City Commission Regular Meeting

Agenda

May 26, 2021 @ 3:30 pm

WP Community Center
721 W. New England Ave.

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

city commission regular meeting

Virtual Participation Procedures: Link for instructions on providing public comment: https://cityofwinterpark.org/cclive. If you would like to provide comments prior to the meeting, please send them to MayorAndCommissioners@cityofwinterpark.org. These comments will be received by the City Commissioners and staff, however, will not be read publicly into the record during the meeting. This is consistent with our normal procedures for emails received prior to a City Commission meeting.

please note

Times are projected and subject to change.

agenda	time

1. Meeting Called to Order

2. Invocation

a. Reverend Emily Wasser, Winter Park Presbyterian Church — 1 minute

Pledge of Allegiance

3. Approval of Agenda

4. Mayor's Report

a. Employee Recognition: Milestone anniversaries with the city. — 5 minutes

5. City Manager's Report

a. Discussion: moving meetings back to Commission Chamber — 5 minutes

b. City Manager's Report — 5 minutes

6. City Attorney's Report

7. Non-Action Items

a. Board Appointment - Annemarie Smith to Parks and Recreation Advisory Board (Mayor Anderson) — 1 minute

8. Public Comments | 5 p.m. or soon thereafter

(if the meeting ends earlier than 5:00 p.m., the citizen comments will be at the end of the meeting)
(Three minutes are allowed for each speaker)

9. Consent Agenda

a. Approval of the minutes of the regular meeting, May 12, 2021 — 1 minute

b. Approval of the minutes of the work session, May 13, 2021 — 1 minute

c. Approval of the formal solicitations: — 1 minute

1. American Wire Group - IFB4-21 - Purchase of 15kV & 600-Volt Underground and Overhead Cable; Amount $59,000 for 25,000 ft. of 600V cable per specifications;
2. Stuart C. Irby - IFB4-21 - Purchase of 15kV & 600-Volt Underground and Overhead Cable; Amount $429,250 for 75,000 ft. of 15KV cable and 20,000 ft. of 15KV cable, per specifications.

d. Approval of the following contracts: — 1 minute

1. Johnson-Laux Construction, LLC - RFQ11-18 - Repair & Construction Services (< $200k/project); Amount $500,000 for as-needed services;
2. Allcrete, Inc. - RFP13-17 - Continuing Concrete Services; Amount $500,000 for as-needed services;
3. SGM Engineering, Inc - RFQ9-19 - Professional MEP Engineering Services; Amount $30,000 for as-needed services;
4. Calvin, Giordano & Associates, Inc. - RFQ9-19 - Professional MEP Engineering Services; Amount $30,000 for as-needed services;
5. Smithson Electric, Inc - IFB13-19 - Electrician Services; Amount $150,000 for as-needed services;
6. Yang, Inc. - IFB13-19 - Electrician Services; Amount $150,000 for as-needed services;
7. Tom's Sod Services, Inc. - IFB26-18 - Purchase, Delivery & Installation of Sod; Amount $175,000 for as-needed services;
8. IFB16-19 - Purchase & Delivery of Conduit/Pipe for the following vendors. Waiver of Procurement process is requested for these contracts to adjust costs based on monthly price adjustments for this commodity.
   a. Anixter, Inc; Amount of $175,000 for as-needed services.
   b. Electric Supply of Tampa; Amount $750,000 for as needed materials;
   c. Gresco Utility Supply, Inc.; Amount $175,000 for as needed materials;
   d. Wesco Distribution; Amount $60,000 for as needed materials;
9. Parsons - Waiver of the solicitation process is requested for Roadway Engineer-of-Record for FDOT Project 408429 US 17-92 (Orlando Ave) and enter into a contractual agreement with Parsons; Expenditures are included in CIP.

10. Action Items Requiring Discussion

a. American Rescue Plan Act (ARPA) Funding Non-Profit Support Program — 30 minutes

11. Public Hearings

a. Request of A&R Real Estate Development for: — 20 minutes
   - Subdivision approval to split the properties platted as Lots 25 & 26 on Loch Lomond Drive, zoned R-1A. Variances are

requested from the R-1A lot dimension standards, and

- Request of the City of Winter Park for an Ordinance to change the Future land use designation on Lots 25-27 from Office to Single Family Residential.

b. Resolution to designate 827 W. Lyman Avenue as a historic property — 20 minutes

c. Ordinance amending Article III, Chapter 2 of the City of Winter Park Code of Ordinance regarding Subsidiary City Boards (2nd Reading) — 10 minutes

12. City Commission Reports

13. Summary of Meeting Actions

14. Adjournment

City Commission
Regular Meeting

agenda item

item type Invocation	meeting date May 26, 2021
prepared by Kim Breland	approved by
board approval	
strategic objective	

subject
Reverend Emily Wasser, Winter Park Presbyterian Church

motion / recommendation

background

alternatives / other considerations

fiscal impact

City Commission
Regular Meeting

agenda item

item type Mayor's Report	meeting date May 26, 2021
prepared by Rene Cranis	approved by
board approval	
strategic objective	

subject
Employee Recognition: Milestone anniversaries with the city.

motion / recommendation

background

alternatives / other considerations

fiscal impact

City Commission
Regular Meeting

agenda item

item type City Manager's Report	meeting date May 26, 2021
prepared by Randy Knight	approved by Randy Knight
board approval Completed	
strategic objective	

subject
Discussion: moving meetings back to Commission Chamber

motion / recommendation

background
Based upon the previous discussion we are scheduled to move meetings back to the City Commission Chambers beginning with the June meetings. The Commission Chambers offers better technology for both in-person participation and virtual participation. It does not offer the ability to spread out as much as the Community Center does. The first question is: Do the commission still support moving back to the Commission Chambers beginning with the June meetings?

With the lifting of the masks and social distancing mandates for vaccinated persons, the commission needs to determine what if any restrictions will be placed on those attending the meetings. We will continue to offer virtual participation for the time being for those that are not comfortable coming to an in-person meeting.

Lastly, advisory boards that do not handle quasi-judicial matters have been meeting virtually. Many would like to go back to in-person meetings . Do they have permission to move back to in-person meetings if they wish?

alternatives / other considerations

fiscal impact

City Commission Regular Meeting

agenda item

item type City Manager’s Report	meeting date May 26, 2021
prepared by Jennifer Guittard	approved by Peter Moore, Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject
City Manager's Report

motion / recommendation

background

alternatives / other considerations

fiscal impact

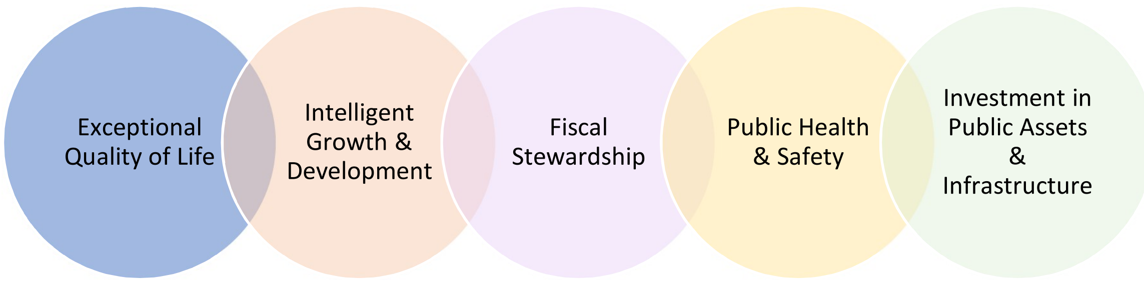
ATTACHMENTS:
90Day Report 5.26.21.pdf

city commission **city manager's**

90-Day Report

This outline provides a timetable for issues and items that are planned to come before the commission over the next three months as well as the status of initiatives that do not have any determined completion date. These are estimates and will be updated on a monthly basis.

City of Winter Park Strategic Objectives



Upcoming Commission Items

Title 1: Exceptional Quality of Life

Item	Description	Item Department	Item Date
MLK Park Plan	The City's consultant Dix-Hite has completed their initial concept plan for MLK Park. An initial opinion of costs has been developed and provided as part of the CRA Capital Improvement Plan over a two year period beginning in FY2023. The next step will involve a joint meeting in June between both Parks and Recreation Advisory Board and Community Redevelopment Agency Board where initial concept plan for the park will be reviewed and staff provided with public feedback. Conceptual design and upgrades to Shady Park have been approved and include removal of the spray play. Funds are budgeted for the current fiscal year and project should begin in late summer 2021.	Parks	June

Title 2: Fiscal Stewardship

Item	Description	Item Department	Item Date
Adoption of Tentative Millage Rate	Adoption of the Tentative Millage rate that will become part of TRIM notice for the 2021 property tax year.	Administration	July
Budget Presentation	Presentation of the Fiscal Year 2021-2022 Budget to the City Commission.	Administration	July

Title 3: Investment in Public Assets & Infrastructure

Item	Description	Item Department	Item Date
Wastewater Interlocal Contract	Renewal of Conserv II sewer treatment contract with Orlando.	Water & Sewer	June

Additional Items of City Interest

Title 4: Exceptional Quality of Life

Item	Description	Item Department
Library & Events Center	The Library/Events Center construction continues on schedule and is currently 80% complete. The inside of the Library has received drywall and painting is approximately 50% complete. The concrete floors have been polished and covered for protection. The HVAC system is in and running with proper filtration and the audiovisual system install is underway. The monumental staircase install is underway and the sound attenuation in the barrel vaults nearly complete. On the events center, interior framing and system rough-ins are completer and drywall installed. Audiovisual system install is underway. The monumental staircase is being installed and the HVAC is functioning. The ceiling framing is complete in the ballroom area. The raised flooring on the rooftop terrace is being installed and scheduled for completion on May 21st. The installation of the outdoor amphitheater raked tiers and the plinth wall are nearly complete with plinth bench wall under construction. The parking lot construction is underway beginning in the south west corner of the project which includes new curbing and excavation of soil to make room for the granite stormwater storage system under the previous pavers. Landscaping has begun around the lake, in the parking lot and the large palms have been installed on the Belvedere.	Public Works
Public Art for I-4	This $150,000 public art project, paid for by FDOT, will be installed at the NE corner of W. Fairbanks and I-4. Design selection company, RLF, is finalizing their installation schedule to meet project deadline of June 30, 2021. The second and final grant installment of $120,000 from I-4 Ultimate has been received.	Administration

Title 5: Intelligent Growth & Development

Item	Description	Item Department
Sustainability Plan	The KWPB&S Board is working with several of the City's related advisory boards and staff liaisons to review the current Sustainability Action Plan and refresh it with updated goals in the shorter term (2025) and longer term (2050). These proposed updates will be presented to related boards for review then brought to Commission late summer.	Sustainability & Planning

Title 6: Investment in Public Assets & Infrastructure

Item	Description	Item Department
Electric Undergrounding	**Miles of Undergrounding performed** Project G: 4.1 miles 94% complete Project I: 6.9 miles 89% complete Project W: 0.26 miles Complete **TOTAL so far for FY 2021**: 4.7 miles	Electric
Lakes Health Analysis	The Natural Resources Division of Parks along with Public Works, has prepared a presentation detailing historic and existing lake water quality along with previously implemented improvement projects and proposed future projects for information and discussion. This item will be presented to the Lakes Advisory Board then Commission.	Parks

Upcoming Advisory Board Meetings

This report provides a summary of upcoming board meetings currently scheduled on the calendar for the next month. The full calendar is accessible on the City's website at: https://cityofwinterpark.org/government/board-public-meetings/

Additional information relating to all of the City's boards such as meeting schedules, agendas, minutes, and board membership can be located on the City website at: https://cityofwinterpark.org/government/boards/

June Board Meetings

Advisory Board	Meeting Date	Meeting Time
Civil Service Board	6/1/21	4 p.m.
Planning & Zoning Board	6/1/21	6 p.m.
Economic Development Advisory Board	6/8/21	8:15 a.m.
Lakes and Waterways Advisory Board	6/8/21	Noon
Historic Preservation Board	6/9/21	9 a.m.
Keep Winter Park Beautiful and Sustainable Advisory Board	6/15/21	11:45 a.m.
Board of Adjustments	6/15/21	5 p.m.
Parks & Recreation Advisory Board	6/16/21	5:30 p.m.
Public Art Advisory Board	6/21/21	Noon
Transportation Advisory Board	6/21/21	4 p.m.
Utilities Advisory Board	6/22/21	Noon
Tree Preservation Board	6/22/21	5 p.m.
Community Redevelopment Advisory Board	6/24/21	Noon

Note: This calendar does not include work sessions.

City Commission Regular Meeting

agenda item

item type Non-Action Items	meeting date May 26, 2021
prepared by Rene Cranis	approved by
board approval	
strategic objective	

subject

Board Appointment - Annemarie Smith to Parks and Recreation Advisory Board (Mayor Anderson)

motion / recommendation

background

alternatives / other considerations

fiscal impact

City Commission Regular Meeting

agenda item

item type Consent Agenda	meeting date May 26, 2021
prepared by Rene Cranis	approved by Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject

Approval of the minutes of the regular meeting, May 12, 2021

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:
051221rs.pdf

City Commission
Regular Meeting Minutes

May 12, 2021 at 3:30 p.m.

WP Community Center
701 W. New England Avenue | Winter Park, Florida

Present

Mayor Phil Anderson
Commissioner Marty Sullivan
Commissioner Sheila DeCiccio
Commissioner Carolyn Cooper
Commissioner Todd Weaver

City Manager Randy Knight
Assistant City Manager Michelle Neuner
City Attorney Kurt Ardaman
City Clerk Rene Cranis

1) Meeting Called to Order

2) Invocation

Parsram Rajaram, Director of Information Technology, provided the invocation, followed by the Pledge of Allegiance.

3) Approval of Agenda

There were no changes to the agenda.

4) Mayor's Report

a. Presentation by Historic Preservation Board

Senior Planner Jeff Briggs introduced Historic Preservation Board Chairman John Skofield who recognized board members present and gave a presentation on the board's programs and the value of historic preservation.

b. Employee Recognition: Milestone anniversaries with the city.

Mayor Anderson spoke highly of city staff and congratulated employees who reached a milestone anniversary. Mrs. Neuner read the names of employees who reached 5, 10 and 15 years of service in 2020.

5) City Manager's Report

- MLK Park Plan – preliminary design should be completed in the coming months which will be presented to the Commission in order to move forward.

- Electric underground - construction is on schedule. The city has a program for residents to voluntarily drop their service at the time of undergrounding at a reduced rate. Staff will provide the study on service drops.
- Central Park stage – in the design stage and is scheduled for 2024, but it could be done sooner if funding is available.

6) City Attorney's Report

7) Non-Action Items

a. Presentation from Park Avenue District

Sarah Grafton and Ashley Fraebel, Park Avenue District, recognized members present and gave a presentation on their mission, goals, efforts and past and future events.

b. Appointment of Douglas Bond to the Code Compliance Board to replace Maria Bryant. (Commissioner DeCiccio)

c. Board Appointments - Additional appointments by Mayor Anderson.

Mayor Anderson reported Commissioner DeCiccio's appointment of Douglas Bond to the Code Compliance Board and his appointments as follows:

- Community Redevelopment Advisory Board – Matthew Hurst
- Construction Board of Adjustment and Appeals – William Maroon and Tony Apfelbeck (reappointments)
- Public Art Advisory Board – Jeffrey Mann and Michael Barimo

d. Financial report for the six months ended March 31, 2021

Director of Finance Wes Hamil presented the financial report and responded to questions.

8) Citizen Comments | 5 p.m. or soon thereafter (heard after Item 10c.)

9) Consent Agenda

a. Approval of minutes of the Work Session, April 21, 2021 **(removed by Commissioner Cooper)**
b. Approval of the minutes of the Work Session, April 28, 2021
c. Approval of the minutes of the Regular Meeting, April 28, 2021 **(removed by Commissioner Cooper)**
d. Approval of the minutes of the Work Session, April 29, 2021

e. Accept Housing Authority Board recommendations to fill vacancies on the Housing Authority Board:
    - Tammie Holiday, resident member, to replace Dorothy Felton (Term expires 2022)
    - Dawn Ofodile to replace Judith Kovisars (Term expires 2022)

f. Approval of the following contracts:
    1. Allcrete, Inc. - RFP13-17A - Continuing Concrete Services; Amount $500,000;
    2. Johnson-Laux Construction, LLC - RFQ11-18B - Repair & Construction Services (< $200k/project); Amount $500,000;
    3. SGM Engineering, Inc - RFQ9-19A - Professional MEP Engineering Services; Amount $30,000;
    4. Calvin, Giordano & Associates, Inc. - RFQ9-19A – Professional MEP Engineering Services; Amount $30,000;
    5. Smithson Electric, Inc - IFB13-19B - Electrician Services; Amount $150,000;
    6. Yang, Inc. - IFB13-19B - Electrician Services; Amount $150,000;
    7. Tom's Sod Services Inc. - IFB26-18A - Purchase, Delivery & Installation of Sod; Amount $175,000.

g. Approval of the formal solicitations:
    8. Paterson Pope, Inc. - IFB21-21 Winter Park Library Shelving; Amount $298,935.

h. Approval of the following piggyback contracts:
    1. Cain Enterprises, LLC - Volusia County - RFP S-802BC – Water and Wastewater Facilities – Operations and Maintenance; Amount $75,000. Term through 5/26/2024;
    2. 2. Tyco Integrated Security, LLC - Sourcewell #031517-TIS - Facility Security Equipment, Systems & Services; Amount $165,000;
    3. 3. Control Technologies, Inc. - FDOT DOT-ITB-20-9034-GH – APL Traffic Equipment; Amount $100,000. Term through 11/3/2022.

Motion made by Commissioner Cooper to approve Consent Agenda Items b and d - h; seconded by Commissioner Weaver.

LaWanda Thompson, 664 W. Lyman Avenue, spoke on behalf of her organization Equity Council Court that hosts events that help children and the community and asked for support of smaller non-profits with the ARP funding. She also requested to be provided with information on how to request future support.

Upon a roll call vote, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

Item 9a: **Motion made by Commissioner Cooper to amend the minutes on Page 2, Page 10, changing in the last line to read "Change the maximum height of floors above the first floor to 12 feet." and under bullet beginning "Throughout the document…" change "setback" to "stepback"; seconded by Commissioner Weaver.**

Item 9c: **Motion made by Commissioner Cooper to amend the minutes on Page 4, 4th paragraph, changing "12 feet" to "11 feet" and on Page 6, 3rd paragraph from the bottom to read "to clarify that the language to be stricken pertains to Economic Development Advisory Board, Section 2-56, and Section 2-46(b)."; seconded by Commissioner Weaver.**

Upon a roll call vote on both motions, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

10) Action Items Requiring Discussion

a. Appeal of Tree Permit Denial -1601 Pine Ave

Attorney Ardaman provided the background of this appeal which the commission can approve or deny.

City Forester Josh Nye. He provided the background of the tree removal permit process for this property as part of new construction and stated the applicant received approval to remove 11 trees but denial to remove 3 trees and responded to questions regarding tree placement, tree standards and regulations and impact.

The applicant was not present nor participating virtually.

Motion made by Commissioner Sullivan to deny the appeal; seconded by Commissioner Cooper.

Motion made by Commissioner Weaver to amend the motion to allow the tree next to path to be removed; seconded by Commissioner DeCiccio.

There were no public comments.

Upon a roll call vote on the amendment, Commissioners DeCiccio and Weaver voted yes and Mayor Anderson and Commissioners Sullivan and Cooper voted no. Motion failed with a 2-3 vote.

Upon a roll call vote on the main motion, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Anderson voted yes. Motion carried unanimously with a 5-0 vote.

b. Library and Events Center Room/Area Naming Proposals

Mr. Knight provided the background for naming of rooms at the Center and stated that Mr. Tiedtke, through Florida Charities, came forward with a $750,000 donation and the amphitheater will be named Tiedtke Amphitheater. He expressed his gratitude for his generosity and for the continued partnership to draw events to arts events in the city.

Motion made by Mayor Anderson to approve the Room/Area Naming Proposal List and the Donor Agreement naming the Tiedtke Amphitheater; seconded by Commissioner DeCiccio. There were no public comments. **Upon a roll call vote, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.**

c. Potential Improvements/Modifications at Fairbanks Avenue & Denning Drive

Director of Planning and Transportation Bronce Stephenson provided the history of discussions on the acquisition of property for intersection improvements and gave a presentation on existing conditions and two improvement scenarios, one to widen the travel lanes on Fairbanks Avenue to 11 feet and the second to add dedicated left-turn lane at Denning and widen the travel lanes to 11 feet. He responded to questions and discussion followed on impact to adjacent businesses, FDOT regulations and ADA sidewalk requirements.

In-depth discussion followed on the need to know FDOT regulations, the impact of becoming a landlord, whether there is a critical need to purchase the property at this time, current and future funding availability and alternative solutions (rear access, reduce curb cuts).

Motion made by Commissioner DeCiccio to table; seconded by Commissioner Cooper.

Members of the Commission identified the need for more information on FDOT regulations, city investment in maintaining the property, liability and fire and code regulations. A work session was suggested within 90 days to discuss the impact of becoming a landlord.

Upon a roll call vote to table (for 90 days), Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

The meeting recessed at 6:13 and reconvened at 6:25 p.m.

8) Citizen Comments | 5 p.m. or soon thereafter

Jackie Oswalt Moore, Austin's Coffee, expressed her concern about safety of pedestrians using the sidewalk on the south side of Fairbanks and supported further evaluation of the intersection.

Lawanda Thompson, 664 W. Lyman, spoke on establishing a school in the community for which she has petitions of support which will be delivered to Orange County School Board. She asked the city for assistance and through the process. She provided copies of the petition for each member of the Commission. Commissioner Cooper asked Ms. Thompson to provide the Commission with requirements and process to establish a new school.

Marcus Robinson (no address given) expressed his frustration on communication with landlords of Fairbanks Avenue properties and urged the commission to be accepting of people's differences.

10) Action Items Requiring Discussion (continued)

d. Review of American Rescue Plan allocations.

Mayor Anderson noted that the city will receive approximately $12.9 million under the ARP and summarized Commission prior discussions on use of those funds.

Mr. Knight advised that as a result of additional guidance from Department of the Treasury, staff believes there is more flexibility and that the Commission may want to reconsider allocation of funds. He responded to questions and discussion followed on earmarked Federal funding for Mead Garden, solar, and Housing Authority property improvements. Consensus was to remove solar canopy from the ARP list and include it in the infrastructure bill, defer the housing authority repairs for more information, and that additional funding for Mead Garden (above earmarked funding) would have to be allocated from the ARP or infrastructure bill.

Commissioner Sullivan spoke in support of the Library but questioned providing a disproportionate share of the funding to the Library. He suggested identifying those organizations the city wishes to support including non-profits not currently supported by the city and split the funds equally which will provide a broader benefit to the city.

Commissioner DeCiccio disagreed with reducing funding to the Library and spoke on the Library's need for computers, WIFI and the Library's reduced revenue and shortfalls.

Sabrina Bernat, Executive Director of the Library, noted that the Library is the largest non-profit in the community and outlined the population supported by the Library and the needs to support those groups. She stated funds would be directly reinvested in community services, home-bound services and adding mail delivery. Discussion followed on the city's support and the Library's use of that support. Mrs. Bernat advised that the Library is short about $400,000 in this fiscal year.

Commissioner Cooper suggested development of an annual budget for organizational support and development of criteria in order to solicit applications from which the city would determine eligibility for support.

Further discussion ensued on how to allocate funds for the Library and non-profits.

Motion made by Mayor Anderson to allocate $1.1 million to non-profits with $600,000 allocated to the Library over 18 months, $300,000 (except Library and Dr. Phillips) divided equally ($24,000) between current city-supported non-profits and $200,000 split equally to other non-profits based on guidelines developed by staff and approved by the Commission; seconded by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.

The following presented information on their organization and their request for support:

- Lawanda Thompson, Equity Council Court
- Randy Robertson, Gladdening Light
- Elizabeth Gwynn, Bach Festival Society
- Heather Alexander, Winter Park Playhouse
- Brittany Picher, Center for Independent Living

Michael Perleman, 1010 Greentree Drive, suggested that the city determine the future use of the old Library before spending funds on renovations and asked who will own the art at the Library. Mr. explained the need to maintain/repair the old Library Knight advised that the City will own the art.

Jackie Oswalt Moore suggested that the city allow local artists to loan art to the Library for the opportunity to sell and encouraged the city consider allocating funds back to residents in the form of credits on their utility bill.

Upon a roll call vote, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5–0 vote.

Mayor Anderson clarified that staff will review the requests and present funding scenarios at a future meeting for consideration. In response to questions, Mr. Knight stated that some of the general items being funded need to have project scopes that will be presented to the Commission for approval.

Motion made by Commissioner Weaver to approve general funding allocations subject to possible revisions at a future date; seconded by Mayor Anderson. Upon

a roll call vote, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

11) Public Hearings

a. ORDINANCE 3206-21: AN ORDINANCE OF THE CITY OF WINTER PARK FLORIDA, AMENDING ARTICLE III OF CHAPTER 2 OF THE CITY OF WINTER PARK CODE OF ORDINANCES REGARDING SUBSIDIARY CITY BOARDS AND THE MEMBERSHIP, FUNCTIONS, DUTIES AND PROCEDURES OF SUBSIDIARY CITY BOARDS; AMENDING SECTION 58-446 TO ELIMINATE THE REFERENCE TO ALTERNATE MEMBER TO THE HISTORIC PRESERVATION BOARD TO BE CONSISTENT WITH SUCH BOARD'S MEMBERSHIP SET FORTH IN CHAPTER 2, ARTICLE III; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. (2nd Reading)

Attorney Ardaman read the ordinance by title.

Commissioner DeCiccio commented on the OAO Appearance Review Advisory Board and said she feels the review requirements should not apply to all projects as it will be burdensome to small businesses. Discussion followed with clarification that the review requirements are in the OAO zoning text ordinance and small projects under 10,000 square feet do not have provide 3-D architectural renderings.

Motion made by Commissioner Weaver to table until the next meeting; seconded by Mayor Anderson. Upon a roll call vote, Mayor Anderson and Commissioners Sullivan, DeCiccio, Cooper and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

12) City Commission Reports

Commissioner DeCiccio

- Stated that she has received e-mails requesting benches in West Meadow and asked if benches could be added. Consensus was to direct staff to research.
- Asked whether grants are available to replace the cameras on Park Avenue. Police Chief Michael Deal advised that no grants are available. Staff noted that this could be included in the budget or as part of the ARP funding.
- Asked for creation of a task force to make recommendations to provide broadband throughout the city. After discussion, consensus was for staff to provide the Commission a previous report on broadband and bring back a scope for a task force or the Utilities Advisory Board.

Commissioner Sullivan

- Commented on the Orange County Solar Coop that provides group solar opportunities.
- Suggested that annual Library support should be separated from other non-profit organizational support in the budget.
- Commended DePugh Nursing Home for achieving 92% staff vaccination rate.

Commissioner Cooper

- Noted that ethics training is being hosted by the city on Thursday. May 20.
- Reminded everyone of the OAO work session tomorrow at 1:00.
- Expressed gratitude for community participation in the city.

Commissioner Weaver

- Thanked city staff for meeting with him and advised of the difficulties converting electric vehicles for police patrol but will look at for non-patrol vehicles. He stressed the need to look at super chargers.
- Gave a presentation comparing of gas, electric and battery-operated leaf blowers and impact on noise, environment and personal health. After discussion, consensus was to have Keep Winter Park Beautiful and Sustainable Advisory Board research to include incentives, sunset date, communications efforts, report on other agencies success, small business and economic impact. Parks and Recreation Director Jason Seeley advised that the city is purchasing battery-operated blowers for parks maintenance.

Mayor Anderson

- Thanked everyone for their input.

13) Summary of Meeting Actions

- Appointments were made to city boards.
- Directed staff to provide a study on service drops and lighting
- Approved the Consent Agenda (with amendments)
- Denied appeal of the tree removal permit.
- Approved Tiedtke Amphitheater and naming agreement.
- Tabled Fairbanks Avenue discussion for 90 days to evaluate conditions of the properties, obtain information from FDOT, and directed staff to schedule a work session to discuss impact of becoming a landlord.
- Approved ARP funding of general items with condition that staff bring back specific line items for future consideration and approved allocation to non-profits at $600,000 for the Library, $300,000 for city supported non-profits divided equally, and $200,000 for other non-profits.
- Tabled the ordinance relating to city boards.

- Directed staff to look at installing benches in the West Meadow.
- Directed staff to research installing/updating cameras on Park Avenue.
- Directed staff to develop scope for broadband task force and provide prior report to the Commission.
- Keep Winter Park Beautiful and Sustainable Advisory Board to research gas-powered blowers including economic impact, other agencies regulations.

14) Adjournment

The meeting adjourned at 9:17 p.m.

____
Mayor Phillip M. Anderson

ATTEST:

____
City Clerk Rene Cranis

City Commission
Regular Meeting

agenda item

item type Consent Agenda	meeting date May 26, 2021
prepared by Rene Cranis	approved by Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject
Approval of the minutes of the work session, May 13, 2021

motion / recommendation
Approve.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:
051321ws OAO.pdf

City Commission
Work Session Minutes

May 13, 2021 at 1:00 p.m.

Virtual

Present:

Mayor Phil Anderson
Commissioner Marty Sullivan
Commissioner Sheila DeCiccio
Commissioner Carolyn Cooper
Commissioner Todd Weaver

City Clerk Rene Cranis

Also Present:

Director of Planning and Transportation Bronce Stephenson
Planner Allison McGillis
Laura Smith, GAI Consultants

1) Call to Order

Mayor Anderson called the meeting to order at 1:04 p.m.

2) Discussion Item(s)

a. OAO Discussion

Commissioner DeCiccio addressed appearance review requirements and it was clarified that 3D drawings would be required for buildings over 10,000 square feet. Mayor Anderson suggested that for projects less than 10,000 square feet the presentation of materials should be at the discretion of the planning director. Commissioners Cooper and DeCiccio agreed.

Commissioner Sullivan commented on setbacks, stepbacks and build-to lines. Mrs. McGillis reviewed the setback requirements and variances that may be required and discussion followed setbacks and build-to lines.

Mayor Anderson explained the intent of the enhancement menu and issues in determining the cost of the enhancement, the exchange rate/incentive, and conversion into square footage.

Mrs. Smith reviewed GAIs calculation parameters and OAO models showing the change in income based on the incremental increase in site size and FAR and discussion followed on the calculations at different site sizes and FAR and determination of the value of land and additional FAR.

Mayor Anderson displayed and reviewed his spreadsheet and calculations. Mrs. Smith said she would have to review in detail before commenting on the calculations. Mayor Anderson said he would like GAI to do three more case studies at specific FARs with and without parking. He offered to share his assumptions and recalculate the scenarios. In-depth discussion was held on the calculations and scenarios for developing the value of enhancements incrementally by FAR and site size.

Mayor Anderson offered to review the spreadsheet with others and Mr. Stephenson will send the most recent version of ordinance to GAI with revisions.

3) Adjournment

The meeting adjourned at 2:41 p.m.

____
Mayor Phillip M. Anderson

ATTEST:

____
City Clerk Rene Cranis

City Commission Regular Meeting

agenda item

item type Consent Agenda	meeting date May 26, 2021
prepared by Amanda LeBlanc	approved by Jennifer Maier, Michelle Neuner, Randy Knight
board approval Completed	
strategic objective Fiscal Stewardship.	

subject
Approval of the formal solicitations:

item list
1. American Wire Group - IFB4-21 - Purchase of 15kV & 600-Volt Underground and Overhead Cable; Amount $59,000 for 25,000 ft. of 600V cable per specifications;
2. Stuart C. Irby - IFB4-21 - Purchase of 15kV & 600-Volt Underground and Overhead Cable; Amount $429,250 for 75,000 ft. of 15KV cable and 20,000 ft. of 15KV cable, per specifications.

motion / recommendation
Commission approve items as presented and authorize Mayor to execute.

background
A formal solicitation process was conducted to award these contracts.

alternatives / other considerations
N/A

fiscal impact
Total expenditures included in approved budgets.

City Commission Regular Meeting agenda item

item type Consent Agenda	meeting date May 26, 2021
prepared by Amanda LeBlanc	approved by Jennifer Maier, Michelle Neuner, Randy Knight
board approval Completed	
strategic objective Fiscal Stewardship.	

subject
Approval of the following contracts:

item list
1. Johnson-Laux Construction, LLC - RFQ11-18 - Repair & Construction Services (< $200k/project); Amount $500,000 for as-needed services;
2. Allcrete, Inc. - RFP13-17 - Continuing Concrete Services; Amount $500,000 for as-needed services;
3. SGM Engineering, Inc - RFQ9-19 - Professional MEP Engineering Services; Amount $30,000 for as-needed services;
4. Calvin, Giordano & Associates, Inc. - RFQ9-19 - Professional MEP Engineering Services; Amount $30,000 for as-needed services;
5. Smithson Electric, Inc - IFB13-19 - Electrician Services; Amount $150,000 for as-needed services;
6. Yang, Inc. - IFB13-19 - Electrician Services; Amount $150,000 for as-needed services;
7. Tom's Sod Services, Inc. - IFB26-18 - Purchase, Delivery & Installation of Sod; Amount $175,000 for as-needed services;
8. IFB16-19 - Purchase & Delivery of Conduit/Pipe for the following vendors. Waiver of Procurement process is requested for these contracts to adjust costs based on monthly price adjustments for this commodity.
   a. Anixter, Inc; Amount of $175,000 for as-needed services.
   b. Electric Supply of Tampa; Amount $750,000 for as needed materials;
   c. Gresco Utility Supply, Inc.; Amount $175,000 for as needed materials;
   d. Wesco Distribution; Amount $60,000 for as needed materials;
9. Parsons - Waiver of the solicitation process is requested for Roadway Engineer-of-Record for FDOT Project 408429 US 17-92 (Orlando Ave) and enter into a contractual agreement with Parsons; Expenditures are included in CIP.

motion / recommendation
Commission approve items as presented and authorize Mayor to execute.

background

Items 1-11 - A formal solicitation process was conducted to award these contracts.
Item 12 - This FDOT roadway project is approximately 2 miles in length through the City. The Water and Wastewater Department has water and wastewater utilities within the project corridor requiring replacement affected by the roadway improvements. FDOT has selected Parsons to perform the services. Staff has determined it is most advantageous to the City to utilize Parsons for the utility design; they will use their design knowledge of the roadway, stormwater, lighting, temporary traffic control, constructability, etc., in conjunction with the utility design coordination.

alternatives / other considerations

N/A

fiscal impact

Total expenditures included in approved budgets.

City Commission Regular Meeting agenda item

item type Action Items Requiring Discussion	meeting date May 26, 2021
prepared by Peter Moore	approved by Michelle Neuner, Randy Knight
board approval Completed	
strategic objective Fiscal Stewardship	

subject

American Rescue Plan Act (ARPA) Funding Non-Profit Support Program

motion / recommendation

Approve the Program requirements and associated application and open the program for applicants.

background

The City Commission has approved up to $200,000 in one-time support for Winter Park non-profit organizations that currently do not receive annual operational support from the city or CRA. This funding is being set aside from ARPA that the city expects to receive as part of the Federal government's pandemic response and recovery programs.

The Program has been designed with the intent of providing one-time help to smaller Winter Park non-profits with a proven track record of service in the city. While there are many non-profit organizations that operate in and around the city, as funds are limited, staff is proposing the following applicant guidelines for any recipient of funds.

- Must be a Non-Profit 501(c)(3)
- Headquartered within the Municipal boundaries of Winter Park
- Have been in operation for at least the last 3 years
- Annual operating budget does not exceed $2 million
- Have an independent Board of Directors responsible for oversight
- Must demonstrate a financial need caused by the COVID-19 Pandemic

Staff is recommending that any support from the city for an applicant under this program be capped at $25k or half of the annual operating budget of the applicant organization, whichever is less. This will help reserve funding for more organizations, be equivalent to funding allocations the Commission has already set for existing non-profit partners, and ensure that any recipient is not being wholly supported by this one-time grant.

Program guidelines have been attached to this item as well as a draft version of the application. Any applicant that is ultimately selected for funding assistance will have to enter into a contractual agreement with the city. If these program guidelines are approved, staff will work with legal to develop the funding contract and it will likely mirror the city's existing non-profit grant contracts already in use. The ARPA does include language that could have financial monitoring requirements for non-profits that accept funds and staff suggests that all potential applicants spend some time reviewing the law and the implications that grant support may have for their organization.

alternatives / other considerations

N/A

fiscal impact

This program will have no operating impact on the budget as the funding being utilized comes from the Federal government.

ATTACHMENTS:

Draft ARPA Organizational Support Program - 5-18-21.docx

ATTACHMENTS:

ARPA Non-Profit Support Application 5-18-21.docx

American Rescue Plan Act Funding
Non-Profit Support Program
City of Winter Park

Purpose

The purpose of the Organizational Support Policy is to ensure that the allocations of public funds derived from the American Rescue Plan Act (ARPA) are used strategically to offer services that are better provided by non-profit community partners while creating clear expectations and improved outcomes from the services rendered. It is important that all public funding assigned to outside organizations are distributed and monitored in a transparent and accountable manner on behalf of the citizens of Winter Park.

General Requirements for Eligibility

Any organization seeking financial support from the City of Winter Park must complete an application and meet the general requirements to be considered for funding. The city is under no requirement or expectation to provide funding to any organization and funding for Organizational Support may vary depending upon the financial priorities of the city. The City Commission has currently allocated a total of $200,000 for this grant program and it is anticipated that the cap for any one applicant will be $25,000 or half of the annual operating budget of the applicant organization, whichever is lower. Policy amendments or modifications are at the sole discretion of the City Commission.

General requirements include but are not limited to:

- Must be a Non-Profit 501(c)(3)
- Headquartered within the Municipal boundaries of Winter Park
- Have been in operation for at least the last 3 years
- Annual operating budget does not exceed $2 million
- Have an independent Board of Directors responsible for oversight
- Must demonstrate a financial need caused by the COVID-19 Pandemic

Application Process

Organizations that meet the general requirements must complete an application and submit it to the City Manager's office by July 1, 2021 to be considered for funding from the ARPA funds. Only completed applications will be accepted. Applications will be reviewed by the city for completeness and sent to the City Commission for consideration. A copy of the application is attached to this policy.

Contractual Agreement

Applicants approved for funding will enter a contractual agreement with the City that outlines general obligations and reporting requirements. The ARPA includes language that may require grant recipients to meet additional financial compliance guidelines including the need for a formal audit if certain thresholds are met.[1] Recipients are expected to be familiar with these requirements and willing to comply with all terms.

[1] If an organization spends over $300k of federal funds in a fiscal year, they may be required to have an audit of not only those funds but also their financial statements, internal controls, and compliance. Please seek legal counsel for any impact.

Grant Disbursal & Reporting Requirements

Approved grants will be disbursed prior to September 30, 2021. Approved organizations will be required to submit a report outlining how funds were utilized. The report must be submitted by September 30, 2022.

Non-Profit Status & Location

An organization will only be considered for funding if they are a 501(c)(3) as evidenced from a copy of a current IRS Determination Letter. Any applicant must also be headquartered within the municipal boundaries of Winter Park. Organizations headquartered outside of Winter Park should seek ARPA support from their respective jurisdiction.

Funding as a Percentage of the Organization's Budget

The city will not consider any funding request in excess of 50% of the organization's total annual budget. This ensures that public funding is not the sole support at risk in any organization's efforts and allows the city to provide a base leverage of at least 1-to-1. If an organization meets all program requirements and has an annual operating budget of less than $50,000, the city will grant up to half of the organization's operating budget as reported on the most recent IRS form 990.

Limited Term of Support

Applicants should understand that this grant application is for a one-time grant process as a result of the city's access to ARPA funding. The city is not obligated provide any funding commitments beyond this support cycle.

History of Service in Winter Park

Organizations applying for support must have at least a three-year history of service in the City of Winter Park. This helps ensure that applicants have been operationally viable and have a history of commitment to the city with a proven record of accomplishment.

Size of Organization

It is the City of Winter Park's assumption that larger organizations have more diverse funding and support options and that this program's support should be reserved for smaller non-profits in the city. Any organization with an annual operating budget as demonstrated on their most recent IRS form 990 that is larger than $2 million, will not be eligible to apply.

COVID-19 Impact

The ARPA requires that any sub-recipient of funding would have to demonstrate detrimental impact from the pandemic. The application will provide an area for the submitting organization to provide their explanation of impact, whether this be estimated lost revenues or reductions in grant revenues or some other explanation.

Public Record

All organizations applying for support should recognize that State of Florida laws stipulate that any correspondence or applications received by the City of Winter Park are subject to public records requests.

DRAFT

APPLICATION FOR ORGANIZATIONAL SUPPORT FROM AMERICAN RESCUE PLAN ACT FUNDS CITY OF WINTER PARK FY 2020-2021

I. COVER SHEET & AUTHORIZATION PAGE

Legal Name of Organization:			
DBA:			
Mailing Address:			
CEO/President:		**Email:**	
Telephone:		**Fax:**	
Contact Person:		**Title:**	
Telephone:		**Email:**	
Organization Fiscal Year: *(mm– mm)*		**Website:**	

Authorization

Our signatures certify that to the best of our knowledge the information contained in this proposal is accurate, complete and consistent with our organization's Mission, Articles of Incorporation and By-Laws and that we have the legal authority to sign below. Florida has a very broad public records law. As a result, upon request, unless otherwise exempt, any written communication created or received by City of Winter Park officials and employees will be made available to the public and media. Furthermore, under Florida law, email addresses are public records.

Board Chairperson (type or print)

Director/CEO/President (type or print)

Board Chairperson (sign in blue ink)

Director/CEO/President (sign in blue ink)

Date

Date

Who will authorize any contractual agreements?

Name (Printed)

II. SUPPORTING DOCUMENTS CHECKLIST

<u>Instructions</u>: In the order listed below, attach the following items to the application. Place an "X" in all boxes indicating ***included*** or ***not included***.

	Included	Not Included
1. 501 (C)(3) Determination Letter from the IRS	______	______
2. Current By-Laws & Articles of Incorporation	______	______
3. IRS Form 990 for the years 2019 & 2020	______	______
4. Organization Chart	______	______
5. Proof of operational history of at least three years	______	______
6. Any correspondence received from the IRS in the last 12 months	______	______

Please answer the questions below and provide a detailed explanation where necessary.

1. Provide an explanation for any requested documents not attached.

2. Is your organization (local chapter) involved in any pending litigation? Yes ______ No ______
   (If yes, please explain) (Please use additional sheets of paper if needed)

III. ORGANIZATIONAL OVERVIEW

This section is not required if currently registered with the Community Foundation unless any updates need to be added.

1. **<u>Organization's History and Mission Statement:</u>** Provide a brief organization history and mission statement that includes organization's goals and objectives, service area, and location. *(Not to exceed 1 page*)

2. **<u>Organization Affiliation:</u>** Is your organization a part of a larger organization? If yes, please explain your affiliation.

3. **<u>Major Organization Activities and Accomplishments during the Past Year:</u>** Provide information on major activities such as special events and organization/program achievements. *(Not to exceed ½ page)*

4. **<u>Major Changes during the Past Year:</u>** Provide information regarding any major changes that your organization has experienced during the past year *(e.g., Board or Staff Changes, Mergers, Location, Policy). (Not to exceed ½ page)*

IV. USE OF PUBLIC FUNDS

1. **<u>Use of Grant Funding:</u>** Outline the projects or programs that will be accomplished with this grant funding. *(May attach supporting documentation as necessary.)*

2. **<u>Need for Public Funding:</u>** Outline the financial impact the COVID-19 Pandemic had on your organization.

3. **<u>Amount of Funding:</u>** What is the total amount being requested and what percent of the total organization's budget does it represent? *(Please note that grant support will not exceed $25,000 or more than half of the organization's annual operating budget.)*

4. **<u>Evaluating Success:</u>** What measurements or outcomes will the organization use to evaluate its own success with the use of public funds? Please provide goals for every type of program/project listed in question 1 above.

By signing this application, the submitting organization is representing that it has provided the information in the most accurate manner possible and has read the city's American Rescue Plan Act (ARPA) Funding Non-Profit Support Program and will agree to abide by both the Program terms as well as any terms and reporting required by the ARPA.

City Commission Regular Meeting **agenda item**

item type Public Hearings	meeting date May 26, 2021
prepared by Allison McGillis	approved by Bronce Stephenson, Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject
Request of A&R Real Estate Development for:

item list
- Subdivision approval to split the properties platted as Lots 25 & 26 on Loch Lomond Drive, zoned R-1A. Variances are requested from the R-1A lot dimension standards, and
- Request of the City of Winter Park for an Ordinance to change the Future land use designation on Lots 25-27 from Office to Single Family Residential.

motion / recommendation
Staff recommendation is for approval

background

A&R Real Estate Development LLC (contract purchaser) has the three lots (Lots 25-27) at the corner of Loch Lomond Drive and Moray Lane under contract for purchase to redevelop as three individual single-family homes. The Zoning is single-family residential (R-1A). Lot 27 on the corner of Loch Lomond Drive and Moray Lane has an existing home on it and is a buildable lot. Lots 25 and 26 immediately to the east fronting on Loch Lomond Drive (are in the same ownership) and are vacant lots. They are 60-foot wide lots at the street. Under the Zoning Code provisions "if two or more lots with continuous frontage are under a single ownership… the lots shall be considered to be an undivided parcel for the purposes of this zoning article". As a result, this subdivision or lot split request is required to use the two platted lots for two individual new homes.

During the City's review process of subdivisions or lot split requests, there are two criteria that are reviewed. First is the 'Zoning Test' as to conformance with the zoning criteria. The next is the 'Subdivision Code Test' which is conformance to the neighborhood character.

Zoning Test

As indicated above, each lot is 60 feet wide at the street and has 9,586 square feet of land size. The R-1A zoning requires a minimum lot size of 75 feet of lot width and 8,500 square feet of lot area. Thus, variances are requested from the R-1A 75-foot lot width dimension standards.

Lot Conformance to Subdivision Code Test

There are 19 other homes within this immediate neighborhood and block with the same R-1A zoning (see attached map). Of those homes, eleven (57%) are conforming lots with 75 feet of width or greater and eight (43%) are 55-65 feet in width. What is also important is that seven existing homes that are immediately to the east on Loch Lomond Drive or immediately to the rear of this site on Nairn Drive are the ones that are 55-65 feet in width. Thus, while the lot widths proposed are not (on average) comparable to the entire block, the proposed lot widths are exactly the same as the immediate neighboring properties.

No Impact on Floor Area Ratio

The applicant is aware of the recent code change that limits the maximum floor area ratio to the same 38% FAR as exists today on the combined lots versus the maximum 43% FAR that would otherwise apply after the lots are split. As a result, the square footage of the future homes/structures on these lots is unchanged. The difference is that the square footage can be divided into two homes versus one home. The applicant can now build one home of 7,286 square feet in size on these two lots. After the split, they can build the same square footage (3,643 sq. ft.) on each lot. The applicant believes that the two smaller homes are much more compatible with the neighborhood than one much larger home.

Development Plans

The applicant has provided generalized plans for the type of homes that they plan to build, and general site plans for the layout of the proposed new homes. The applicants will comply with the normal single-family development standards, setbacks, etc.

Comprehensive Plan Future Land Use Change

Dating back to when this neighborhood was annexed from Orange County in 1980, the future land use of most of the neighborhood is Office. However, the City's Comprehensive Plan contains the Policy (below) that limits the development along Loch Lomond Drive to single family residential. In order to start the 'housekeeping' of consistency, the staff has added to this agenda item, which is a change to the future land use map to match the single-family zoning.

Policy 1-C-10: Land Use Consistency on Loch Lomond Drive, East of Hospital

Notwithstanding the future land use text elsewhere in this element, for the office future land use category and for future land use and zoning compatibility; that within the land area to the east of the Winter Park Hospital that fronts on Loch Lomond Drive across from Cady Way Park, the office future land use category shall only be deemed consistent with single family residential (R-1A) development and while subdivision variances may be approved to allow smaller lots for future redevelopment, that redevelopment shall only be of single family homes.

Summary

The sellers of this property bought these two lots at different times and had no idea that the Zoning Code views them as a single parcel. The split creates lots that exceed the minimum R-1A lot size except for the frontage. The 60-foot frontage is the same as the most immediate homesites to this property. The proposed split is in conformance with the Comprehensive Plan policy for Loch Lomond Drive. These new homes could energize redevelopment of new homes along Loch Lomond in this attractive setting across from Cady Way Park.

Applicable Codes

The applicable Comprehensive Plan policy and Subdivision Code section governing lot splits are below.

RELEVANT COMPREHENSIVE PLAN POLICIES:

Policy 1-5.2.8: Subdivision of Land and Lot Splits for Non-Lakefront Single Family & Low Density Multi-Family Property. The City shall consider approving subdivision and lot split applications, which are not lakefront properties and which are not estate lots in areas designated single family, low density or multi-family residential, when the proposed new lots are designed at size and density that meet adopted subdivision regulations. The City Commission in consideration of lot consolidation requests may limit the applicable floor area ratio as a condition of approval in order to preserve neighborhood scale and character.

Policy 1-6.3.1: Protect Trees. The City shall promote the proliferation and preservation of trees throughout the City, minimize the removal of protected trees, and require compensation and replanting for the loss of protected trees in various stages of maturity on public and private property in order to preserve the quality of life in the City well into the future.

Policy 5-2.7.2: Tree Protection from Development Activities. The City shall protect and conserve specimen and other significant trees from destruction by development activities through the site development process.

ARTICLE VI. - SUBDIVISION AND LOT CONSOLIDATION REGULATIONS

Sec. 58-377. - Conformance to the comprehensive plan.

(a) In the City of Winter Park, as a substantially developed community, the review of lot splits, lot consolidations, plats, replats or subdivisions within developed areas of the city shall insure conformance with the adopted policies of the comprehensive plan as a precedent to the conformance with other technical standards or code requirements.

(b) In existing developed areas and neighborhoods, all proposed lots shall conform to the existing area of neighborhood density and layout. The proposed lot sizes, widths, depths, shape, access arrangement, buildable areas and orientation shall conform to the neighborhood standards and existing conditions. This provision is specifically intended to allow the denial or revision by the city of proposed lot splits, lot consolidations, plats, replats or subdivisions when those are not in conformance with the existing neighborhood density or standards, even if the proposed lots meet the minimum technical requirements of the zoning regulations.

(c) In determining the existing area or neighborhood density and standards, for the consideration of lot splits, plats, replats or subdivision of other than estate lots or lakefront lots, the planning and zoning commission and city commission shall consider the frontage and square foot area of home sites and vacant properties with comparable zoning within an area of 500-foot radius from the proposed subdivision.

(d) In order to implement the policies of the comprehensive plan, the city commission may also impose restrictions on the size, scale, and style of proposed building, structures, or other improvements. This provision shall enable the city commission to impose restrictions on the size, height, setback, lot coverage, impervious area or right-of-way access such that proposed building and other improvements match the dimension and character of the surrounding area or neighborhood.

alternatives / other considerations

fiscal impact

ATTACHMENTS:
2_backup for - Loch Lomond Lot Split.pdf

ATTACHMENTS:
Ord._Loch Lomond_Comp. Plan FLU_updated.pdf

LOT CONFORMANCE TO SUBDIVISION CODE TEST

Loch Lomond Drive Properties

City of Winter Park
Florida

LEGEND

Subject Site

Single-Family Lots Within 500' of Site (20 total)

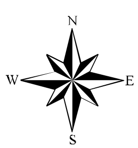
NOTES

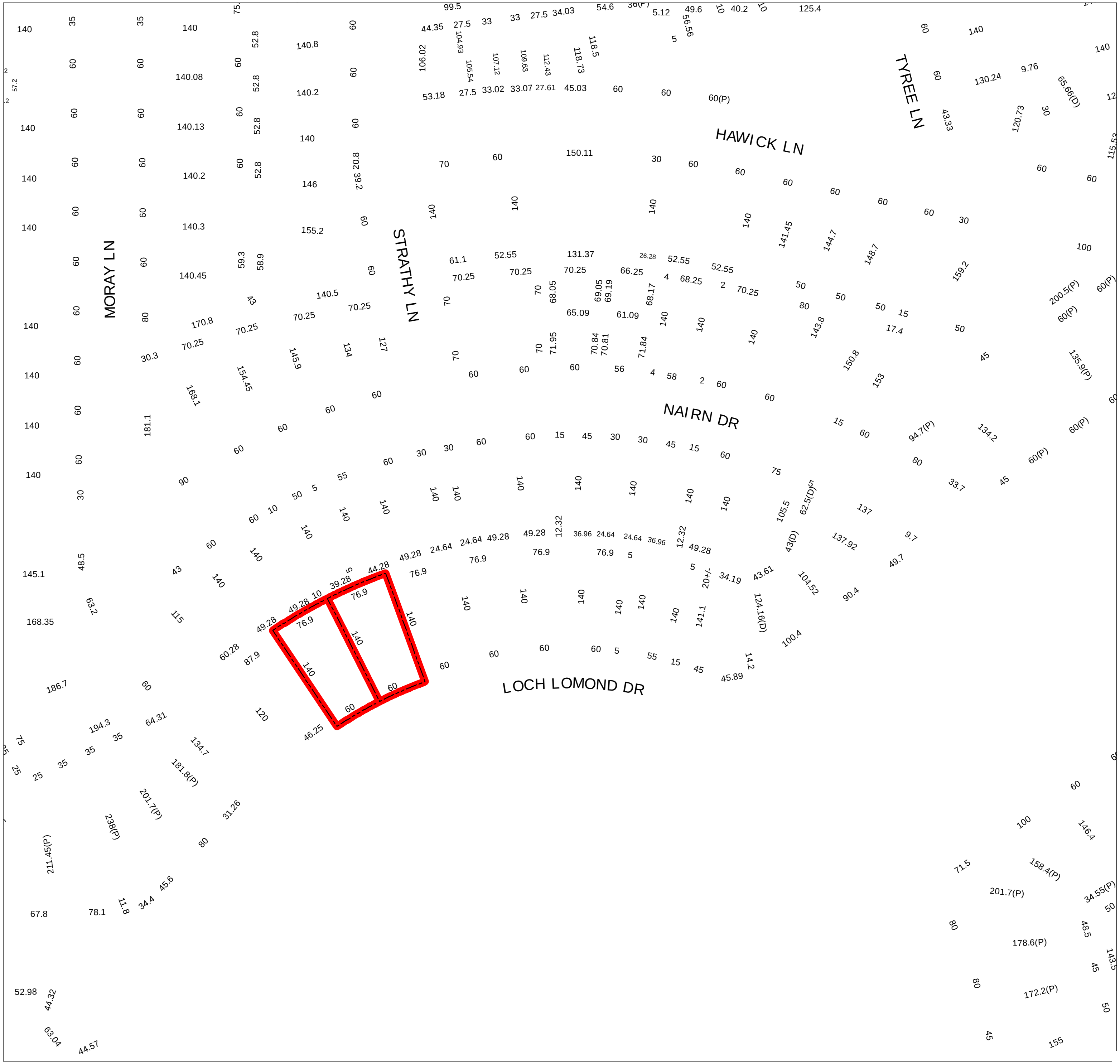
Average Lot Width = 73 ft

Median Lot Width = 75 ft

Average Lot Size = 9,496 sq ft

Median Lot Size = 9,540 sq ft





Boundary & Topographic Survey

Legal Description:

LOTS 25 THROUGH 27, BLOCK 9, ALOMA SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK "O", PAGE 51, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Flood Description:

BY PERFORMING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WWW.FEMA.GOV, THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF WINTER PARK, COMMUNITY NUMBER 120188, DATED 9/25/2009.

CERTIFIED TO: SHANE ACEVEDO

CA	CB	CC
R= 641.70'(P)	R= 501.70'(P)	R= 25.00'(P)
L= 87.90'(P)	L= 46.25'(P)	L= 38.08'(C)
Δ= 07°56'00"(C)	Δ= 05°56'00"(C)	Δ= 87°56'00"(C)
Chord Bearing=	Chord Bearing=	Chord Bearing=
N 51°12'00" E 87.83'(M)	S 52°42'23" W 48.28'(M)	N 85°23'12" W 35.36'(M)

CD	CE	CF	CG
R= 501.70'(P)	R= 641.70'(P)	R= 501.70'(P)	R= 501.70'(P)
L= 60.00'(P)	L= 76.90'(P)	L= 60.00'(P)	L= 60.00'(P)
Δ= 6°51'08"(C)	Δ= 6°56'00"(C)	Δ= 6°51'08"(C)	Δ= 06°56'00"(C)
Chord Bearing=	Chord Bearing=	Chord Bearing=	Chord Bearing=
S 56°21'32" W 59.92'(M)	N 56°40'47" E 76.70'(M)	S 63°35'31" W 59.94'(M)	N 63°41'19" E 76.69'(M)

-Site Benchmark Information-

#1

Set 1/2" Rebar & Cap "TRAV LB 7623"
Elevation: 90.57'

#2

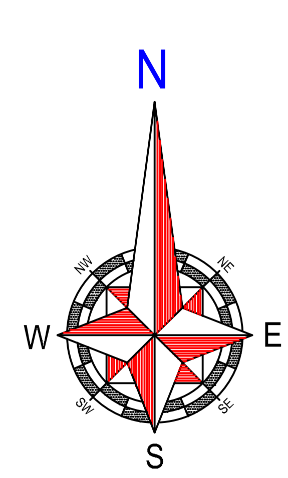
Set 1/2" Rebar & Cap "TRAV LB 7623"
Elevation: 94.53'

-Benchmark Information-

Florida Department of Transportation Datum
(Elevations are based upon North American Vertical Datum 1988)

Tree Note:

Palm - Denotes Tree Type
(18") - Diameter of Tree measured at Chest Height



Graphic Scale

0' 15' 30' 60'

Scale: 1"=30'

Field Date: 03/03/21	Date Completed: 03/10/21
Drawn By: SMT	File Number: IS-85021

-Legend-

C	- Calculated	PC	- Point of Curvature
℄	- Centerline	Pg.	- Page
CB	- Concrete Block	PI	- Point of Intersection
CM	- Concrete Monument	P.O.B.	- Point of Beginning
Conc.	- Concrete	P.O.L.	- Point on Line
D	- Description	PP	- Power Pole
DE	- Drainage Easement	PRM	- Permanent Reference Monument
Esmt.	- Easement	PT	- Point of Tangency
F.E.M.A.	- Federal Emergency Management Agency	R	- Radius
FFE	- Finished Floor Elevation	Rad.	- Radial
Fnd.	- Found	R&C	- Rebar & Cap
IP	- Iron Pipe	Rec.	- Recovered
L	- Length (Arc)	Rfd.	- Roofed
M	- Measured	Set Rebar	- Set ½" Rebar & Cap "LB 7623"
N&D	- Nail & Disk	Typ.	- Typical
N.R.	- Non-Radial	UE	- Utility Easement
ORB	- Official Records Book	WM	- Water Meter
P	- Plat	Δ	- Delta (Central Angle)
P.B.	- Plat Book	—O—	- Chain Link Fence
—□—	- Wood Fence		

-Notes-

>Survey is Based upon the Legal Description Supplied by Client.
>Abutting Properties Deeds have NOT been Researched for Gaps, Overlaps and/or Hiatus.
>Subject to any Easements and/or Restrictions of Record.
>Bearing Basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB".
>Building Ties are NOT to be used to reconstruct Property Lines.
>Fence Ownership is NOT determined.
>Roof Overhangs, Underground Utilities and/or Footers have NOT been located UNLESS otherwise noted.
>Septic Tanks and/or Drainfield locations are approximate and MUST be verified by appropriate Utility Location Companies.
>Use of This Survey for Purposes other than Intended, Without Written Verification, Will be at the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be Construed to give ANY Rights or Benefits to Anyone Other than those Certified.
>Flood Zone Determination Shown Heron is Given as a Courtesy, and is Subject to Final Approval by F.E.M.A. This Determination may be affected by Flood Factors and/or other information NEITHER known by NOR given to this Surveying Company at the time of this Endeavor. Ireland & Associates Surveying Inc. and the signing surveyor assume NO Liability for the Accuracy of this Determination.

I hereby Certify that this Boundary Survey of the above Described Property is True and Correct to the Best of my Knowledge and Belief as recently Surveyed under my Direction on the Date Shown, Based on Information furnished to Me as Noted and Conforms to the Standards of Practice for Land Surveying in the State of Florida in accordance with Chapter 5J-17.052 Florida Administrative Codes, Pursuant to Section 472.027 Florida Statutes.

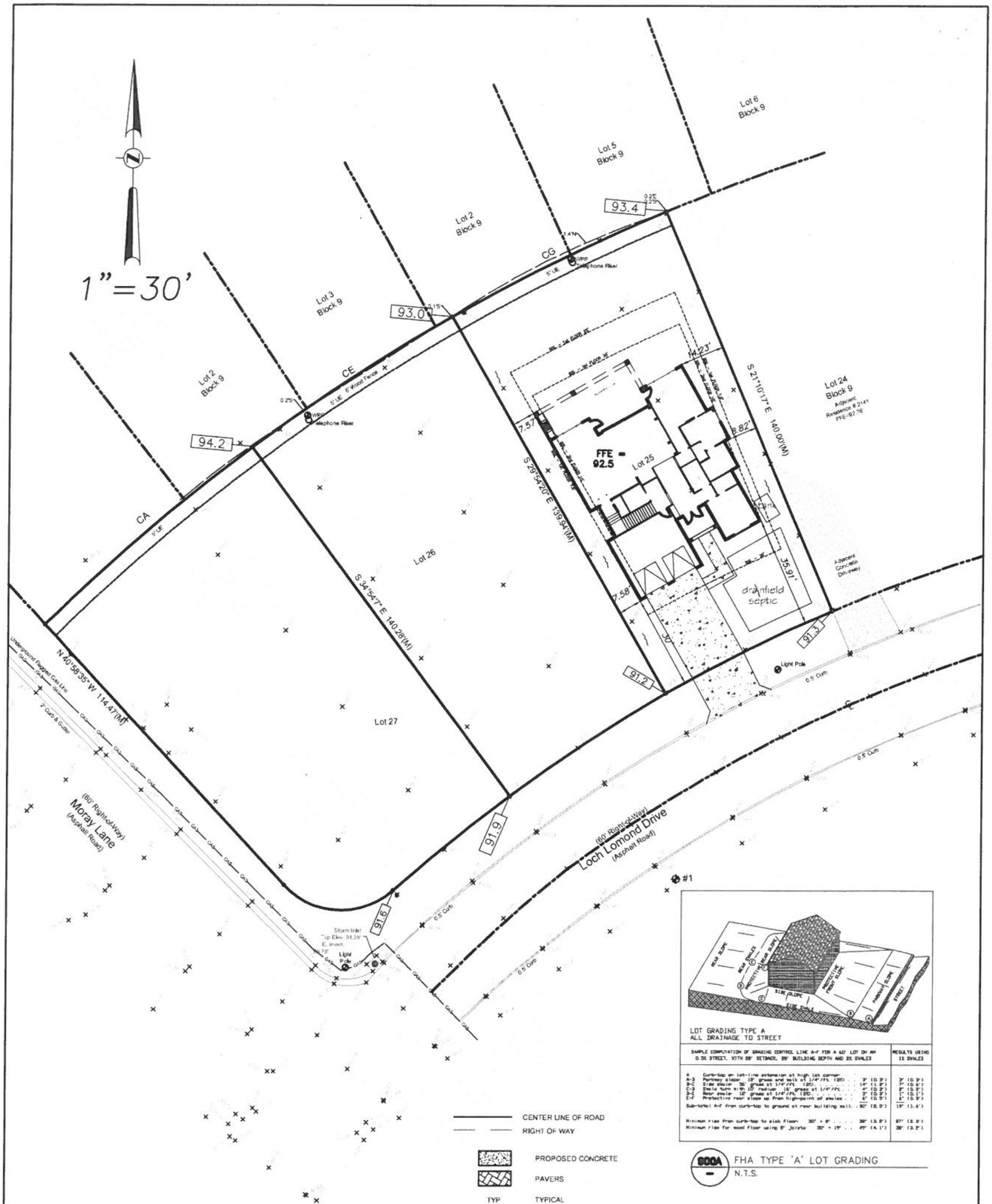
Patrick K. Ireland

FOR THE FIRM

Patrick K. Ireland PSM 6637 LB 7623

This Survey is intended ONLY for the use of Said Certified Parties.
This Survey NOT VALID UNLESS Signed and Embossed with Surveyor's Seal.

Ireland & Associates Surveying, Inc.
800 Currency Circle Suite 1020
Lake Mary, Florida 32746
www.irelandsurveying.com
Office-407.678.3366 Fax-407.320.8165



CYCORP ENGINEERING INC.

CA 30526

SITE/GRADING PLAN

CLIENT	LOCATION
SA	LOT 25 LOCK LOMOND

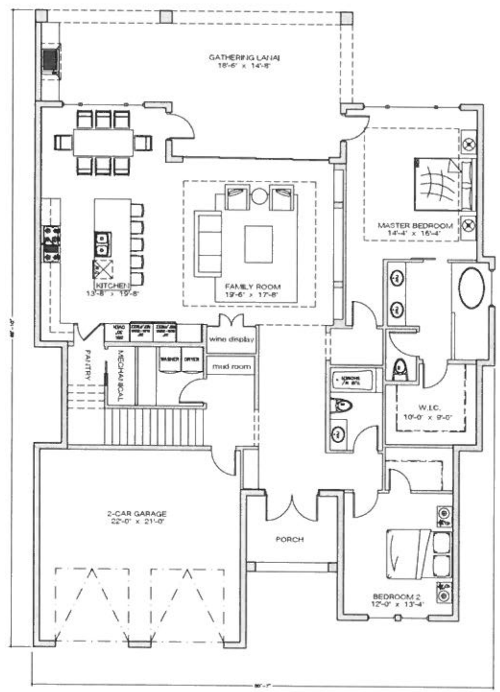
CIVIL ENGINEERS AND PLANNERS

kimberley fischer

Digitally signed by kimberley fischer
Date: 2021.04.01 16:46:45 -04'00'

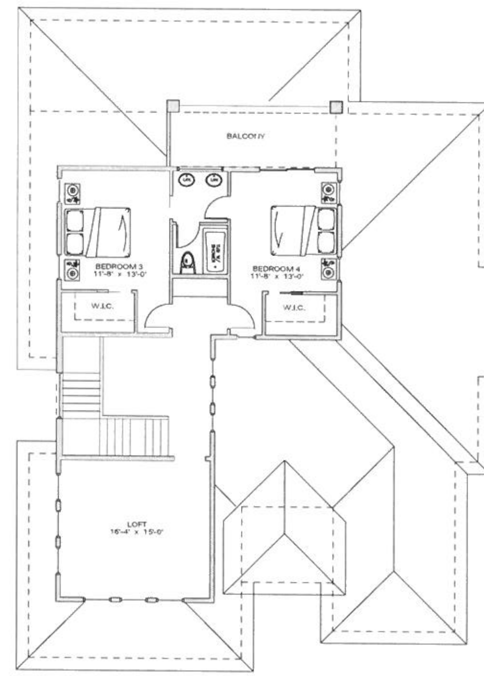
KIM FISCHER, P.E. #56942 4/1/2021

1614 White Dove Drive
Winter Springs, Florida 32708
Tel: (407) 405-7819



1 A4 FIRST FLOOR PLAN

SCALE: 3/16" = 1'-0"



2 A4 SECOND FLOOR PLAN

SCALE: 3/16" = 1'-0"

3 A4 FRONT ELEVATION

SCALE: 1/4" = 1'-0"

LEGAL DESCRIPTION	
FAR BUILDING DATA - LOT 25	
FIRST FLOOR + GARAGE	2,551 SF
SECOND FLOOR	1,088 SF
TOTAL LIVING AREA	3,639 SF
FAR (38%)	3643 SF
BUILDING DATA - LOT 25	
FIRST FLOOR	2,047 SF
SECOND FLOOR	1,088 SF
TOTAL LIVING AREA	3,135 SF
GARAGE	504 SF
PORCH	82 SF
LANAI	459 SF
BALCONY	141 SF
TOTAL OTHER AREAS	1186 SF
TOTAL CONSTRUCTION	4,321 SF

COASTAL - LOT 25

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A NEW HOME BY ZERO LATITUDE HOMES
A and R REAL STATE DEVELOPMENT, LLC.
MORAY-LOCH LOMOND, WINTER PARK, FL 32789
LOT 25

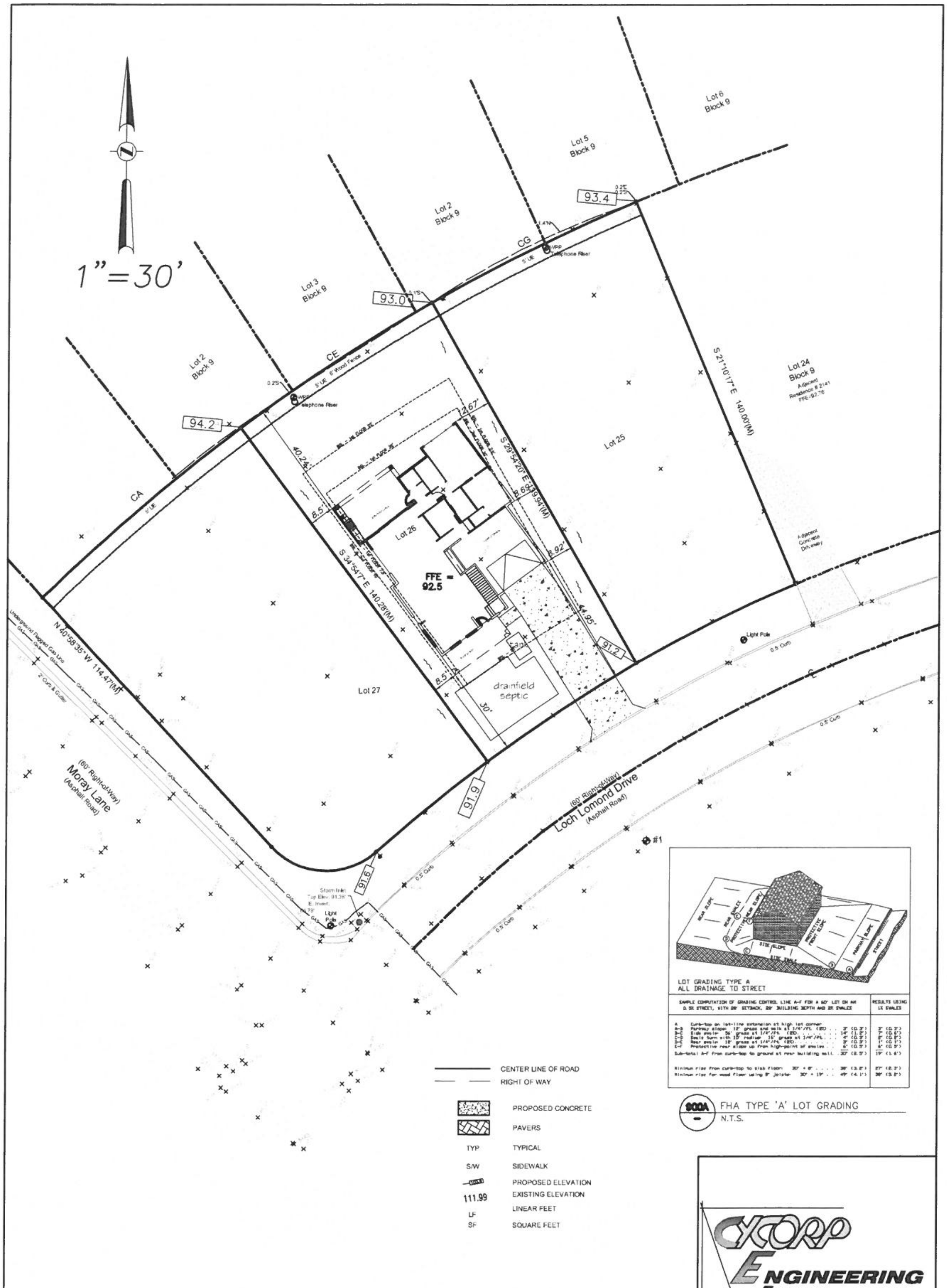
alba ENGINEERING
C.A. 800588
DANIEL SOUTER, P.E.
P.E.# 63901
P.O. BOX 547774
ORLANDO, FL 32854
PHONE: (407) 421-4866

ZERO LATITUDE

REVISIONS	DATE
	11/15/2020

Date	
Project #	
Drawn by	JGH
Checked by	
Total sheets	

A4



SITE/GRADING PLAN

CLIENT	LOCATION
SA	LOT 26 LOCH LOMOND

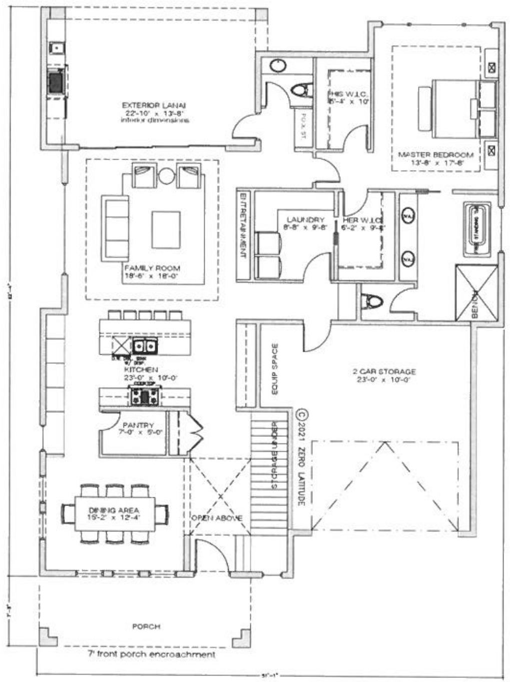
CYCORP ENGINEERING INC.
CA 30526

CIVIL ENGINEERS
LAND PLANNERS

kimberley fischer
Digitally signed by kimberley fischer
Date: 2021.04.01

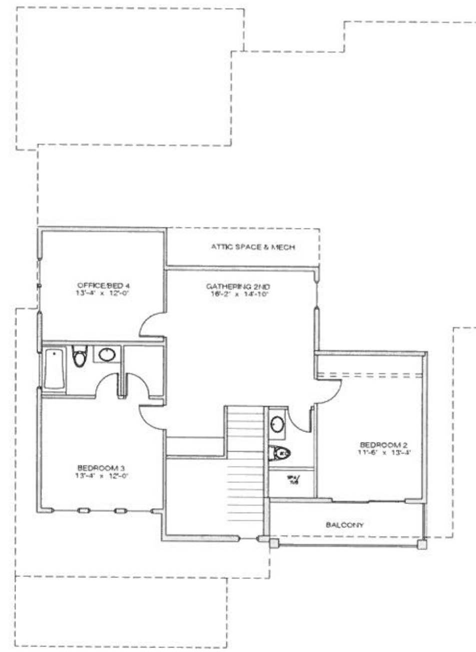
KIMBERLEY FISCHER, P.E. #56942 4/1/2021

1614 White Dove Drive
Winter Springs, Florida 32708
Tel: (407) 405-7819



1 A4 FIRST FLOOR PLAN

SCALE: 3/16" = 1'-0"



2 A4 SECOND FLOOR PLAN

SCALE: 3/16" = 1'-0"

3 A4 FRONT ELEVATION

SCALE: 1/4" = 1'-0"

LEGAL DESCRIPTION	
FAR BUILDING DATA - LOT 26	
FIRST FLOOR + GARAGE	2,520 SF
SECOND FLOOR	1,122 SF
TOTAL LIVING AREA	3,642 SF
FAR (38%)	3,643 SF
BUILDING DATA - LOT 26	
FIRST FLOOR	2,021 SF
SECOND FLOOR	1,122 SF
TOTAL LIVING AREA	3,143 SF
GARAGE	499 SF
PORCH	178 SF
LANAI	360 SF
BALCONY	86 SF
TOTAL OTHER AREAS	1,123 SF
TOTAL CONSTRUCTION	4,266 SF

COASTAL - LOT 26

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A NEW HOME BY ZERO LATITUDE HOMES
A and R REAL STATE DEVELOPMENT, LLC.
MORAY-LOCH LOMOND, WINTER PARK, FL 32789
LOT 26

alba ENGINEERING
C.A. 600056
DANIEL SOUTER, P.E.
P.E.# 63901
P.O. BOX 547774
ORLANDO, FL 32854
PHONE: (407) 421-4866

ZERO LATITUDE

REVISIONS	DATE
	11/13/2020

Date	
Project #	
Drawn by	JGH
Checked by	
Total sheets	

A4

852473 RECORDED
Printed for Lawyers' Title Guaranty Fund, Orlando, Florida DEC 16 3 44 PM '74

This instrument was prepared by:
JOHN DeM. HAINES, ESQ.
of the Law Offices of
WINDERWEEDLE, HAINES, WARD & WOODMAN, P.A.
P. O. Box 880
WINTER PARK, FLORIDA 32789

O.R. 2590 PG 334

Warranty Deed (STATUTORY FORM — SECTION 689.02 F.S.)

40 pd

This Indenture, Made this 3rd day of December 1974, **Between**

10.50 WILLIAM T. BRYSON and NANCY J. BRYSON, his wife,

3.85 of the County of Lee, State of Florida, grantor*, and

WILLIAM G. FERRIGNO and VIRGINIA M. FERRIGNO, his wife,

whose post office address is 162 Moray Lane, Winter Park, (32789)

of the County of Orange, State of Florida, grantee*,

Witnesseth, That said grantor, for and in consideration of the sum of TEN and NO/100------------------------------------($10.00)------------------------------------Dollars, and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Orange County, Florida, to-wit:

Lot 25, Block "9", ALOMA SUBDIVISION, according to the Plat thereof as recorded in Plat Book "O", Page 51, Public Records of Orange County, Florida.

SUBJECT to restrictions and easements of record, if any, but the reference thereto shall not serve to reimpose the same.

SUBJECT to taxes for 1974 and subsequent years.

ORANGE COUNTY 0412882 STATE OF FLORIDA DOCUMENTARY STAMP TAX DEPT. OF REVENUE P.B. 10533 DEC16'74 = 10.50

ORANGE COUNTY 117511 DOCUMENTARY SUR TAX FLORIDA DEPT. OF REVENUE DEC16'74 P.B. 10533 = 03.85

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

* "Grantor" and "grantee" are used for singular or plural, as context requires.

In Witness Whereof, Grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Sharon Oaker
Darlene Brown

X William T. Bryson (Seal)
WILLIAM T. BRYSON
(Seal)
X Nancy J. Bryson (Seal)
NANCY J. BRYSON
(Seal)

STATE OF FLORIDA
COUNTY OF LEE

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared WILLIAM T. BRYSON and NANCY J. BRYSON, his wife

to me known to be the person s described in and who executed the foregoing instrument and acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 3rd day of December, 19 74.

Vallrie K. Dreiman
Notary Public

My commission expires: July 29, 1978

RECORDED & RECORD VERIFIED

County Comptroller, Orange Co., Fla.

883991 RECORDED

Printed for Lawyers' Title Guaranty Fund, Orlando, Florida APR 22 10 07 AM '75 This instrument was prepared by:

O.R. 2614 PG 1637 JOHN DeM. HAINES, ESQ
of the Law Offices of
WINDERWEEDLE, HAINES, WARD & WOODMAN, P.A.
P. O. Box 880
WINTER PARK, FLORIDA 32789

40.00 / 19

Warranty Deed (STATUTORY FORM — SECTION 689.02 F.S.)

This Indenture, Made this day of April 19 75, **Between**

ALICE E. NORMENT, a widow, and MARIE NORMENT GABALLA, (formerly MARIE E. NORMENT, as joint tenants with right of survivorship and not as tenants in common

of the County of MONMOUTH, State of New Jersey, grantor*, and

WILLIAM G. FERRIGNO and VIRGINIA M. FERRIGNO, his wife,

whose post office address is 162 Moray Lane, Winter Park (32789)

13.50
4.95

of the County of Orange, State of Florida, grantee*,

Witnesseth, That said grantor, for and in consideration of the sum of TEN and NO/100--($10.00)--------------------------------- Dollars, and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Orange County, Florida, to-wit:

Lot 26, Block 9, ALOMA SUBDIVISION, according to the Plat thereof as recorded in Plat Book "O", Page 51, Public Records of Orange County, Florida.

SUBJECT to restrictions and easements of record, if any, but the reference thereto shall not serve to reimpose the same.

SUBJECT to taxes for 1975 and subsequent years.

ORANGE COUNTY 1307O3 STATE OF FLORIDA DOCUMENTARY STAMP TAX DEPT. OF REVENUE P.B. 10529 APR22'75 13.50

ORANGE COUNTY 122365 FLORIDA DEPT. OF REVENUE APR22'75 P.B. 10833 DOCUMENTARY SUR TAX 04.95

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

* "Grantor" and "grantee" are used for singular or plural, as context requires.

In Witness Whereof, Grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Camille Colucci — Alice E. Norment (Seal)
ALICE E. NORMENT

(Seal)

Alice Ansley — Marie Norment Gaballa (Seal)
MARIE NORMENT GABALLA (formerly MARIE E. NORMENT)

(Seal)

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared ALICE E. NORMENT, a widow, and MARIE NORMENT GABALLA (formerly MARIE E. NORMENT)

to me known to be the persons described in and who executed the foregoing instrument and acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 14 day of April, 1975.

Evelyn Tamburello
Notary Public

My commission expires:

EVELYN TAMBURELLO
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Nov. 28, 1978

EVELYN TAMBURELLO NOTARY PUBLIC NEW JERSEY

RECORDED & RECORD VERIFIED

[signature]

County Comptroller, Orange Co., Fla.

Form 4½ Florida WARRANTY DEED.

TUTBLANX REGISTERED U.S. PAT OFFICE Tuttle Law Print, Publishers, Rutland, Vt

SEP 20 1957 4:05 p

O.R. 282 PAGE 563 · 526090

This Indenture,

Made this *day of* August, *A. D.* 1957.

Between ANTHONY P. MIER and ELEANOR F. MIER, his wife,

of the County of Orange *and State of* Florida *parties of the first part, and* WILLIAM G. FERRIGNO and VIRGINIA M. FERRIGNO, his wife, in estate by entirety with right of survivorship, whose mailing address is 2103 Montana Avenue, Orlando, Florida

of the County of Orange *and State of* Florida *parties of the second part,*

Witnesseth, *that the said parties of the first part, for and in consideration of the sum of* Ten Dollars and other valuable considerations *to* them *in hand paid, the receipt whereof is hereby acknowledged, have granted, bargained, sold and transferred, and by these presents do grant, bargain, sell and transfer unto the said parties of the second part and* their *heirs and assigns forever, all that certain parcel of land lying and being in the County of* Orange *, and State of Florida, more particularly described as follows:*

30.40
6.60

Lot 27, Block 9 of ALOMA SUBDIVISION, according to Plat thereof as recorded in Plat Book "O", page 51, Public Records of Orange County, Florida.

Subject to taxes for the year 1957 and subsequent years.

Subject to mortgage to the Winter Park Savings and Loan Association in original amount of $9,500.00 dated May 9, 1957 and recorded May 10, 1957 in Official Records Book 231, page 641, Public Records of Orange County, Florida, on which the unpaid balance is $9,500.00, which the parties of the second part herein hereby assume and agree to pay.

Together *with all the tenements, hereditaments and appurtenances, with every privilege, right, title, interest and estate, dower and right of dower, reversion, remainder and easement thereto belonging or in anywise appertaining:*

To Have and to Hold *the same in fee simple forever.*

And the said parties of the first part do covenant with the said parties of the second part that they are *lawfully seized of the said premises, that they are free from all incumbrances and that* they have *good right and lawful authority to sell the same; and the said parties of the first part do hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.*

In Witness Whereof, *the said parties of the first part have hereunto set* their *hands and seals the day and year above written.*

Signed, Sealed and Delivered in Our Presence:

Venice Welch — Anthony P. Mier (L.S.)

C. C. [illegible] — Eleanor F. Mier (L.S.)

(L.S.)

Thelma [illegible] — (L.S.)

Notary Public, State of Florida at large
My commission expires June 8, 1961.
Bonded by [illegible] Insurance Co.

ALL/bjw

State of Florida, }

County of ORANGE.

O.R. 282 PAGE 564

I HEREBY CERTIFY, *That on this* *day of* August, *A. D.* 1957 , *before me personally appeared*

ANTHONY P. MIER and ELEANOR F. MIER, his wife, *to me well known and known to me to be the persons described in and who executed the foregoing conveyance to*

WILLIAM G. FERRIGNO and VIRGINIA M. FERRIGNO, his wife, *and* they *acknowledged the execution thereof to be* their *free act and deed for the uses and purposes therein mentioned.*

WITNESS *my signature and official seal at* Orlando *in the County of* Orange *and State of Florida, the day and year last aforesaid.*

Thelma Christian

My Commission Expires Jan. 8, 1961. *Notary Public,* State of Florida at Large.

Notary Public, State of Florida at large
My commission expires Jan. 8, 1961
Bonded by Mass. Bonding & Insurance Co.

THELMA CHRISTIAN NOTARY PUBLIC STATE OF FLORIDA

Warranty Deed

TO

Date

ABSTRACT OF DESCRIPTION

STATE OF FLORIDA,

day of , at o'clock m., this it was filed for record, and being duly acknowledged and proven, I have recorded the same on pages of Book in the public records of said County.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Circuit Court of the Judicial Circuit of said State, in and for said County.

Clerk.

, D. C.

BEARDALL, GRIDLEY AND LEWIS
ATTORNEYS AT LAW
60 NORTH COURT STREET
ORLANDO, FLORIDA

FILED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF ORANGE COUNTY, FLORIDA ON SEP 2 ? 1957 AT 4:05 O'CLOCK P M AND RECORDED IN THE "OFFICIAL RECORDS" WITH BOOK NO. 282 PAGE 563 VERIFIED.

Arthur W. Newell
CLERK

ORDINANCE

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, ARTICLE I, COMPREHENSIVE PLAN, FUTURE LAND USE MAP SO AS TO CHANGE THE FUTURE LAND USE DESIGNATION OF OFFICE TO SINGLE-FAMILY RESIDENTIAL ON LOTS 25, 26 AND 27 OF BLOCK A OF THE ALOMA - SECTION I PLAT ON THE CORNER OF LOCH LOMOND DRIVE AND MORAY LANE.

WHEREAS, the City Commission intends to amend its Comprehensive Plan to establish a municipal Comprehensive Plan future land use map designation as a small-scale amendment to the Comprehensive Plan, and

WHEREAS, the amendment of the Comprehensive Plan maps and the establishment of a future land use designation meets the criteria established by Chapter 163, Florida Statutes and pursuant to and in compliance with law.

NOW THEREFORE BE IT ENACTED, AS FOLLOWS:

SECTION 1. That Chapter 58 "Land Development Code", Article I, "Comprehensive Plan" future land use plan map is hereby amended so as to change the future land use designation from Office to Single-Family Residential on lots 25, 26 and 27 of block A of the Aloma – Section I Plat on the corner of Loch Lomond Drive and Moray Lane.

SECTION 2. This Ordinance shall become effective 31 days after its adoption unless timely challenged pursuant to Florida Statutes Section 163.3187 within 30 days after adoption. If timely challenged, this Ordinance will not become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a Final Order determining the Ordinance is in compliance pursuant to Chapter 163, Florida Statutes.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this _____ day of ____________, 2021.

____
Mayor Phillip M. Anderson

ATTEST:

____
City Clerk Rene Cranis

City Commission Regular Meeting **agenda item**

item type Public Hearings	meeting date May 26, 2021
prepared by Jeffrey Briggs	approved by Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject
Resolution to designate 827 W. Lyman Avenue as a historic property

motion / recommendation
Approval of the Resolution as recommended by the Historic Preservation Board

background

Martha Bryant Hall has voluntarily agreed to designate the existing Prayer Mission of God in Christ Church at 827 W. Lyman Avenue to the Winter Park Register of Historic Places. This Church was the calling of Ms. Hall's late husband, Jerry Hall, as pastor of the congregation. Ms. Hall wishes to preserve this building as a tribute to the legacy of her late husband.

The 962 square foot building itself, built in 1945 is not representative of an architectural style with special merit. The historic designation is deserving because the Prayer Mission of God in Christ Church represents history and heritage of the Hannibal Square neighborhood that once had 20+ Churches within this one-third square mile neighborhood. The tradition and heritage of the Hannibal Square neighborhood was one with a Church on almost every block, some with large congregations and many with very modest congregations. In recent years some of those Churches have been lost and been redeveloped. Preservation of the Church building will allow the new residents to continue to visualize a piece of the heritage of the neighborhood.

The Historic Preservation Board recommended approval of this designation at the May 12, 2021 meeting.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

Resolution_827 W. Lyman Avenue.pdf

ATTACHMENTS:
Location Map.pdf

ATTACHMENTS:
827 W. Lyman front picture.jpg

ATTACHMENTS:
827 W. Lyman side picture.jpg

ATTACHMENTS:
Presentation2 Rev Jerry L Hall.pptx

ATTACHMENTS:
May 3 Letter of Support for 827 W Lyman.pdf

ATTACHMENTS:
Sally Flynn email in support.pdf

ATTACHMENTS:
Designation Application.pdf

RESOLUTION NO.________

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PRAYER MISSION OF GOD IN CHRIST CHIURCH BUILDING AND PROPERTY LOCATED AT 827 W. LYMAN AVENUE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

WHEREAS, there are located within the City of Winter Park historic sites, areas, structures, buildings, improvements and appurtenances, both public and private, both on individual properties and in groupings, that serve as reminders of past eras, events, and persons important in local, state and national history; or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, the City Commission recognizes that the sites and properties of historical, cultural, archaeological, aesthetic and architectural merit contribute to the public health, welfare, economic well being and quality of life of the citizens of Winter Park; and

WHEREAS, there is the desire foster awareness and civic pride in the accomplishments of the past; and

WHEREAS, the Winter Park Historic Preservation Board has determined and recommended that the Prayer Mission of God in Christ Church building and property at 827 W. Lyman Avenue built in 1945 is an example of the religious heritage of the Hannibal Square neighborhood.

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

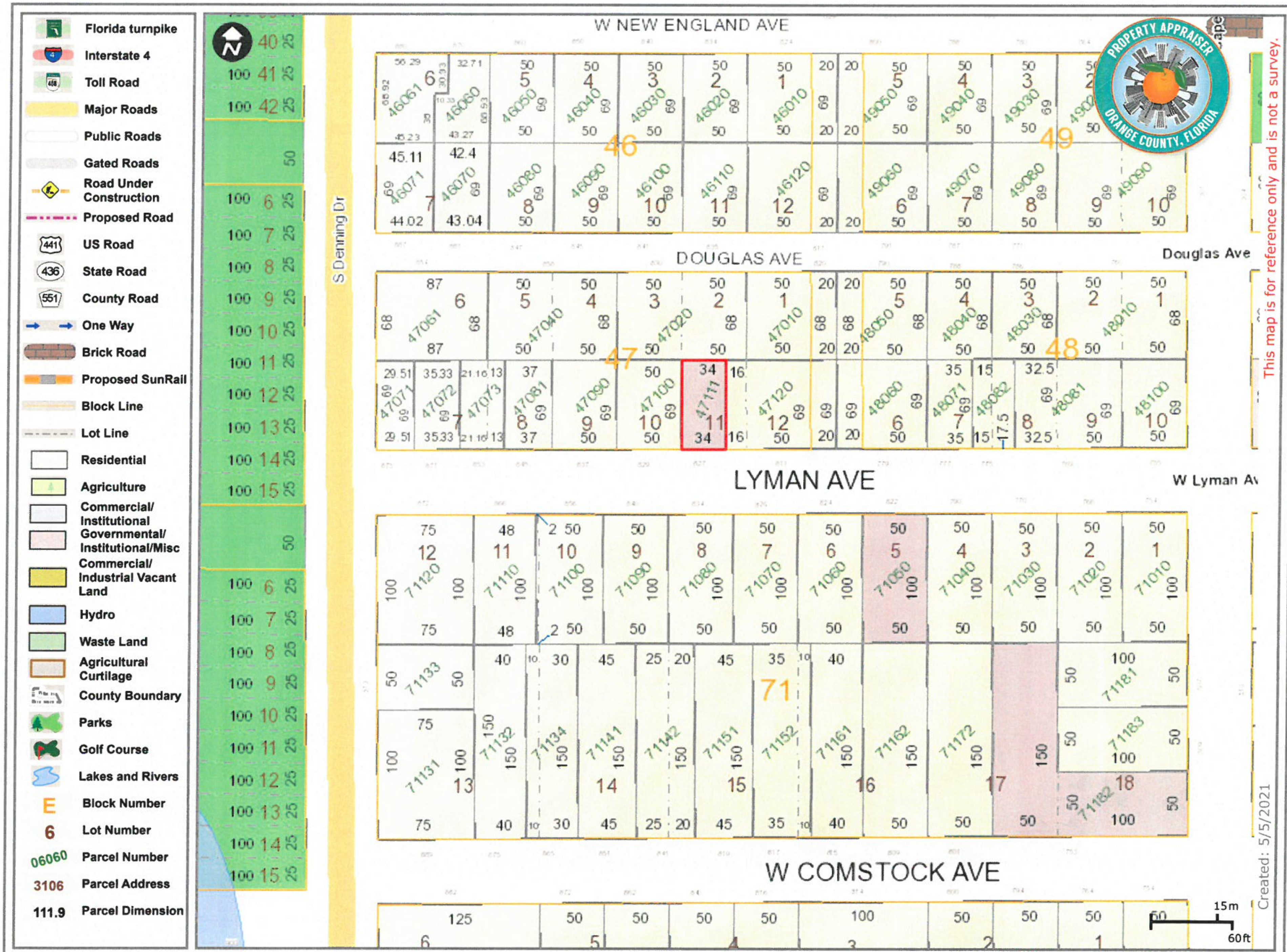
SECTION 1. That the City Commission of the City of Winter Park hereby designates the Prayer Mission of God in Christ Church building and property at 827 W. Lyman Avenue as a historic resource on the Winter Park Register of Historic Places.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this ______ day of_________________ 2021.

____
Phil Anderson, Mayor

ATTEST:

____
City Clerk



Florida turnpike
Interstate 4
Toll Road
Major Roads
Public Roads
Gated Roads
Road Under Construction
Proposed Road
US Road
State Road
County Road
One Way
Brick Road
Proposed SunRail
Block Line
Lot Line
Residential
Agriculture
Commercial/ Institutional
Governmental/ Institutional/Misc
Commercial/ Industrial Vacant Land
Hydro
Waste Land
Agricultural Curtilage
County Boundary
Parks
Golf Course
Lakes and Rivers
E Block Number
6 Lot Number
06060 Parcel Number
3106 Parcel Address
111.9 Parcel Dimension
W NEW ENGLAND AVE
DOUGLAS AVE
Douglas Ave
LYMAN AVE
W Lyman Av
W COMSTOCK AVE
S Denning Dr
PROPERTY APPRAISER
ORANGE COUNTY, FLORIDA
This map is for reference only and is not a survey.
Created: 5/5/2021
15m
60ft


827

Rev. Jerry Hall

A Piece of Untold History

First Home

The first home of Rev. Hall was located on Denning Drive but was displaced through eminent domain for the creation of a public space– presently Martin Luther King, Jr. Park.

Faith Builder

Rev. Jerry Hall with members of one of the many churches he established.

Rev. Jerry Hall

Bridge Builder

between Winter Park's East and West Sides.

Rev. Jerry Hall at the ribbon cutting ceremony for Shady Park and the Winter Park Community Center.

Rev. Jerry Hall Home

331 West Lyman Avenue

May 3, 2021

Historic Preservation Board
Staff: Principal Planner, Jeff Briggs
Director of Communications, Clarissa Howard
Recording Secretary, Mary Bush
Chairman John Skolfield

Anne Sallee	Drew Henner
Wade Miller	N. Lee Rambeau
Karen James	Aimee Spencer

Dear Mr. Briggs,

Because I do not have email addressed for each board member, please copy each Historic Preservation Board member with a copy of my letter in support of:

Reference: I am in Support of - HDA 21-04 - To voluntarily designate Rev. Hall's Church, Prayer Mission Church of God In Christ, at 827 W. Lyman Ave. as an individual historic landmark on the Winter Park Register of Historic Places. The church was built in 1945 and is Zoned R-1A, Parcel ID #05-22-30-9400-47-111.

I am writing in support of this historic landmark in the Hannibal Square community that has been a beacon and outreach to the community for 76 years and Rev. Jerry Hall the founder of Prayer Mission in the early 1980's which currently still serves as a religious and community place of worship and a place open to its neighbors and community residents.

Prayer Mission Church has hosted meetings such as Neighborhood Watch, Afro American Homeowners which Rev. Hall and I also served. Mrs. Martha Hall continues that mission of outreach to the community to be actively involved and to participate within your perspective community of resident.

I encourage you to support and approve Prayer Mission Church as a Historic Landmark deserving of being on the Winter Park Register of Historic Places.

Respectfully Submitted by:

Mary R. Daniels
Mary Raglin Daniels, resident
650 W. Canton Ave.
Winter Park, FL 32789
ellragmrd@gmail.com

Jeffrey Briggs

From: John Skolfield <John@skohomes.com>
Sent: Tuesday, May 4, 2021 12:15 PM
To: Sally Flynn
Cc: mbhall555@hotmail.com; Jeffrey Briggs
Subject: [External] RE: Sally Flynn RE: DESIGNATION OF REV. HALL"S CHURCH

[**Caution:** This email originated from outside the City of Winter Park email system. Before clicking any hyperlinks, verify the real address by hovering over the link. Do not open attachments from unknown or unverified sources.]

Will do Sally,

Jeff, would you kindly share this with the board?

Full Service Remodeling Company
SKOLFIELD HOMES, LLC 407/647 7730
www.skohomes.com

We're now a licensed Electrical company
Fielding some great techs! Let us know if
We can help with any electrical needs
https://winterparkelectrical.com/

John T. Skolfield III
Managing Member
Skolfield Homes LLC
office 407-647-7730
mobile 321-228-3990

From: Sally Flynn <flynnlinks@aol.com>
Sent: Tuesday, May 4, 2021 11:54 AM
To: John Skolfield <John@skohomes.com>
Cc: mbhall555@hotmail.com
Subject: Sally Flynn RE: DESIGNATION OF REV. HALL"S CHURCH

Good Morning, John,

Would you please share this email with The HP Board. I cannot be there at your meeting when Rev. Hall's Church comes up for designation. It is so wonderful that finally one of these historic churches is wanting to be designated. I wish more of them would follow suit.

Please support this request. What a wonderful addition to Historic Preservation.

Sally Flynn

City of Winter Park
Planning & Transportation Department
401 Park Avenue, South
Winter Park, Florida 32789
407-599-3440

City of Winter Park Historic Designation Application

1. 827 West Lyman Ave. - Prayer Mission Church of God
Building address

Martha Bryant-Hall 331 W. Lyman Avenue 407-463-7963
Owner's name(s) Address Telephone

2. I, Martha Bryant-Hall, as owner of the property described above, do hereby authorize the filing of this application for historic designation for that property.

Martha Bryant Hall March 25, 2021
Owner's Signature Date

Historic Preservation Board Office Use

Criteria for Designation

___ *A. Association with events that have made a significant contribution to the broad patterns of history including the local pattern of development; or*
___ *B. Association with the lives of a person or persons significant in our past; or that*
___ *C. Embodies the distinctive characteristics of a type, period, or method of construction or that represents the work of a master, or that possesses high artistic values or that represents a significant and distinguishable entity whose components may lack individual distinction; or*
___ *D. Has yielded or are likely to yield information important in prehistory or history.*

Legal description *Year built*

Historic name of building (if any) *Historic district name (if any)*

Date received: ___________ ***HPC Meeting:*** ___________

Case File No.: ___________ ***Florida Master Site File No.: OR-*** ____

θ Local Historic Landmark *θ Local Historic Resource*

City Commission Regular Meeting

agenda item

item type Public Hearings	meeting date May 26, 2021
prepared by Rene Cranis	approved by Michelle Neuner, Randy Knight
board approval Completed	
strategic objective	

subject

Ordinance amending Article III, Chapter 2 of the City of Winter Park Code of Ordinance regarding Subsidiary City Boards (2nd Reading)

motion / recommendation

Approve ordinance to amend Article III, Chapter 2 of the City of Winter Park Code of Ordinance regarding Subsidiary City Boards.

background

At the City Commission meeting on April 12th, the City Commission discussed modifications to various advisory boards. This ordinance addresses the modifications resulting from that discussion:

- eliminates the Golf Advisory Board
- establishes Orange Avenue Overlay Appearance Review Advisory Board
- eliminates reference to Tree Preservation Board from Code Compliance Board
- modifies the Mayor's appointments to the Economic Development Advisory Board to be unrestricted.
- establishes duties for the Orange Avenue Overlay Appearance Review Advisory Board
- eliminates alternate for HPB (Scribner modification from previous revisions)

alternatives / other considerations

fiscal impact

ATTACHMENTS:
Board_Ordinance_052621_2nd_reading_DL.pdf

ORDINANCE 3206-21

AN ORDINANCE OF THE CITY OF WINTER PARK FLORIDA, AMENDING ARTICLE III OF CHAPTER 2 OF THE CITY OF WINTER PARK CODE OF ORDINANCES REGARDING SUBSIDIARY CITY BOARDS AND THE MEMBERSHIP, FUNCTIONS, DUTIES AND PROCEDURES OF SUBSIDIARY CITY BOARDS; AMENDING SECTION 58-446 TO ELIMINATE THE REFERENCE TO ALTERNATE MEMBER TO THE HISTORIC PRESERVATION BOARD TO BE CONSISTENT WITH SUCH BOARD'S MEMBERSHIP SET FORTH IN CHAPTER 2, ARTICLE III; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City desires to amend Article III of Chapter 2 of the City of Winter Park Code of Ordinance to eliminate references to the golf course advisory board which has sunsetted, to create the Orange Avenue Overlay Appearance Review Advisory Board, alter the membership of the Economic Development Advisory Board and to eliminate transition language concerning the implementation of Section 2.19, City Charter; and

WHEREAS, the City desires to amend Section 58-446, City Code to eliminate the reference to the alternate member to the Historic Preservation Board to be consistent with such board's membership set forth in Chapter 2, Article III, City of Winter Park Code of Ordinances.

WHEREAS, the City determines the amendments to the code set forth herein are in the best interest of the City.

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, HEREBY ORDAINS AS FOLLOWS:

Section 1. Recitals. The recitals set forth above are hereby adopted and incorporated by reference.

Section 2. Amendment/Adoption. Article III of Chapter 2 of the City of Winter Park Code of Ordinances is hereby amended to read as follows: (underlined language are additions; ~~stricken through~~ language are deletions; provisions and sections not included are not being amended):

ARTICLE III. - SUBSIDIARY BOARDS OF THE CITY OF WINTER PARK

DIVISION 1. ESTABLISHMENT OF CITY BOARDS

Sec. 2-46. - Establishment of city boards.

~~(a)~~ There shall be established in this division all boards of the City of Winter Park. If a board is required to be in existence by Florida Statute or City Charter, the section providing for the board shall so provide, as well as any special requirements. If, by Florida Statute or Charter there is a requirement with respect to the board that is different than the general rules in this chapter and article, then the requirements of state statute and the Charter shall control.

~~(b) During the general election held on March 17, 2020, the electors approved the adoption of Section 2.19, City Charter, which sets forth requirements for the size of and appointment to city boards and ad hoc committees. The city commission, by a majority vote, may establish a transition plan providing for the transition of the membership of the city boards to be consistent with Section 2.19, City Charter. Such transition plan may provide for the timing of initial appointments by the mayor and city commissioners and initial terms of office different from those prescribed in this chapter and may provide for the early removal of board and committee members serving as of the adoption of this subsection. The city clerk may delete this subsection after the transition of membership of the city boards occurs in the manner approved by the city commission.~~

Sec. 2-47. - List and size of boards established.

The general requirements for boards are specified in division 2 herein and the board specific requirements are specified in division 3. Unless otherwise provided by the City Charter, state law, other ordinance or this article, each board shall have seven members. The following boards are established:

(1) Board of adjustments;

(2) Civil service board (also sits as the independent personnel review board);

(3) Code compliance board (which also sits as the nuisance abatement board and performs the functions of a code enforcement board pursuant to F.S. ch. 162);

(4) Community redevelopment agency;

(5) Community redevelopment advisory board;

(6) Construction board of adjustments and appeals;

(7) Economic development advisory board;

(8) Historic preservation board;

(9) Housing authority board;

(10) Keep Winter Park beautiful and sustainable advisory board;

(11) Lakes and waterways advisory board;

(12) Parks and recreation advisory board;

(13) Transportation advisory board;

(14) Planning and zoning board;

(15) Public art advisory board;

(16) Utilities advisory board;

(17) Winter Park Firefighters' pension board;

(18) Winter Park Police Officers' pension board;

(19) Orange Avenue Overlay Appearance Review Advisory Board ~~Golf course advisory board~~;

(20) Tree preservation board.

***

DIVISION 3. - DESCRIPTION, DUTIES AND PROCEDURES OF EACH CITY BOARD

Sec. 2-52. - Code compliance board.

There is established within the City of Winter Park pursuant to F.S. § 162.05, and by the authority of the city commission, a code compliance board, subject to the following provisions:

(1) *Membership*. The number of members and the procedures for appointment thereof shall be in accordance with the provisions in divisions 1 and 2 hereof. Members shall be residents of the city. In accordance with F.S. § 162.05(2), the membership of the code compliance board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

(2) *Quasi-judicial proceedings*. The code compliance board shall conduct its quasi-judicial proceedings in conformance with the requirements of Florida law. The city manager and city attorney shall provide technical support and resources

upon request to assure that the quasi-judicial activity of the code compliance board is in accordance with the requirements of Florida law.

(3) *Authority.* The code compliance board shall have the authority, responsibility and jurisdiction of a code enforcement board pursuant to F.S. ch. 162 and any other matters set forth in the City Code conferring authority or quasi-judicial responsibility on the code compliance board, including without limitation false fire alarm appeals, pursuant to subsection 46-29(d) and those matters provided for in sections 2-104 through 2-110 of the City Code. The code compliance board shall also serve as the nuisance abatement board as provided in section 2-81 of the City Code ~~and the tree preservation board as provided in section 2-68 of the City Code~~. In performing its function, the code compliance board shall be governed by the procedures set out in Florida law and section 2-101 et seq. of the City Code.

The provisions in divisions 1 and 2 of this article shall apply to the conduct of the code compliance board except for any provision thereof that conflicts with a provision in sections 2-104 through 2-110 of the City Code, in which case the conflicting provision in sections 2-104 through 2-110 shall control.

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Sec. 2-56. - Economic development advisory board.

Pursuant to the authority of the city commission, there is established within the City of Winter Park, an economic development advisory board, subject to the following provisions:

(1) *Membership.* The number of members and the procedures for appointment thereof shall be in accordance with the provisions in divisions 1 and 2 of this article. ~~The Winter Park Chamber of Commerce President shall be requested to serve as one of the mayor's appointed members of the economic development advisory board.~~ <u>Two members of the board may be a non-resident owner of a business operating within the city.</u>

(2) *Advisory board.* The economic development advisory board is an advisory board and shall, after receiving such information as it deems appropriate, and following due deliberation in accordance with its internal rules and procedures, give advice and recommendations to the city commission concerning economic

development. The economic development advisory board shall have no adjudicatory or enforcement authority.

(3) *Procedures*. The procedures and rules for operation of the economic development advisory board shall be in accordance with the general requirements stated in divisions 1 and 2 of this article.

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~~Sec. 2-72. - Golf course advisory board.~~

~~Pursuant to the authority of the city commission, there is established within the City of Winter Park, a golf course advisory board, subject to the following provisions:~~

~~(1) *Membership*. Membership and the procedures for appointment thereof shall be in accordance with the provisions in divisions 1 and 2 of this article.~~

~~(2) *Advisory board—functions and responsibility*. The golf course advisory board is an advisory board and shall, after receiving such information as it deems appropriate, and following due deliberation in accordance with its internal rules and procedures, give advice and recommendations to the city commission concerning the Winter Park Golf Course. The board will provide advice on course and golf shop operations; program and events. Additionally, the board will promote the golf course and facilities to the Winter Park community. The golf course advisory board shall have no adjudicatory or enforcement authority.~~

~~(3) *Procedures*. The procedures and rules for operation of the golf course advisory board shall be in accordance with the general requirements stated in divisions 1 and 2 of this article.~~

Sec. 2-72. - Orange Avenue Overlay Appearance Review Advisory Board

Pursuant to the authority of the city commission, there is established within the City of Winter Park, an Orange Avenue Overlay (OAO) appearance review advisory board, subject to the following provisions:

(1) *Membership*. There shall be five (5) voting members of the OAO appearance review advisory board. Three of the five members of the board shall be licensed architects. Two of the five members of the board shall have or be retired from the following vocations: professional land planner, licensed landscape architect, or licensed professional engineer. The Mayor and the City Commissioners shall each have one appointment to the membership of the

OAO appearance review advisory board. Given vocational requirements of board membership, residency within the city is preferred, but not a mandatory requirement for appointment to and service as a member of the OAO appearance review advisory board. Except as otherwise provided in this section, the procedures for appointment and removal of members to OAO appearance review advisory board will be in accordance with division 2 of this article.

(2) *Advisory board functions and responsibility*. The OAO appearance review advisory board is an advisory board that is to review and make comments and recommendations on architectural details for proposed development projects as and when specified in the City's land development regulations. In making its comments and recommendations, the OAO appearance review advisory board should consider applicable City adopted architectural guidelines or standards. The comments and recommendations of board are to be transmitted to the Building Official, Director of Planning and Transportation, Planning and Zoning Board and City Commission for consideration in rendering their respective recommendations and/or decisions on the applicable development project.

(3) *Procedures*. Except as otherwise provided in this section or in the land development regulations governing the OAO appearance review advisory board, the procedures and rules for the operation of the OAO appearance review advisory board will be in accordance with the provisions of division 2 of this article.

Section 3. Amendment/Adoption. Section 58-446 of Article VIII, Division 2 of Chapter 58 of the City of Winter Park Code of Ordinances is hereby amended to read as follows: (underlined language are additions; ~~stricken through~~ language are deletions; language not included is not being amended):

Sec. 58-446. - Qualifications.

Members of the HPB shall have demonstrated civic pride, interest in historic preservation and the knowledge, experience and mature judgment to act in the public interest to make informed and equitable decisions concerning the conservation of historic resources. The board shall be comprised of seven members ~~and one alternate~~.

(1) One member shall be a licensed architect; and

(2) One member versed in local history; and

(3) One member who owns or ~~f~~lives in a designated resource or district.

Section 4. Codification. Section 2 and Section 3 shall be codified in the City Code. Any section, paragraph number, letter or heading within the Code may be changed or modified as necessary to effectuate the codification. Grammatical, typographical and similar or like errors may be corrected in the Code, and additions, alterations and omissions not affecting a material substantive change in the construction or meaning of this Ordinance may be freely made.

Section 5. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural or any other reason, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion or portions hereof or hereto.

Section 6. Conflicts. In the event of any conflict between this Ordinance, or any part thereof, with any of the provisions of other City Ordinances or the City Code, this Ordinance shall control.

Section 7. Effective Date. This Ordinance shall become effective immediately upon adoption of the City Commission of the City of Winter Park, Florida.

Adopted by the City Commission of the City of Winter Park, Florida in a regular meeting assembled on the 26th day of May 2021.

CITY OF WINTER PARK

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Mayor Phil Anderson

ATTEST:

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Rene Cranis, City Clerk