



MUNICIPAL PLANNING BOARD

ANNUAL REPORT
FISCAL YEAR 2015-16



MUNICIPAL PLANNING BOARD

I. PURPOSE

- A. **MISSION STATEMENT.** The mission of the Municipal Planning Board (MPB) is to review development proposals and make recommendations concerning the following types of cases:

1. Abandonments of rights-of-way and easements.
2. Amendments to the City's Growth Management Plan (GMP). When reviewing GMP amendments, the MPB functions as the City's officially designated Local Planning Agency (LPA) consistent with Section 163.3147, Florida Statutes.
3. Annexations.
4. Conditional Use Permits.
5. Developments of Regional Impact.
6. Land Development Code amendments.
7. Master Plans and Master Plans with Modifications of Standards.
8. Rezoning.
9. Street Name Changes.
10. Subdivisions that include a Modification of Standards or Revert to Original Plat.

All MPB recommendations must be approved by City Council. Appeals of recommendations concerning Growth Management Plan amendments are legislative. Appeals of all other cases are subject to the City's quasi-judicial hearing process.

II. ADMINISTRATION

- A. **STAFF.** The City provides staff support and administration for the Municipal Planning Board. Key staff are as follows:
1. Dean Grandin, AICP, City Planning Division Manager and MPB Executive Secretary
 2. Paul S. Lewis, AICP, Chief Planning Manager
 3. Mark Cechman, AICP, Chief Planner and Zoning Official
 4. Kyle Shephard, Chief Assistant City Attorney
 5. Lourdes Diaz, MPB Recording Secretary
- B. **STAFF CHANGES.**
1. There have been no staff changes during the reporting period.

III. BOARD MEMBERS

- A. **NUMBER.** The Municipal Planning Board has nine (9) members which are recommended to the Mayor for appointment by the Nominating Board, appointed by the Mayor, and confirmed by City Council. The MPB may also have ex-officio members as provided by general or special law; however, only regular members have the right to vote and move measures except for ex-officio members that are granted such rights by general or special law.



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- B. REQUIREMENTS. Consistent with Land Development Code Section 65.143 – Board Membership – Officers, all regular members of the MPB must be residents of the City of Orlando. Nomination and appointment decisions should be made giving considerable weight to one's experience or interest in the field of planning and zoning. Whenever possible, the board should include an urban planner, an architect or landscape architect, an engineer, a realtor or developer, and a lawyer, with as many different professions represented as is practicable.
- C. ATTENDANCE. The annual attendance report is attached.
- D. TERMS. The MPB allows for a maximum of three (3) two-year terms.
- E. CHAIRMAN. Karen Anderson
1525 Cardinal Road
Orlando, Florida 32803
407.629.1188 · kanderson@adcinternational.net
- F. VICE CHAIRMAN. Mark Suarez
201 N. Magnolia Ave., Ste. 200
Orlando, Florida 32801
407.839.4300 · suarez.mark@gmail.com
- G. BOARD MEMBERS.

MEMBER	TERM	APPOINTED	TERM EXPIRES	STATUS
Karen Anderson	3	12/5/2011	7/31/2017	Active
Timothy Baker	1	6/20/2016	7/31/2018	Active
Alfredo Barrott, Jr.	1	10/19/2015	7/31/2017	Active
Bakari Burns	3	7/30/2012	7/31/2018	Active
Claudia Ray	1	12/14/2015	7/31/2017	Active
Jason Searl	3	8/29/2011	7/31/2017	Active
Mark Suarez	2	9/29/2014	7/31/2018	Active
Jennifer Tobin	3	7/26/2010	7/31/2017	Active
Picton Warlow	1	6/20/2016	7/31/2018	Active
Stuart Buchanan	3	4/26/2010	7/31/2017	Term Expired
Scott Martin	3	4/29/2009	7/31/2016	Term Expired
Tatiana Schermerhorn	1	9/8/2014	7/31/2017	Resigned

- H. BOARD APPOINTMENTS. During FY 2015-16, the MPB had one (1) resignation, two (2) expired terms, and four (4) new appointments. Tatiana Schermerhorn resigned from the board on October 15, 2015 due to family matters. Alfredo Barrott, Jr. was appointed to fill the vacancy left by Scott Skidelsky who resigned during FY 2014-2015.



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- I. ELECTIONS. On August 16, 2016, Karen Anderson was elected as Chairperson and Mark Suarez was elected Vice-Chairperson by unanimous vote.
- J. BOARD MEMBER TRAINING. The following Board members received a briefing from City Planning and Office of Legal Affairs staff regarding board responsibilities and ethics, the Growth Management Plan, the Land Development Code, as well as Florida Sunshine Law:
 1. Alfredo Barrott, Jr. on November 13, 2015
 2. Claudia Ray on January 13, 2016
 3. Picton Warlow on July 20, 2016
 4. Timothy Baker on July 27, 2016

IV. MEETINGS

- A. DAY AND TIME. The Municipal Planning Board meets on the third Tuesday of each month at 8:30 a.m.
- B. NUMBER. The Municipal Planning Board scheduled twelve (12) meetings in Fiscal Year 2015-16 and held twelve (12) meetings dated: October 20, 2015; November 17, 2015; December 15, 2015; January 19, 2016; February 16, 2016; March 15, 2016; April 19, 2016; May 17, 2016; June 21, 2016; July 19, 2016; August 16, 2016; and September 20, 2016. Volunteer hours for the Municipal Planning Board for Fiscal Year 2015-16 totaled 263.18 cumulative hours.
- C. SPECIAL MEETINGS. The Municipal Planning Board did not hold any meetings other than regularly scheduled meetings.
- D. AGENDAS. The MPB uses as "Consent Agenda" meeting format to reduce the length of meetings by forgoing discussion on items where all parties are in agreement. The remaining agenda items are presented and discussed as part of the "Regular Agenda."

V. WORKLOAD

- A. SYNOPSIS. The Municipal Planning Board reviewed a total of 157 cases in FY2015-16. The total number of cases reviewed by the MPB increased by five (5) cases this year, which is more than 3% (152 to 157 cases). The specifics of this data are as follows:

	FY2010-11	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Cases	82	103	136	151	152	157
Change	-43	+21	+33	+15	+1	+5
% Change	-34%	+25%	+32%	+11%	+0.01%	+3%



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VI. MAJOR INITIATIVES/SPECIFIC ACCOMPLISHMENTS

A. MAJOR INITIATIVES. The MPB reviewed a large number of applications, including several significant high-rise, mixed-use developments in the Downtown area. The following is a summary of notable projects reviewed in FY2015-16:

- Parramore PS-8 Community School – located north of West Livingston Street, south of West Amelia Street, east of North Westmoreland Drive, and west of North Parramore Avenue. Request for Conditional Use Permit for the development of a ±329,985 square foot PS-8th grade school, with parking garage, medical clinic, and a Boys and Girls Cub (MPB approval on October 20, 2015).
- I-Square Hotel, Mall & Helipad PD – located at 5600 International Drive, at the southeast corner of South Kirkman Road and International Drive, west of Grand National Drive. Request for Planned Development (PD) for a 23-story (400 foot tall), 539 room hotel, with ±434,831 square foot vertical mall retail, restaurant, meeting rooms, and office space (MPB approval on October 20, 2015).
- 6933 Curry Ford (Bad Dog Driving Range) – located at 6933 Curry Ford Road, on the north side of Curry Ford Road, east of Camellia Gardent Road, and west of Colton Drive. Request for PD for a 159-unit single family residential subdivision (MPB approval on November 17, 2015).
- Starwood Annexation – located south of SR 528, east of SR 417 and north of Wewahootee Road. Request for annexation, GMP amendment, and PD to allow for 6,400 residential units, ±145,000 square feet of office use, ±150,000 square feet of retail space, and ±145,000 square feet of industrial space (MPB approval on November 17, 2015).
- Crescent Lucerne PD Amendment – located at 830 Main Lane, at the northwest corner of South Orange Avenue and West Gore Street. Request to amend the Lucerne Hospital PD for a redevelopment of the site with a two-phase, multi-building mixed use project consisting of ±24,000 square feet grocery store, ±3,500 square feet of light retail, ±3,500 square foot restaurant, two residential buildings with a total of 390 units, and two parking garages (MPB approval on November 17, 2015).
- Home 2 Suites Hotel – located at 5910 American Way, north of International Drive, south of American Way, east of Universal Boulevard, and west of Kirkman Road. Master Plan request for the development of a new 6-story, 134-room hotel (MPB approval on December 15, 2015).
- Millenia Ferrari/Maserati Dealership – located at 4891 Vineland Road, on the south side of Vineland Road, between Shingle Creek and South Walden Circle, adjacent to Interstate 4. Master Plan request to allow a



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±55,000 square foot Ferrari and Maserati sales/showroom and vehicle service center (MPB approval on December 15, 2015).

- Lexus Dealership – located at 5725 Major Boulevard, north of Interstate 4, west of Florida's Turnpike, and east of Major Boulevard. Master Plan request to allow the development of a ±147,020 square foot Lexus dealership (MPB approval on December 15, 2015).
- Villages at West Lake – located at 2021 & 2205 Orange Center Boulevard, at the northwest and northeast intersection of Texas Avenue and Orange Center Boulevard. Request for PD zoning to allow a two-phase multifamily development. Phase 1 consists of 200 multifamily residential units. Phase 2 will consist of 120 senior residential units (MPB approval on December 15, 2015).
- Audubon Park K-8 – located at 1500 Falcon Drive, north of Virginia Drive, south of Corrine Drive, east of Cole Road, and west of East Winter Park Road. Conditional Use request to establish standards for a ±165,608 square foot, 1,211-student K-8 school (MPB approval on December 15, 2015).
- Stonegate at Lake Nona – located at 10298 Savannah Park Drive, north of Moss Park Road, east of Narcoossee Road and south of Savannah Park Drive. Master Plan request for a 120 unit, 3-story assisted living facility (MPB approval on January 19, 2016).
- Air Commerce Park PD – located at 3650 8th Street, south side of 8th Street, extending south to Boggy Creek Road, all west of Tradeport Drive. Request for Planned Development zoning for ±3,000,000 square feet of industrial warehouses, offices, and flex-space uses in proximity to the Orlando International Airport (MPB approval on January 19, 2016).
- Vista Park PD – located south of LeeVista Boulevard, west of SR 417, north of SR 528, and east of Narcoossee Road. Request for Planned Development for 1,572 acre property, with a development program of 4,300 residential units, ±20,000 square feet of office, and ±20,000 square feet of retail space (MPB approval on January 20, 2016).
- The Yard @ Crossman Site – located at 514 Virginia Drive, southeast corner of Virginia Drive and Alden Road, between Virginia Drive and Brookhaven Drive, generally west of Baltimore Avenue. Request for Master Plan for a mixed use development comprised of 174 multi-family units, ±63,000 square feet of commercial (retail, restaurant, and office), and an interior parking garage (MPB approval on January 20, 2016).
- Pioneers Project – located at 10123 William Carey Drive and 12345 Narcoossee Road, south of SR 417, north of Tyson Road, and east of Narcoossee Road. Request for Planned Development for a mixed use project consisting of 350 dwelling units, ±50,000 square feet of office space, ±165,000 square feet of retail space, and ±35,000 square feet of public/civic uses (MPB approval on February 16, 2016).



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- Westminster Tower – located at 80 South Lucerne Circle West, north of Ernestine Street, east of Franklin Lane, west of Kuhl Avenue, and south of Lucerne Circle West. Master Plan request for the expansion of the existing senior housing facility to include a $\pm 49,000$ square foot learning center, 84 additional independent senior living residential units, and a parking garage with $\pm 7,880$ square feet of office space (MPB approval on February 16, 2016).
- Maudlin International Truck Sales & Service – located at 2200 South Division Avenue, west side of Division Avenue, between West Kaley Street and West Grant Street, east of Interstate 4. Request for Master Plan to establish a $\pm 81,000$ square foot truck dealership and service facility on the former Merita Bread industrial site (MPB approval on May 17, 2016).
- Alexan at Audubon – located at 3710 Maguire Road, south of Maguire Road, east of McCullough Avenue, west of Bennett Road, and north of East Colonial Drive. Request for Specific Parcel Master Plan approval to allow a 357-unit multifamily apartment project within the Orlando Fashion Square DRI (MPB approval on May 17, 2016).
- Hyatt House Hotel – located at 5895 and 5897 Caravan Court, east of South Kirkman Road, south of Caravan Court, and west of Interstate 4. Request for Master Plan approval for development of a 9-story hotel with 168 rooms (MPB approval on May 17, 2016).
- Apartments at Southside Shoppes – located at 3135 South Orange Avenue, east side of South Orange Avenue, south of East Pineloch Avenue, and north of Butler Drive. Request for framework Master Plan to allow development of a 300-unit multifamily apartment complex with parking garage, and $\pm 94,000$ square feet of office/retail space (MPB approval on July 19, 2016).
- Lake Como K-8 School – located at 901 South Bumby Avenue, east side of South Bumby Avenue, south of East Gore Street and north of Dellwood Drive. Request for Conditional Use Permit to allow for a new (replacement) K-8th grade public school (MPB approval on August 16, 2016).
- Orlando Corporate Centre Apartments – located at 6201 Corporate Centre Boulevard, south of Hoffner Avenue, west of Corporate Centre Boulevard, north of LeeVista Boulevard, and east of Goldenrod Road. Request for Master Plan for a 280-unit apartment complex (MPB approval on August 16, 2016).
- Jubilee Park Phase 2 Apartments – located 6708 Hazeltine National Drive, south side of Hazeltine National Drive, west of South Goldenrod Road, and east of McCoy Road. Request for Master Plan for Phase 2 of the Jubilee Park PD to allow for the construction of a 312-unit multifamily apartment complex (MPB approval on August 16, 2016).
- OIA East Airfield – located south of the Beachline Expressway (SR 528, north of Lake Nona, east of Heintzelman Boulevard, and west of Narcoossee Road, and consisting of $\pm 1,342$ acres. Request for



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Planned Development zoning for the Orlando International Airport's East Airfield Development Area. The PD will be developed over a 20-year period, and will consist of approximately 6.1 million square feet of airport-related uses, offices, and industrial uses (MPB approval on August 16, 2016).

- Wyndham Hotel Orlando Airport – located at 4315 McCoy Road, northeast corner of McCoy Rd. and Conway Rd., north of the Beachline Expressway (SR528). Master Plan request to develop a 4-story, 112-room hotel with 92 parking spaces; and a Conditional Use Permit request to allow the hotel to exceed 35 ft. in height and to allow not more than two (2) high-rise signs for said hotel (MPB approval on September 20, 2016).
- Magnolia Hotel – located at 500 South Magnolia Avenue, south of E. Anderson St., east of S. Orange Ave., and west of S. Magnolia Ave. Planned Development request to construct a 10-story, 100 plus room hotel with a restaurant component. Applicant requested the maximum bonus in the AC-3A/T zoning district (MPB approval on September 20, 2016).

In addition to development projects, the MPB reviewed Growth Management Plan amendments including the Capital Improvements Element, as well as Land Development Code amendments which addressed the following topics:

- Social Service uses within the Parramore Heritage Overlay District;
- Affordable Housing Advisory Committee procedures;
- Distributed Antenna Systems;
- Consistency between the LDC and the City's Engineering Standards Manual;
- Authorization for the Historic Preservation Board to determine appropriate setbacks for principal and accessory structures;
- Craft brewing-distilleries- wineries;
- Boundary changes for the Conroy Road Special Plan Overlay District;
- Creation of coop accessory structure regulations for backyard chickens;
- The concurrency review process;
- Regional Public Facility Identification Signage requirements to allow private sports facilities meeting certain criteria to display such signage; and
- Amendments to Chapter 58 to simplify and clarify zoning district regulations and allowable use tables to make them more user friendly.

Finally, the City held the following workshop on September 21, 2016 at 6pm:

- Duplex and Tandem Development Workshop – to discuss duplex and tandem development in Orlando's downtown neighborhoods.



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Approximately 50 people attended the meeting, including 6 members of the MPB. The Board members discussed options for code amendments and made recommendations to staff based on comments provided by the public.

A handwritten signature in blue ink, appearing to read "Karen Anderson", written over a horizontal line.

Karen Anderson
Chairperson

A handwritten signature in blue ink, appearing to read "Dean Grandin", written over a horizontal line.

Dean Grandin
Executive Secretary and
Planning Division Manager

A handwritten signature in blue ink, appearing to read "Lourdes Diaz", written over a horizontal line.

Lourdes Diaz
Recording Secretary

A handwritten signature in blue ink, appearing to read "Stephanie Herdocia", written over a horizontal line.

Stephanie Herdocia
Board Coordinator

A handwritten signature in blue ink, appearing to read "Amy Iennaco", written over a horizontal line.

Amy Iennaco
City Clerk



Municipal Planning Board Attendance Report



Fiscal Year: 2015-16

Target Number of Meetings: 12

Recording Secretary: Lourdes Diaz

Name	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	held	# miss	% miss	Date Appointed	Term Ends
Anderson, Karen*	X	X	X	X	X	X	A	X	X	A	X	X	12	2	17%	12/05/11	07/31/17
Timothy Baker	NM																
Barrott, Jr. Alfredo	NM	X	X	A	X	X	X	X	X	A	X	X	2	0	0%	06/20/16	07/31/18
Buchanan, Stuart	X	X	X	X	A	X	X	X	X	X	TE		11	1	8%	04/26/10	07/31/16
Burns, Bakari	X	X	X	X	X	A	X	A	X	X	X	X	12	2	17%	07/30/12	07/31/18
Martin, Scott	X	X	A	X	X	X	X	A	X	X	TE		11	2	17%	04/29/09	07/31/16
Ray, Claudia	NM		X	X	A	X	X	X	X	X	X	X	9	1	10%	12/14/15	07/31/17
Schermerhorn, Tatiana	R (10/15/15)																
Searl, Jason	A	X	X	A	X	X	X	X	X	A	X	X	12	3	25%	08/29/11	07/31/17
Suarez, Mark**	X	X	X	X	X	X	A	X	X	X	X	X	12	1	8%	09/29/14	07/31/18
Tobin, Jennifer	X	X	X	X	X	A	X	X	X	X	X	X	12	1	8%	07/26/10	07/31/17
Picton Warlow	NM																
Total Meetings Held:													12				
Duration of Meeting***:	148	113	405	290	183	111	86	244	180	200	148	98	(in minutes)				
Total Members Attending:	6	7	7	7	7	7	7	7	9	6	9	8					
Volunteer Hours:	14.80	13.18	47.25	33.83	21.35	12.95	10.03	27.90	27.00	20.00	21.81	13.07	Total YTD Volunteer Hours:		263.18		

*Chairperson A=Absent

**Vice Chairperson X=Attended

Quorum = 5 N=No Meeting

TE=Term Expired

NM=New Member

R=Resigned

T=Terminated

*Contacted due to Attendance

Green/Yellow/Red=Letter Issued

- This is due to Tobin coming in at 9:08 am (244 minutes X 6 = 24.40, plus 210 minutes for Tobin = 27.90)

- This is due to Barrott coming in at 8:55 am (148 minutes X 8 = 19.73, plus 125 minutes for Barrott = 21.81)

***In the 'Duration of Meeting' field, enter a whole number. (Example: if the meeting was 30 minutes long, enter '30'.)