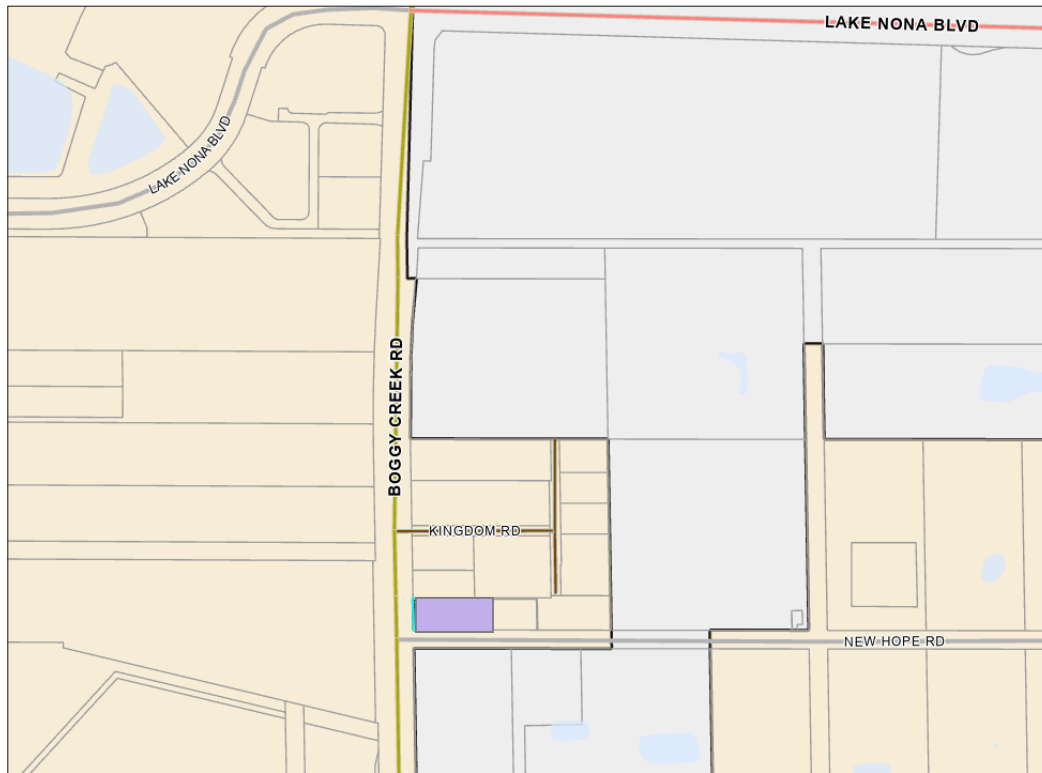


ELLIANOS COFFEE- 14155 BOGGY CREEK RD



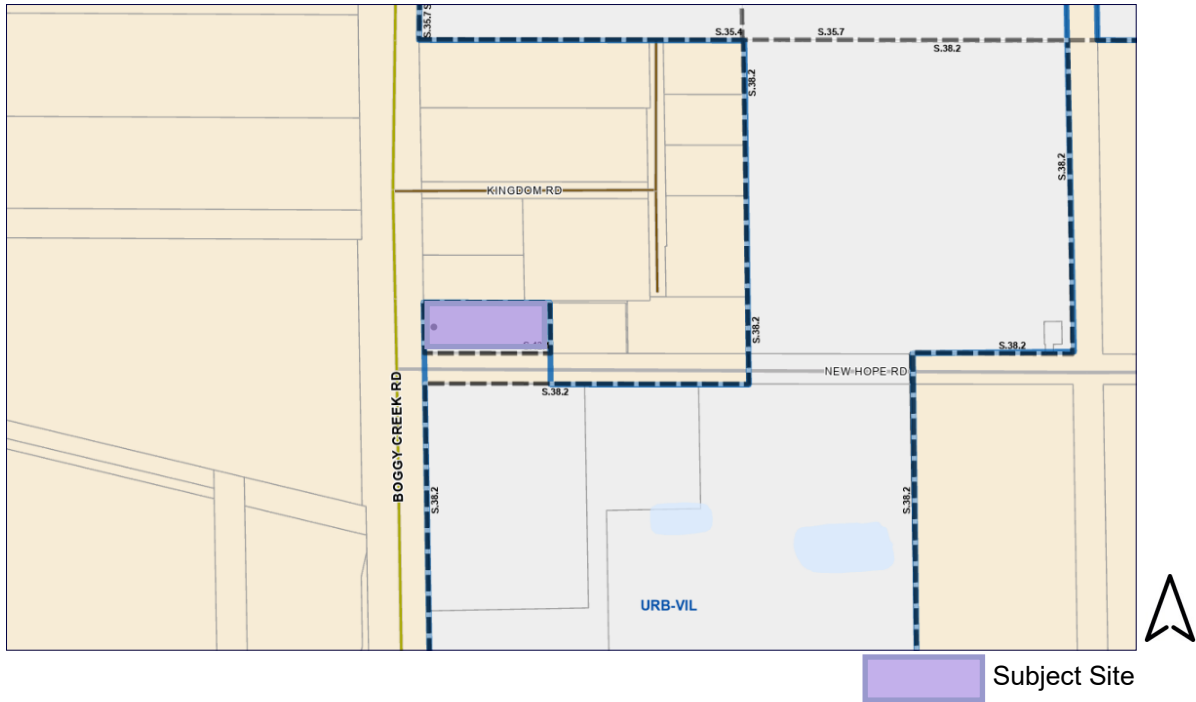
Location Map

 Subject Site

SUMMARY

<p>Owner Michael Mulhall, Manager 14155 Boggy Creek, LLC</p> <p>Applicant Timothy J. Boehlein, P.E. JBrown Professional Group Inc.</p> <p>Project Planner Yolanda Ortiz Planner III</p> <p>April 3, 2026</p>	<p>Property Location: The subject property is generally located south of Lake Nona Blvd. at the intersection of Boggy Creek Rd. and New Hope Rd. and addressed as 14155 Boggy Creek Rd. consisting of ±0.57 acres, (PID: 30-24-34-6368-00-093, District 1).</p> <p>Applicant's Request: Specific Parcel Master Plan for a one-story, ±860 sq. ft. coffee shop with a drive-through.</p>	<p>Staff's Recommendation: Approval of the request, subject to the conditions in this staff report.</p>
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Future Land Use Map



Zoning Map



PROJECT ANALYSIS

Project Description

The subject property is generally located south of Lake Nona Blvd. at the intersection of Boggy Creek Rd. and New Hope Rd. consisting of ±0.57 acres within District 1, represented by City Commissioner Tom Keen. The site is currently undeveloped and zoned PD/AN (Planned Development for Ellianos Coffee with the Aircraft Noise Overlay District). The future land use designation is Urban Village. The PD was approved for a commercial use and a maximum development capacity of 0.30 FAR, in conformance with the Neighborhood Center intensities. Master plan approval is required by the Development Review Committee (DRC) prior to proceeding with development.

Previous Actions

1926: Subject property platted as part of the Orlando-Kissimmee Farms subdivision.

October 21, 2024: City Council adoption of Ordinance #2024-47 annexing the subject property.

November 10, 2025: City Council adoption of Ordinance #2025-40 providing the site with a Future Land Use designation of Urban Village, creating subarea policy LU.S.42.1 with the maximum development program for the site, and an initial zoning of Planned Development with the Aircraft Noise overlay district (Doc. No. 25111012e).

Project Context

The undeveloped site is located on the Boggy Creek Road corridor which is comprised of a mixture of uses including commercial, institutional and residential uses. To the north and east there are single family residential uses, to the west are institutional uses with the Lock Haven Baptist Church located in front of the site. To the south is located several commercial outparcels part of the Beth Road Planned Development. The proposed future development will be geared to serve the needs of nearby residents by providing additional commercial services to the community. Table 1 below summarizes the surrounding future land use and zoning district. The proposal for a commercial development is compatible with it's surroundings.

Table 1—Project Context			
	Future Land Use	Zoning	Surrounding Use
North	Rural (Orange County)	Farmland rural, A-2 (Orange County)	Single family
East	Rural (Orange County)	Farmland rural, A-2 (Orange County)	Single family
South	Urban Village (City)	PD/AN	Commercial & multifamily
West	Rural (Orange County)	Farmland rural, A-2 (Orange County)	Institutional use

Master Plan review standards (LDC-Sec.65.335)

In review and consideration of a Master Plan, the Municipal Planning Board, the Development Review Committee and the City Council, must consider the following:

- Growth Management Plan (GMP), in particular pertinent goals, objectives and policies;
- Land Development Code (LDC) Chapter 68- Southeast Orlando Sector Plan– including consistency with the purpose, intent, and requirements of the Sector Plan and associated PD ordinances;
- Relevant performance and design regulations; and
- Public facilities particularly as it concerns both on and off-site services availability.

Conformance with the GMP—Urban Village Future Land Use designation

The proposed development is consistent with the GMP policies related to the Southeast Orlando Sector Plan, including Future Land Use Element Policy LU.2.4.4 (Urban Village), and Goal 4 and its associated objectives and policies. The overall purpose of these policies is to create a sustainable development pattern in the southeast sector by requiring development, though out the planning process to be in compliance.

The subject site has the Urban Village future land use designation and Subarea Policy LU.S.42.1. Per Policy LU.2.4.4, this designation encompasses traditional neighborhood design (TND) planning practices, which serve to support a mixture of land uses, promote multimodal development options, ensure a jobs-housing balance, enhance environmentally sensitive areas, as well as, provide housing opportunities and adopt traditional building practices. Subarea Policy S.LU.42.1 specifies the maximum development capacity of the site and allowable uses shall be in consistence with the Neighborhood Center (NC) densities and intensities of 7-25 du/acres and maximum 0.30 FAR. The proposed development is consistent with the Growth Management Plan, the associated subarea policy and the allowable uses.

Conformance with the Land Development Code (LDC), and the Southeast Sector Plan (Chapter 68)

LDC Chapter 68 establishes the guidelines and principles of development within the Southeast Orlando Sector Plan, which serve to create a balance and sustainable community. Situated within a Planned Development (PD) zoning area (Ellianos Coffee Planned Development), the property is designated as a Neighborhood Center (NC). Each Neighborhood Center is to provide gathering places for people and walkable destinations for neighborhood-focused retail and/or civic activities. All development in the Neighborhood Center designation require conformance with Traditional Design standards, which per the Sector Plan serve to create a sustainable and balanced community.

LDC, Section 68.204 provides basic guidelines regarding the location and characteristics of the neighborhood centers. Section 68.313-68.325, established the standards for the development within the Neighborhood Center, which are designed as pedestrian-oriented, mixed-use hubs that foster community identity and accessibility. These centers balance residential and commercial uses, limiting retail to 100,000 square feet, with housing types such as townhomes, duplexes, small apartments, and single-family homes integrated around the commercial core. Section 68.314 provides guidance about the Relationship of Buildings and Streets and it states:

(a) Principal Orientation. The primary facades of all buildings in commercial, employment and mixed use centers shall contain the primary entry and face a public street, except in limited circumstances where parking lots may be placed at street edge. In these cases, the primary facade shall front onto a publicly accessible walkway that leads directly from the street to the establishment's front door without crossing a vehicular travelway.

(b) Primary Entries and Facades. The primary entry(s) of both business establishments and residential uses in commercial, employment, and mixed use centers shall be visible and accessible directly from a public street. Primary facades that front onto a street should be built parallel to the public right-of-way.

(c) Street-Facing Facades. Street facing facades shall be lined with windows. Blank walls and/or garage doors shall not occupy over 50% of a principle frontage, and a section of blank wall shall not exceed 20 linear feet without being interrupted by a window or entry. Industrial/warehouse building shall not have a section of blank wall exceeding 30 linear feet without being interrupted by a window, entry, pilaster, lattice, change in plane, or similar element. The street-facing portion of industrial/warehouse buildings should have administrative areas, offices, breakrooms, and other uses that require windows and entries in order to maximize articulation and human activity at the front of these buildings.

(d) Building Frontage and Parking Exposure to Streets. Building frontages shall occupy no less than sixty-five percent (65%) of a block's street-facing frontage, except for Village Center anchor stores and all Neighborhood Center stores and buildings. Outside of these areas, building frontages shall occupy no less than thirty-three percent (33%) of a parcel's street-facing frontage; street fronting parking in these districts should be for visitors and short-term parking and shall consist of no more than one bay, additional parking should be located to the side or behind the building.

(e) Walkway-Facing Facades. The main entrance of all buildings without street edge facades shall open directly onto a publicly accessible walkway. Anchor stores can have "departments" such as deli's and pharmacies oriented to the street. This walkway shall directly connect to an adjacent street's sidewalk without crossing a vehicular travelway. Specific conditions include:

1. Village and Neighborhood Center anchor stores (e.g., supermarkets, major drug stores), where parking may be necessary directly in front of the building. In this case, the primary pedestrian entry and windows should be visible from a public street and front onto a publicly accessible walkway;

2. Mixed use portions of Airport Support District-Medium Intensity areas, where the primary pedestrian entry and windows shall be visible from a public street and front onto a publicly accessible walkway; and

3. Auto-serving uses in the Airport Support District-Medium Intensity areas (e.g., gas stations, car washes, etc.), where the primary entry need not face a street, however street facing windows should occupy at least 25% of the street-facing facade, and the primary entry should front onto a publicly accessible walkway.

LDC, Chapter 68, must be followed, for the complete language visit the following link: [Land Development Code, Chapter 68](#), 68.315 Front Setbacks, 68.316 Projections and Recesses, 68.317 Building Heights, 68.318 Facades and roof form, 68.319 Visual Character, 68.320 Massing, 68.321 Materials, 68.322 Parking, 68.323 Connecting walkways, 68.324 Landscaping and street furnishing, and 68.325 Additional standards by non-residential building type.

Development Standards

The proposal includes the development of a ±860 sq. ft., one-story commercial building with drive through facilities. As a commercial use in the Neighborhood Center area, this proposal complies with the NC uses and requirements of the LDC Chapter 68, and is consistent with the approved PD. Neighborhood Center limits the height for commercial building to 3-stories, the proposal is for a compliant one-story building. The PD and the default zoning of AC-N, further establishes development standards for commercial properties, setting the impervious surface ratio and floor area ratio at a maximum of 0.75 and the FAR to 0.30, respectively. See Table 2 for details, the development is in compliance with a 53% ISR and 0.03 FAR. The site has the Aircraft Noise overlay district that indicates that the site is within Aircraft Noise Control, Zone E, sound control regulations in the LDC (Sec 58.381) however, these regulations do not be applied to commercial, industrial and/or office uses.

Table 2—Development Standards

Acreage	Use	Sq. Ft./ Dwelling Units	FAR (Floor Area Ratio)		Building Height		Impervious (ISR)	
			Maximum	Proposed	Maximum	Proposed	Maximum	Proposed
0.57	Commercial	+ 860 sq. ft.	0.30	0.03	3 stories	1 story	75%	53%

Setbacks

According to the PD and LDC, Section 68.315, the maximum street-facing setback for along Boggy Creek Road is 10 feet. However, there are several constraints on the site, including existing stormwater infrastructure, a handrail and a culvert, that prevents the development from meeting the requirement. The applicant is requesting a non-substantial amendment to increase the front setback to a maximum of 35 feet. Staff is in support of this request, due to the previously mentioned site constraints, similarities and compatibilities with surrounding developments, and the proposal remains consistent with the principles of the Southeast Sector Plan. The default zoning for the site is AC-N and establishes the side yard and rear yard setback at 0 or 3ft. and 20ft., respectively, with no maximum. The proposal is for 10ft. (north) and 15ft. (south) side setbacks and a 50 ft. rear setback, in compliance.

Landscaping

Section 68.406 of the Land Development Code, states that all parking areas shall be landscaped consistent with Chapter 60 of the Land Development Code. The proposed development is in compliance with these standards, see conditions of approval in this report. Per LDC, Chapter 60, Part 2, 2H, all landscape plans must achieve the Minimum Required Landscape Score (MRLS) required for the proposed type and intensity of development. Applicants shall submit a completed copy of the Non-Residential and Multifamily Landscape Worksheet at the time of permitting.

Transportation

The proposed design includes a full-access opening along the southern property line that abuts New Hope Road. Currently, New Hope Road right-of-way (ROW) is owned and maintained by Orange County. Therefore, the applicant is required to obtain final permit approval from Orange County Public Works for the location of the full-access opening. Additionally, the applicant must close and restore the curb cut opening along Boggy Creek Road to City of Orlando standards, see conditions of approvals.

Pedestrian connections are shown on the site plan, linking both the parking area to the building and the building to the right-of-way. As part of the conditions, Transportation Planning has required safety signage to ensure proper vehicular movement without compromising pedestrian safety.

Parking must be provided in accordance with Chapter 61 of the Land Development Code and the Engineering Standards Manual (ESM). At a minimum, the applicant is required to provide 4 parking spaces and may not exceed 17 parking spaces. The current proposal includes 8 parking spaces including one (1) ADA space, in compliance with code, see Table 3.

A Traffic Impact Analysis (TIA) was submitted with the application, although, for the type of use and development program, it is not required. A Traffic Generation Statement was completed in July 2025 by JBPro Civil Engineering, and it reflects that, based on engineering judgment and information from ITE, many trips to the site will be pass-by trips. Furthermore, it provides a more detailed analysis, estimating that the net new trips will be around 8 trips in the AM peak hours and 1 trip for PM. The Transportation Department accepts the submitted statement and concludes that the development does not have a significant impact on the surrounding transportation operations.

Table 3-Parking Requirements			
Type– Ellianos Coffee (860 sq.ft.)	Required Min-Max (Secs. 61.322, 61.333, 61.364)		Provided
Eating and Drinking establishment	Min. 5:1,000SF rate 860SF/1,000SF=.8 6x5= 4.3	Max. 20:1,000SF = 17 spaces	8 spaces, including 1 ADA accessible space.
Bike Parking	Long term = 1:25,000SF= 1 space Short term = 4 spaces plus 1:7,500SF = 4 spaces		1 long term space 2 short term spaces
	Long-term: 1 per 25,000 GFA = 1 Short-term: 4+1 per 15,000 GFA=4		

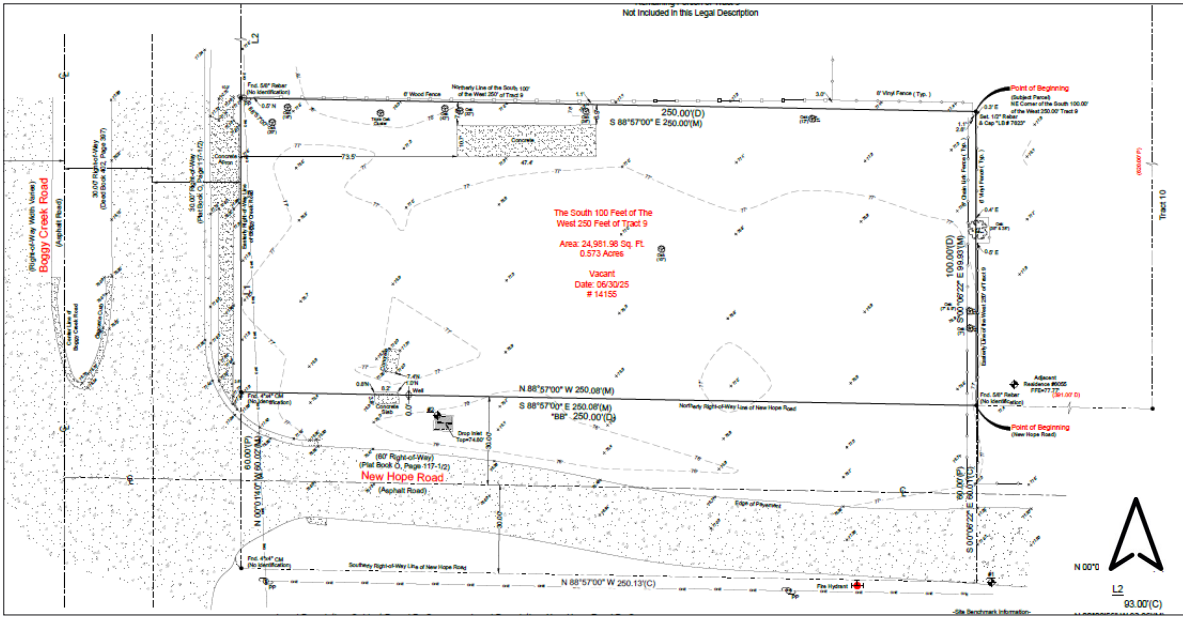
Signage

Approval of signage is contingent upon adherence to LDC Chapter 64, and subject to review and approval by Planning during the building permitting process. Per the LDC, Section 64.105, Table 1 B, the maximum allowable sign area is 2 square feet per linear foot of primary business or tenant space frontage, and 1 square foot for every linear foot of secondary frontage if applicable. The approximate maximum allowance sign area is ±62 sq. ft.

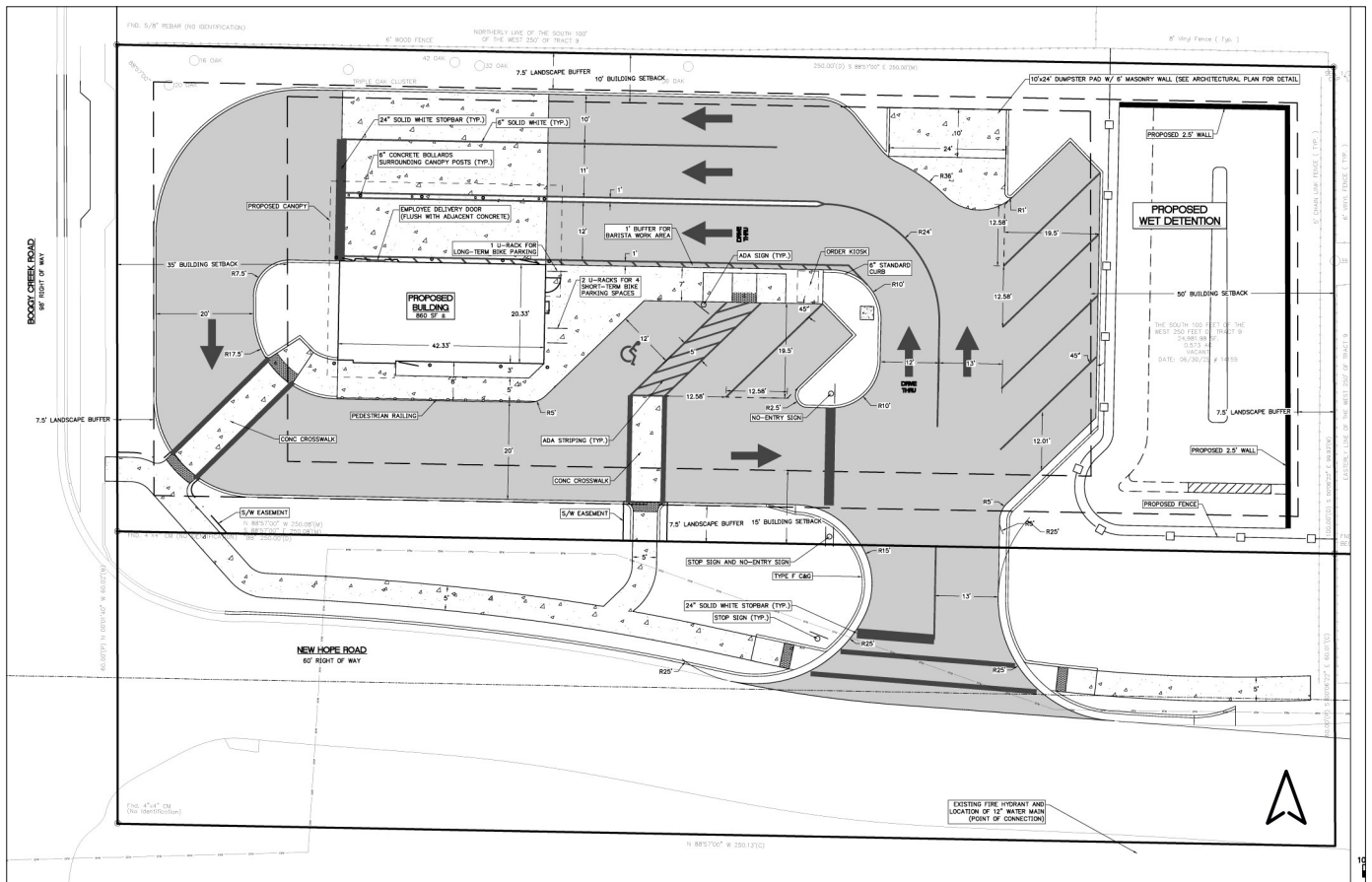
AERIAL PHOTO



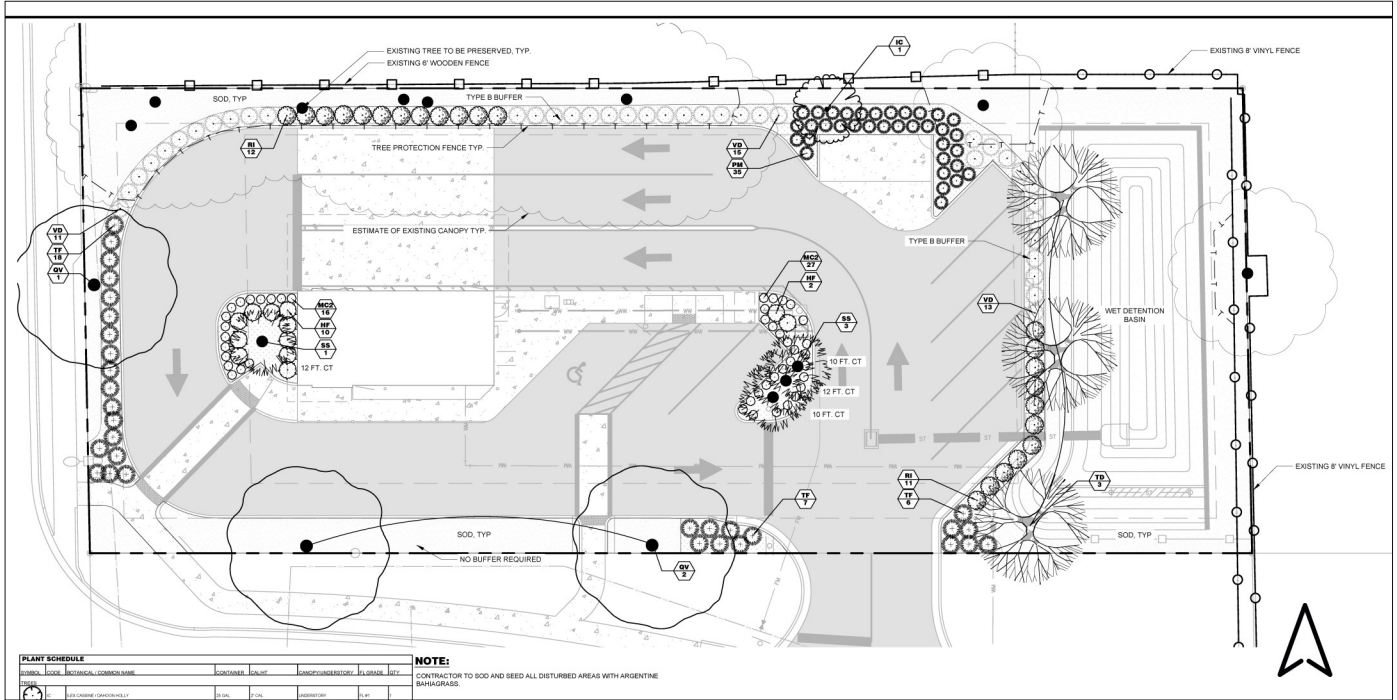
SURVEY



SITE PLAN

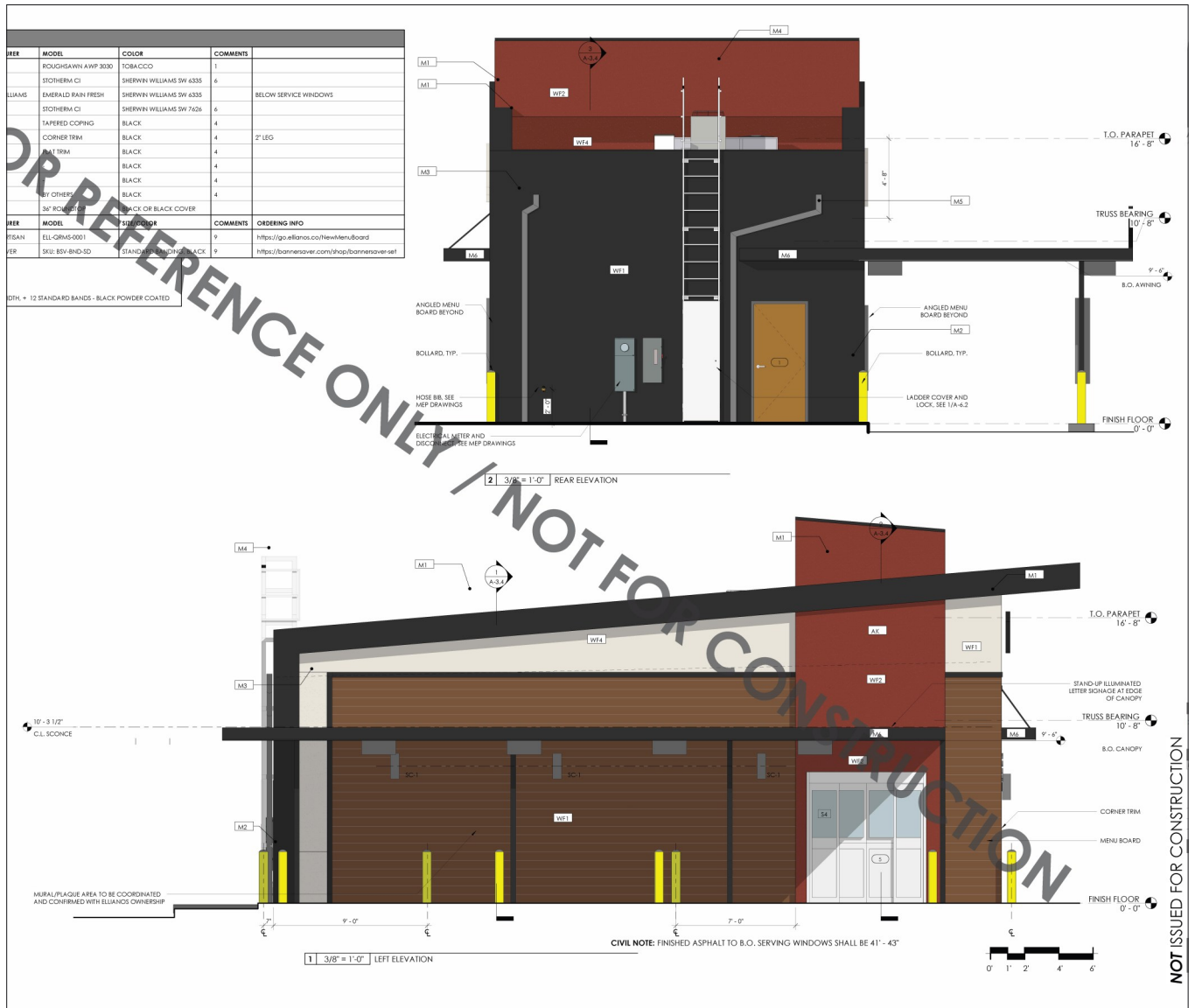


LANDSCAPE PLAN



SYMBOL	CODE	BOTANICAL / COMMON NAME	CONTAINER	CAL/HT	CANOPY/UNDERSTORY	FL GRADE	QTY
TREES							
IC		ILEX CASSINE / DAHOON HOLLY	25 GAL.	2" CAL.	UNDERSTORY	FL #1	1
QV		QUERCUS VIRGINIANA / SOUTHERN LIVE OAK	25 GAL.	2-IN / 10-FT (MIN.)	CANOPY	FL #1	3
TD		TAXODIUM DISTICHUM / BALD CYPRESS	25 GAL.	2-IN / 10-FT (MIN.)	CANOPY	FL #1	3
SHRUBS							
HF		HAMELIA PATENS / FIREBUSH	3 GAL.	2-FT	AS SHOWN	FL #1	9
MC2		MUHLENBERGIA CAPILLARIS / PINK MUHLY GRASS	1 GAL.	1.5-FT	AS SHOWN	FL #1	38
MF2		MYRCIANTHES FRAGRANS / SIMPSON'S STOPPER	15 GAL.	3-FT	AS SHOWN	FL #1	3
PM		PODOCARPUS MACROPHYLLUS / YEW PODOCARPUS	5 GAL.	2-FT	AS SHOWN	FL #1	26
RI		RHAPHIOLEPIS INDICA / INDIAN HAWTHORN	3 GAL.	2-FT	AS SHOWN	FL #1	23
TF		TRIPSACUM DACTYLOIDES / FAKAHATCHEE GRASS	3 GAL.	2-FT	AS SHOWN	FL #1	32
VD		VIBURNUM OBOVATUM 'DWARF WALTERS' / DWARF WALTERS VIBURNUM	3 GAL.	2-FT	AS SHOWN	FL #1	41
GROUND COVERS							
PA		PASPALUM NOTATUM 'ARGENTINE' / ARGENTINE BAHIAGRASS	SOD	N/A	N/A	FL #1	4,654 SF

ELEVATIONS (CONT.)



ELEVATIONS (CONT.)



4 PERSPECTIVE - BACK RIGHT



2 PERSPECTIVE - BACK LEFT



3 PERSPECTIVE - FRONT RIGHT



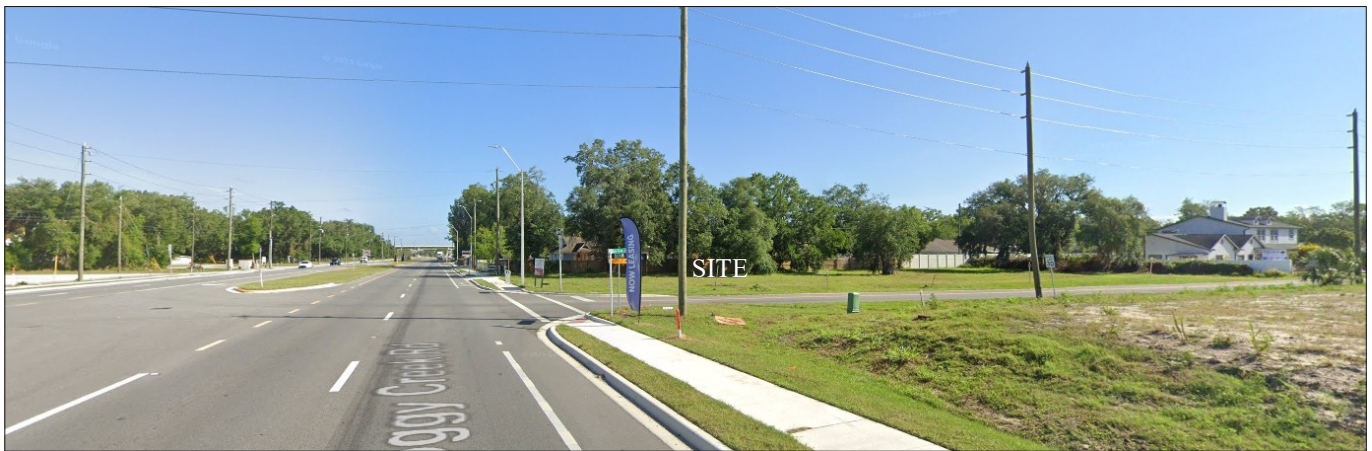
1 PERSPECTIVE - FRONT LEFT

FOR NOT ONLY / NOT FOR CONSTRUCTION

SITE PICTURES



Site at intersection of Boggy Creek Rd., and New Hope Rd.



Site to the right, from Boggy Creek going north

FINDINGS

Subject to the conditions contained herein, the proposal is consistent with the requirements for approval of the proposed Specific Parcel Master Plan applications contained in the Land Development Code (LDC):

1. The proposal is consistent with the State Comprehensive Plan (Chapter 187, Florida Statutes).
2. The proposed use is consistent with the City's Growth Management Plan, specifically with the Future Land Use Policy 2.4.4 and Goal 4 of the GMP.
3. The proposed use is consistent with the Land Development Code, Chapter 68 and the Southeast Orlando Sector Plan.
4. The proposed use is consistent with the surroundings and the Ellianos PD ordinance.
5. The public facilities are adequate to serve the proposed use, or will be provided by the applicant as a condition of approval of this staff report.

Staff recommends approval of the proposed MPL2026-10006 subject to the conditions contained in this Staff Report.

CONDITIONS OF APPROVAL

CITY PLANNING

Recommend Approval with conditions

1) GENERAL CODE COMPLIANCE AND CONSISTENCY- The proposed project shall be consistent with the conditions in this staff report, the requirements of the Land Development Code, the Growth Management Plan of the City of Orlando, the Ellianos PD, the State of Florida, and all other applicable regulatory agencies. All other applicable state or federal permits must be obtained before commencing development.

2) CONDITIONS OF APPROVAL-The conditions of approvals of this Staff Report must be included on the plans submitted for building permit.

3) MINOR MODIFICATIONS- Minor modifications including but not limited to landscaping, driveway locations, and other, that are required, may be approved by the Planning Official without further review by the Development Review Committee. The Planning Official shall be authorized to permit minor modifications on a site by site basis as described in Figure 68N of Chapter 68, of the Land Development Code. Substantial or Presumed Non-Substantial (Figure 68-N) modifications shall require additional review by the Development Review Committee.

4) EXPIRATION OF MASTER PLAN-The permit for the proposed use shall be issued within two years of the Master Plan approval by the City Council, otherwise the Master Plan will expire. Upon written request, 30 days before the expiration date, the Planning Official may extend it for up to 1 year via a Letter of Determination. The applicant must file an application for this matter in the City, for the planning official evaluation.

5) DEVELOPMENT PERMIT- As provided by the Florida Statutes, issuance of a development permit by a municipality does not in any way create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. In accordance with the Florida Statutes, it is hereby made a condition of this permit that all other applicable state or federal permits be obtained before commencement of the development.

6) ISR- Impervious Surface Rate for the parcel can not exceed 75%.

7) SIGNAGE- Signage must adhere to LDC Chapter 64 and will be review before permitting.

8) SETBACK- Due to the existing site constraints, the setback on Boggy Creek Road is a maximum of 35 feet.

9) LANDSCAPE-All landscape plans must achieve the Minimum Required Landscape Score (MRLS) required for the proposed type and intensity of development, the landscape worksheet will be review at the time of Permitting.

10) The proposed drive-through shall not operate during the hours of 10:00pm to 6:00am, per LDC Sec.58.740.

11) The awning above the walk-up window must project out from the façade by a minimum of 5 feet in depth, to provide more shade for pedestrians.

TRANSPORTATION

Recommend for Approval with Conditions

- 1) Compliance: Except as were noted in this staff report, all aspects of the site plan are required to conform to all applicable minimum standards set forth in the editions of the City Code and the City Engineering Standards Manual that are in force at the time of any construction of this project.
- 2) Compliance: Support of this submittal by the Transportation Dept. does not constitute final engineering approval of this concept for development. Materials and designs for transportation related elements of the project must meet or exceed standards in the versions of the City Code and Engineering Standards Manual in effect at the time of submittal to Permitting Services.
- 3) Compliance: At all project entrances, clear sight distances for drivers and pedestrians must not be blocked by signs, buildings, building columns, landscaping, or other visual impediments. No structure, fence, wall, or other visual impediment must obstruct vision between 2 feet and 8 feet in height above street level. The street corner / driveway visibility area must be shown and noted on construction plans and any future site plan submittals. The applicant must design the site plan as necessary to comply with the Florida Greenbook and the FDOT Design Standards Index. Sight lines shall be provided on both site plans and landscape plans.
- 4) Construction: For any construction work planned or required within a public right-of-way or an adjacent City easement (including but not limited to irrigation, drainage, utility, cable, sidewalk, driveway, road construction/reconstruction or landscaping), the Owner/Applicant must submit the following:
Construction: Maintenance of traffic plans (M.O.T.): The City requires that all projects receive authorization to close streets, lanes, public alleys or sidewalks to maintain public and worker safety. For any non-emergency project (whether permitted or not), the closure request must be submitted to City of Orlando Transportation Engineering via the following website link: <https://www.orlando.gov/Parking-Transportation/Request-a-Road-Lane-or-Sidewalk-Closure>. Advance notice for closures should include all phases of the work.
- 5) Construction: Construction staging/parking plans: On-street parking is for the public and shall not be used for contractor or sub-contractor parking, construction staging, truck staging, storing of materials, etc. Contractor must identify contractor or sub-contractor parking, construction staging, truck staging, storing of materials locations in the Temporary Traffic Control Plan (TTCP).
- 6) Construction: Roadway plans including paving, grading, pavement markings and signage (Contact the Permitting Transportation Engineering Reviewer at 407-246-3079 for details).
- 7) Construction: A copy of all required County and State permits (If permits are pending, attach a copy of the application).
- 8) Parking: Parking must be provided in accordance with Chapter 61 of the Land Development Code and the Engineering Standards Manual (ESM). Each phase and building must provide the required parking at the time that the specific phase or building is developed.
- 9) Access: At the time of permitting, the applicant must close and restore the curb cut opening along Boggy Creek Road, in accordance with City of Orlando standards.
- 10) The number of proposed parking spaces (8 regular and 1 ADA space) is consistent with LDC Sec. 61.322.
- 11) The 45-degree angled parking spaces are not dimensioned consistent with LDC Sec. 61.311 and the ESM. The standard parking spaces must be 12.7-ft. wide rather than 12.56-ft., as shown. At the time of permitting, the site plan must be updated to show all parking spaces with the correct width.
- 12) The ADA parking stall width must be 12.7-ft. wide rather than 12-feet as depicted on Sheet C2.0. At the time of permitting, please update the site plan to show the correct ADA parking stall width per LDC 61.309 and the 2010 ADA Standards for Accessible Design manual.
- 13) Parking: The most northern parking stall, next to the dumpster, does not specify any dimensions. At the time of permitting, please provide the dimensions of all parking stall. Additionally, it's unclear whether the dumpster area reflects a 100-SF clearance area to allow vehicular maneuverability that will not conflict with vehicular or pedestrian movements per LDC 61.35 (c). The dumpster area must always remain clear of obstructions. Provide an Auto-turn analysis at the time of permitting to demonstrate compliance with this land development requirement.

- 14) Parking: At the time of permitting, the applicant must show/demonstrate the transitional grade elevation at the north end of the ADA accessibility aisle. The graphic shown at this location on the site plan is unclear. If the sidewalk is not at grade, a curb ramp will be required.
- 15) Bike Parking: Per LDC Sec. 61.330, the applicant is required to provide 1 long-term and 4 short-term bicycle parking spaces. The site plan shows only 1 long-term and 2 short-term bicycle parking spaces. The 1 long-term bicycle is consistent with the locational requirements of the code. However, 2 additional short-term bicycle spaces will be required to comply with the code requirement for 4 short-term bicycle spaces. The Applicant is required to demonstrate the provision of 4-short-term bicycle spaces at the time of permitting.
- 16) Bicycle Parking: Bicycle parking must be provided in accordance with the standards of Chapter 61, Part 3D of the Orlando Land Development Code and must be available prior to the issuance of any Certificate of Occupancy for the associated use.
- 17) Pedestrian Walkways: On-site walkways must be a minimum of 5 feet wide; a minimum of 6 feet wide when adjacent to drive aisles; and a minimum of 7 feet wide when adjacent to perpendicular parking stalls, unless wheel stops are used.
- 18) Pavement Marking and Signage Plan (PMSP): In accordance with the MUTCD, the Florida Department of Transportation Guidelines, the City of Orlando Land Development Code, and the Engineering Standard Manual, provide a full PMSP at the time of permitting. This should include, but is not limited to, traffic control devices, crosswalks, and directional pavement signage in the parking lot areas. Pedestrian Crossing signage or Yield signage should be installed in front of the pedestrian path, where it connects to the vehicular service drive.
- 19) Pavement Marking and Signage Plan (PMSP): Sheet C2.0, depicts the R-1 stop sign and stop bar in the New Hope Road right-of-way (ROW). Typically, these pavement markings and signage elements should be contained within private property. The applicant must obtain permits from Orange County for all work performed and signage within this ROW.
- 20) Parking: The applicant is encouraged, but not required, to provide EV parking spaces. Since the applicant has chosen to include EV parking, the spaces must comply with the City of Orlando Land Development Code, Chapter 61, Part 3G.
- 21) Loading & Unloading Areas: At the time of the master plan review, the applicant must provide an off-street loading zone compliant with Chapter 61 of the Land Development Code (LDC) and the Engineering Standards Manual (ESM), which could include, but not limited to, Section 3F, Off-Street Loading.
- 22) Auto Turn: At the time of permitting, provide an AutoTurn analysis using the largest anticipated design vehicle to demonstrate adequate vehicle maneuvering is provided within the site.
- 23) Solid Waste: Given the trees identified on the site and their canopy extensions, the applicant must contact the Division of Solid Waste to determine the required height clearance for the dumpster truck. If it is determined that the canopy needs to be reduced, the applicant must also coordinate with the Parks Department to develop a tree canopy reduction plan and obtain the necessary approvals to comply with the dumpster truck height clearance.
- 24) Administrative: At the time of permitting, the applicant must provide copies of all approval permits from Orange County for all modifications and work to be performed in the ROW along both Boggy Creek Road and New Hope Road.
- 25) Easement: The applicant must provide a copy of the recorded easement for any portion of the sidewalk located on private property or record the easement through the replat process. That portion of the sidewalk at the southwest corner, outside the ROW, must be placed into an easement.
- 26) The applicant is advised that portions Boggy Creek Road, north and south of SR 417 are identified as being within the High Injury Network. Road segments identified within a HIN are required to develop in a manner that reduces potential vehicular/pedestrian conflicts.

URBAN DESIGN

Recommend for Approval with Conditions

- 1) An Appearance Review will occur at the time of permitting. Please provide elevations of four sides of the building, an updated site plan, landscape plan, irrigation plan, MRLS worksheet, utility plan and drainage plan.
- 2) No one architectural style is dictated over another; however, architecture should be authentic to the style employed.
- 3) All facades shall be finished with the same materials and architectural details. Side and rear building facades that are visible from a public street shall contain architectural detail comparable in appearance and complexity to the front of the building. Currently, this is being met and needs to be shown on the elevations at the time of permitting.

- 4) Primary pedestrian entries must be clearly expressed and highlighted. All entrances must be visible and easily recognizable from the streets and internal drives. Entryways must include a substantial sheltering element such as a porch, awning, arcade, or portico. As a walk-up window is located on the northern elevation, it must meet this requirement.
- 5) The bases of buildings should be designed with durable materials to provide a quality pedestrian experience such as stone, brick, tile, or concrete. Different colored Stucco/EIFS is not an acceptable base material.
- 6) All parapets must have a 3D appearance, with 5-ft typically added so the parapet looks less 2-dimensional.
- 7) Any fencing on the site shall be an open, CPTED approved fence, such as aluminum or wrought iron picket fencing.
- 8) All crosswalks at driveways and curb cuts must be designed with textured or colored concrete or similar material to clearly define the pedestrian zone, as required by LDC Section 61.314(e). Thermoplastic paint may be incorporated but cannot meet this condition alone.
- 9) At the time of permitting, please add a continuous row of evergreen shrubs installed at a minimum height of 36 inches to the street side buffer to screen the vehicle use areas from the street. A bufferyard B, per LDC Section 60.222, must also be provided on the eastern side of the property.
- 10) A landscape worksheet is required to be submitted at the time of permitting. All landscape plans must achieve the Minimum Required Landscape Score (MRLS) required for the proposed type and intensity of development and meet the requirements of Chapters 60 and 61, Orlando City Code. A spreadsheet showing compliance with the Minimum Required Landscape Score must be included with the plans. A digital spreadsheet form is available at <http://www.cityoforlando.net/city-planning/landscape-code/>
- 11) Tree encroachment or removal permit(s) (requested and issued through the Parks Division) is/are required prior to any trees being removed from the overall project site. The Parks Division may be contacted via phone at 407-246-2283 or via email at trees@orlando.gov. The permit must be provided with the building permit documents.
- 12) Irrigation systems must be designed and maintained with industry standard water efficiency measures or equipment such as 1) a weather-based evapotranspiration controller. 2) zoned soil moisture sensors, or 3) a low volume system using drip emitters for shrubs and groundcover and flood bubblers for trees impact sprinklers are prohibited.
- 13) Service areas and dumpster enclosures must incorporate architectural materials and design details similar to the principal buildings. Service areas must have gates or screens that shield the areas from view when not in use. Design of gates shall be solid and have architectural interest to complement the building.
- 14) All roof mounted A/C units, generators, and mechanical equipment shall be screened by a parapet or other architectural screen, such as louvers, so as to not be visible from the public right-of-way and shall comply with Orlando City Code.
- 15) All at grade mechanical equipment must also meet applicable LDC screening requirements. All equipment must be screened from the street and public pathways by low walls, hedges, or other decorative fences and may not exceed 4 feet above grade.
- 16) All at-grade junction, valve and control boxes in the streetscape zone shall be traffic bearing grade boxes and lids.
- 17) Transformer areas outside the building envelope shall be screened on three sides with landscaping and/or a decorative, opaque wall and gates up to 6 feet in height.
- 18) Backflow preventer[s] must be located to not be directly visible from the right-of-way or should be screened from view where necessary.
- 19) All utilities, including light poles, must be kept out of the pedestrian path.
- 20) Parking lot lighting must not conflict with required landscaping, including required trees in parking lot islands.

PUBLIC WORKS

Recommend for Approval with Conditions

The following will need to be addressed and met during the Engineering (ENG) permit review process.

- 1) Per Section 7.01 of the City's ESM, any proposed project to be built in the City of Orlando which alters the existing topographic characteristics will be required to provide stormwater treatment. Alterations of surface drainage (with the exception of resurfacing and landscaping elements only) is defined as: changing the flow patterns within the redevelopment area; changing the mode of transport from overland flow or open channel to a closed conduit, etc.; changing an impervious surface's character (from building to parking, wet bottom pond or a new building or vice versa); changing the character of a parking surface (from shell base to asphalt, etc.); or remodeling of an existing building which changes its footprint or number of floors. When applying for an Engineering Permit, please submit the Drainage Report, Geotech Report, Stormwater Tabulations, and all necessary docs needed in order to verify the City's and Water Management District standards are met.
- 2) Water quality recovery shall be recovered per the requirement of the Water Management District. Please provide model demonstrating the recovery analysis. A Water Management District water treatment permit may be required.
- 3) Provide a certification signed by the Engineer, licensed in the State of Florida, responsible for the stormwater design which reads as follows: "I hereby certify that to the best of my knowledge and belief, the design of the Stormwater Management System for the project known as: (Project Name) meets all of the requirements and has been designed substantially in accordance with the City of Orlando Stormwater Management Criteria."
- 4) All proposed and existing sidewalk that is touched during construction will need to be updated to the newest ADA requirement.
- 5) Sidewalk construction shall be required at the time of this substantial improvement per Sec. 54.39 of the City of Orlando's Muni Code. Proposed sidewalks must be constructed along the entire length of the property and shall be located against the public right-of-way.

- 6) A City Service Agreement is required by the Owner if portion of sidewalk is within private property. The easement would protect the Owner from maintaining the sidewalk and from other potential issues. Otherwise, the Owner would be responsible to maintain and be liable for potential litigation if someone is injured on a failing sidewalk that is in disrepair.
- 7) Clarify whether the sidewalk will be paver. Please note that if pavers are to be constructed beyond the property line and out into the City's Right of Way the owner is required submit a signed and recorded a Right-of-Way Pavers Agreement. Sidewalk portion of driveway must still be composed of 3,000 psi concrete. Refer to the Right of Way Pavers Agreement under Engineering Permit Forms <https://www.orlando.gov/Building-Development/Permits-Inspections/Get-a-Permit/Forms-Documents>
- 8) Construction activities including clearing, grading and excavating activities shall obtain an EPA NPDES permit, except: Operations that result in the disturbance of less than one acre total land area which are not part of a larger common plan of development or sale. The NPDES permit must be received in the Office of Permitting Services prior to the issuance of City of Orlando permits. If the disturbed area is less than one acre, provide a note on the plans indicating the City of Orlando's Guidelines for Erosion Sediment Control (aka the Blue Sheet) will serve as a guide for the implementation of erosion sediment control measures. Blue Sheet can be found under the City of Orlando website. Attach this sheet in your permit submittal.
- 9) Submit a detailed, scalable, fully dimensioned site plan of the location. The site plan should include but not be limited to the site legal description, the building, streets, sidewalks and property lines, and the location of the proposed work. Site plans should clarify what is existing and what proposed.
- 10) Provide a signed and sealed existing topographic survey with datum and official benchmark in the NAVD88 vertical datum. Per the City's ESM Section 7.01.A.1, survey data shall be gathered to least 25 feet beyond the property line or as far offsite as required to assure offsite drainage patterns are maintained. Please submit a hard copy of survey (with sign and seal) to City Hall 8th floor addressed to Richard Allen.
- 11) Submit a signed and dated private improvements cost sheet. Cost sheet forms and instructions are available at our website under Engineering Permit Forms at <https://www.orlando.gov/Building-Development/Permits-Inspections/Get-a-Permit/Forms-Documents>
- 12) Other comments may arise depending on the contents submitted to permitting.
- 13) Artificial turf and gravel areas must be treated as impervious area and must be included in the impervious area for stormwater management.
- 14) All roadways must meet the ESM standards. The Season High Water Table must be a minimum of 2 ft from the bottom of the base. New private and public roadways will require a pavement design similar to the method shown in the FDOT Flexible Pavement Design Manual. Limerock base is not permitted in certain areas where the Season High Water Table has historically been close to the ground surface.
- 15) Retaining walls, walls, stamped asphalt/concrete, decorative asphalt/concrete, etc are not permitted within the Right of Way without permission from the City Engineer. Buildings or building foundations are not permitted within the Right of Way.
- 16) All impervious area must be routed to the stormwater system for treatment and attenuation.
- 17) The 25 year 24 hour post development discharge rate must be less than or equal to pre development discharge rate.
- 18) Per Orlando Engineering Standards Manual Chapter 7, off-site flood elevations cannot be made worse in any circumstance.
- 19) If the project is located within the FEMA regulated special flood hazard area (i.e. floodplain) a conditional letter of map revision (CLOMR) will be required before the ENG/BLD permit is issued and a letter of map revision (LOMR) will be required before issuance of the certificate of occupancy (for BLD cases) or final inspection (for ENG cases). Compensating storage must be provided for all floodwater displaced by development within the 100-year floodplain.
- 20) If the drainage basins are determined to be landlocked system, the modeling and design shall meet applicable storm recurrence interval and duration. The models and designs shall demonstrate no adverse impact to the stormwater, roadways, floodplain, drainage basins and surrounding properties. Landlocked basins must attenuate for the 100 year 96 hour storm event.
- 21) Drainage and other roadway improvements must be improved, including new pavement, F curb and gutter, sidewalk, drainage structures, and stormwater lines as part of the BLD/ENG submittal per the most current City of Orlando Engineering Standards Manual. Any broken or damaged curb, sidewalk, driveway, concrete panels, etc within the Right of Way must be replaced and meet City requirements.
- 22) Please use the following link, enter the permit number, and click on the Plan Review Tab to check the permit status and to view comments/conditions, <https://permitlookup.cityoforlando.net/WebPermits/>
For questions regarding Engineering Site issues contact Owen Blakely at owen.blakely@cityoforlando.net.

WASTE WATER

Recommend for approval with conditions

The subject property lies outside of the City sewer and reclaimed water service areas. Prior to approval of building permit applications, the applicant will need to provide documentation that demonstrate Orange County Utilities has approved sewer and reclaimed water construction plans for the facilities to serve the property. Prior to issuance of occupancy certificate, the applicant will need to provide documentation that demonstrates Orange County Utilities have accepted the construction of sewer facilities to put into service.

PARKS TREES

No objection to this project moving forward. If trees will be impacted during any phase of this project. The applicant must obtain an approved tree removal permit from a Parks official prior to any trees being removed from the site. Tree removal will require mitigation by the replanting of all tallied inches of tree caliper removed from the site and or a payment into a tree fund. to this project moving forward. The site has been graded and will not further impact any trees.

PARKS PLANNING

Recommend for approval with conditions

A Tree Encroachment Permit must be submitted prior to applying for any Building (BLD) or Engineering (ENG) permits. To initiate the Tree Encroachment Permit process, please contact trees@orlando.gov or call 407-246-2283. Proposed oak trees along the south perimeter must maintain a minimum separation of 7.5 to 10 feet from the proposed driveway. The reduced size of the parking-lot landscape island near the drive-thru is acceptable; however, in lieu of a canopy tree, three palm trees must be planted within the island.

SOLID WASTE

Recommend for approval. The dumpster enclosure should be 24' across and 10' deep per Chapter 28 of the City's Municipal Code, please update the plans to reflect this. Please note that if dimensions can not be met, the client may be required to utilize smaller dumpsters on wheels which can be stored sideways, limiting collection frequency and size options.

DEVELOPMENT REVIEW

Recommend for approval with conditions.

The Office of Permitting Services recommends approval of the proposed MPL2026-10006, subject to the listed conditions of approval and requirements of the City of Orlando's Land Development Code, the City of Orlando's Engineering Standards Manual (ESM) and any other applicable regulatory agencies within the City of Orlando or the State of Florida. Any proposed work, outside the City of Orlando jurisdiction, requires permits and approval from appropriate State or County agencies.

- 1) SUBJECT TO CODES – The development is subject to all codes and ordinances of the State of Florida, City of Orlando, and all other applicable regulatory agencies. Any proposed work, outside the City of Orlando jurisdiction, requires permits and approval from appropriate State or County agencies.
- 2) CITY OF ORLANDO ESM - The City Council Adopted the City of Orlando Engineering Standards Manual (ESM), Fifth Edition on April 18, 2016. All plans must conform to the City of Orlando's Engineering Standards Manual (ESM) and all construction must be accomplished in accordance with the ESM.
- 3) IMPACT FEE - In accordance with the City of Orlando Land Development Code, impact fees may be due at the time of issuance of the permit. Any available impact fee credits will be applied towards the impact fee assessment for the proposed development of the property. For information related to the Impact Fees for your project, please contact the City of Orlando Impact Fee Coordinator Nancy Ottini at (407) 246-3529 or by email at nancy.ottini@cityoforlando.net
- 4) SEWER BENEFIT FEES - The owner/developer will be required to pay any applicable Sewer Benefit Fees, in accordance with the Sewer Service Policy and Chapter 30 of the Land Development Code, for the proposed development of the site. Any applicable Sewer Benefit Fee credits will be applied at the time of permitting. Individual laterals are required for each lot within the development, a "Y" sewer connection is not allowed within the City of Orlando sanitary sewer systems.
- 5) CONCURRENCY MANAGEMENT - All new construction, change in use, additions, or redevelopments are required to submit a Concurrency Management application as a part of the building plan review process.
- 6) FDEP APPLICATION - This project requires a permit, for the sanitary sewer system, to be submitted to the Florida Department of Environmental Protection - 3319 Maguire Boulevard, Suite 232, Orlando, Florida 32803, phone: 407-894-7555.
- 7) SCHOOL IMPACT FEES - All new Multi-Family construction, Townhomes, Single Family Subdivision, change in use to residential and/or redevelopments of residential properties are required to submit a Concurrency Encumbrance letter (CEL) from Orange County Public Schools as a part of the building plan review process. - Not applicable
- 8) PLATTING - This property is required to plat in accordance with Section 65.401 of the City's Land Development Code prior to the issuance of building permits. When replatting create a sidewalk easement for the portion of sidewalk that is within the public right of way.
- 9) DUMPSTER ENCLOSURE - A double dumpster, meeting the requirements of City Code and the City of Orlando's Engineering Standards Manual (ESM) for dumpster enclosures and compactors, is required for the storage and removal of on-site solid waste and recycling. Approval of the use methods, for refuse and recycling collection and removal, shall be determined solely by the Refuse Collection Bureau Staff. If City Code requirements cannot be met, documentation, from the City's Solid Waste Division, will be required indicating curbside pick-up or other approved arrangement has been approved. All dumpsters and trash compactors shall be located internal to the property, screened from view from any adjacent property or Right-of-Way and provided on the final site plan for approval.
- 10) RECYCLING PROGRAM – All new Multi-Family and Commercial developments are required to participate in the City of Orlando Recycling Program.

- 11) PHOTOMETRIC - Lighting fixtures and site photometrics plans must be submitted for review at time of permitting and must comply with Chapter 63, Part 2M, City Code.
- 12) BUILDING SIGNAGE - A separate building permit application is required for all signs installed on site. Please see Orlando Land Development Code Chapter 64 for sign requirements and regulations.
- 13) ON-SITE INSPECTION FEE - At the time of development, the owner/developer is required to pay an on-site inspection fee that is a percentage of the cost of the on-site improvements, per LDC Section 65.604.
- 14) NAVD 88 COMMENT - All future elevation shown on a boundary/topographic survey shall use the North American Vertical Datum of 1988 (NAVD 88).
- 15) LANDSCAPE PLAN - A final landscape plan, including the required bufferyards, street trees, plant list and landscape worksheet, must be developed in accordance with Chapter 60 of the LDC and submitted at the time of building permits. Per City Code 60.225, required landscape plans must be prepared and submitted by a Florida-registered landscape architect at the time of permitting. All landscape plans, for non-residential single-family properties, shall achieve the Minimum Required Landscape Score (MRLS) for the proposed type and intensity of development and an irrigation system must be designed in compliance with City Code Chapter 60 Part 2(l).
- 16) STREET TREES - Street trees must be provided within the parkway areas as required to meet the street tree requirements of Chapter 60.
- 17) BUFFERYARD - Proposed buffer yards must meet the standards of LDC Sec 62.496. All installed hedges must be a minimum of 3-ft tall at the time of planting and maintained at a minimum 4-ft height. Canopy Trees must also be provided within the buffer yards. A bufferyard B, per LDC Section 60.222, must be provided on the eastern side of the property.
- 18) MECHANICAL EQUIPMENT - All ground mounted mechanical equipment shall meet the setback requirements of City Code Chapter 58 Part 5B(18) and be screened from the view of any adjacent lot or Right-of-Way. All ground-mounted electrical transformers, RPZ units and backflow preventers must be screened using walls, fences or hedging along three sides.
- 19) TREE REMOVAL PERMIT - If any trees, with a trunk diameter of 10 inches or more, will be removed from the property, an issued Tree Removal permit (requested and issued through the Parks Division) will be required prior to any trees being removed from the overall project site. For any on-site trees that will remain on site, a Tree Encroachment permit, or written approval from the City of Orlando Bureau of Parks stating that a Tree Encroachment permit is not required, may be required to be provided at the time of permitting. Please contact the Bureau of Parks, at (407) 246-2701 or by email at trees@orlando.gov, for assistance with obtaining the required permit.
- 20) ORANGE COUNTY UTILITIES - The proposed development is within the Orange County Utilities (OCU) sanitary sewer area and may require a plan review by OCU, along with payment of any applicable charges, including plan review, Sewer Impact fees and inspection fees. This is separate from permits and fees paid to the City of Orlando. The sanitary sewer design will need to be coordinated with, reviewed, permitted and approved by Orange County Utilities, and as a condition of building plans review approval, the engineer/developer will need to provide a copy of the Conditions Letter of Approval Memorandum, from Orange County Utilities, for the review of the onsite collection system. Prior to scheduling a final inspection for the building permit, an approved sanitary wastewater system plan set, stamped by Orange County Utilities, will need to be uploaded to your permit along with a copy of the paid receipt to connect to the existing sanitary sewer system.
- 21) PARKING ISLAND CANOPY TREES - All trees located around the truck staging areas, parking lot perimeters and within all row-end and intermediate landscape islands must be canopy trees. Specific plantings must be provided at time of permitting. All parking lot landscaping must comply with LDC Sec. 61.312. Required trees must have a minimum caliper of 2 inches and a minimum overall height of 12 feet.
- 22) PARKING ISLAND DIMENSIONS - Row-end and intermediate landscape islands must be a minimum of 10 ft. in width.
- 23) TRAILER STAGING AREA - A hedge is required around the perimeter of both the parking lots and the truck staging parking lots. The hedge must be a minimum 3-ft tall at the time of planting and maintained at a minimum 4-ft height. - Not applicable
- 24) LOADING DOCK AREA - Loading docks must be adequately screened from public streets; enhanced landscaping including trees, shrubs, and groundcovers may be required, especially as it concerns potential views from SR417 and public R-O-Ws into loading areas. - not applicable
- 25) RETENTION PONDS - The retention ponds must be treated as site amenities, per the following requirements: i. The side slopes of a stormwater pond must be 5:1 or less and the depressions or swales must appear as a lawn or landscaped area. ii. Wet stormwater detention facilities must incorporate approved aquatic plants, as listed in LDC Chapter 60, Part 2C, Landscape and Vegetation Protection. iii. Wet stormwater detention ponds must also include a water feature (i.e., fountain or spray jet).

INFORMATIONAL COMMENTS

Fire Department

The sole intent of the cursory input provided, is to alert Civil Engineers and Architectural designers to site conditions and/or other Code criteria that require a deeper consideration of the FFPC, Florida Fire Code, NFPA 1 chapters 16 and 18 before finalizing the plans for formal plan review.

1) **FORMAL REVIEW OF ARCHITECTUAL DESIGNS.** The architectural design of a building, floor plans, life safety egress system, fire protection systems, and fire department access will be reviewed in detail for State, Fire Code, Florida Fire Prevention Code and City of Orlando, Life Safety Fire Code compliance at the time of permit application for formal plan review of 100% drawings.

2) **FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP).** An FDEP clearance is required to release water supply to a construction site. Vertical construction of a building without water supply on the site of construction is prohibited. NFPA 1.16.4.3. It is therefore, critical, that the process to receive a FDEP permit and clearance for the use of treated water to construction sites and projects begin early in the conceptual stage. To begin the process, see the following link [Apply | DEP Business Portal \(fldepportal.com\)](#)

3) **PRESUBMITTAL MEETING WITH EDV, PERMITTING SERVICES PLAN REVIEW STAFF.** A TRC review is not applicable for review of conceptual architectural drawings. A pre-submittal meeting is required in order to receive cursory insight into Florida Building Code (FBC) and Florida Fire Prevention Code (FFPC, NFPA) requirements impacting the design. Official determinations are not provided at these discussions.

Architects of Record and or Consultants are asked to prepare an agenda with questions pertaining to your project. This will afford staff to do research in advance before meeting. To schedule an appointment, see the following link. www.orlando.gov/Building-Development/Schedule-an-Appointment/Schedule-a-Permitting-Appointment

4) **FIRE DEPARTMENT APPARATUS ACCESS ROAD.** An approved fire department apparatus access road shall be provided for every facility, building, or portion of a building constructed or relocated. NFPA 1.18.2.3. Fire department apparatus access roads shall consist of roadways, fire lanes, parking lot lanes, or a combination thereof.

5) **ALL WEATHER SURFACE.** The access road shall have an all-weather driving surface, capable of supporting the load of fire apparatus, an unobstructed width of not less than 20 ft. and a minimum vertical clearance of at least 13 ft. 6 in. NFPA 1.18.2.3. The minimum required widths and clearances shall be maintained at all times.

6) **20FT NOT INCLUSIVE OF PARKING SPACES.** The minimum required width of a fire department access road shall not be reduced by the inclusion of parking spaces or obstructed in any other manner.

Cross-sections presented shall indicate the dimensions for both, the approved apparatus access width and the parking space. The street width presented would thereby be the total for both.

7) **MARKING OF APPARTUS ACCESS ROAD.** Where required by the AHJ, approved signs, approved roadway surface markings, or other approved notices shall be provided and maintained to identify fire apparatus access roads or to prohibit obstruction thereof or both.

8) **TWO SIDES OF BUILDING ACCESS REQUIRED.** The Orlando Fire Department requires access to TWO SIDES of a building or structure. The apparatus access road itself must extend 50ft. from an exterior doorway that allow access to the building's interior via a common hall or common lobby area, or the largest tenant area if the building does not have a common interior area. NFPA 1.18.2.3.

9) **URNS.** Turns in fire lanes shall be constructed to provide sufficient width to accommodate the largest piece of fire apparatus available to be operated on the fire access road.

10) **MANUAL SURPRESSION OPERATION.** Use of not more than 150 ft. pre-connected hose from a fire department apparatus parked on an access road as measured by an approved route around the first story of the exterior of the building or facility. The distance can be increased to 450ft. if the building is protected by an automatic sprinkler system. This provision is not applicable for use in lieu of required access by apparatus. See NFPA 1.18.2.3.

11) ACCESS TO FIRE COMMAND CENTER AND FIRE PUMP ROOMS. The location of a Fire Command Center and Fire Pump Room shall be approved by the Orlando Fire Department. NFPA 1.11.9; NFPA 20.4.13.1.1.4, 2016 edition. As such, these important building services shall be directly accessible from a fire department access road located adjacent to the building of service.

12) APPROVED TURNAROUND: An approved turnaround shall be provided for fire apparatus where an access road is a dead end in excess of 150 ft. The turnaround shall be the minimum 20ft. width of the fire department access road and sized for the dimensions and maneuvering space of the largest OFD apparatus (60 ft. length / 20 ft. width).

13) APPARATUS DIMENSIONS. The dimensions for calculation of auto-turn analysis shall include the following for the Orlando Fire Department apparatus. Width 10 ft, Truck body length 50 feet, Weight 75,000 pounds, maneuvering radius shall be 50 FEET- EXTERIOR and not less than 25 FEET - INTERIOR. The interior radius dimension shall be increased when the roadway design submitted is not adequate to accommodate fire apparatus.

14) WATER SUPPLY: All site plans shall indicate the location of fire hydrants. All portions of a building not protected by an automatic sprinkler system must be within 300 ft. distance of a fire hydrant. All portions of a building protected by an automatic sprinkler system must be within 500 ft. distance of a fire hydrant.

Police Department

Natural Surveillance:

1. Lighting plays a vital role in CPTED. It is crucial that lighting sends the right messages to the public about the safe and appropriate use of space at different times of the day and night
2. All lighting for this project will meet or exceed the guidelines in the Orlando City Code.
3. To create a sense of safety, pedestrian-scale lighting should be used in all high pedestrian-traffic areas, including building and parking entrances, walkways, and service areas.
4. Illumination, uniformity, and glare should all be considered. Lighting fixtures should also be reliable, easy to maintain, withstand the elements, and vandal-resistant.
5. Full cut-off or shielded light fixtures can direct light where intended while reducing light trespass, glare, and waste.
6. Appropriate lighting should be included in all areas anticipated to be used after dark.
7. Lighting should not be screened out by landscaping or building structures such as overhangs or awnings.
8. Any illumination shall not cause a glare or excessive brightness that adversely affects the vision of pedestrians or motor vehicle operators on public or private property.
9. Public spaces should be lit so that a person with normal vision can identify a face from a distance of 30 feet at night.
10. Landscaping is another crucial aspect of CPTED. Tree branches should be trimmed to no lower than 6 feet from the ground, and shrubs should be cut to no higher than 30 inches. Avoid conflicts between landscaping and lighting, especially lighting adjacent to canopy trees. Landscaping should not create blind spots or hiding places, and should not block/cover windows. Open green spaces should be observable from nearby structures.
11. Outdoor furniture placed in common areas can increase surveillance and encourage positive community interaction while creating more "eyes on the street." Consider furniture designs that encourage stopping and resting but reduce opportunities for potential offenders (e.g., a ribbed design rather than solid and center rails or armrests to discourage sleeping).
12. Bicycle parking (if installed) should be observable from entrances or high-traffic areas, securely fastened, not hidden behind landscaping or sheer walls, and covered by the property's video surveillance system.
13. All sides of a building should have windows to observe walkways, parking areas, and driving lanes.
14. Entry doors should contain a minimum of 180° viewers or small windows with security glass.
15. Consider using convex mirrors or reflective materials for interior corners to support surveillance around, into, and out of these areas.
16. Advertisements and product displays should not be located on windows. If advertisements must be used, they should be small and located where visibility through the windows will not be hindered.
17. Vehicle and pedestrian entrances should be well-lit and defined by landscaping, signage, and architectural elements.

Natural Access Control:

1. Walkways, signs, and landscaping should clearly define authorized entrances. Landscaping used around building and parking entrances should create clear wayfinding, be well-lit, and not block entrances or create ambush points.
2. There should be no easy access to the roof of any building.
3. Wayfinding should provide clear guidance for authorized users while discouraging potential offenders using words, international symbols, characters, colors, maps, etc.
4. Entrances to residential, retail, and parking structures should be well-lit, clearly marked, and welcoming to help direct legitimate users.

Police Department (cont.)**Territorial Reinforcement:**

1. The property address should be visible from roadways, parking areas, and entry points and made of non-reflective material in a contrasting color from the surface to which they are affixed.
2. Bollards are an excellent feature for discouraging or controlling access. Spacing between bollards should meet ADA standards yet deter intrusion from vehicles and unauthorized users. Use bollard styles appropriate for the application; bollards designed to stop vehicle traffic have a different density and strength than those used to direct pedestrian flow. Bollards can also serve a dual purpose when incorporated with lighting and wayfinding.
3. Fences can add security, delineate property lines, allow transparency for surveillance, be unobtrusive, and create a sense of community. CPTED-style fencing made of commercial-grade iron or steel is an excellent option. Another option is landscape buffers, which include hostile vegetation, to delineate public from private spaces. The fencing and landscape buffer may be used together to further define and control spaces.
4. Maintenance is an essential aspect of territorial reinforcement. A well-maintained area sends the message that people notice and care about what happens in an area. This, in turn, discourages vandalism and other crimes.

Target Hardening:

1. Entry doors should contain a minimum of 180° viewers or small windows with security glass, interior or security hinges, single cylinder deadbolt locks with a minimum one-inch throw, metal frames with three-inch screws in the strike plates, and be made of solid core material.
2. Door locks should be located a minimum of 40 inches from adjacent windows.
3. A uniform access control system is a good option, so only authorized personnel can access their business or restricted areas. Common area doors or gates should have locks that automatically lock when the doors close.
4. Secondary access control between public areas and other parts of the facility is a good option to reduce the opportunity for unauthorized access to restricted or private areas and uncontrolled movement throughout the facility.

Maintenance and Management:

1. Requirements of City Code Chapters 60 and 61 must be met.
2. Maintenance is an essential aspect of territorial reinforcement. Requirements of City Code Chapter 14 will be enforced.

Construction Site Crime Prevention:

1. Due to the continued trend of theft of building materials and equipment from construction sites, Orlando Police Department's Crime Prevention Unit strongly recommends that the developer institute the following crime prevention/security measures at this project site.
 - Post signs at the site that theft from the site or trespassing on a construction site is a felony under Florida Law and that the developer will prosecute.
2. To improve the visibility of potential offenders by OPD patrol officers, perimeter lighting should be installed at a minimum of 150-foot intervals and a height not less than fifteen (15') from the ground. The light source should have a minimum light output of 2,000 lumens, be protected by a vandal-resistant cover, and be lighted during the hours of darkness.
3. In addition to lighting, one of the following physical security measures should be installed:
 1. Fencing, not less than six (6') feet in height, which is designed to preclude human intrusion, should be installed along the perimeter boundaries of the site and should be secured with chain and fire department padlocks for emergency vehicle access; post in a clear area, an emergency contact person and phone numbers for after hours, in case of an emergency; or
 2. A uniformed security guard should be hired to patrol the construction site continually during the hours when construction work has ceased.
 3. Valuable construction materials and tools should be protected in a secondary, fenced, locked cage.
 4. Post the name and numbers of an emergency contact person for OPD in a clean, open area in case of a nighttime emergency.

Security Camera Program:

Residents and business owners are encouraged to register security cameras with Orlando Connect today at <https://orlandoconnect.orlando.gov/> to help identify area cameras in case of an incident. Camera sharing allows the Orlando Police Department access to your camera feed in case of an emergency near your location. If you want more information and help participating in this program, contact Sergeant David Cruz at David.Cruz@CityofOrlando.net or 407-246-2926.

For additional precautions, Corporal Dillon Naja is the Crime Prevention liaison for this district. The OPD Crime Prevention officer can discuss alarms (residential or business), personal safety, crime prevention strategies, and neighborhood or community watch programs with you. Please contact Officer Evangelista at Dillon.Naja@orlando.gov or 407-246-2513.

CONTACT INFORMATION

Growth Management

For questions regarding Growth Management plan review, please contact Yolanda Ortiz at (407) 246-3752 or Yolanda.ortiz@orlando.gov.

Transportation

For questions regarding Transportation Planning plan review, please contact Steve Greene at 407-246-3278 or steve.greene@orlando.gov.

Urban Design

For questions regarding Urban Design plan review, please contact Shannan Stegman at 407-246-2861 or shannan.stegman@orlando.gov.

Development Review

For questions regarding Concurrency Management contact Keith Grayson at 407.246.3234 or keith.grayson@orlando.gov. To obtain plan review status, schedule/cancel an inspection and obtain inspection results, please call PROMPT, our Interactive Response System at 407.246.4444.

Public Works

For questions regarding Public Works plan review, please contact Owen Blakely at 407.246.3978 or owen.blakely@orlando.gov.

Police

For questions regarding Police plan review or to obtain a copy of the brochure, please contact Audra Rigby at 407.246.2454 or audra.rigby@orlando.gov.

Fire Department

For any questions regarding Fire review, please contact Yong Guo at 407.246.3696 or yong.guo@orlando.gov. To obtain plan review status, schedule/cancel an inspection and obtain inspection results, please call PROMPT, our Interactive Voice Response System at 407.246.4444.

Solid Waste

For questions regarding Solid Waste plan review issues contact Steven McMahon at 407-246-4825 or Steven.McMahon@orlando.gov.

Parks Trees/Parks Planning

For questions regarding Parks Trees plan review, please contact Condredge Mallory at 407.246.3978 or condredge.mallory@orlando.gov. For Park Planning review, please contact Terrence Miller at 407-246-4483 or Terrence.miller@orlando.gov.

REVIEW/APPROVAL PROCESS—NEXT STEPS

- 1.DRC minutes scheduled for review and approval by City Council.
- 2.Apply for Building Permit.