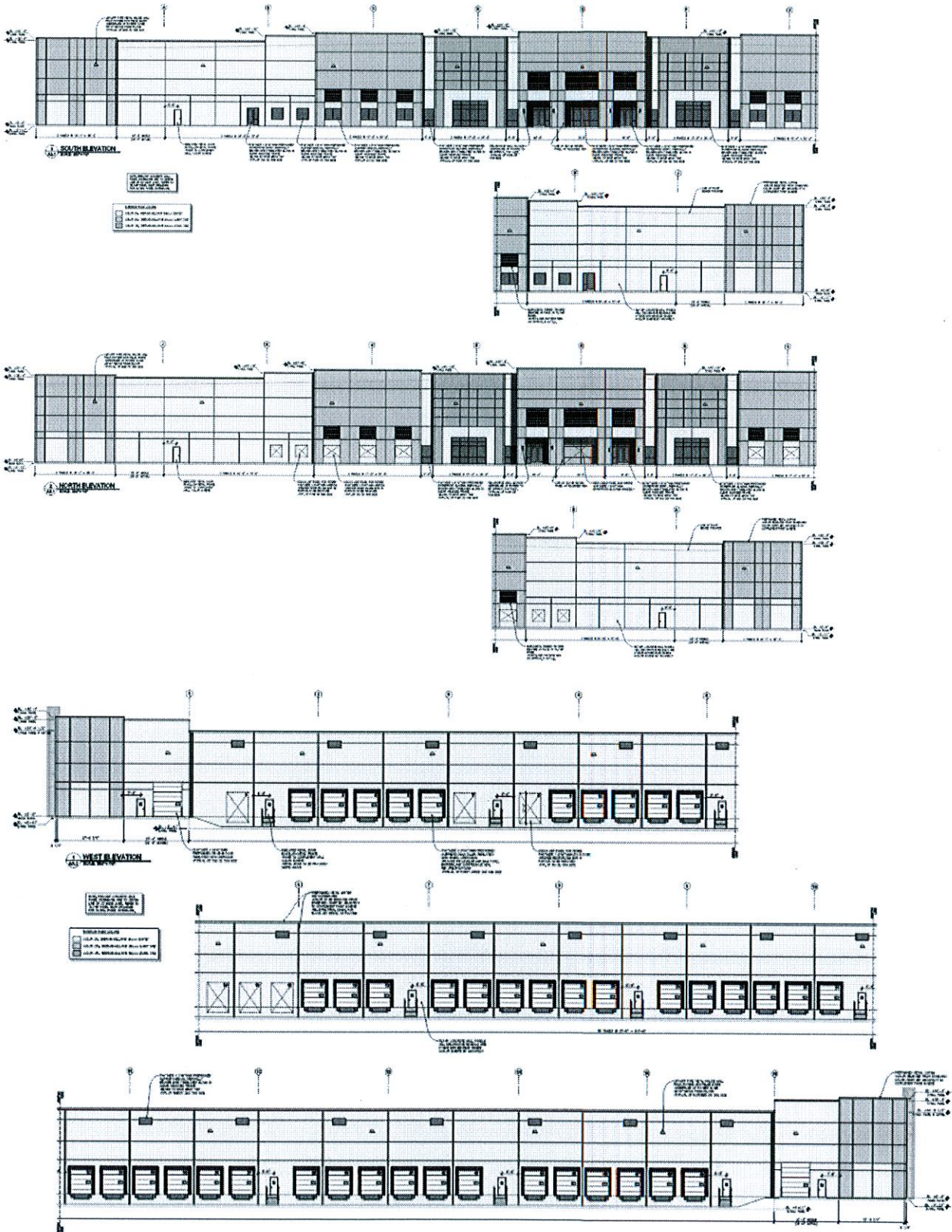
If you have any questions, please call the Crime Prevention Unit Officer Edgar Malave, at 407-246-2513.

### Proposed Site Plan

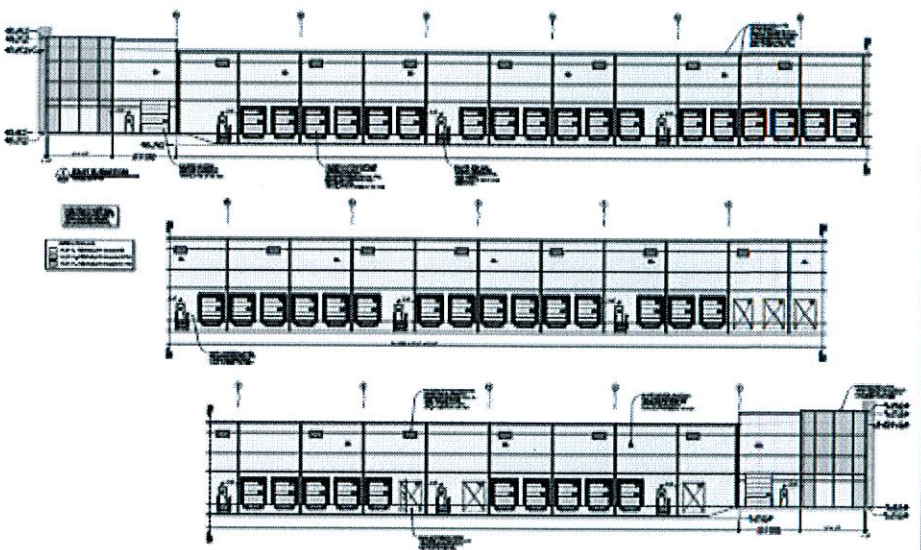




Elevations







## Landscape Plans

