



City Commission Regular Meeting

Agenda

December 10, 2025 @ 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ 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](tel: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).

please note

Times are projected and subject to change.

1. Meeting Called to Order**2. Invocation - Pastor Preston Free - Encounter Christian Church****3. Pledge of Allegiance****4. Approval of Agenda****5. Mayor's Report**

- | | |
|---|-----------|
| a. Mayor Kevin McCann - City of Winter Springs | 5 minutes |
| b. Winter Park High School Girl's Volleyball Team Recognition | 5 minutes |

6. City Manager's Report

- | | |
|---|------------|
| a. Splash, Float, Swim Program Annual Impact Report | 5 minutes |
| b. Park Avenue Refresh Phase 1 Update | 10 minutes |

7. City Attorney's Report**8. Non-Action Items****9. Public Comments | 5 p.m. or soon thereafter**

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

10. Consent Agenda

- | | |
|--|----------|
| a. Approve the minutes of the regular meeting, November 12, 2025 | 1 minute |
| b. Approve the minutes of the work session, November 13, 2025 | 1 minute |
| c. Approve the following formal solicitations: | 1 minute |
1. IFB26-3 - Winter Park Library and Event Center Parking Lot Expansion; Recommending award to Frymyer Construction & Development, Inc. Project Term: Five (5) months; Amount: \$293,203.50
 2. RFQ17-25 - Professional Electrical Underground Design and Engineering Services (Rebid); Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: KCI Technologies, Inc.
 3. RFP18-25 - Financial Advisory Services; Authorization for Procurement and City staff to enter into negotiations and award the

top-ranked firm based on the selection committee's recommendation: PFM Financial Advisors, LLC

- d. Approve the following piggyback contracts: 1 minute
1. Traffic Logix Corporation - Sourcewell #042225-LGX - Safety and Traffic Management Equipment with Related Products; For the purchase of traffic equipment and related products to support Public Works operations. Contract Term: Through June 27, 2029; Not to Exceed: \$650,000
 2. Ovation Construction Company, Inc. - BuyBoard #783-25 - Job Ordering Contract for Trades; For construction services for the Park Avenue Refresh and Fire Training Facility projects. Contract Term: Through September 30, 2027; Not to Exceed: \$4,000,000
 3. Musco Lighting, Inc. - Sourcewell #041123-MSL - Sports Lighting Solutions; Requesting additional funds for enhancements to the lighting at the Cady Way pickleball courts. Contract Term: Through June 16, 2027; Not to Exceed: \$275,000
 4. TSI Disaster Recovery, LLC - Florida Department of Environmental Protection (FDEP) #SL005 - DEP Waterway Debris; Requesting additional funds supported by NRCS grant revenue related to Hurricane Milton. Contract Term: Through August 1, 2026; Not to Exceed: \$800,000
 5. Hill Manufacturing Company - Kentucky Educational Development Corporation (KEDC) #10100169-CLS2022.002 - Custodial Equipment, Supplies & Services; For the purchase of custodial supplies and related services supporting City operations. Contract Term: Through December 31, 2026; Not to Exceed: \$150,000
- e. Approve the following contracts: 1 minute
1. RFQ30-22 - Dix.Hite + Partners, Inc. - Professional Landscape Architectural Services; For professional consulting services to support city staff with active and potential future projects. Contract Term: Through December 12, 2026
- f. Approve the following purchases: 1 minute
1. Sternberg Lanterns - Standardized Original Equipment Manufacturer (OEM) provider for the FDOT Streetlights. Not to Exceed: \$1,500,000
 2. Core & Main, LP - Meter Data Management Software-as-a-Service (SaaS). Not to Exceed: \$136,000
 3. Xylem Water Solutions U.S.A., Inc. - Standardized Original

Equipment Manufacturer (OEM) provider for Flygt pumps and products. Not to Exceed: \$1,350,000

11. Action Items Requiring Discussion

- | | |
|---|------------|
| a. Request from property owner for reduction of Code Enforcement fines and established liens-2661 Via Tuscany, Winter Park, Florida | 20 minutes |
| b. Billboard Swap | 15 minutes |
| c. Civil Service Board appointments | 1 minute |

12. Public Hearings: Quasi-Judicial Matters

(Public participation and comment on these matters must be in-person.)

- | | |
|---|-----------|
| a. Resolution 2309-25 - Request by Dr. James T. Talbert, Jr. to individually designate his home at 275 North Capen Avenue, built in 1925, zoned R-1A, as a historic resource. | 5 minutes |
|---|-----------|

13. Public Hearings: Non Quasi-Judicial Matters

(Public participation and comment on these matters may be virtual or in-person.)

- | | |
|---|-----------|
| a. Ordinance 3360-25 - Creating a new Section 58-98 to establish regulations and procedures for certified recovery residences requesting reasonable accommodation as required by Chapter 2025-182, Laws of Florida. (2nd Reading) | 5 minutes |
| b. Ordinance 3361-25 - Amending Chapter 58, "Land Development Code"; Revising Article III, "Zoning," Section 58-64, "Nonconforming Lots, Nonconforming Uses, And Nonconforming Structures," to update regulations relating to structural renovation and valuation thresholds; and amending Article V, "Environmental Protection Regulations," Division 1, "Stormwater Management," to revise performance standards for new development and redevelopment, establish a stormwater utility fee in lieu option for small sites, and update technical and design standards. (2nd Reading) | 5 minutes |
| c. Ordinance - Request of Tara Tedrow to amend Chapter 58 "Land Development Code" Article, I, "Comprehensive Plan" so as to add a new policy within the text of the Future Land Use Element to permit the subdivision or lot split of lakefront property that meets specific criteria, which will impact 1020 Palmer Avenue. At the request of the applicant, this item has been tabled until February 25, 2026. | |

14. City Commission Reports

15. Summary of Meeting Actions

16. Adjournment



City Commission

agenda item 5.a

item type

Mayor's Report

meeting date

December 10, 2025

prepared by

Kim Breland, Deputy City Clerk

approved by**subject**

Mayor Kevin McCann - City of Winter Springs

motion | recommendation**background**

Mayor McCann will address the Commission regarding the work of the Tri-county League of Cities

alternatives | other considerations**fiscal impact****attachments**

None



City Commission

agenda item 5.b

item type

Mayor's Report

meeting date

December 10, 2025

prepared by**approved by**

Rene Cranis, City Clerk

subject

Winter Park High School Girl's Volleyball Team Recognition

motion | recommendation**background**

The Winter Park High School Girl's Volleyball Team won the state championship for the second year in a row.

alternatives | other considerations**fiscal impact****attachments**

None



City Commission

agenda item 6.a

item type

City Manager's Report

meeting date

December 10, 2025

prepared by

Jason Seeley, Director of Parks and Recreation

approved by

Randy Knight, City Manager

subject

Splash, Float, Swim Program Annual Impact Report

motion | recommendation

Not Applicable

background

The Splash, Float, Swim program is a joint community effort between the City of Winter Park, the Winter Park YMCA, and our local elementary schools to provide free swim lessons that ensure all children in Winter Park have the opportunity to acquire basic swimming proficiency and drowning prevention skills before they complete Kindergarten. The program is funded through donations and grants from groups such as the Mukti Foundation and USASwimming. Additionally, net revenue generated from the annual Dinner on the Avenue event helps support the funding of the program.

Local community member, and former Parks and Recreation Advisory Board member, Michael Dively, was instrumental in both getting the program started, and its continued momentum. Mr. Dively will be providing a presentation to the community and City Commission regarding the positive impacts and success of the program over the past year, as well as future plans for the program.

alternatives | other considerations

Not Applicable

fiscal impact**attachments**

None



City Commission

agenda item 6.b

item type

City Manager's Report

meeting date

December 10, 2025

prepared by

Clarissa Howard, Director of Communications

approved by

Randy Knight, City Manager

subject

Park Avenue Refresh Phase 1 Update

motion | recommendation

Presentation only

background

Planning for the Park Avenue Refresh project began in September 2024. Working side by side with all city departments, is our primary design team led by Stringfellow Planning & Design and our General Contractor, Ovation Construction.

PHASES*

- Phase 1: Webster Avenue to Garfield Avenue (construction expected to start January 2026)
- Phase 2: Garfield Avenue to New England Avenue (construction expected to start January 2027)
- Phase 3: New England Avenue to Fairbanks Avenue (construction expected to start January 2028)

PHASE 1 CONSTRUCTION*

- Work is expected to begin at Webster Avenue and travel south on the west side of Park Avenue to Garfield.
- Work is expected to continue from Garfield Avenue and travel north on the east side of Park Avenue to Webster.
- Construction will be scheduled (day and night work) to minimize impact on businesses and residents as much as possible.

IMPROVEMENTS/ENHANCEMENTS

- Installation of new smart streetlights equipped with integrated smart hubs, smart technology, banner arms, and hanging baskets.
- Directional boring of conduit for new electrical, low voltage, fiber and irrigation lines.
- Repair of broken sidewalks, curbs, and raised planter boxes.
- Design of safety treatments at intersections for pedestrian and vehicular travel.
- Installation of decorative planter pots and bollards for enhanced safety.
- Replacement of all trash and recycling receptacles.
- Planting of new seasonal landscaping.
- Planting of new live oaks, where appropriate, using silva cell installation to prevent roots from lifting sidewalks.
- Air spading of all tree wells to ensure consistency, better aesthetics and health of street trees.
- Removal of non-required signage.

MEETINGS

- Project team meets multiple times per month.
- Ongoing stakeholder meetings include:
 - Park Avenue District (monthly)
 - St. Margaret Mary Catholic Church
 - The Charles Hosmer Morse Museum of American Art
 - Casa Feliz
 - Property owners (meeting in early 2026)
 - Merchants (visits to occur throughout the duration of the project)

PROJECT INFORMATION

- Website: cityofwinterpark.org/ParkAveRefresh
- Updates: sign up for the "[Park Avenue Refresh](#)" category to receive project update emails
- Email: ParkAveRefresh@cityofwinterpark.org

*pending weather and other unforeseen circumstances

alternatives | other considerations

fiscal impact

City Commission: Streetlight funding approved 4/23/25

CRA: Phase 1 funding approved 8/27/25

attachments

None



City Commission

agenda item 10.a

item type

Consent Agenda

meeting date

December 10, 2025

prepared by

Rene Cranis, City Clerk

approved by

Randy Knight, City Manager

subject

Approve the minutes of the regular meeting, November 12, 2025

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Minutes 11-12-25



City Commission Regular Meeting Minutes

November 12, 2025 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio, Commissioners Craig Russell, Kris Cruzada and Warren Lindsey; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and City Clerk Rene Cranis.

Absent

Commissioner Marty Sullivan

1. Meeting Called to Order

Mayor DeCiccio called the meeting to order at 3:30 p.m.

2. Invocation - Pastor Ron Camblin, Aloma Church

3. Pledge of Allegiance

4. Community Partner Presentation

- a. Allison Chandler, Park Avenue District Executive Director

Alan Chambers, President, Park Avenue District, introduced Interim Executive Director Allison Chandler who expressed her appreciation for the city's partnership and announced holiday events.

- b. Stephanie Vanos, Orange County School Board

Stephanie Vanos, Orange County School Board representative, provided information on public school system programs, funding challenges, and Winter Park Schools academic achievement levels. She urged everyone to support schools, teachers, and students.

- c. Youth Advisory Council

Commissioner Russell provided the background of the Winter Park Youth City Council. Council members Dan Isaak, Lily Stahlman, Jah'Ron Williams and Molly Thomson explained the Council's purpose, projects, events and shared student survey results that showed support for maintaining the city's character.

5. Approval of Agenda

Motion made by Commissioner Lindsey to approve the agenda, seconded by Commissioner Russell. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.

6. Mayor's Report

a. Small Business Saturday Proclamation

Mayor DeCiccio read the proclamation designating November 29th at Small Business Saturday and recognized Winter Park small business owners.

7. City Manager's Report

8. City Attorney's Report

9. Non-Action Items

10. Public Comments | heard after Item 13d

Nikki Seybold, 800 N. Interlachen Avenue, expressed concern about the lack of parking in the downtown area.

Orange County District V Commissioner Kelly Semrad reported the allocation of TDT funding for arts and culture, a portion of which was awarded to Winter Park venues. She reminded everyone of the community meeting about coyotes on November 20th.

11. Consent Agenda

- a. Approve the minutes of the regular meeting, October 22, 2025
- b. Approve the minutes of the work session, October 23, 2025
- c. Approve the following formal solicitations:
 1. IFB14-25 - Delivery of Concrete Materials & Concrete Repair Services; Recommending award to Ovation Construction Company, Inc., Allcrete, Inc., D&A Construction Group, Inc. Contract Term: 1-year initial term with four (4) 1-year renewal options; Not to Exceed: \$300,000
- d. Approve the following piggyback contracts:
 1. STA-CON, LLC - Orange County #Y25-185 - Pump Station Control and SCADA Communication Panels; For the purchase and installation of pump station control panels and SCADA systems supporting Water and Wastewater operations. Contract Term: Through September 5, 2030; Not to Exceed: \$750,000
 2. Gray Matter Systems, LLC - Orange County #Y24-1021C - Supervisory Control and Data Acquisition (SCADA) Services; For the purchase of SCADA equipment, software, and related support for Water and Wastewater operations. Contract Term: Through October 31, 2029; Not to Exceed: \$250,000
 3. Atlantic Pipe Services, LLC - Village Center Community Development District #24P-007 - Storm Pipe Inspections, Cleaning & Repairs; For stormwater pipe maintenance services performed on an as-needed basis. Contract Term: Through September 30, 2026; Not to Exceed: \$500,000
 4. Cubix, Inc. - Orlando Utilities Commission (OUC) #5050-OQ - Floor Covering - Carpet Cleaning; For carpet cleaning and maintenance services

- to be performed on an as-needed basis throughout City facilities. Contract Term: Through December 14, 2026; Not to Exceed: \$175,000
5. Alan Jay Fleet Sales - Sourcewell #091521-NAF - Cars, Trucks, Vans, SUVs, Cab Chassis, and Other Vehicles; Requesting additional funds for the purchase of vehicles to support City operations. Contract Term: Through November 8, 2026; Not to Exceed: \$750,000
 - e. Approve the following contracts:
 6. RFQ20-23 - Ovation Construction Company, Inc. - Repair and Construction Services (<\$300k/project); For repair and construction services on an as-needed basis. Contract Term: Through October 29, 2026; Not to Exceed: \$1,500,000
 - f. Approve the following purchases:
 1. Data Flow Systems, Inc. - Standardized Original Equipment Manufacturer (OEM) provider for the TAC II SCADA System, utilized within the City's Water and Wastewater operations and infrastructure. Not to Exceed: \$675,000
 2. MKI Services Inc. - Standardized Original Equipment Manufacturer (OEM) provider for the SUEZ-Veolia ABW Filtration System, utilized within the City's Water and Wastewater operations and infrastructure. Not to Exceed: \$975,000
 3. Kissinger Campo Associates Corporation (KCA) - Task Order for feasibility analysis of the Resident Proposed Heritage - Market Trail. Not to Exceed: \$93,031.64

There were no public comments. **Motion made by Commissioner Cruzada to approve the Consent Agenda, seconded by Commissioner Russell. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.**

12. Action Items Requiring Discussion

- a. Collective Bargaining Agreement between the City of Winter Park and the Winter Park Professional Firefighters Local 1598, IAFF

There were no public comments. **Motion made by Commissioner Cruzada to approve the agreement, seconded by Commissioner Russell. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.**

13. Public Hearings: Quasi-Judicial Matters

- a. SUB #25-03. Request of Mollie and Andrew Samaan for: Approval to divide the property at 1210 Alberta Drive, zoned R-1AA, into two separate lots.

Nick Lewis, Planner, reviewed this request, which requires a variance of side setback requirements at the back of the existing home and of the minimum lot width. The Planning and Zoning Board recommended approval with the condition that the side setback variance relates solely to the existing structure and that a new structure must conform to all appropriate setback requirements. He responded to questions regarding the Planning and Zoning Board hearing and neighborhood opposition to the request.

Andrew Samaan, applicant, said they have no immediate plans to sell the new lot and noted that there was a house in the past with separate utilities.

Peter Brethauer, 420 Cortland Avenue, spoke in opposition to the lot split which will require removal of a perimeter wall when the new lot is developed.

Sally Flynn, 1400 Highland Road, expressed concern that lot splits will change the character of neighborhoods.

Karen Brethauder, 420 Cortland Avenue, opposed the reduced setbacks.

Members of the commission commented on the variances with Commissioner Lindsey opposing the lot split due to the impact to the neighbor character.

Motion made by Commissioner Cruzada to approve the request with the condition that the side setback variance relates solely to the existing structure and that a new structure must conform to all appropriate setback requirements, seconded by Commissioner Russell. Upon a roll call vote, Commissioners Russell and Cruzada and Mayor DeCiccio voted yes and Commissioner Lindsey voted no. The motion carried unanimously with a 3-1 vote. Commissioner Sullivan was absent.

- b. Ordinance - Creating a new Section 58-98 to establish regulations and procedures for certified recovery residences requesting reasonable accommodation as required by Chapter 2025-182, Laws of Florida. (1st Reading)

Attorney Ardaman read the ordinance by title. Allison McGillis, Director of Planning and Zoning, stated that this ordinance is required to comply with new legislation adopted in 2025 and explained the provisions of the ordinance. There were no public comments.

Motion made by Mayor DeCiccio to approve the ordinance, seconded by Commissioner Russell. Upon a roll call vote, Commissioners Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. Motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.

- c. Ordinance - Amending Chapter 58, "Land Development Code"; Revising Article III, "Zoning," Section 58-64, "Nonconforming Lots, Nonconforming Uses, And Nonconforming Structures," to update regulations relating to structural renovation and valuation thresholds; and amending Article V, "Environmental Protection Regulations," Division 1, "Stormwater Management," to revise performance standards for new development and redevelopment, establish a stormwater utility fee in lieu option for small sites, and update technical and design standards. (1st Reading)

Attorney Ardaman read the ordinance by title. Mrs. McGillis reviewed the provisions of this ordinance addressing non-conforming structures and stormwater updates. The Planning and Zoning Board recommended approval. Mrs. McGillis and Assistant Director of Public Works Don Marcotte responded to questions. There were no public comments.

Motion made by Commissioner Lindsey to approve the ordinance, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.

- d. ORDINANCE 3358-25 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, VACATING AND ABANDONING A PORTION OF AN UNIMPROVED 10 FOOT-WIDE UTILITY EASEMENT DEDICATED BY DOMMERICH HILLS FOURTH ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF ORANGE COUNTY, SAID EASEMENT TO BE VACATED IS SHOWN HEREON AS EXHIBIT "A" ATTACHED HERETO AND DESCRIBED AS BEING THE EAST 6.00 FEET OF THE WEST 10 FEET OF LOT 1, BLOCK B, DOMMERICH HILLS FOURTH ADDITION AND DESCRIBED HEREIN; PROVIDING FOR CONFLICTS, RECORDING AND AN EFFECTIVE DATE. (2nd Reading)

Attorney Ardaman read the ordinance by title. There were no public comments. **Motion made by Commissioner Russell to adopt Ordinance 3358-25, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.**

14. Public Hearings: Non-Quasi-Judicial Matters

- a. ORDINANCE 3359-25 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING THE ADOPTED BUDGET AND ACCOMPANYING FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2024 – 2025 BY PROVIDING FOR CHANGES IDENTIFIED IN EXHIBIT A; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE. (2nd Reading)

Attorney Ardaman read the ordinance by title. There were no public comments. **Motion made by Mayor DeCiccio to adopt Ordinance 3359-25, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Sullivan was absent.**

15. City Commission Reports

Commissioner Russell -

- Thanked the staff from utilities, public works and communications for their work and service to city residents and programs.
- Reported on the success of the recent Men of Integrity fundraiser.
- Spoke about the solar energy "Whistling Duck" project.
- Encouraged parents to respond to the survey regarding school start times.
- Asked that the Winter Park High School girls volleyball team be recognized for winning the state championship.
- Suggested inviting high school band and orchestra to attend the January meeting.

Commissioner Cruzada -

- Reported the appointment of Dr. E. Donald Thomas to the Lakes and Waterways Board.

Commissioner Lindsey -

- Thanked the Fire Department for their care in response to emergency calls.
- Asked staff to determine the landscaping maintenance responsibilities of property at the Lee Road and 17-92 intersection and take corrective action.

Mayor DeCiccio -

- Thanked staff from public works and parks and recreation departments for their quick response to resident concerns and City Manager Randy Knight who filled and delivered sandbags to an elderly couple.
- Reminded everyone of the community meeting about coyotes on November 20th.
- Staff will be cleaning up ordinances in the next few months.
- Thanked Commissioner Semrad for attending the meeting and noted the city will be seeking grant funds for bike/pedestrian path through several jurisdictions.

16. Summary of Meeting Actions

- Welcomed Allison Chander, Park Avenue District Interim Executive Director.
- Received a presentation from Orange County School Board member Stephanie Vanos.
- Received a State of the City presentation from the Winter Park Youth City Council.
- Approved the Consent Agenda.
- Approved the IAFF collective bargaining agreement.
- Approved the lot split at 1210 Alberta Drive.
- Approved ordinance establishing regulations for recovery residences.
- Approved ordinance amending the land development code.
- Adopted ordinance vacating a portion of a utility easement at 2501 Tuscaloosa Trail.
- Adopted ordinance amending the FY 25 budget.
- Appointed Dr. Thomas to the Lakes and Waterways Board.

17. Adjournment

The meeting adjourned at 5:30 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



City Commission

agenda item 10.b

item type

Consent Agenda

meeting date

December 10, 2025

prepared by

Rene Cranis, City Clerk

approved by

Randy Knight, City Manager

subject

Approve the minutes of the work session, November 13, 2025

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. CC-min-2025-11-13 ws



City Commission Work Session Minutes

November 13, 2025 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio; Commissioners Marty Sullivan (Virtual), Craig Russell, Kris Cruzada, and Warren Lindsey; City Manager Randy Knight; Assistant City Manager Michelle del Valle, and City Clerk Rene Cranis.

Also Present

Meredith McKenna and Nort Northam, Clear Channel Outdoor
Matt Howard, Lamar Advertising
John Fite, OUTFRONT Media
Tripp Cheek, attorney, (Virtual)

1. Meeting Called to Order

Mayor DeCiccio called the meeting to order at 3:30 p.m.

2. Discussion Item (s)

a. Discuss Global Billboard Swap Deal

Mr. Knight shared that a global settlement has been reached regarding the removal of all billboards in the core of Winter Park, with one exception. He mentioned that Clear Channel, Lamar, and OUTFRONT Media have all signed a Memorandum of Understanding (MOU) that ensures they will not compete for the future billboard locations. He presented a map of billboard locations around the city and reviewed the changes each party will implement as part of the (MOU).

- Clear Channel - removing four billboards, 1873 and 2095 W. Fairbanks, 2522 Aloma Avenue, and one on Wymore Rd. next to the fire training facility. Clear Channel will relocate the Wymore billboard to the southwest corner of the city-owned Wymore property and build a second digital billboard at the Nort Northam property, 2600 W. Fairbanks. The billboard at 2600 W. Fairbanks will be digital facing westbound I-4 and static facing eastbound I-4. Ms. McKenna confirmed the three billboards will be removed once the two new ones are approved.

Mayor DeCiccio asked that Clear Channel consider the removal of the billboard on 17-92 at Gay Road. Ms. McKenna responded that the billboard is part of an existing agreement between Clear Channel and the City, and the Clear Channel cannot commit to its removal. Mayor DeCiccio requested Ms. McKenna go back and ask her company to include the removal of this billboard as part of the deal.

Mr. Knight clarified that the Wymore property billboard must be moved about 300 feet south to meet the 1,000-foot separation requirement for digital billboards along I-4.

- Lamar - will remove the double-sided digital billboard at 1621 Lee Road. In exchange, they plan to construct a new billboard at 909 N. Wymore Road along I-4, which will require annexation of a portion of that property. Staff will bring the annexation ordinance to the Commission for consideration at a future meeting.
- OUTFRONT Media – will remove the three billboards at 2090, 2145, and 2431 Aloma Avenue in exchange for a digital billboard at 1885 Dartmouth Avenue. The area is currently outside of the city limits and will require annexation of the four properties between the existing city boundary and the proposed billboard site. It will be up to the parties to obtain approval for annexation from Orange County and property owners through voluntary or involuntary annexation processes.

Attorney Langley explained the annexation process, and discussion followed on the details and impact of the swaps.

Attorney Trippe Cheek stated that the agreement is a win-win for the city, billboard companies, and residents.

Mr. Knight noted that the city is not a party to the agreement but will have to perform some tasks to achieve the goal. He asked the Commission for approval to move the process forward. Mayor DeCiccio said there is consensus from the Commission to move forward.

Discussion returned to the billboard on 17-92. Mr. Knight explained the background of the billboard and explained that a tree in poor condition must be removed for Clear Channel to construct a digital billboard facing north.

Mr. Knight reviewed the next steps to move forward with this agreement, including the annexation and ordinance for city property swaps, and noted that Orange County must approve annexation agreements.

Mr. Howard offered their assistance to obtain agreement from Orange County.

3. Adjournment

The meeting adjourned at 4:20 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



City Commission

agenda item 10.c

item type

Consent Agenda

meeting date

December 10, 2025

prepared by**approved by****subject**

Approve the following formal solicitations:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None

**item type**

Consent Agenda

meeting date

December 10, 2025

prepared by

Rebecca Watt, Contract Agent
Jennifer Maier, Procurement Manager

approved by

Randy Knight, City Manager

subject

1. IFB26-3 - Winter Park Library and Event Center Parking Lot Expansion; Recommending award to Frymyer Construction & Development, Inc. Project Term: Five (5) months; Amount: \$293,203.50
2. RFQ17-25 - Professional Electrical Underground Design and Engineering Services (Rebid); Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: KCI Technologies, Inc.
3. RFP18-25 - Financial Advisory Services; Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: PFM Financial Advisors, LLC

motion | recommendation

Commission approve items as presented and authorize Mayor to execute.

background

1. A formal solicitation was issued on October 3, 2025, with responses due on November 7, 2025. A total of twelve (12) responsive bids were received. Staff recommends awarding to the lowest responsive and responsible bidder.
2. A formal solicitation was issued on September 9, 2025, with responses due on October 16, 2025. A total of thirteen (13) responsive submittals were received and evaluated, resulting in the shortlisting of four (4) firms. Staff is now seeking approval to authorize Procurement and City staff to enter into negotiations and award the top-ranked firm.
3. A formal solicitation was issued on September 19, 2025, with responses due on October 27, 2025. A total of two (2) responsive submittals were received and evaluated. Staff is seeking approval to authorize Procurement and City staff to enter into negotiations and award the top-ranked firm.

alternatives | other considerations

fiscal impact

1. CRA Fund
2. Electric Utility Fund
3. General Fund

attachments

None



City Commission

agenda item 10.d

item type

Consent Agenda

meeting date

December 10, 2025

prepared by**approved by****subject**

Approve the following piggyback contracts:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None

**item type**

Consent Agenda

meeting date

December 10, 2025

prepared by

Rebecca Watt, Contract Agent
Jennifer Maier, Procurement Manager

approved by

Randy Knight, City Manager

subject

1. Traffic Logix Corporation - Sourcewell #042225-LGX - Safety and Traffic Management Equipment with Related Products; For the purchase of traffic equipment and related products to support Public Works operations. Contract Term: Through June 27, 2029; Not to Exceed: \$650,000
2. Ovation Construction Company, Inc. - BuyBoard #783-25 - Job Ordering Contract for Trades; For construction services for the Park Avenue Refresh and Fire Training Facility projects. Contract Term: Through September 30, 2027; Not to Exceed: \$4,000,000
3. Musco Lighting, Inc. - Sourcewell #041123-MSL - Sports Lighting Solutions; Requesting additional funds for enhancements to the lighting at the Cady Way pickleball courts. Contract Term: Through June 16, 2027; Not to Exceed: \$275,000
4. TSI Disaster Recovery, LLC - Florida Department of Environmental Protection (FDEP) #SL005 - DEP Waterway Debris; Requesting additional funds supported by NRCS grant revenue related to Hurricane Milton. Contract Term: Through August 1, 2026; Not to Exceed: \$800,000
5. Hill Manufacturing Company - Kentucky Educational Development Corporation (KEDC) #10100169-CLS2022.002 - Custodial Equipment, Supplies & Services; For the purchase of custodial supplies and related services supporting City operations. Contract Term: Through December 31, 2026; Not to Exceed: \$150,000

motion | recommendation

Commission approve items as presented and authorize Mayor to execute.

background

1. The Public Works Department will use this contract to purchase equipment supporting safety and traffic management needs throughout the City. Traffic Logix Corporation was selected through the Sourcewell cooperative agency, which provides competitively solicited pricing and terms.

2. City staff will utilize this contract to support project management for the Park Avenue Refresh and Fire Training Facility projects. Ovation Construction Company, Inc. was selected through the BuyBoard cooperative agency, which provides competitively solicited pricing and terms.
3. The Parks and Recreation Department is requesting additional funding under this contract to support enhancements to the lighting system at the Cady Way pickleball courts. Musco Lighting, Inc. was selected through the Sourcewell cooperative agency, which provides competitively solicited pricing and terms.
4. The Natural Resources Department is requesting additional funding to support with the increase in NRCS grant revenue received for Hurricane Milton debris removal, allowing the City to continue waterway cleanup efforts. TSI Disaster Recovery, LLC was selected through the FDEP's formal solicitation process, which provides competitive pricing and terms.
5. The City Warehouse utilizes this contract to purchase custodial supplies and related services to support Citywide operations. The Hill Manufacturing Company was selected through the KEDC's formal solicitation process, which provides competitive pricing and terms.

alternatives | other considerations

fiscal impact

1. General Fund
2. CRA Fund, Capital Projects Fund
3. Capital Projects Fund
4. NRCS Fund
5. Electric Utility Fund, Water & Wastewater Fund

attachments

None



City Commission

agenda item 10.e

item type

Consent Agenda

meeting date

December 10, 2025

prepared by**approved by****subject**

Approve the following contracts:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None



City Commission

agenda item 10.e.1

item type

Consent Agenda

meeting date

December 10, 2025

prepared by

Rebecca Watt, Contract Agent
Jennifer Maier, Procurement Manager

approved by

Randy Knight, City Manager

subject

1. RFQ30-22 - Dix.Hite + Partners, Inc. - Professional Landscape Architectural Services;
For professional consulting services to support city staff with active and potential future projects. Contract Term: Through December 12, 2026

motion | recommendation

Commission approve item as presented and authorize Mayor to execute.

background

1. Dix.Hite Partners, Inc. was selected through a competitive process based on their qualifications to support City staff with landscape architectural projects. This item represents the third of five allowable renewals under the terms of the original agreement.

alternatives | other considerations**fiscal impact**

1. Each task order will be brought to City Commission with the funding source listed.

attachments

None



City Commission

agenda item 10.f

item type

Consent Agenda

meeting date

December 10, 2025

prepared by**approved by****subject**

Approve the following purchases:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None

**item type**

Consent Agenda

meeting date

December 10, 2025

prepared by

Rebecca Watt, Contract Agent
Jennifer Maier, Procurement Manager

approved by

Randy Knight, City Manager

subject

1. Sternberg Lanterns - Standardized Original Equipment Manufacturer (OEM) provider for the FDOT Streetlights. Not to Exceed: \$1,500,000
2. Core & Main, LP - Meter Data Management Software-as-a-Service (SaaS). Not to Exceed: \$136,000
3. Xylem Water Solutions U.S.A., Inc. - Standardized Original Equipment Manufacturer (OEM) provider for Flygt pumps and products. Not to Exceed: \$1,350,000

motion | recommendation

Commission approve items as presented.

background

1. This purchase is being made through an authorized distributor for standardized OEM products utilized in the Electric Utility Department's operations and maintenance activities.
2. The Water & Wastewater Department utilizes this SaaS to support the City's metering and utility data operations.
3. This purchase is being made through an authorized distributor for standardized OEM products utilized in the Water & Wastewater Department's operations and maintenance activities.

alternatives | other considerations

fiscal impact

1. Electric Utility Fund
2. Water & Wastewater Fund, Electric Utility Fund
3. Water & Wastewater Repair & Replacement Fund

attachments

None

**item type**

Action Items Requiring Discussion

meeting date

December 10, 2025

prepared by

Gary Hiatt, Director of Building, Permitting Services and Code Compliance

approved by

Randy Knight, City Manager

subject

Request from property owner for reduction of Code Enforcement fines and established liens- 2661 Via Tuscany, Winter Park, Florida

motion | recommendation

The enclosed documents illustrate a long and frustrating process for the duration of the construction project located at 2661 Via Tuscany, Winter Park. There were two Code cases that went before the Code Board with established timelines to comply. Over 900 days of non-compliance took place on one violation and over 300 days on the other, both running at \$250 per day. Total fines are just over \$331,000. In addition, there are documented administrative fees of six-hundred forty-nine dollars and 20 cents (\$649.20) for each of the two cases that were presented to the Code Board, totaling one thousand and ninety-eight dollars and forty cents (\$1298.40). This does not take into consideration all additional actions throughout the years: checking on the site, responding to neighbor complaints, meeting with contractors and owners with efforts dedicated to pushing the project to completion, as well as any additional actions needed as a result of today's findings. It is difficult to establish a cost of the efforts and the impact on the neighborhood over the years.

While the fines seem excessive, they became excessive because the reasonable completion dates established at the Code Board hearing were not met and the violations continued for an excessive amount of time.

The commission has authority to reduce the fines. Staff recommends that any reduction take into account the length of time the neighbors suffered with this project and the complete disregard for the code board orders. If people are allowed to run up large fines and then have them substantially reduced it erodes the deterrent effect of future Code Board actions..

background

A timeline has been provided in your packet showing the permit issuance date of September 27, 2018, with a Certificate of Occupancy issued on July 2, 2025, nearly 7 years later.

alternatives | other considerations

fiscal impact

attachments

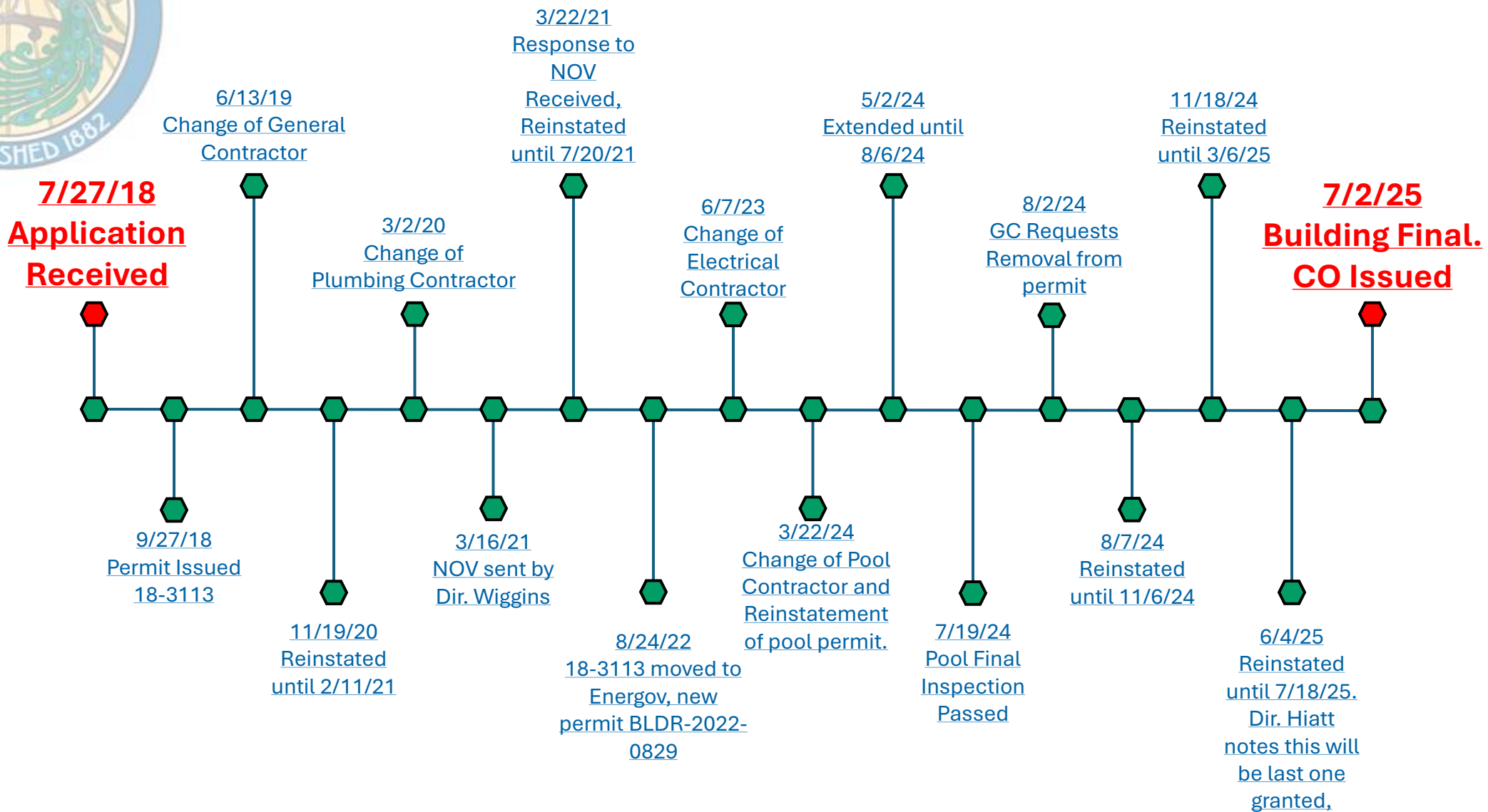
1. 2661ViaTuscanyTimeline
2. Case Synopsis -2661 Via Tuscany - CCB#BLDG-23-0008 & 22-943
3. 2661 Via Tuscany - Outstanding Fees Due Report - CCB#22-943 (Updated 12-01-25 SRP)
4. SIGNED ORDER MASSEY HEARING 3.2.2023
5. 2661 VIA TUSCANY - CCB 22-943 Fine Assessment Sheet #1 (version 1)
6. 2661 Via Tuscany - Outstanding Fees Due Report - CCB#BLDG-23-0008 (Updated 12-01-25 SRP)
7. 2661 VIA TUSCANY - CCB BLDG-23-0008 Fine Assessment Sheet #1
8. Certified Findings of Fact Law and Order - 2661 Via Tuscany CCB#23-0008
9. Request to be heard and letters from neighbors



2661 Via Tuscany Building Department Timeline



2661 Via Tuscany Timeline [Click to jump to the slide in the detailed timeline](#)





2661 Via Tuscany Timeline

Detailed Timeline

- 7/27/2018 – Application received for a new single-family home at 2661 Via Tuscany. The listed contractor is Richard Stubbs.
- 9/27/2018 – Permit 18-3113 for the construction of the SFR is issued – The total permit fees are \$8812.50.
- 12/07/2018 – The first Notice of Commencement, signaling the start of construction, is recorded with Orange County. The document number is DOC#20180708372
- 6/13/2019 – Change of Contractor – The GC changes from the Daniel Corporation to Stubbs Architecture LLC.
 - The individual license holder, Richard Stubbs, is the same. It's likely that contractor changed companies and brought the job with him or the contractor applied under the Daniel Corporation in mistake.



2661 Via Tuscany Timeline

- 11/9/2020 – A reinstatement request for the main permit, 18-3113, is received. The contractor states COVID-19 led to significant delays in window installation, but that the windows are now complete and the project is ready for more inspections.
 - The request is approved for 90 days, until 2/11/21.
- 3/2/2020 – Change of Contractor – Transfer of the plumbing sub-permit from NDS Development to Bryan Plumbing LLC.
- 2/20/2020 – A separate permit application for a retaining wall is received. The listed contractor is Stubbs Architecture.
- 5/27/2020 – Permit 20-734 for a retaining wall is issued.



2661 Via Tuscany Timeline

- 3/16/2021 – A Notice of Violation (NOV) is sent by Director George Wiggins via regular and certified mail to both the contractor and the owner. The letter stated that the site is unsightly and unsafe and requires swift action to remedy this situation. The letter also stated that the unfinished work is in violation of Winter Park’s amendments to the Florida Building Code, as referenced in the Winter Park City Code Sec. 22-28 Subsec. 105.4 which requires the completion of new residential buildings within 12 calendar months from commencement of work. The last recorded inspection of the project occurred on 11/19/19.
 - The letter informs the recipients to immediately contact Dir. Wiggins to begin resolving the code violation and fixing site conditions. Failure to do so will result in the City taking corrective actions by boarding up/otherwise preventing entry to the site OR referring the matter to the Code Compliance Board, who could impose an order of compliance, impose daily fees of \$250 per violation, and issue an order for the demolition of the incomplete structure.



2661 Via Tuscany Timeline

- 3/22/2021 – The contractor emailed a response to the NOV. They stated that COVID-19 had led to severe vendor material delays which significantly slowed construction. This slowdown compounded into the financing agreement between the owner and the lender needing to be extended, the new agreement of which was not approved until 3/3/2021. Because of this, no construction occurred between Feb. 2020 – Mar. 2021.
 - The contractor continues to say the issues with the material vendors and the lenders have been rectified, and he is ready to resume construction. He then laid out a timeline for inspections to occur, with the final building inspection anticipated for 7/1/2021, and the pool construction to be completed on 7/23/2021. He also states that action will be taken immediately to rectify the unsightly construction site and maintain fencing and landscaping.
 - He also requested that the permit be reinstated until 8/15/21.
- Dir. Wiggins responds on the same day and approves a 90-day reinstatement until 7/20/2021, contingent on the removal of a chain link fence, leaving silt fencing in place, and maintaining a clean work site. He notes that temporary landscaping may be necessary.



2661 Via Tuscany Timeline

- 4/6/2021 – Building Inspector Tom Lilly went on site and spoke with the contractor, who stated that he had a crew coming in today to remove the last of the debris. Inspector Lilly reported that no silt fence was up yet, but the property is “pretty well contained with the retaining wall and wall on the west side.”
- 7/16/2021- A reinstatement request for the plumbing sub-permit came from the plumbing sub-contractors, Bryan Plumbing LLC. They state the delay is due to “trying to get fixtures,” and estimated their completion date at 9/1/21.
- Presumably at around the same time (No date on letter sent), a reinstatement request for the electrical sub-permit came from the electrical sub-contractors, Doc Watts Electric. They state the delay was due to the client’s financial restraints and estimated their completion in Dec. 2021.
- 8/2/2021 – A Separate pool permit applied for in Energov. The contractors are RD Pool Maintenance, Inc.
- 11/4/2021 – Pool permit BLDR-2021-1943 is issued.



2661 Via Tuscany Timeline

- 12/11/2021 – A reinstatement request for the retaining wall permit, 20-734, is received. The contractor states the delay was caused by the pool shell, under separate contract, needing to be completed first. He estimated the completion date a 1/7/22.
- 1/11/2022 – Retaining wall permit 20-734 passes its final inspection.
- 8/24/22 – SFR permit 18-3113 is moved to Energov. The new permit number is BLDR-2022-0829.
 - All the sub-permits are moved over the same day or on 8/25.
 - ELEC-2022-0948 – Main electric sub-permit w/ Doc Watts Electric
 - MECH-2022-0548- Mechanical sub-permit w/ Millenium A/C & Refrigeration
 - ROOF-2022-0643 – Roof sub-permit w/ Global Roofing LLC
 - PLMB-2021-0760 – Plumbing sub-permit w/ Bryan Plumbing LLC (applied earlier on 7/26/21)
 - GAS-2022-0137 – Gas sub-permit w/ Thermotane Propane (applied later, on 9/6/2022)



2661 Via Tuscany Timeline

- 6/7/2023 - Change of Contractor –The electric sub-permit, ELEC-2022-0948, is transferred from Doc Watts Electric to Powerline Electrical Services.
 - A new electric sub-permit, ELEC-2023-0571, is issued. The old one is voided.
- 6/15/2023 – PLMB-2021-0760, the plumbing sub-permit, passed its final inspection.
- 8/17/2023 – ROOF-2022-0643, the roof sub-permit, passed its final inspection.
- 9/10/2023 – An aluminum fence permit is applied for in Energov. The listed contractor is Stubbs Architecture.
- 10/26/2023 – The aluminum fence permit, BLDR-2023-0859, is issued.
- 10/30/2023 – BLDR-2023-0859, the aluminum fence permit, passed its final inspection.
- 3/22/2024 – Change of Contractor – The pool permit, BLDR-2021-1943, is transferred from RD Pool Maintenance to Gunit Pool Contractors. The permit number is kept, and the pool permit is reinstated the same day until 6/27/2024.



2661 Via Tuscany Timeline

- 5/2/2024 – An extension request for the main permit, BLDR-2022-0829, is received. The contractor stated the delay stems from that issues with the original pool contractor’s company dissolving, unfinished gas and electric sub-permit work, and needing to correct issues pointed out by an engineering inspector (retention pond location, missing fence, fixing broken concrete sidewalk, collection of stormwater from the roof). They request reinstatement for 3 months and note that a CO is needed ASAP.
- 5/3/2024- The extension request is approved for 90 days, until 8/6/2024.
- 5/3/2024 - A reinstatement request for the gas sub-permit, GAS-2022-0137, is received. Details are sparse, but a separate letter received on 6/4/2024 from the gas sub indicates that they delay is from large changes in scope of work for the gas contractor. The permit is reinstated until 8/5/2024.
- 7/19/2024 – BLDR-2021-1943, the pool permit, passes its final inspection.



2661 Via Tuscany Timeline

- 8/2/2024 – Stubbs Architecture sends a letter requesting their removal from being listed as a contractor on the permit. As is understood, the issues they had were later resolved, and Stubbs Architecture remained on the project until completion.
- 8/7/2024 – A reinstatement request for the main permit, BLDR-2022-0829, is received from the owner. They state that the delay is due to revisions for the gas work. They request reinstatement for 3 months and note that a CO is needed ASAP.
- 8/12/2024 – The reinstatement request is approved for 90 days, until 11/6/2024.
- 10/11/2024 – The gas sub-permit, GAS-2022-0137, passes their final inspection.
- 11/18/2024 – A reinstatement request for the main permit, BLDR-2022-0829 is received from the owner. They state that the delay is due to issues with the gas work, and because the gas and electric sub-permits are still open. They request reinstatement for 3 months and note that a CO is needed ASAP.
- 12/6/2024 – The reinstatement is approved for 90 days, until 3/6/2025.
- 12/20/2024 – Electric sub-permit ELEC-2023-0571 passed final inspection.



2661 Via Tuscany Timeline

- 3/4/2025 – An extension request for the main permit, BLDR-2022-0829 is received from the owner. They state the delay is because of an inspection hold placed on the permit due to issues with the length of the boundary retention wall. They noted that the gas and electric sub-permits were finalized. They request reinstatement for 3 months and note that a CO is needed ASAP.
- 3/6/2025 – The extension is approved for 90 days, until 6/6/2025.
- 6/4/2025 – An extension request for the main permit, BLDR-2022-0829 is received from the owner. They state that the delay is due to correcting 5 issues pointed out by inspector, the most difficult of which was replacing a custom, imported glass panel. They request reinstatement for 2 weeks and note that they will call the final inspection upon installation of the glass panel.
- 6/18/2025 – The extension is approved for 30 days, until 7/18/2025. Dir. Hiatt notes that this will be the final extension granted.
- 7/2/2025 – The main permit, BLDR-2022-0829, passes its final inspection. The project is complete, and the CO is issued automatically the same day.

Case Synopsis

A request for reduction or adjustment of Code Compliance Board Fines and Liens was received on September 5, 2025, from the property owner (s) Developer and Builder Group, LLC and CEO Fernando Bermudez.

Property: 2661 Via Tuscany – Developer and Builder Group, LLC

Code Compliance Board – Massey Hearing Case#22-943

March 2nd, 2023 - The Code Compliance Board determined that Respondent was still in violation with the Board's Order approved on November 3, 2022, for: Chapter 22; Sections 22-176 (adopting the International Property Maintenance Code, 2021 edition), 22-177 (amending the International Property Maintenance Code), Sec. 202

Nuisance; Sec. 108.9 Vacant Buildings; Sec. 108.1.12 Unsafe Structures; Sec. 302.1 Sanitation and Storage and Sec. 108.7 Public Nuisances of the City of Winter Park Property Maintenance Code. Article II. – Building Code; Sec. 22-26. Short Title.; Sec. 22-27. – Codes Adopted by reference.; Sec. 22-28. Amendments to the Florida Building Code.; Sec. 105.4.1 Conditions of a permit, permit term and intent and Sec. 105.4.1.1 of the City of Winter Park Building Code.

The Respondent is **ORDERED within 60 days of the hearing date to:**

- (1) Obtain a Certificate of Occupancy
- (2) Secure the property and remove construction debris.
- (3) Apply for and obtain any necessary extension of the existing permit.

**Fines accrued from 01/02/2023 – 07/02/2025 (913 days for first violation
x 250.00/per day = \$228,250.00**

**Fines accrued from 02/21/2023 – 06/07/2023 (107 days for second violation
x \$250.00/per day = \$26,750.00**

**Total Outstanding Code Enforcement Board Fees Due is \$255,000.00 plus
Administrative Fees in the amount of \$ 649.20 = \$255,649.20
(see enclosed Fine Assessment Sheet).**

Code Compliance Board – Massey Hearing Case#BLDG-23-0008

February 1st, 2024 - The Code Compliance Board determined that Respondent was still in violation with the Board's Order approved on September 15th, 2023, for:

Article II. – Building Code; Sec. 22-26. Short Title.; Sec. 22-27. – Codes Adopted by reference.; Sec. 22-28. Amendments to the Florida Building Code.; Sec. 105.4. Conditions of a permit, permit term and intent and Sec. 105.4.1.1 of the City of Winter Park Building Code.

On September 7th, 2023, the Respondent was **ORDERED** to "Submit new permit

application for the pool structure to demonstrate compliance with current regulations and to address the comments made in 2021 within seven days of the hearing date". The Board assessed a fine against the Respondent in the sum of \$250.00 per day, Per violation, running from **September 15th, 2023** (the date established for compliance, 7 days after September 7th, 2023).

Fines accrued from 09/15/2023 – 07/19/2024 (307 days x \$250.00 per day = \$76,750.00

Total Outstanding Code Enforcement Board Fees Due is \$76,750.00 plus Administrative Fees in the amount of \$649.20 = \$77,399.20 (see enclosed Fine Assessment Sheet).

OUTSTANDING FEES DUE REPORT

2661 Via Tuscany
Winter Park, Florida 32789

Assessed Fines: CCB#22-943

Order Imposing Penalty ordered March 2, 2023

Fines imposed \$250.00 per day dating back to January 2, 2023, for 1st violation – Failure to Obtain a Certificate of Occupancy issued on July 02, 2025.

Main Permit #BLDR-2022-0829

From 01/02/2023 – 07/02/2025 = 913 days

913 days x \$250.00 per day = \$228,250.00

Daily fine of \$250.00 imposed dating back to February 21, 2023, for 2nd violation – Date when Respondent allowed the permit to expire.

From 02/21/2023 – 06/07/2023 (day they started reinstating permits) – 107 days

107 days x \$250.00 per day = \$26,750.00

Total Fines Accrued	\$255,000.00
---------------------	---------------------

Administrative Fees (Hard Cost):

Site Inspections (3) x 150.00	\$450.00
Regular Mail (6) letters x .73 each	\$4.38
Certified mail (6) letters x \$7.47 each	\$44.82
Administrative Fee	\$150.00
Total Administrative Fees	\$649.20

Total Outstanding Code Enforcement Board Fees Due:	\$255,000.00
Total Outstanding Administrative Fees Due	\$649.20
Total Outstanding Fees Due	\$255,649.20

**CODE COMPLIANCE BOARD OF THE
CITY OF WINTER PARK, FLORIDA**

Case No: 22-943

CITY OF WINTER PARK

Petitioner,

v.

9171 9690 0935 0245 9395 68

Developer and Builder Group, LLC
218 Wilshire Blvd.
Casselberry, FL 32707-5371

Respondents,

FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER IMPOSING FINES AND LIEN

THIS CASE came for a public hearing before the City of Winter Park, Florida, Code Compliance Board (the "Board"), on the **2nd day of March, 2023** after due notice to the Respondent, Developer and Builder Group, LLC, owner of 2661 Via Tuscany, Winter Park, FL 32789-5073, to determine whether Respondent remains in violation of the Board's Order approved on November 3, 2022 and entered on November 17th, 2022. The Board having heard sworn testimony and argument and received evidence, the Board thereupon issues its Findings of Fact, Conclusions of Law, and Order as follows

I. FINDINGS OF FACT

The Board makes the following findings of fact:

- A. Address, Ownership and Possessory Interest: The property at issue is located at 2661 Via Tuscany, Winter Park FL, 32789 (the "Property").
- B. Legal Description: MAITLAND SHORES FIRST ADDITION S/68 LOT 1 BLK G (LESS RD/W ON NE COR) per Orange County records.
- C. Parcel I.D.: # 32-21-30-5478-07-010
- D. Notices:
 - 1. The City gave proper notice of this hearing to the Respondents by posting at the Property and at City Hall and by United States certified mail.
 - 2. The City gave proper notice to Respondent via U.S. Certified Mail of the Board's Findings of Fact, Conclusions of Law, and Order approved at the Code Compliance Board's November 3, 2022 hearing and entered by the Board's Chair on November 17, 2022.
- E. Description of Violation: Respondent allowed the Building Permit and Pool Electric Permit to expire on February 20, 2023, and the Plumbing Permit and Electrical Permit to expire on February 21, 2023 without completing construction. Respondent failed to obtain a Certificate of Occupancy by January 2, 2023, the compliance deadline in the Board's Order of November 3rd, 2022. The incomplete, vacant structure remains a public nuisance.

II. CONCLUSIONS OF LAW

Based on the testimony and evidence of record, the Board reaches the following conclusions of law:

- A. The City complied with the procedures and notice requirements of the City Code as required pursuant to Sections 2-105 and 2-110, respectively, of the Winter Park Code of Ordinances and in Florida Statutes chapter 162. In accordance with *Massey v. Charlotte County*, 842 So. 2d 142 (Fla. 2d DCA 2003), the Respondent had a full and fair opportunity to appear and present evidence as to why fines should not be assessed, but voluntarily chose not to appear.

As of the hearing date, the Respondent remains in violation of Chapter 22, Sections 22-176 of the Winter Park Code (adopting the International Property Maintenance Code, 2021 edition (the "IPMC") and establishing the Winter Park Property Maintenance Code); 22-177 of the Winter Park Code (amending the International Property Maintenance Code) to include "Public Nuisance" as defined in Section 202 "General Definitions") and as prohibited in Sec. 108.7 of the Winter Park Property Maintenance Code, Sec. 108.9 of the Winter Park Property Maintenance Code (Vacant Buildings); Sec. 108.1.1 of the IPMC (Unsafe Structures), as well as Article II. – Building Code; Sec. 22-26 (Short Title establishing the Winter Park Building Code); Sec. 22-27 (adopting the Florida Building Code, 7th edition, by reference); Sec. 22-28 (amending the Florida Building Code); Sec. 105.4.1 and Sec 105.4.1.1 of the Winter Park Building Code (Conditions of a permit, permit term, and intent).

III. ORDER

Based on the foregoing Findings of Fact and Conclusions of Law, and upon a motion made by Dwayne Johnson, seconded by Douglas Bond, and agreed to in a unanimous 5-0 vote by the Board:

1. The Respondents are **ORDERED immediately following the hearing date** to:
 - (1) Obtain a Certificate of Occupancy for the Property; and
 - (2) Apply for and obtain any necessary extension of the existing building permits for the Property
2. The Board hereby assesses fines of \$500.00 per day, which consists of \$250.00 per day for each day a Certificate of Occupancy is not obtained and \$250.00 per day for each day Respondent fails to obtain permit extensions. The latter \$250.00 daily fine is retroactive to February 21, 2023, when Respondent allowed the permits to expire.
3. In setting the amount of the code enforcement fines established above, the Board considered the factors set forth in Florida Statutes § 162.09(2)(b) and section 2-107 of the City Code, which are (1) the gravity of the violation; (2) any actions taken by the violator to correct the violation; and (3) any prior violations committed by the violator.
4. The fines shall continue to accrue until Respondent establishes compliance with the November 3, 2022 Order. To stop the accrual of fines, Respondent must inform the City's Safety and Code Compliance department in writing and establish when it has achieved compliance with the Code Compliance Board's November 3, 2022 Order.
5. Upon recording in the public records of Orange County, Florida, the fines shall run with the land in favor of the City of Winter Park.
6. All non-homestead real property subject to a code enforcement lien is subject to foreclosure pursuant to Florida Statutes § 162.09(3) and Section 2-107 of the City Code. The City may obtain an award of its costs, including a reasonable attorney's fee, pursuant to Florida Statutes § 162.10. After three months from the filing of any such lien which remains unpaid, the Code Compliance Board may authorize the city attorney to foreclose on the lien or to sue to recover a money judgment for the amount of the lien plus accrued interest.

A CERTIFIED COPY OF THIS ORDER WILL BE RECORDED IN THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, AND PURSUANT TO § 162.09, FLORIDA STATUTES AND SECTION 2-107 OF THE CITY CODE, WILL CONSTITUTE A LIEN AGAINST THE RESPONDENT'S REAL PROPERTY THAT IS THE SUBJECT OF THIS ORDER AND AGAINST ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE RESPONDENT.

NOTICE OF RIGHT TO APPEAL

Respondents are hereby notified that they, or any party who may be aggrieved by this Order, including the City, has the right to appeal this Order to the Circuit Court in and for Orange County within thirty (30) calendar days of the rendition of this Order, as set forth in Florida Statutes § 162.11 and Section 2-108 of the City Code.

DONE AND ORDERED, effective the 2nd day of March 2023 at Winter Park, Florida.

**CITY OF WINTER PARK, FLORIDA
CODE COMPLIANCE BOARD**


Paul Mandelkern, Chair

STATE OF FLORIDA
COUNTY OF ORANGE

SWORN TO and subscribed before me, by means of ☒ physical presence or ☐ online notarization, this 21 day of March 2023, by Paul Mandelkern, Chair, who is personally known to me.

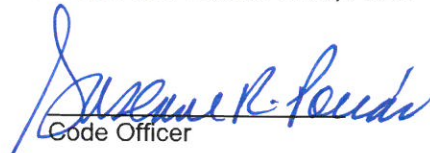
Notary Public:





CERTIFICATE OF SERVICE

A true and correct copy of the above and aforementioned Findings of Fact, Conclusions of Law and Order has been furnished by **regular and certified mail** to: Developer and Builder Group, LLC – 218 Wilshire Blvd., Casselberry, FL 32707-5371.


Code Officer



FINE ASSESSMENT

City of Winter Park
401 S Park Avenue
Winter Park, FL 32789
407-599-3600

DATE: 12-02-2025
CASE: CCB#22-943

BILL TO:
DEVELOPER & BUILDER GROUP, LLC
218 WILSHIRE BLVD.
CASSELBERRY, FL 32707-5371

PROPERTY: 2661 VIA TUSCANY
Parcel #32-21-30-5478-07-010

DESCRIPTION	Sub-Total	AMOUNT
Fine accrued from 01/02/23 thru 07-02-25	(913 days @\$250.00 per day/violation #1)	\$228,250.00
Fine accrued from 02/21/23 thru 06/07/23	(107 days @\$250.00 per day/violation #2)	\$26,750.00
CEB Fines Total:	\$255,000.00	
Site Inspections (3) @ \$150.00	\$450.00	
Regular Mail 6 letters @.73 ea	\$4.38	
Cert Mail 6 letters @\$7.47 ea	\$44.82	
Administrative Fee	\$150.00	
Administrative Fines Total	\$649.20	
Total CEB Fines Due:	255,649.20	\$255,649.20
1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	

OUTSTANDING FEES DUE REPORT

2661 Via Tuscany
Winter Park, Florida 32789

Assessed Fines: CCB#BLDG-23-0008

Order Imposing Penalty ordered September 15, 2023, for building permit #BLDR-2021-1943
Fines imposed \$250.00 per day/ per violation dating back to September 15, 2023

From 09/15/2023 – 07/19/2024 = 307 days

307 days x \$250.00 per day/per violation = \$76,750.00

Total Fines Accrued	\$76,750.00
---------------------	-------------

Administrative Fees (Hard Cost):

Site Inspections (3) x 150.00	\$450.00
Regular Mail (6) letters x .73 each	\$4.38
Certified mail (6) letters x \$7.47 each	\$44.82
Administrative Fee	\$150.00
Total Administrative Fees	\$649.20

Total Outstanding Code Enforcement Board Fees Due:	\$76,750.00
Total Outstanding Administrative Fees Due	\$649.20
Total Outstanding Code Enforcement Board Fees Due	\$77,399.20



FINE ASSESSMENT

City of Winter Park
401 S Park Avenue
Winter Park, FL 32789
407-599-3600

DATE: 12-02-2025
CASE: BLDG-23-0008

BILL TO:
DEVELOPER & BUILDER GROUP, LLC
218 WILSHIRE BLVD.
CASSELBERRY, FL 32707-5371

PROPERTY: 2661 VIA TUSCANY

Parcel #32-21-30-5478-07-010

DESCRIPTION	Sub-Total	AMOUNT
Fine accrued from 09/15/23 thru 07-19-24	(307 days @\$250.00 per day)	
CEB Fines Total:	\$76,750.00	
Site Inspections (3) @ \$150.00	\$450.00	
Regular Mail 6 letters @.73 ea	\$4.38	
Cert Mail 6 letters @\$7.47 ea	\$44.82	
Administrative Fee	\$150.00	
Administrative Fines Total	\$649.20	
Total CEB Fines Due:	76,750.00	\$77,399.20
1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	

**CODE COMPLIANCE BOARD OF THE
CITY OF WINTER PARK, FLORIDA**

Case No.: BLDG.-23-0008

CITY OF WINTER PARK
Petitioner

Vs.

Developer and Builder Group, LLC.
218 Wilshire Blvd
Casselberry, Florida 32707

Respondents,

_____ /

DOC # 20240100848

02/20/2024 14:37 PM Page 1 of 3

Rec Fee: \$27.00

Deed Doc Tax: \$0.00

Mortgage Doc Tax: \$0.00

Intangible Tax: \$0.00

Phil Diamond, Comptroller

Orange County, FL

Ret To: CSC INC

FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER

THIS CASE came for a public hearing before the City of Winter Park, Florida, Code Compliance Board ("the Board") on the **7th day of September, 2023** after due notice to the Respondents, Developer and Builder Group, LLC, 218 Wilshire Blvd., Casselberry, Florida 32707 and the Board having heard sworn testimony and argument received evidence, the Boar thereupon issues its Findings of Fact, Conclusions of Law, and Order as follows

I. FINDINGS OF FACT

The Board makes the following findings of fact:

- A. Address, Ownership, and Possessory Interest: The property is located at 2661 Via Tuscany, Winter Park, FL 32789 (the "Property")
- B. Legal Description MAITLAND SHORES FIRST ADDITION S/68 LOT 1 BLK G (LESS RD R/W ON NE COR) per Orange County records.
- C. Parcel ID: #32-21-30-5478-07-010
- D. Notice: The City gave proper notice of this hearing to the Respondents by posting at the Property and at City Hall and by United States certified mail.
- E. Description of Violation: Building Permit - BLDR-2021-2116 for a fence was rejected at the review stage and no further plans were re-submitted. The permit is now expired and the fence was Installed without a permit. Building Permit BLDR-2021-1943 for a pool was issued. They passed all rough inspections but failed the engineering inspection on 3/3/22. No further inspections were requested ever since. The permit has not expired.
Codes Cited: Article II. – Building Code; Sec. 22-26. Short Title.; Sec. 22-27. – Codes Adopted by reference.; Sec.22-28.- Amendments to the Florida Building Code.; Sec.105.4.1 Conditions of a permit, permit term and intent and Sec. 105.4.1. 1 of the City of Winter Park Building Code.

Case # BLDG-23-0008

STATE OF FLORIDA, COUNTY OF ORANGE
HEREBY CERTIFY That the above and foregoing
is a true copy of the original filed in This office in the
City of Winter Park, Florida

Dated: 1/31/2024 By: [Signature]
City Clerk - [Signature]

Page 1 of 3

II. CONCLUSIONS OF LAW:

Based on testimony and evidence of record, the Board reaches the following conclusions of law:

- A. The City complied with the procedures and notice requirements of the City Code as required pursuant to Sections 2-105 and 2-110, respectively, of the Winter Park Code of Ordinances and in Florida Statutes chapter 162.
- B. The Respondent, Building and Developers LLC, for Code Compliance Board Case BLDG-23-0008 in violation of Building Code Sec. 22-26. Short Title.: Sec. 22-27. – Codes Adopted by reference.: Sec. 22-28. – Amendments to the Florida Building Code.; Sec. 105.4.1 Conditions of a permit, permit term and intent of the City of Winter Park Building Code.

III. ORDER

Based on the foregoing Findings of Fact and Conclusions of Law, and upon a motion made by Todd Boyer, seconded by Steve Heller, and agreed to by a passing 5-0 vote by the Board:

The Respondent, Developer and Builder Group, LLC is ORDERED immediately following the hearing date to:

Submit new permit applications for the fence and pool structure to demonstrate compliance with current regulations and to address the comments made in 2021 within seven (7) days of this hearing date. Failure to comply with this order will result in fines of \$250 per day for each day the violations continue. The Respondents are further ordered to contact the Building Department and the Safety and Code Compliance Officer and provide documentation of action taken by September 15, 2023.

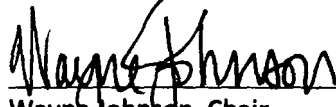
NOTICE OF RIGHT TO APPEAL

Respondents are hereby notified that they, or any party who may be aggrieved by this Order, including the City, has the right to appeal this Order to the Circuit Court in and for Orange County within thirty (30) calendar days of the rendition of this Order, as set forth in Florida Statutes § 162.11 and Section 2-108 of the City Code.

DONE AND ORDERED, effective the 7th day of September, 2023 at Winter Park, Florida.

CITY OF WINTER PARK, FLORIDA

CODE COMPLIANCE BOARD


Wayne Johnson, Chair

STATE OF FLORIDA

COUNTY OF ORANGE

SWORN TO and subscribed before me, by means of ☒ physical presence or ☐ online notarization, this 29th day of January 2024, by Wayne Johnson, Chair, who is personally known to me.

Notary Public:





Winter Park, FL, September 5, 2025

To City of Winter Park

Building Division

City Commissioners

Attn Mr. Randy Knight

Reference: 2661 Via Tuscany, Winter Park, FL 32789

Dear Sirs,

My name is Fernando Bermudez, CEO of Developer and Builder Group LLC, headquartered in Casselberry, FL, and owner of the house located at 2661 Via Tuscany, Winter Park, FL 32789.

On behalf of our company, we respectfully request that you, or the appropriate party, consider the possibility of eliminating the extremely high fines imposed on our company, Developer and Builder Group LLC, for alleged noncompliance with certain codes during the construction and completion process of the referenced house at 2661 Via Tuscany, Winter Park, FL 32789.

Statement of Reasons

1. The proposal for the construction of the referenced property was always to build a resilient, modern, and elegant home for the use of one of the company's partners. Among the many alternatives of cities, we ultimately chose Winter Park, Florida, for its excellent location in Central Florida, its proximity to tourist attractions in Orlando and surrounding areas, its cultural environment, its safety, and its socioeconomic level.
2. We hired the services of an architect and general contractor with experience working in the City of Winter Park, Mr. Richard Stubbs. Together with the general contractor and a team of architects, engineers, and designers, we defined the plans and modern models that we built. The construction was designed to satisfy the owner specifications—modern and resistant to hurricanes and environmental challenges that Florida faces each season.
3. During the construction process, we were affected by numerous adverse events. The U.S., and worldwide COVID-19 and its aftermath paralyzed the global economy. This affected us even more severely because all the interior finishes of the house were sourced from Europe—ordered and purchased by us in Italy and Greece—custom-made to fit the architectural plans and the owner's preferences. Once orders were placed and the materials

purchased, COVID-19 forced Europe to shut down for nearly two years. Shipping delays, container shortages, and the global supply chain crisis prevented timely delivery of these materials to Winter Park, FL. We lost 2 years and 8 months, which significantly impacted our construction schedule and costs.

In the U.S., COVID-19 also had devastating effects: several contractors on our project passed away due to the virus, and others went bankrupt, abandoning their businesses. This forced us to find replacements under far higher costs, often three times the original budget. Moreover, new contractors were unwilling to assume responsibility for partially completed work left by the original contractors, compelling us to redo many tasks at great additional expense.

After COVID-19, continuing this construction became extremely costly, but we nonetheless pushed through to complete the house.

4. COVID-19 impacted our lives in many ways. In August 2021, our principal partner—practically the owner of the company—passed away due to COVID-19. I myself nearly died from the virus, spending many days hospitalized, in isolation, and then 10 months in recovery, unable to fulfill company obligations.

These challenges caused further complications, including significant problems with the general contractor and his group, leading to lost time and financial resources. Without our partner's financial backing, we were forced to take on private bank loans to continue and finish construction.

Additionally, on October 9, 2023, I underwent a major surgery with severe complications that left me incapacitated for five months, until March 2024, when—by God's miracle—I began to recover my health.

5. After resuming construction and reaching 80% completion by September 2022, Hurricane Ian caused major interior damage to the house. We had to redo much of the work, reorder materials from Europe, and wait about eight months for production and delivery to Winter Park, FL.

We filed a legitimate claim with our insurance company, which was denied. The insurer argued that the damage was caused by Hurricane Ian's force and flooding, and more specifically by roof sealing issues. Following the denial, our insurance was canceled.

Throughout the final process, I personally and continuously visited Winter Park, often accompanied by some members of my team, to seek guidance from your staff, who were always diligent in their advice. At no point we got informed of any code violations or noncompliance, nor did we receive any stop working notification from the city. Furthermore, since we trusted in our general contractor to resolve any issue with the city, including the notifications referenced above, but he failed to pass that information to me,

consequently I had every reason to believe everything was in compliance.

Thus, we were shocked to learn of these fines and the excessive amounts involved. Even through the City's online logging system—which we regularly checked—there was no indication that our project was noncompliant or accumulating high daily penalties. Had we known, we would have immediately addressed the situation. We also never received invoices from the City notifying us of debts arising from code violations.

Despite all these challenges, we completed construction, and the City issued the Certificate of Occupancy for the home. However, we were later presented with two invoices totaling \$320,000—a debt impossible for us to pay. The property is listed for sale, but the real estate market now is extremely slow. Meanwhile, we face the serious risk of one of our private lenders foreclosing on the house.

For these reasons, we respectfully request that you eliminate the fines and release the lien currently placed on the property by your department and the City of Winter Park, FL.

If required, we are in good disposition to present any documentation or additional information you may consider necessary.

Finally, if you elect to have a meeting with us, please just let me know the location and time so we can present the case to you in person.

We look forward to your prompt and positive response, and we deeply appreciate your collaboration and support.

Sincerely,



Fernando Bermudez
Developer and Builder Group LLC
CEO

From: [Barry Render](#)
To: [Susanne Porras](#)
Subject: [EXTERNAL] 2661 Via Tuscany
Date: Wednesday, November 5, 2025 1:30:02 PM

Susanne,

I live at 2630 Via Tuscany, directly across from 2661, a construction project that is now approaching seven years!

It began with a bang--tearing down mature trees that were fenced for protection. It has continued with violation after violation. I cannot even list all the times we called the city to complain. Years ago, the owner's son appeared before P&Z swearing that he would take charge and that the home would be completed in 90 days. He was given extra time but absolutely nothing changed.

Now that the fines have compounded, I understand that the owners are requesting a waiver. The house is priced at about \$7 million I believe. Surely they can afford to pay the legitimate fines they brought on themselves.

Barry

Barry Render, Ph.D.
Harwood Professor of Operations Management (emeritus)
Rollins College Graduate School of Business
407-645-5499 (landline); 407-579-0600 (cell)

Operations Management Blog and Podcast: OperationsManagementBlog.com

From: Bob Halback <bobhalback@embarqmail.com>
Sent: Wednesday, November 5, 2025 8:12 PM
To: Susanne Porras <SPorras@cityofwinterpark.org>
Subject: Re: [EXTERNAL] 2661 Via Tuscany Home

Ms. Porras, as I suggested to you earlier today, there is much I cannot remember about all the problems and code violations from our next-door neighbors. This vagueness is largely due to the length of time the house next door has been under construction, going on NINE years now from when the lot was originally cleared. There have been numerous instances when the owners violated code or just ignored our legitimate concerns about how their construction, or lack of it, affected our property. We have had to deal, for years, with construction debris actually impacting our house, smearing our windows and damaging our pool screen and pool. Also, the contractors purposefully did not finish our side of a privacy wall between our properties for several years. Overall, the experience has been unprofessional (single workers showing up after hours or on weekends, as if the whole project is some sort of shady after thought), unnecessarily drawn out, and damaging to our property. I should also add, that the owners have the house for sale (at last open house) at 6.6 million dollars. The recent sale price of houses in our neighborhood--Maitland Shores--by the square foot would mean the house next door should be listed in the \$1.5 to \$2 million range. Surely, if the owners really wanted to sell, they would price the house accordingly. Bob H.

**item type**

Action Items Requiring Discussion

meeting date

December 10, 2025

prepared by

Randy Knight, City Manager

approved by

Randy Knight, City Manager

subject

Billboard Swap

motion | recommendation

Approve the global agreement and direct staff to start the process of implementation with each of the billboard companies.

background

The City has had a long-standing goal of eliminating the billboards in the core of the city. This global deal would remove all of the remaining static billboards within the core except for one on 17/92 that has already been approved to be replaced with a digital as part of a previous swap deal. Attached is a Memorandum of Understanding (MOU) signed by Clear Channel Outdoor, LLC, The Lamar Company, LLC, and Outfront Media LLC that would facilitate the removal of two double-sided billboards on W. Fairbanks Avenue, four double-sided billboards on Aloma Avenue, one 3-sided billboard on I-4 and one double-sided digital billboard on Lee Road in exchange for the companies ability to erect four billboard structures on I-4. While the City is not a party to the MOU, the MOU does outline several steps the city will need to take to make this global solution happen.

Regarding Clear Channel: The company will remove three billboard structures located at 1873 W Fairbanks Ave, 2095 W Fairbanks Ave, and 2522 Aloma Ave. Each of these billboard structures contain double-sided static billboards. In return, Winter Park would issue Clear Channel a permit to construct a new sign on the Northam property located at 2600 W Fairbanks. This sign would have a digital side facing the westbound traffic on I-4 and a static side facing the eastbound traffic on I-4. In addition, Clear Channel manages a 3-sided billboard structure on the Clayton property at the southeast corner of I-4 and Lee Road (which is also at the northwest corner of our Wymore fire training facility property). This billboard would be removed and a new structure built approximately 300 feet south of that location. One face of that new sign will be digital. Note, this will require a small property swap with the city. The city would get the current billboard property and the southwest corner of our Wymore property would go to Mr. Clayton.

Regarding Lamar: Lamar will remove a double digital billboard structure located at 1621 Lee Road and the city will permit a double digital billboard at 909 N. Wymore Road that will face both east and westbound on I-4. This will also require the city to annex a portion of 1621 Lee Road upon which the structure will sit.

Regarding Outfront: Outfront will remove three double-sided billboard structures located at 2090 Aloma Ave, 2145 Aloma Ave and 2431 Aloma Ave. Par Pinehurst, LLC owns property located at 1885 Dartmouth Ave. The City would issue Outfront a permit to construct a new digital billboard sign with two faces on that property. This will require the city to annex said property along with a few other properties along Dartmouth Ave into the city limits.

While each of these deals can proceed separately, the Clear Channel billboard on the Wymore property must be moved for the Lamar deal to take place, because of separation rules on I-4.

At the work session on November 13, 2025, the Mayor asked Clear Channel what it could do to include the last static billboard on 17-92. The representative of Clear Channel has stated the deal does not financially work for them to include the removal of this billboard but they have offered to replace the digital side that faces south at that location with a newer technology digital that creates less light pollution.

alternatives | other considerations

fiscal impact

attachments

1. MOU Winter Parkpdf

MEMORANDUM OF UNDERSTANDING BETWEEN AND AMONG
CLEAR CHANNEL OUTDOOR, LLC
THE LAMAR COMPANY, LLC, AND OUTFRONT MEDIA, LLC

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into this ___ day of September, 2025, by, between, and among CLEAR CHANNEL OUTDOOR, LLC ("Clear Channel"), THE LAMAR COMPANY, LLC ("Lamar), and OUTFRONT MEDIA, LLC ("Outfront")(collectively, the Parties).

Whereas, the Parties have a mutual interest in upgrading and beautifying the City of Winter Park (the "City") and in particular outdoor offsite advertising signs along the City's surface streets; and

Whereas, the Parties are all willing to take down and cease to operate existing offsite advertising signs which currently exist along the City's surface streets (as more particularly described on Exhibit "A"), and to exchange those existing locations for locations along the limited access interstate highway; and

Whereas, the Parties wish to memorialize their mutual understanding of their agreement regarding their expectations as to how these outdoor offsite advertising signs will be handled in the City;

NOW, THEREFORE, the Parties agree as follows:

Based upon and conditioned upon the City moving forward as set forth in Section D below, the following terms shall apply:

A. REGARDING CLEAR CHANNEL:

1. **Removal of Three Signs:** Clear Channel shall remove three billboard structures in the City of Winter Park. The billboards are located at 1873 W Fairbanks Avenue, 2095 W Fairbanks Avenue, and 2522 Aloma Avenue ("Three Clear Channel Billboards").
2. **Northam Sign:** Harold Northam owns property located at 2600 W Fairbanks Avenue, Winter Park ("Northam Property"). The parties anticipate and agree that the City of Winter Park (the "City") shall issue Clear Channel a permit to construct a new Sign on the Northam Property ("Northam Sign"). One face of the Northam Sign shall be static (the south face – face directed toward the residential area) and one face shall be digital (north face – face directed away from the residential area).
3. **Relocation of the Clayton Property & Clayton Billboard:** Clayton owns property located at the southeast corner of Interstate 4 and Lee Road (Orange County

Parcel ID Number 02-22-29-0000-00-082) (the "Clayton Property"). Clear Channel manages a billboard on the Clayton Property ("Clayton Billboard"). Clear Channel shall relocate the Clayton Billboard to a new location approximately 300 feet south of its current location (the "New Clayton Location" and the "New Clayton Sign"). The New Clayton Location shall be more than 1000 feet south of where the Summertime Sign, as defined below, shall be located. In other words, the New Clayton Sign shall be located such that there is sufficient separation to allow the local and state permitting of the Summertime Sign (as defined below). One face of the Clayton Sign shall be digital.

4. **Swap of Clayton Property for City Property:** In order to facility the locating of the New Clayton Property and New Clayton Sign as defined above, it is anticipated and agreed the City and Clayton will exchange fee title to their respective properties. The details of the exchange are to be further defined.
5. **Billboard Removal Agreement:** The Parties anticipate and agree that Clear Channel and the City shall enter into an agreement pursuant to Section 479.07(9), Florida Statutes so that the state will permit the New Clayton Sign.

B. REGARDING LAMAR:

1. **Removal of Double Digital Billboard:** Lamar shall remove a double digital billboard structure in the City of Winter Park. The double digital billboard is located at 1621 Lee Road (the "Lamar Double Digital Billboard").
2. **Summertime Sign:** Stacy J. Thornton Revocable Trust is under contract to purchase a billboard easement on the property located at 909 N Wymore Road, Winter Park ("Summertime Property"). The City shall issue Lamar a permit to construct a new sign on the Summertime Property ("Summertime Sign"). The City shall permit both faces of the Summertime Sign to have digital displays.
3. **Annexation of the Summertime Property:** The City shall annex a portion of the Summertime Property.
4. **Billboard Removal Agreement:** Lamar and the City shall enter into an agreement pursuant to Section 479.07(9), Florida Statutes so that the state will permit the New Clayton Sign.

C. REGARDING OUTFRONT:

1. **Removal of Three Billboards:** Outfront shall remove three billboard structures in the City of Winter Park. The billboards are located at 2090 Aloma Avenue, 2145 Aloma Avenue, and 2431 Aloma Avenue ("Three Outfront Billboards").

2. **Outfront Sign:** Par Pinehurst, LLC owns property located at 1885 Dartmouth Avenue, Winter Park ("Par Pinehurst Property"). It is anticipated that the City will issue Outfront a permit to construct a new digital billboard sign with two sign faces on the Par Pinehurst Property ("Outfront Sign") at such time as the Par Pinehurst Property is annexed into the City as contemplated in Section C.3 below, or as soon thereafter as possible.
3. **Annexation of the Par Pinehurst Property:** It is anticipated that the City will annex the Par Pinehurst Property and other properties located on Dartmouth Avenue between Pinehurst Avenue and Clay Street as the City deems necessary and appropriate into the City municipal limits.
4. Under no circumstances should this MOU be construed to require Outfront to remove the Three Outfront Billboards or take any other action contemplated in this MOU unless and until receipt of all necessary final agreements and final approvals, including but not limited to the City Actions outlined in Section D below, required for both the removal of the Three Outfront Billboards and construction and operation of the Outfront Sign.

D. CITY ACTIONS ANTICIPATED BY THE PARTIES HERETO:

1. The Parties anticipate and agree that the City will issue Clear Channel a permit to construct the Northam Sign as discussed above, and otherwise take the necessary steps to allow the Northam Sign to be constructed and operated.
2. The Parties anticipate and agree that the City will engage in the property swap discussed above with Clayton and issue a permit for construction of the New Clayton Sign, and otherwise take the necessary steps to allow the New Clayton Sign to be constructed and operated.
3. The Parties anticipate and agree that the City will annex that portion of the Summertime Property that is required for construction and operation of the Summertime Sign.
4. The Parties anticipate and agree that the City will issue Lamar a permit to construct the Summertime Sign as discussed above, and otherwise take the necessary steps to allow the Summertime Sign to be constructed and operated.
5. The parties anticipate and agree that the City will annex the Par Pinehurst Property and other properties located along Dartmouth Avenue between Pinehurst Avenue and Clay Street as the City deems necessary and appropriate into the City Municipal limits.

6. The Parties anticipate and agree that at the time of or shortly after annexation of the Par Pinehurst Property, the City will issue Outfront all necessary permits or other approvals required to construct and operate the Par Pinehurst Sign, and otherwise take the necessary steps to allow the Par Pinehurst Sign to be constructed and operated.
7. The Parties anticipate and agree that the City will issue Outfront all necessary permits or other approvals required to remove the Three Outfront Billboards.
8. The parties anticipate and agree that the City and Clear Channel will move forward with the Northam Sign matter and the New Clayton Sign matter; and that the City and Lamar will move forward with the Summertime Sign matter; even if the Par Pinehurst Property annexation has not yet occurred. The Par Pinehurst Sign matter will proceed at such time as the Par Pinehurst Property has been annexed into the City.

BINDING EFFECT: This MOU shall be NOT BE binding upon the Parties and their respective successors and assigns, until such time as the City approves and agrees to the terms herein. Notwithstanding the foregoing, each Party to this MOU separately has the authority to commence construction and operation when ready and need not rely on or wait for the other Parties' timing for commencement of their own respective construction.

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding, effective as of the day first written above.

WITNESSES:



Name: Brent Belie



Name: Scott Clark

CLEAR CHANNEL OUTDOOR, LLC



By: _____

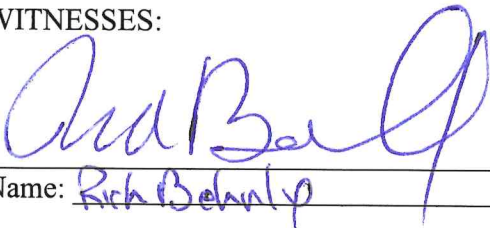
Name: J. E. GARNER

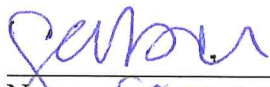
Title: SNP Real Estate

Sept 30, 2025

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding, effective as of the day first written above.

WITNESSES:


Name: Rick Behnke


Name: Samantha Orban

THE LAMAR COMPANY, L.L.C.

By: 
Name: Matt Howard
Title: Sr Vice President and General Manager

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding, effective as of the day first written above.

WITNESSES:

Signed by: 
Name: Roy Milshtein

Signed by: 
Name: Courtney Karolick

OUTFRONT MEDIA, LLC

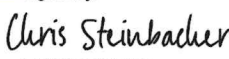
Signed by: 
By: Chris Steinbacher
Name: Chris Steinbacher
Title: EVP Real Estate

EXHIBIT "A"

MEMORANDUM OF UNDERSTANDING BETWEEN AND AMOUNG
CLEAR CHANNEL OUTDOOR, LLC
THE LAMAR COMPANY, LLC, AND OUTFRONT MEDIA, LLC

	Address	Parcel ID
1	2145 Aloma Ave	04-22-30-0000-00-023
2	2090 Aloma Ave	09-22-30-0120-01-060
3	2431 Aloma Ave	04-22-30-0000-00-003
4	2522 Aloma Ave	04-22-30-0000-00-044
5	1873 W Fairbanks Ave	12-22-29-4076-04-171
6	2095 W Fairbanks Ave	12-22-29-4076-05-130
7	1621 Lee Road	01-22-29-5040-00-040



City Commission

agenda item 11.c

item type

Action Items Requiring Discussion

meeting date

December 10, 2025

prepared by

Rene Cranis, City Clerk

approved by

Randy Knight, City Manager

subject

Civil Service Board appointments

motion | recommendation

Approve appointment.

background

Civil Service Board appointments end in December of each year.

Commissioner Sullivan is recommending the reappointment of Stephen Stutzer.
Commissioner Russell is recommending the reappointment of Ansley Butts.

alternatives | other considerations**fiscal impact****attachments**

None

**item type**

Public Hearings: Quasi-Judicial Matters

meeting date

December 10, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Randy Knight, City Manager

subject

Resolution 2309-25 - Request by Dr. James T. Talbert, Jr. to individually designate his home at 275 North Capen Avenue, built in 1925, zoned R-1A, as a historic resource.

motion | recommendation

Historic Preservation Board recommendation is for approval.

background

The property owner, Dr. James T. Talbert, Jr., has requested that his home at 275 North Capen Avenue be added to the Winter Park Register of Historic Places. The house is located in the historic Hannibal Square neighborhood, just south of the Canton and Capen Avenue intersection.

This is a modest wood-frame vernacular home that reflects the mid-20th-century residential character seen in many working and middle-class neighborhoods in Winter Park, including Hannibal Square. The home has a simple gable-front roof, horizontal siding, a raised foundation with lattice skirting, and evenly spaced windows with shutters. Its compact size and shotgun-style layout are typical of the post-war era, when Winter Park was experiencing steady growth. While the bright paint color is a newer update, the structure itself retains its original shape, materials, and key architectural features.

Although the home is not architecturally elaborate or a standout example of a specific design style, its importance comes from representing a once-common housing type that is becoming increasingly rare as redevelopment continues in the area. Keeping homes like this helps tell the story of Winter Park's everyday residential history and preserves the scale and character that make neighborhoods like Hannibal Square unique.

In this case, the home's significance is not that it is grand or architecturally distinguished, but that it reflects the everyday character and development patterns of its era. The residence retains its original architectural integrity, contributing to an understanding of the City's historic working and middle-class neighborhoods and the broader evolution of Winter Park beyond its more architecturally ornate districts. As such, staff finds this home meets the criteria for

inclusion on the Winter Park Register of Historic Places based on its age, integrity, and representation of an increasingly rare historic resource type.

alternatives | other considerations

fiscal impact

attachments

1. Resolution 2309-25 275 N Capen Ave
2. Historic Desig App - 275 N Capen Ave
3. Location Map
4. Aerial Map
5. Front View 1
6. Front View 2
7. [EXTERNAL] HD 25-04 - 275 N Capen Ave Hearing - Opposition Letter

RESOLUTION 2309-25

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 275 NORTH CAPEN 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, or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, there is the desire to 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 property at 275 North Capen Avenue with the existing home built in 1925 is an example of the architecture popular during that period.

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 275 North Capen 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 10th day of December 2025.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



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

City of Winter Park Historic Designation Application

275 North Capen Avenue, Winter Park, FL 32789

1. _____
Building address
Dr. James T. Talbert, Jr. 2098 Lake Marion Drive, Apopka, FL 32712 (407) 325-6804
Owner's name(s) Address Telephone
jtalbert8@cfl.rr.com
E-mail Address

2. I, Dr. James T. Talbert, Jr., as owner of the property described above, do hereby authorize the filing of this application for historic designation for that property.

James T. Talbert, Jr.
Owner's Signature

10/9/2025
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: _____

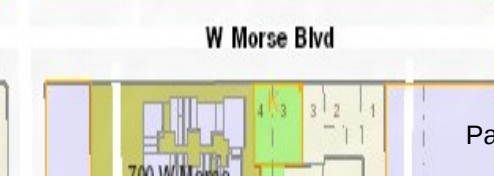
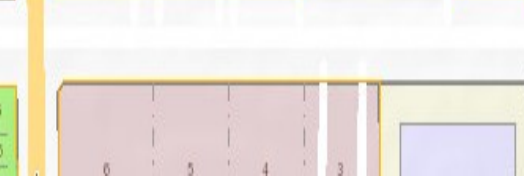
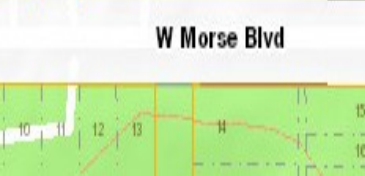
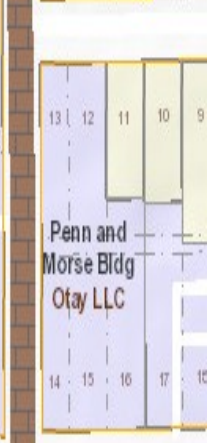
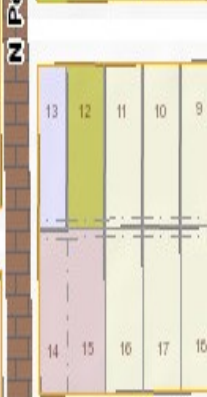
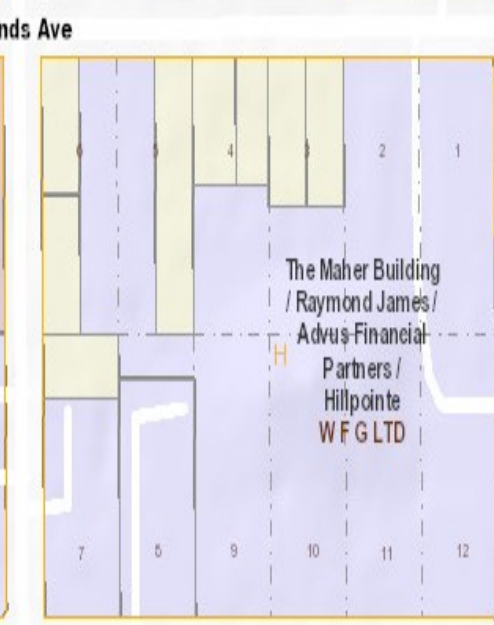
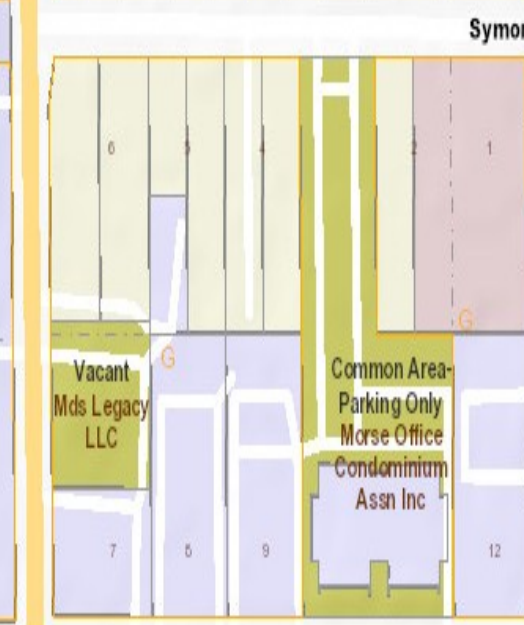
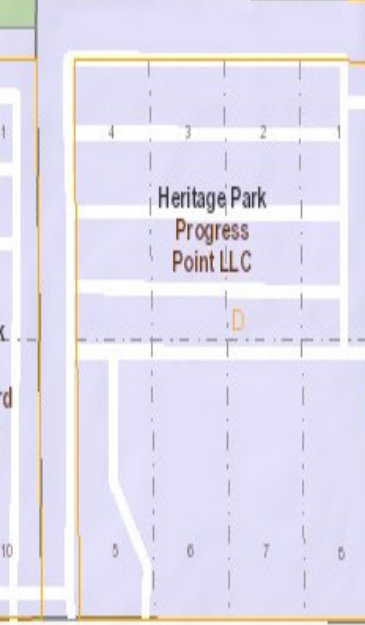
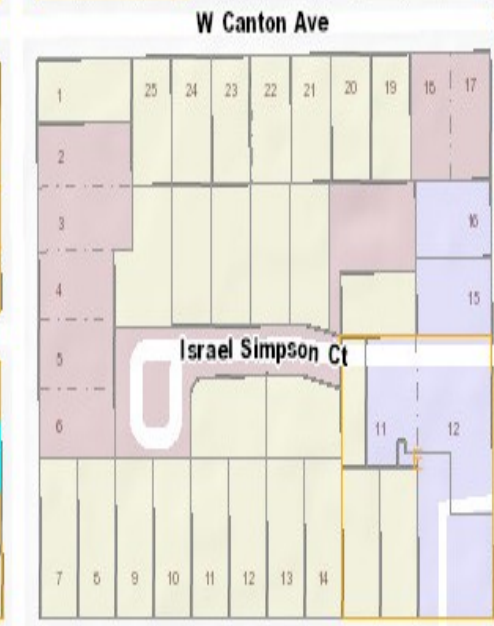
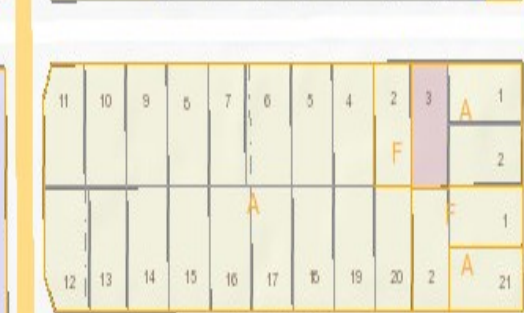
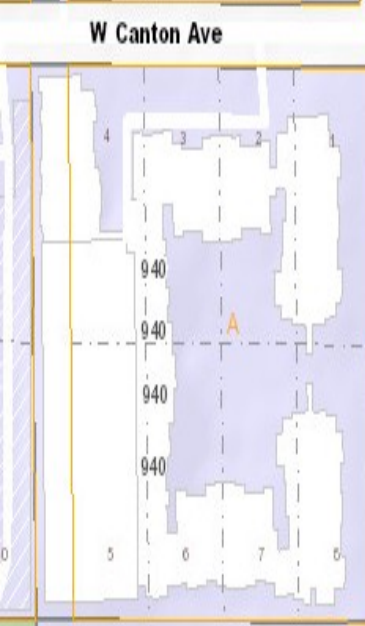
HPC Meeting: _____

Case File No.: _____

Florida Master Site File No.: QR-_____

☐ Local Historic Landmark

☐ Local Historic Resource



W Canton Ave

W Canton Ave

English Ct

Israel Simpson Ct

N Pennsylvania Ave

Symonds Ave

Heritage Park
Progress
Point LLC

Vacant
Mds Legacy
LLC

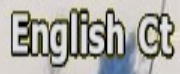
Common Area-
Parking Only
Morse Office
Condominium
Assn Inc

The Maher Building
/ Raymond James /
Advus Financial
Partners /
Hillpoint
WFG LTD

Penn and
Morse Bldg
Otay LLC

W Morse Blvd

W Morse Blvd



N Capen Ave



NOT
The applicant, Dr. James A. [illegible]
Planning & Zoning Board
to consider this application for 275.1
on the following property 275.1
ACCESS PUBLIC HEARING INFO AT
CITYOFWINTERPARK.ORG 8PM



From: [Tomei Thomas](#)
To: hpquestions@cityofwinterpark.org; [Planning](#); [Mary Jean](#); [Ivana Costa](#)
Subject: [EXTERNAL] HD 25-04 - 275 N Capen Ave Hearing
Date: Wednesday, November 12, 2025 7:33:28 AM

Hello,

I am writing to express my deep concern about 275 N Capen Ave seeking individual historical designation. Unfortunately, I am unable to attend today's hearing and am sending my comments to be entered in official record.

As a resident of the street, I oppose this on the following grounds:

- 1) This home does not exhibit architectural integrity consistent with historic standards. It has been substantially altered over time and does not retain defining features of any recognized architectural style. The bright green paint, replacement windows, and exterior modifications have eliminated the character-defining materials or proportions typical of historically designated 1920s architecture.
- 2) The property is a modest 1920s residence of a type very common throughout Winter Park. It is not architecturally unique, rare, or exemplary of any particular style. There are dozens of similar structures within the R-1A zoning district (both on Capen and Canton Ave), and this home does not elevate above those examples in craftsmanship, materials, or design.
- 3) My assumption is that applicant has not demonstrated that the property is associated with any meaningfully historical significant person or event in Winter Park's development. Without documented historical context or provenance, age alone does not satisfy the city's requirements for designation.

Rather than contributing to the historic streetscape, this home visually conflicts with the surrounding environment. The bright paint color, modern finishes, and overall condition distinguish it as contemporary in appearance, not historic in presence.

Respectfully, based on the city's own criteria, this property does not meet the threshold for historic designation. It lacks architectural integrity, distinct historical association, and design cohesion with surrounding historic resources. I urge the Board to deny the application to preserve the credibility of our historic register.

Thank you

Tomei

**item type**

Public Hearings: Non Quasi-Judicial Matters

meeting date

December 10, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by**subject**

Ordinance 3360-25 - Creating a new Section 58-98 to establish regulations and procedures for certified recovery residences requesting reasonable accommodation as required by Chapter 2025-182, Laws of Florida. (2nd Reading)

motion | recommendation

P&Z Board recommendation is for approval.

background

This ordinance amends Chapter 58 of the Winter Park Land Development Code to establish a new Section 58-98 governing certified recovery residences in accordance with Chapter 2025-182, Laws of Florida. It creates a clear and consistent process for certified recovery residences seeking reasonable accommodation from land use or zoning regulations, ensuring compliance with the Fair Housing Amendments Act, the Americans with Disabilities Act, and state law. Applications must be filed with the Planning and Zoning Department, include proof of certification, and specify the regulation from which relief is sought, with determinations required within sixty days or deemed approved. Decisions are based on granting only the minimum accommodation necessary, and conditions may be imposed so long as they remain consistent with applicable law. The ordinance also provides for revocation if a residence loses its certification or ceases operations, with reinstatement available within 180 days, and establishes a right of appeal to the City Commission. Adoption of this ordinance fulfills the City's statutory obligation to adopt such procedures by January 1, 2026.

alternatives | other considerations**fiscal impact****attachments**

1. Ordinance 3360-25 Certified Recovery Residences
2. Business Impact Estimate

ORDINANCE 3360-25

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, LAND DEVELOPMENT CODE, ARTICLE III, "ZONING," TO CREATE A NEW SECTION 58-98 TO ESTABLISH REGULATIONS AND PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES REQUESTING REASONABLE ACCOMMODATION AS REQUIRED BY CHAPTER 2025-182, LAWS OF FLORIDA; PROVIDING FOR DEFINITIONS; PROVIDING FOR A REASONABLE ACCOMMODATION PROCESS IN ACCORDANCE WITH FEDERAL AND STATE LAW; PROVIDING FOR APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND DEADLINES; PROVIDING FOR REVOCATION AND REINSTATEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida adopted Chapter 2025-182, Laws of Florida, effective July 1, 2025, amending §§397.487 and 397.4871, Florida Statutes, relating to certified recovery residences; and

WHEREAS, Chapter 2025-182, Laws of Florida requires all municipalities and counties to adopt ordinances establishing a process for the review and approval of certified recovery residences no later than January 1, 2026; and

WHEREAS, the City Commission of the City of Winter Park recognizes that certified recovery residences provide important housing opportunities for persons in recovery from substance use disorders and are protected under the Fair Housing Amendments Act of 1988 and the Americans with Disabilities Act; and

WHEREAS, the City of Winter Park is committed to ensuring its land use and zoning processes provide equal housing opportunities for individuals with disabilities while maintaining compliance with state and federal law; and

WHEREAS, the City Commission finds that it is in the best interest of the public health, safety, and welfare to establish clear, consistent procedures for processing requests for reasonable accommodation by certified recovery residences as mandated by Chapter 2025-182, Laws of Florida.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of Winter Park, Florida, that:

SECTION 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. Adoption. Chapter 58, Article III of the Winter Park Code of Ordinances is hereby amended to create a new Section 58-98 titled "**Certified Recovery Residences**", to read as follows:

Section 58-98. Certified Recovery Residences.

A. Definitions. For purposes of this Section, the following terms shall have the meanings set forth in §397.311, Florida Statutes, as amended:

1. **Certified recovery residence** – A recovery residence that holds a valid certificate of compliance and is actively managed by a certified recovery residence administrator as defined in Section 397.311, Florida Statutes, as amended, including Level I through Level IV certified recovery residences.
2. **Certificate of compliance** – A certificate issued by a credentialing entity to a recovery residence or administrator.
3. **Certified recovery residence administrator** – An administrator who holds a valid certificate of compliance.
4. **Reasonable accommodation** – A waiver or modification of land use, zoning, or other regulations to afford persons with disabilities an equal opportunity to use and enjoy a dwelling, consistent with the Fair Housing Amendments Act and the Americans with Disabilities Act.

B. Applicability.

This Section applies to a certified recovery residence seeking a reasonable accommodation from land use, zoning or land development code regulations within the City. This Section shall not supersede any declaration of covenants, conditions, or restrictions of a condominium, cooperative, or homeowners' association governed by Chapters 718, 719, or 720, Florida Statutes. Except for the seeking of a reasonable accommodation, the review and approval of a certified recovery residence is governed by the City's standard review and approval processes and compliance with applicable codes and ordinances.

C. Application for Reasonable Accommodation.

(i) Form of Application. Applications under this Section shall be filed with the Planning and Zoning Department on a form provided by the City and shall include:

1. Applicant's name, mailing address, telephone number, and email address;
2. Address and parcel identification number of the subject property;
3. Identification of the specific regulation from which relief is sought; and
4. A description of the reasonable accommodation requested along with citations to the applicable code or ordinance provisions at issue and the basis for requesting such accommodation.
5. A copy of the applicable certificate of compliance pertaining to the applicant.

(ii) Processing.

1. The Planning and Zoning Department shall date-stamp all applications upon receipt.

2. Within thirty (30) days of receipt, the City may request additional information in writing. Applicants shall have at least thirty (30) days to respond.
3. Within sixty (60) days of receipt of a completed application, the Planning and Zoning Department Director shall issue a written determination approving, approving with conditions, or denying the request based on evidence-based findings.
4. If no determination is issued within sixty (60) days of a completed application, and no written extension has been agreed to, the request shall be deemed approved.

D. Review Criteria.

Decisions on a request for a reasonable accommodation under this Section shall be based on making the minimum reasonable accommodation necessary to accomplish the purpose of the request and meet the requirements of the Fair Housing Amendments Act of 1988, the Americans with Disabilities Act, and Chapter 2025-182, Laws of Florida. Conditions may be imposed on the reasonable accommodation provides such are consistent with federal and state law.

E. Revocation and Reinstatement.

(a) **Revocation.** An accommodation granted under this Section may be revoked by the City if the certified recovery residence: (i) loses its certificate of compliance under Florida law, or (ii) closes or vacates the premises.

(b) **Reinstatement.** If certificate of compliance is reinstated within one hundred eighty (180) days of revocation, the accommodation may be reinstated administratively by the Planning and Zoning Department Director.

(c) **Appeal.** Any certified recovery residence who is adversely affected by a decision made concerning a request for a reasonable accommodation or revocation of accommodation shall have the right to appeal such decision to the City Commission by filing a notice of appeal with the City Clerk within ten (10) days of the applicable decision along with stating the specific basis of the appeal. The City Commission will conduct a quasi-judicial hearing on the appeal within sixty (60) days of the filing of the appeal unless otherwise agreed to by the Planning and Zoning Department Director and the certified recovery residence.

SECTION 3. Conflicts. In the event of a conflict between this Ordinance and any other ordinance or provision of law, this Ordinance shall control to the extent allowable by law.

SECTION 4. Severability. If any portion of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct provision, and such holding shall not affect the validity of the remaining portions.

SECTION 5. Codification. This Ordinance shall be codified in the Code of Ordinances of the City of Winter Park, Florida. Section numbering, formatting, and headings may be altered as necessary.

SECTION 6. Effective Date. This Ordinance shall take effect immediately upon adoption.

ADOPTED this 10th day of December 2025, by the City Commission of the City of Winter Park, Florida.

Sheila DeCiccio, Mayor

ATTEST:

Rene Cranis, City Clerk

City of Winter Park, Florida Business Impact Estimate

Posted Date: _____

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, Amending Chapter 58, Land Development Code, Article III, "Zoning," to create a new Section 58-98 TO ESTABLISH REGULATIONS AND PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES REQUESTING REASONABLE ACCOMMODATION AS REQUIRED BY CHAPTER 2025-182, LAWS OF FLORIDA; PROVIDING FOR DEFINITIONS; PROVIDING FOR A REASONABLE ACCOMMODATION PROCESS IN ACCORDANCE WITH FEDERAL AND STATE LAW; PROVIDING FOR APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND DEADLINES; PROVIDING FOR REVOCATION AND REINSTATEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate (BIE) is provided in accordance with Section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Winter Park takes the position that a business impact estimate is not required by state law for the proposed ordinance.¹ The City of Winter Park may, at its discretion, complete a Business Impact Estimate even for a proposed ordinance that falls under one of the following exemptions. This Business Impact Estimate may be revised following its initial posting.

If the ordinance is exempt, please check the appropriate box below. Continue to Page 2, if a BIE is required.

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

¹ See Section 166.041(4)(c), Florida Statutes.

- b. Comprehensive Plan Amendments and land development regulation amendments initiated by an application by a private party other than the City of Winter Park;
- c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City of Winter Park hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): N/A

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Winter Park, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur; N/A

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and N/A

(c) An estimate of the City of Winter Park regulatory costs, including estimated revenues from any new charges or fees to cover such costs. N/A

If any of the above are applicable, please explain: N/A

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: N/A

4. Additional information the governing body deems useful (if any): N/A

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: "City of Winter Park staff solicited comments from businesses in the City of Winter Park as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City of Winter Park website, public workshop, etc." You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses.]



City Commission

agenda item 13.b

item type

Public Hearings: Non Quasi-Judicial Matters

meeting date

December 10, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by**subject**

Ordinance 3361-25 - Amending Chapter 58, "Land Development Code"; Revising Article III, "Zoning," Section 58-64, "Nonconforming Lots, Nonconforming Uses, And Nonconforming Structures," to update regulations relating to structural renovation and valuation thresholds; and amending Article V, "Environmental Protection Regulations," Division 1, "Stormwater Management," to revise performance standards for new development and redevelopment, establish a stormwater utility fee in lieu option for small sites, and update technical and design standards. (2nd Reading)

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. ORD 3361-25 Nonconforming Structures
2. Business Impact Estimate

ORDINANCE 3361-25

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE"; REVISING ARTICLE III, "ZONING," SECTION 58-64, "NONCONFORMING LOTS, NONCONFORMING USES, AND NONCONFORMING STRUCTURES," TO UPDATE REGULATIONS RELATING TO STRUCTURAL RENOVATION AND VALUATION THRESHOLDS; AND AMENDING ARTICLE V, "ENVIRONMENTAL PROTECTION REGULATIONS," DIVISION 1, "STORMWATER MANAGEMENT," TO REVISE PERFORMANCE STANDARDS FOR NEW DEVELOPMENT AND REDEVELOPMENT, ESTABLISH A STORMWATER UTILITY FEE IN LIEU OPTION FOR SMALL SITES, AND UPDATE TECHNICAL AND DESIGN STANDARDS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Winter Park deems it necessary for the general welfare of the City to amend the City of Winter Park Land Development Code as set forth in this Ordinance;

WHEREAS, the City Commission hereby finds that this Ordinance serves a legitimate government purpose and is in the best interests of the public health, safety, and welfare of the citizens of Winter Park, Florida;

WHEREAS, the City Commission hereby finds that the land development regulations adopted herein are consistent with the Comprehensive Plan;

WHEREAS, the Winter Park Planning and Zoning Board, acting as the designated Local Planning Agency, has reviewed and recommended adoption of proposed amendments to the Land Development Code set forth in this Ordinance having held an advertised public hearing on November 4, 2025, and has recommended approval of this Ordinance to the City Commission.

NOW THEREFORE, BE IT ENACTED by the City Commission of the City of Winter Park, Florida, after due notice and public hearing, that:

SECTION 1. That Chapter 58 "Land Development Code", Article III, "Zoning" of the Code of Ordinances, Section 58-64 "Nonconforming lots, nonconforming uses and nonconforming structures" is hereby amended as shown below (underlined language are additions; ~~stricken through~~ language are deletions; subsections not included are not being modified):

Sec. 58-64. Nonconforming lots, nonconforming uses and nonconforming structures.

- (c) *Nonconforming structures.* Where a lawful structure exists at the effective date or amendment of this article that could not be built under the terms of this article by reason of restrictions on area, lot coverage, height, yards, floor area ratio, its location on the lot, or other requirements concerning the structure, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

~~(2) If a nonconforming structure or portion thereof be demolished or destroyed through repair, remodeling, reconstruction or any other means to an extent of more than 50 percent of the assessed value of the improvements detailed on the most current records of the Orange County Property Appraiser, at the time of demolition or destruction, it shall not be reconstructed or restored except in conformity with the provisions of these zoning regulations. Alternatively, the assessed value may be determined using the average of the market-rate value as determined by an independently certified and licensed property appraiser and the most current records of the Orange County Property Appraiser. Removal and replacement of a nonconforming portion of a building with a new structure (such as new walls or roof) is not to be permitted. When 90 percent or more of the roof structure of a nonconforming building is removed, and interior floor areas are remodeled including the substantial removal of existing plumbing, electrical and mechanical systems, then that building shall be deemed to have exceeded the 50 percent destruction threshold referenced in this paragraph. Building renovations phased over a two-year period shall be combined to determine applicability of the 50 percent threshold criteria.~~

(2) If a nonconforming structure or portion thereof be demolished or destroyed through repair, remodeling, reconstruction or any other means to an extent of more than 50 percent of the assessed value of the improvements detailed on the most current records of the Orange County Property Appraiser, at the time of demolition or destruction, it shall not be reconstructed or restored except in conformity with the provisions of these zoning regulations. Alternatively, the assessed value of the structure may be determined using the market-rate value as determined by an independently licensed property appraiser by the State of Florida. The following exceptions shall apply:

(a) *Nonconforming structures on residential lots.* Single-story additions, or interior renovations without changes to or removal of exterior walls, which meet all applicable land development code standards, may be excluded from the 50 percent building assessment requirement. In all cases, any two-story addition shall apply to this assessment. Removal and

replacement of a nonconforming portion of a building with a new structure (such as new walls) is not permitted.

(b) *Nonconforming structures on nonresidential lots.* In order to allow for the remodeling and renovation of nonresidential buildings within the city that do not result in any increase to the building footprint or square footage, these projects shall be excluded from the 50 percent building assessment threshold. This provision shall not apply to any structure or portion of a structure where a nonconforming use currently exists.

SECTION 2. That Chapter 58 "Land Development Code", Article V, "Environmental Protection Regulations" of the Code of Ordinances, Sections 58-162 through 58-165, is hereby amended as shown below (underlined language are additions; ~~stricken through~~ language are deletions; subsections not included are not being modified):

Sec. 58-162. Performance standards for new development.

- (d) The above performance standards shall apply to all new nonresidential and multi-family residential building projects on vacant land, or land made vacant after the demolition of existing structures. These requirements shall also apply to all building projects whose construction value exceeds 50 percent of the assessed value of the ~~improvements-existing building(s)~~ improvements detailed on the most current property tax assessment role. Building ~~renovations-improvements~~ improvements phased over a two-year period shall be combined to determine applicability of the 50-percent threshold criteria. Exception: Reconstruction costs associated with property maintenance and/or improvements required to meet current building code standards, including but not limited to reroofs, electric panel changes, window/door replacements, fixtures/equipment replacements, exterior sidings/soffit replacements, installation of hurricane shutters, and architectural and structural repairs.

Sec. 58-163. Performance standards for the retrofit of existing development.

- (a) In order to achieve the benefits of stormwater management on nonresidential and multi-family residential properties undergoing redevelopment, ~~renovation~~ improvements or additions, the city shall require the provision of onsite stormwater retention.
- (b) The following performance standards shall apply to all new nonresidential and multi-family residential building projects on vacant land, or land made vacant after the demolition of existing structures. These requirements shall also apply to all building projects whose construction value exceeds 50 percent of the assessed value of the ~~improvements-existing building(s)~~ improvements detailed on the most

current property tax assessment role. Building ~~renovations~~ improvements phased over a two-year period shall be combined to determine applicability of the 50 percent threshold criteria. Exception: Reconstruction costs associated with property maintenance and/or improvements required to meet current building code standards, including but not limited to reroofs, electric panel changes, window/door replacements, fixtures/equipment replacements, exterior sidings/soffit replacements, installation of hurricane shutters, and architectural and structural repairs.

- (c) The stormwater management requirement for new development shall be the retention onsite of the first inch of runoff from all impervious surfaces.
- (d) The stormwater retention requirements of this section shall be achieved through the retention of stormwater runoff in surface retention facilities, such as grassed swales or retention ponds.
- (e) For properties with a total area less than one acre that trip the valuation threshold outlined in this section, property owners may opt to increase their Stormwater Utility Fee in lieu of providing stormwater retention onsite. This increase would equal five times their existing Stormwater Utility Fee for a duration of 10 years. This increased fee shall go into effect during the first fee payment cycle after the project is complete.
- ~~(e) The following stormwater performance standards for the retrofit of existing development shall apply to all building projects whose construction value exceeds 25 percent of the assessed value of the improvements detailed on the most current property tax assessment role. Building renovations or additions phased over a two-year period shall be combined to determine when the 25-percent threshold criteria has been achieved.~~
- ~~(f) The stormwater management requirement for the redevelopment, renovation or additions to existing buildings shall be the retention onsite of the first one-half inch of stormwater runoff from all impervious surfaces.~~
- ~~(g) The stormwater retention requirements of this section shall be accomplished by utilizing surface stormwater facilities.~~
- ~~(h) These stormwater management requirements for the retrofit of existing development do not allow properties constructed in conformance with the requirements for the first inch of retention to revert to a lesser requirement.~~

Section 58-164. Performance standards for properties within the central business district.

- (b) On properties within these districts the stormwater retention requirement shall be either:
- (1) The provision of onsite stormwater retention of the first one-half inch from all impervious surfaces into surface or subsurface facilities; or
 - (2) The payment to the city of a fee in lieu of stormwater management to be equal to the cost of providing subsurface stormwater retention facilities. These fees are to be earmarked and utilized by the city for construction and improvement to capital facilities of the offsite stormwater management system within the city drainage basin. Such cost estimates shall be certified by a registered engineer. The ~~stormwater board of appeals~~ City Commission shall act to resolve any conflicts or disputes regarding the appropriate fee in lieu of stormwater management.

Sec. 58-165. Performance standards for properties within single family zoning districts.

- (b) The stormwater management requirement for development and redevelopment on properties within single family districts shall include some method or methods of onsite retention for the ~~building, parking, and driveway areas proposed~~ impervious areas. These methods shall include, but not be limited to: the provision of swales or other retention areas; the sloping of parking areas and drives to landscaped areas versus directly to the street; the guttering of building runoff to landscaped open areas where setbacks limit the amount of pervious area available; and other such methods which provide opportunities for the percolation of stormwater.
- (c) The above performance standards shall apply to all single family residential building projects on vacant land, or land made vacant after the demolition of existing structures. ~~These requirements shall also apply to all building projects whose construction value exceeds 50 percent of the assessed value of the improvements detailed on the most current property tax assessment role. Building renovations phased over a two-year period shall be combined to determine applicability of the 50 percent threshold criteria.~~

SECTION 3. CODIFICATION. Sections 1 and 2 of this Ordinance shall be incorporated into the City of Winter Park Code of Ordinances.

SECTION 4. SEVERABILITY. The divisions, sections, subsections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, subsection, section, or division of this Ordinance shall be declared invalid, unconstitutional or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such invalidity, unconstitutionality or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs,

subsections, sections, and divisions of this Ordinance. The City Clerk is given liberal authority to ensure proper codification of this Ordinance, including the right to correct scrivener's errors.

SECTION 5. CONFLICTS. In the event of a conflict between this Ordinance and any other ordinance of the City of Winter Park, this Ordinance shall control to the extent of such conflict.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and in accordance with Florida law.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida held in City Hall, Winter Park, on this 10th day December 2025.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis

City of Winter Park, Florida Business Impact Estimate

Posted Date: _____

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE"; REVISING ARTICLE III, "ZONING," SECTION 58-64, "NONCONFORMING LOTS, NONCONFORMING USES, AND NONCONFORMING STRUCTURES," TO UPDATE REGULATIONS RELATING TO STRUCTURAL RENOVATION AND VALUATION THRESHOLDS; AND AMENDING ARTICLE V, "ENVIRONMENTAL PROTECTION REGULATIONS," DIVISION 1, "STORMWATER MANAGEMENT," TO REVISE PERFORMANCE STANDARDS FOR NEW DEVELOPMENT AND REDEVELOPMENT, ESTABLISH A STORMWATER UTILITY FEE IN LIEU OPTION FOR SMALL SITES, AND UPDATE TECHNICAL AND DESIGN STANDARDS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

This Business Impact Estimate (BIE) is provided in accordance with Section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Winter Park takes the position that a business impact estimate is not required by state law for the proposed ordinance.¹ The City of Winter Park may, at its discretion, complete a Business Impact Estimate even for a proposed ordinance that falls under one of the following exemptions. This Business Impact Estimate may be revised following its initial posting.

If the ordinance is exempt, please check the appropriate box below. Continue to Page 2, if a BIE is required.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

¹ See Section 166.041(4)(c), Florida Statutes.

- b. Comprehensive Plan Amendments and land development regulation amendments initiated by an application by a private party other than the City of Winter Park;
- c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City of Winter Park hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

This ordinance amends Chapter 58 of the Land Development Code to revise two sections relating to nonconforming structures and stormwater management. The first amendment updates Section 58-64, "Nonconforming Lots, Nonconforming Uses, and Nonconforming Structures," to clarify how valuation thresholds are calculated and to provide flexibility for certain residential and nonresidential renovations that do not expand building footprints or intensify nonconformities, as well as to incentivize adaptive reuse and reinvestment into existing structures rather than demolition and rebuilds. The second portion revises Article V, Division 1, "Stormwater Management," to modernize performance standards for new development and redevelopment, establish a stormwater utility fee-in-lieu option for small sites, and update technical and design standards to improve drainage and environmental performance citywide. Together, these changes provide consistency between related code sections, enhance clarity for applicants, promote sustainable redevelopment.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Winter Park, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur; This ordinance is more lenient than the existing regulations.

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; This ordinance is more lenient than the existing regulations, and provides additional ways to comply with stormwater regulations.

(c) An estimate of the City of Winter Park regulatory costs, including estimated revenues from any new charges or fees to cover such costs. No new charges or fees, the ordinance introduces a fee in lieu to a code requirement as an alternative method of compliance.

If any of the above are applicable, please explain:

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: All businesses located within the city limits. This provides them more flexibility to renovate without adding square footage, and alternate ways to comply with stormwater regulations.

4. Additional information the governing body deems useful (if any): N/A



City Commission

agenda item 13.c

item type

Public Hearings: Non Quasi-Judicial Matters

meeting date

December 10, 2025

prepared by

approved by

subject

Ordinance - Request of Tara Tedrow to amend Chapter 58 "Land Development Code" Article, I, "Comprehensive Plan" so as to add a new policy within the text of the Future Land Use Element to permit the subdivision or lot split of lakefront property that meets specific criteria, which will impact 1020 Palmer Avenue. **At the request of the applicant, this item has been tabled until February 25, 2026.**

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None