


# GOLD CREST DISTILLERY AND TASTING ROOM



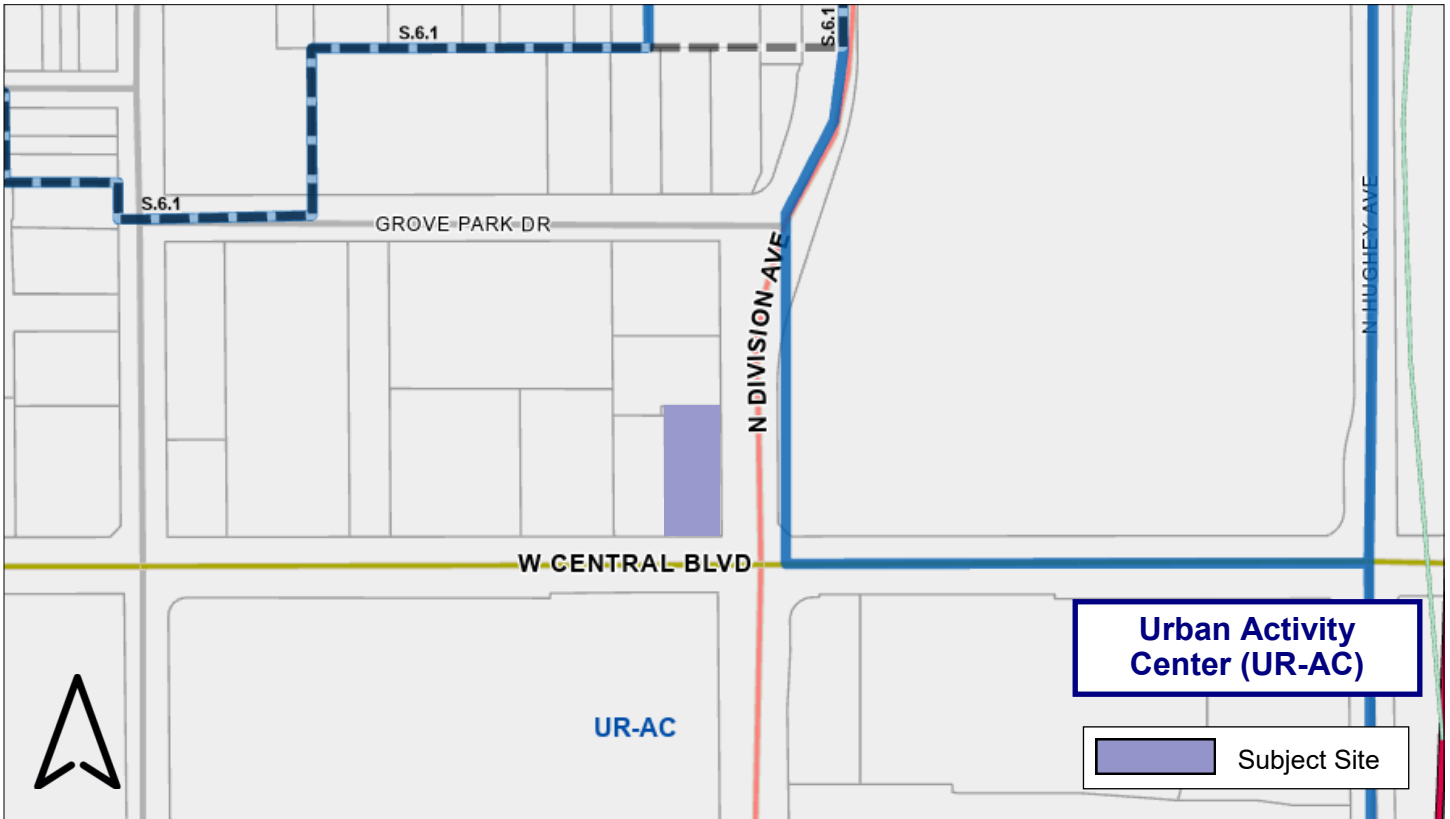
Location Map

 Subject Site

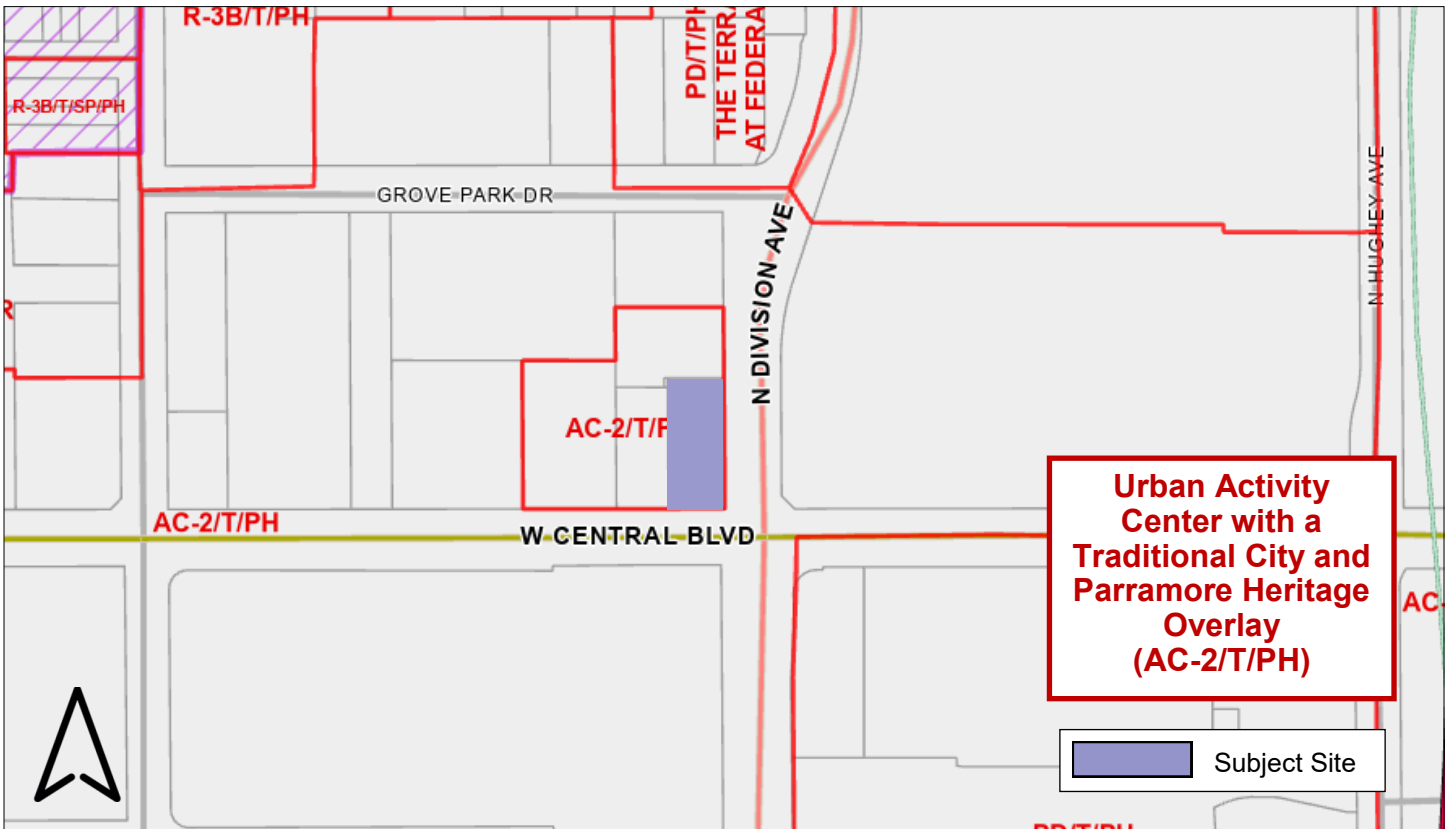
## SUMMARY

<p><b>Owner</b> K &amp; B Partnership LLC</p> <p><b>Applicant</b> Mitch Patel &amp; Shawn Buckmaster</p> <p><b>Project Planner</b> Laura Eng, Planner II</p> <hr/> <p><b>Updated:</b> April 15, 2026</p>	<p><b>Property Location:</b> 503 W Central Blvd (PID: 26-22-29-3240-00-011) located north of W Pine St, south of Grove Park Dr, east of N Terry Ave and west of N Division Ave (±0.2 acres, District 5).</p> <p><b>Applicant's Request:</b> The site contains a one-story industrial building located in the Callahan neighborhood within the AC-2/T/PH zoning district. The applicant proposes to establish a vodka distillery with an associated tasting room for special events. They are requesting a two-part Conditional Use Permit (CUP) to:</p> <ol style="list-style-type: none"> <li>1. Allow a Light Manufacturing use within the AC-2 zoning district; and</li> <li>2. Allow alcohol sales within 1,000 feet of a religious institution.</li> </ol>	<p><b>Staff's Recommendation:</b> Approval of the request, subject to the conditions in this report.</p> <p><b>Public Comment</b> Courtesy notices were mailed to property owners within 300 ft. of the subject property on April 6, 2026. As of the published date of this report, staff has not received any comments from the public concerning this request.</p>
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# FUTURE LAND USE MAP



# ZONING MAP



# PROJECT ANALYSIS

## Project Description

The subject site contains a one-story ±8,400 sq. ft. building located in the Callahan neighborhood within the AC-2/T/PH zoning district. The applicant is proposing to establish a vodka distillery with an associated tasting room for special events. The distillery component is classified as a light manufacturing use, which requires approval of a Conditional Use Permit (CUP) in the AC-2 district per the Zoning Table of Allowable uses, FG-2B.LDC. A CUP is also required to allow alcohol sales within 1,000 feet of a religious institution; three such institutions are located within that radius of the subject property per Sec. 58.709(d).

## Previous Actions:

- 1920: Platted as part of the Grove Park subdivision
- 1935: Subject property was built
- 2015: Light manufacturing use (print shop)
- 2021: Acquired by current ownership
- 2022-2023: Event hall and office use
- 2023-2025: Furniture showroom use

## Project Context

The subject site is zoned AC-2/T/PH and is located in the Callahan neighborhood. It is within the Urban Activity Center (AC-2) zoning district with a Traditional City Overlay and Parramore Heritage Overlay. The Future Land Use is Urban Activity Center (UR-AC). The site is within 1,000 ft. of three religious institutions: Masjid Al Haqq Islamic Society (±540 ft. distance), Mt Zion Missionary Baptist (+780 ft. distance) and Greater Refuge Memorial Church (±950 ft. distance). The applicant has contacted all three religious institutions to inform them of their proposal prior to the mailing of public notices.

**Table 1—Project Context**

	Future Land Use	Zoning	Surrounding Use
North	Urban Activity Center	AC-2/T/PH	Mixed Use
East	Public Institution	AC-2/T/PH	Orlando Federal Courthouse
South	Urban Activity Center	AC-2/T/PH	Orlando Magic Parking Lot
West	Urban Activity Center	AC-2/T/PH	City of Orlando Parking Lot

## Conformance with the GMP

The Future Land Use (FLU) designation for the subject site is Urban Activity Center (UR-AC). Per Sec. 58.340, the UR-AC designation is intended to encourage a mix of land uses and development intensity that supports efficient provision of public services and facilities. The proposed light manufacturing use with an accessory tasting room contributes to this intended mix by introducing employment-generating activity and providing a small-scale tasting room for community events.

The property is located within three applicable subarea policy areas:

- S.6.3 – Protect Residential Integrity of the Parramore Heritage District,
- S.6.4 – Support Façade Improvements, and
- S.6.14 – Implementation of the Parramore Plan and Its Vision Plan.

The request is consistent with Subarea Policy S.6.4, as any exterior modifications will be subject to Appearance Review, ensuring compatibility with the surrounding area. Bringing an active tenant to a currently vacant building also supports ongoing maintenance and reinvestment in the corridor. The proposal aligns with the broader intent of Subarea Policies S.6.3 and S.6.14, which emphasize preserving and revitalizing the Parramore community. Establishing an active commercial use in a vacant structure contributes to neighborhood stability, supports economic activity, and advances the revitalization goals outlined in the Parramore Vision Plan.

# PROJECT ANALYSIS CONT'D

**Conformance with the LDC**

AC-2 Zoning District (Sec. 58.341)

The AC-2 district is intended to support concentrated, mixed-use activity centers with higher intensities and a broad range of residential, commercial, office, industrial, recreational, and cultural uses. The proposed vodka distillery with an accessory tasting room aligns with this intent by supporting a mix of uses: Light manufacturing paired with a public-facing tasting room introduces both employment-generating and community-serving components, consistent with the district's emphasis on diverse land uses. The proposed use also conforms with the intention of the zoning district by activating an underutilized site, as the project brings a currently vacant building back into productive use, contributing to the intensity and vibrancy envisioned for AC-2 corridors. Light manufacturing is specifically contemplated within AC-2 when appropriately conditioned, and the proposed use is small-scale, enclosed, and compatible with surrounding commercial and mixed-use development patterns.

Overall, the project reinforces the AC-2 district's purpose by adding economic activity, diversifying the land-use mix, and utilizing existing infrastructure efficiently.

Traditional City Overlay

Per Sec. 58.441 of the LDC, the intention of the Traditional City Overlay is "to establish urban design standards to perpetuate the positive design elements and the residential and commercial development patterns found within the Traditional City." The project meets overlay requirements by maintaining the existing building footprint, adhering to urban design standards, and committing to Appearance Review for any exterior changes. At this time, no façade changes have been proposed.

Parramore Heritage Overlay

Per Sec. 58.499.14 of the LDC, the purpose of the Parramore Heritage Overlay District is to "promote the stability and prosperity of the Parramore Heritage neighborhood by reducing the over-concentration of social service uses within the district." The use is not a social service facility and therefore does not contribute to over-concentration. It supports revitalization goals through reinvestment and activation of a vacant site.

**Distance From Churches and Schools (Sec. 58.706)**

The subject property is located within the 1,000 ft. separation requirement from several religious institutions. The nearest entrance of the establishment serving alcoholic beverages is approximately ±540 ft. from Masjid Al Haqq Islamic Society, ±780 ft. from Mt. Zion Missionary Baptist Church and ±950 ft. from Greater Refuge Memorial Church. Distances are measured from the property line of the religious institution to the closest entrance of the proposed establishment, consistent with Sec. 58.706.

Staff recommended that the applicant conduct early outreach to these institutions to establish communication and provide notice prior to the City's formal public notification period beginning the week of April 6. As of April 3, the applicant has confirmed that outreach to the neighboring churches has occurred.

The proposed distillery will be the primary use of the building, operating during standard business hours of 8:00 a.m. to 6:00 p.m., Monday through Friday. Alcohol service associated with special events will not extend past midnight and events will require appropriate permitting. These operational characteristics—combined with the predominance of light manufacturing activity—ensure that the use remains compatible with surrounding religious institutions. The limited hours, controlled event operations, and production-focused nature of the business help prevent conflicts with worship schedules and maintain the quiet enjoyment of nearby religious facilities.

**Table 2—Religious Institutions within 1,000 ft. of Subject Property**

	Name	Address	Distance
North	Mt. Zion Missionary Baptist	535 W WASHINGTON ST	+780 ft.
South	Greater Refuge Memorial Church	596 W CHURCH ST	+950 ft.
West	Masjid Al-Haqq	545 W CENTRAL BLVD	±540 ft.

# PROJECT ANALYSIS CONT'D

## Transportation Planning

The applicant proposes to introduce distillery use within on 8,400 SF parcel located at 503 W. Central Blvd, at the northwest corner of Central/Division intersection, with parking located on the adjacent parcel at 509 W. Central Ave. On-Street parking spaces are not available adjacent to this parcel. The Applicant did not provide the typically required site plan because no exterior site improvements are proposed. However, a building plan was provided that shows a proposed 1,800-SF alcohol distillery and tasting room to be within the existing 8,360-SF structure. The provided building plan shows primary access from Central Blvd. This building plan also shows and eastern emergency access to Division St. and two (2) exit doors on the west that open onto an adjacent parking lot.

The application indicates parking is available via the adjacent western property. This property contains an existing paved parking lot. A survey was provided to show this parking area. If this western property is intended to provide the parking needs of the distillery/tasting room, then the application should provide a binding lot agreement from the property owner. However, it must be noted that including this property, demands an updated site plan showing both parcels (503 & 509 W. Central) at permitting to show and or demonstrate the following:

- Whether the existing curb cut width onto W. Central meets code,
- Whether the existing parking lot at 509 W. Central contains adequately sized parking spaces, circulation for loading/unloading, employee spaces, customer spaces for liquor beverage tasting/other events, ADA spaces, and appropriate signage,
- Whether the existing sidewalk width is adequate.

## Transportation Analysis

The property fronts Central on the southern property line and Division St. along the eastern property line, thus providing connectivity to the existing road network.

The property is situated within Downtown Parking Area Zone B, per LDC Sec. 61.345, as such parking spaces are required 1 space per 1,000 SF (min,) and 3 parking spaces per 1,000 SF GFA. The most recent aerials show the existence of 15 parking spaces within the adjacent western property. However, 2 parking spaces are located outside a rolling gate. Use of these parking spaces outside the property line will require a cross-access easement. One ADA parking space is located inside the rolling gate, along the building's western exterior wall, near the rear door. The locations of bicycle parking or loading area could not be definitively identified.

Be advised that parking spaces for vehicles and bicycles are required per LDC Sec. 61.331 and 61.333. Reference the table below.

Parking: 503 W. Central Blvd. (LDC Sec. 61.342, Downtown Parking Program)			
Type	Min-Max (Secs. 61.322 (Fig. 7), 61.333, 61.364)		Proposed
<b>Non-residential</b>	Min: 1:1,000 SF GFA = 1 space	Max: 3:1,000 SF GFA = 3 spaces	<b>14 (existing)</b>
<b>ADA Accessible Parking Spaces</b>	A minimum of 1 ADA space		<b>1</b>
<b>Two-Wheeled Vehicle (1:50 spaces)</b>	1 motorcycle space	TBD spaces	<b>N/A</b>
<b>Bicycle</b>	Long-term (covered): 1:50K SF GFA Short-term: 1 plus, 1:30K SF GFA	Long-term: 1 space Short-term: 1 spaces	<b>Long-term: TBD Short term: TBD</b>

# PROJECT ANALYSIS CONT'D

## Electric Vehicle Parking Requirements

The Applicant is encouraged to provide parking of electric transportation vehicles, scooters, and bicycles per LDC Sec. 61.360 in accordance with the table below. industrial use.

Land Use Typ	EV Capability	EVSE Installed (threshold)
Industrial (emoyee parking only)	10%	2% (requirement begins at 250 standard parking spaces)
Commercial (n -residential)	10%	2% (requirement begins at 250 standard parking spaces)

## Loading and Service Access

As currently designed, the site appears to rely on an existing roll up door along the Division Ave. frontage to provide access into and out of the warehouse and distillery portion of the building. As noted in LDC CH 61, Part 3F all loading and unloading should be accommodated outside of the public ROW. A loading/unloading plan, utilizing the parking lot on the western side of the building must be provided by the applicant. While the existing building has historically utilized the eastern roll-up door for delivery access, parking or stopping in the ROW to utilize this doorway must be minimized.

## High Injury Network (HIN)

**The property is situated within the City’s High Injury Network (HIN) which connotates an area with high vehicle related injuries. The City recommends that projects which fall within the HIN, implement mobility safety improvements to reduce injuries and fatalities. The Applicant must implement the improvements listed below.**

1. Restripe parking lot spaces to improve visibility and circulation
2. Add a marked pedestrian crosswalk across the driveway entrance of the parking lot to improve pedestrian visibility and safety
3. Ensure adequate lighting is provided around the building and at pedestrian crossings and intersection.

## Micromobility

To improve the use of alternative transportation modes, The Applicant must implement the following:

1. Install bicycle parking racks (per code requirements) for short-term parking within there is ROW.
2. Long-term bicycle parking is recommended to be installed within the storage facility, to accommodate biking employees.
3. Install a micromobility staging area within the furniture zone of the Division St. ROW, north of the intersection with Central. This would benefit the city by increasing the number of staging areas west of I-4.

## **Architecture/Urban Design**

The subject property meets the 15% ground-floor transparency requirement of Sec. 62.600, with multiple windows on both sides of the building facing the right-of-way. The façade incorporates a combination of stucco and brick, satisfying Sec. 62.605, which encourages the use of varied façade materials to enhance visual interest and architectural quality.

The building maintains a 0-ft setback, directly abutting the sidewalk, consistent with the Traditional City design standards in Sec. 62.609 that promote a pedestrian-oriented streetscape and urban development pattern.

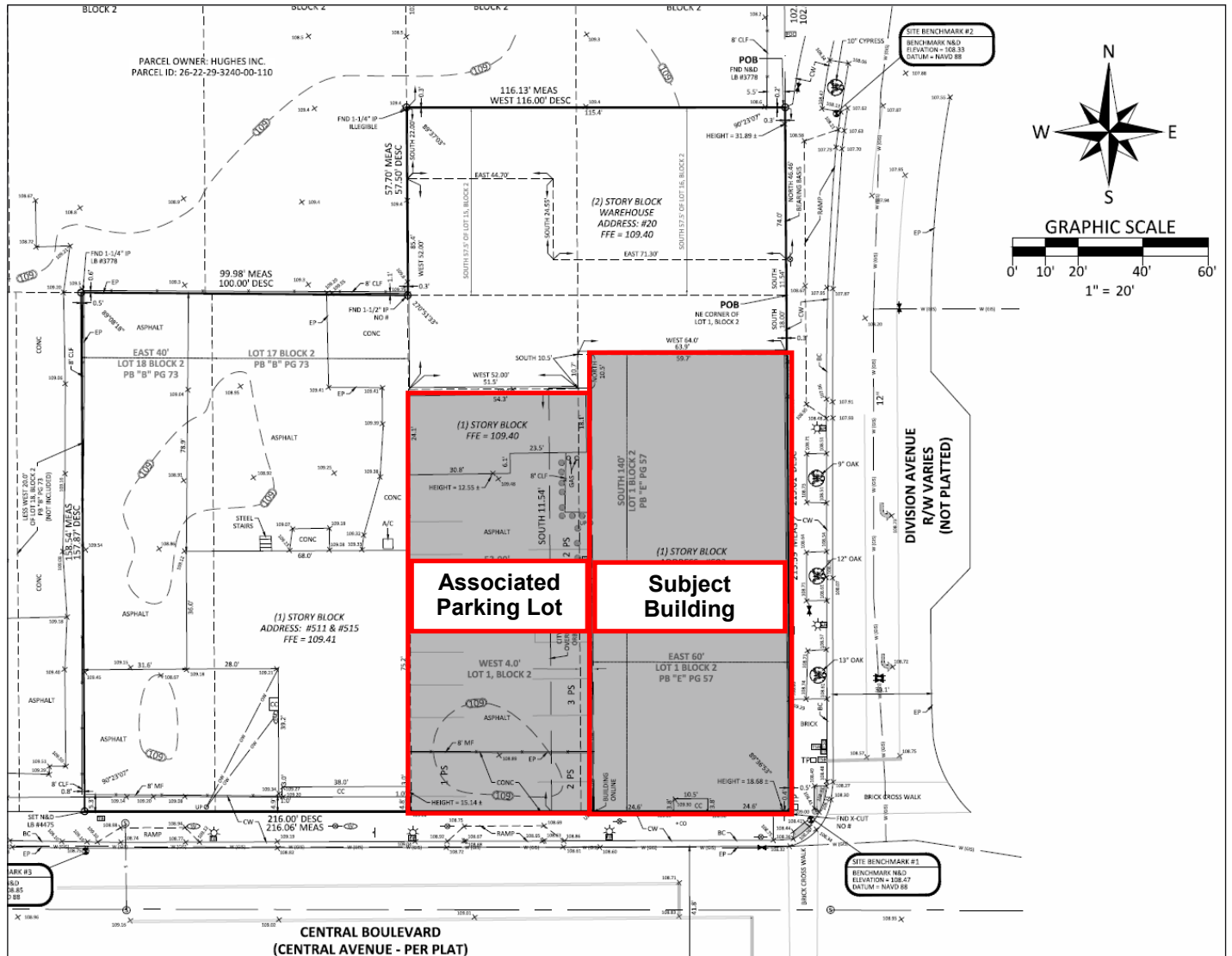
The site contains legally nonconforming impervious surface coverage, with 100% impervious area where the AC-2 district permits up to 90%. Because the structure was built in 1935 and no exterior site changes are proposed, the existing impervious condition is recognized as legally nonconforming and may remain.

The surrounding right-of-way includes street trees and planter areas, which contribute to the overall streetscape quality and help soften the fully built-out condition of the site. These existing public-realm improvements enhance the pedestrian environment and complement the building’s urban form.

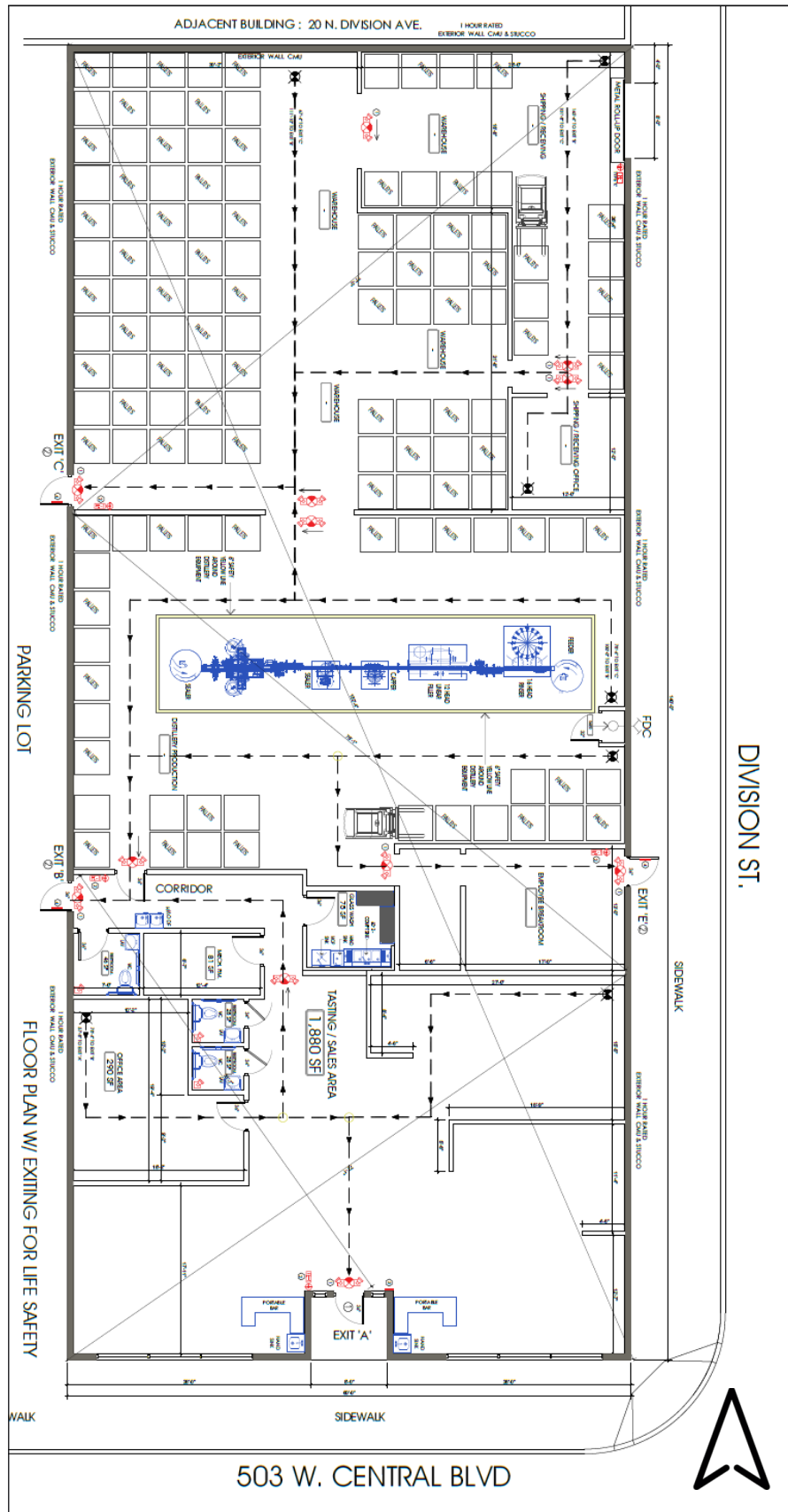
## **Signage**

A sign has not yet been proposed. The applicant must submit sign plans to the Appearance Review Board for a Certificate of Appropriateness as is required by the AC-2/T/PH zoning district.

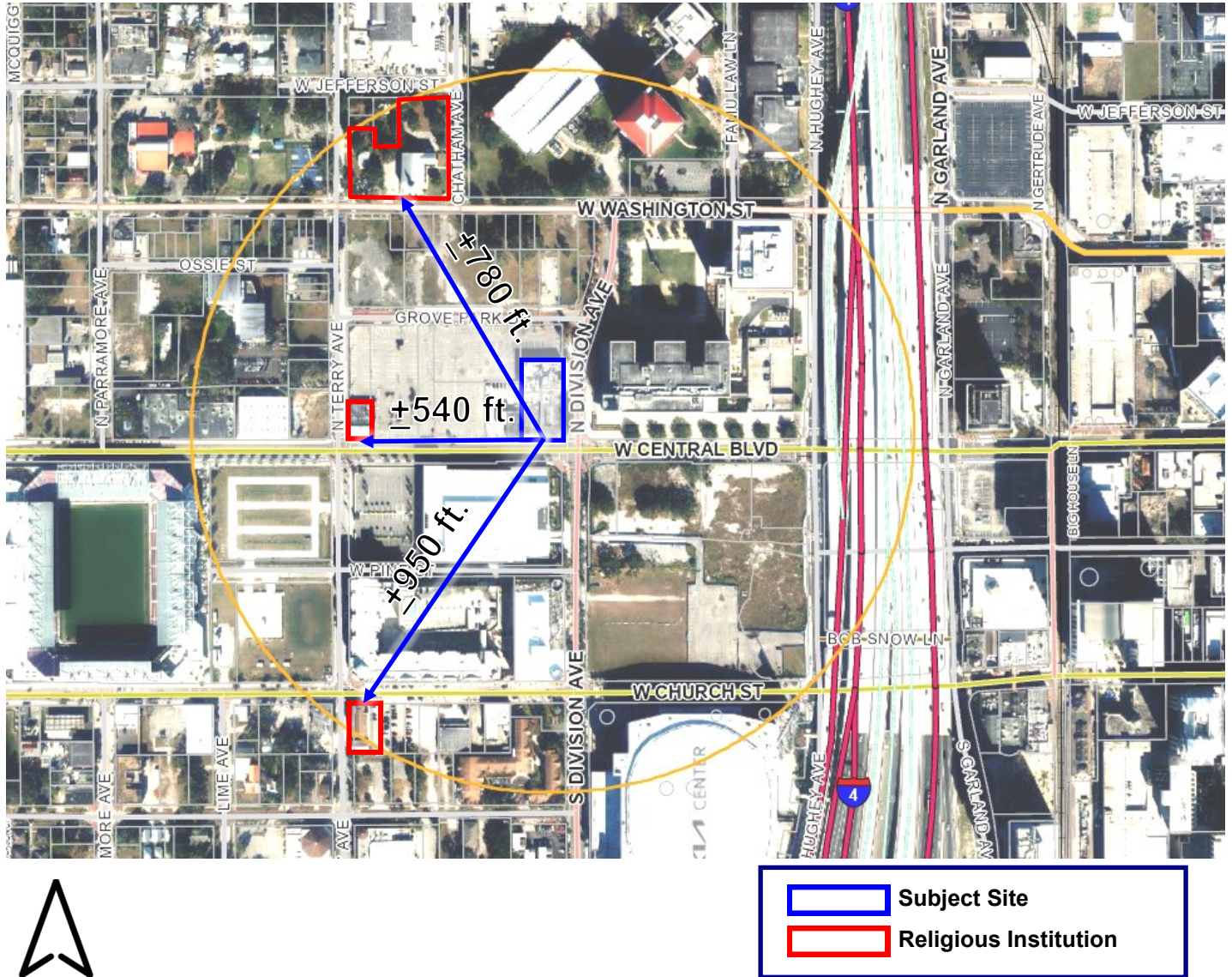
# EXISTING SURVEY



# LIFE SAFETY FLOOR PLAN / SITE PLAN



# CHURCHES WITHIN 1,000 FT. BUFFER



**Table 2—Religious Institutions within 1,000 ft. of Subject Property**

	Name	Address	Distance
North	Mt. Zion Missionary Baptist	535 W WASHINGTON ST	+780 ft.
South	Greater Refuge Memorial Church	596 W CHURCH ST	+950 ft.
West	Masjid Al-Haqq	545 W CENTRAL BLVD	±540 ft.

# SITE PHOTOS



Pictured above: Street view from N Division Ave showing landscaping and building facade



Pictured above: View of subject site from intersection of Central Blvd and N Division Ave, showing building façade and landscaping.

# PARKING LOT



Pictured above: Aerial view of subject site and adjacent parking lot at 509 W Central Blvd



Pictured above: Adjacent parking lot from 509 W Central Blvd

# FINDINGS

Staff finds the two-part Conditional Use Permit (CUP) requests:

- 1.) to allow for a Manufacturing Use type in the AC-2/T/PH zoning district; and
- 2.) to allow an Alcoholic Beverage Establishment within the 1,000 ft. distance requirement from a religious institution; to be consistent with the requirements for approval of CUP applications as contained in Section 65.285 of the Land Development Code (LDC):

1. Purpose and Intent. The purpose and intent of the use and all other requirements of LDC.
2. Growth Management Plan (GMP). The consistency of the proposal with all applicable policies of the City's adopted GMP.
3. Compatibility. The proposal must be compatible with surrounding land uses and the general character of the area including factors such as height, bulk, scale, intensity, traffic, noise, drainage, dust, lighting, appearance, etc.
4. Public Facilities and Services. Will necessary public facilities (both on- and off-site), such as transportation, sanitation, water, sewer, drainage, emergency services, education, recreation, etc. be adequate to serve the proposed use.
5. Residential Displacement. Determine the extent to which the proposed use would potentially displace any existing residential uses.
6. Other pertinent matters/criteria as determined by the MPB or City Council.

## Summary

The applicant is seeking approval to open a vodka distillery with a tasting room at 503 W. Central Blvd, which requires a Conditional Use Permit because light manufacturing is not automatically allowed in AC-2 zoning and the site is within 1,000 feet of three churches. Staff supports the request because it activates a vacant building, fits the Urban Activity Center land use vision, complies with AC-2/T/PH and overlay standards, and supports Parramore revitalization goals. The applicant states that alcohol service will be limited to special events ending by midnight. Finally, adequate parking, early outreach to the three religious institutions within the distance buffer and urban design compliance further support approval.

Staff recommends approval of the Conditional Use Permit requests subject to the conditions below:

# CONDITIONS OF APPROVAL

## Land Development (laura.eng@orlando.gov)

1. A binding lot agreement will need to be recorded with Orange County Comptroller prior to obtaining permits, to assure the parking lot associated with this parcel remains bound to the principal building and ensure sufficient parking is available while this use is occupying the building. This is a requirement per Sec. 61.113 of the Land Development Code.
2. Special events with alcohol on private property require a Letter of Determination from the Planning Division. The applicant must obtain any relevant special event permits prior to hosting them. The list of permits required for outdoor loud speakers, stages, etc. can be found on our website.
3. Land Use and Zoning - Any further development of the property shall be consistent with the development standards of the AC-2/T/PH zoning district.
4. Hours of Operation - This use will continue to operate as stated in this Conditional Use Permit. Monday through Friday from 8am to 6pm. No sale/provision of alcohol sales can continue on the site past these days and hours of operation without required permits.
5. An Alcohol Beverage License Determination is required before the issuance of the alcohol license.
6. An after the fact building permit and applicable business tax receipts/Certificate of Use are required after the conditional use permit is approved.
7. Alcoholic Beverage Establishments - Sec. 58.705 through Sec. 58.709 will apply to this site on Alcoholic Beverage Establishments and will need to be followed.
8. Outdoor Service—At this time, no outdoor seating or outdoor provision of alcohol has been proposed in the site plan. If outdoor seating or provision of alcohol is proposed, the applicant must contact the City of Orlando Planning Division for next steps.
9. Subject To Codes - Except as provided herein, the development is subject to all codes and ordinances of the State of Florida, City of Orlando, and all other applicable regulatory agencies.
10. Development Requirements - Except as modified herein, the project shall be developed in accordance with the requirements of the Growth Management Plan, and any other pertinent provisions of the Conventional LDC.

# CONDITIONS OF APPROVAL CONT'D

## Land Development Cont'd (laura.eng@orlando.gov)

11. CUP Expiration - Approval of the Conditional Use Permit by City Council shall grant the applicant authority to submit an application for tenant buildout review for a building permit. The permit application must be submitted and a permit issued within two (2) years of approval of City Council or the Conditional Use Permit shall expire. However, upon written application filed 30 days prior to the expiration date, the Planning Official may renew the Conditional Use Permit for a one period of up to 12 months providing good cause is shown.
12. Development Permits - As provided by subsection 166.033(6), Florida Statutes, issuance of a development permit or development order by a municipality does not 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. A municipality shall attach such a disclaimer to the issuance of development permits and shall include a permit condition that all other applicable state or federal permits be obtained before commencement of the development.
13. Consistency - Unless amended by any conditions found herein or any modifications recommended by the MPB and approved by City Council, this project shall operate and be developed only as described and conditioned within this report and in accordance with the attached site plan and any other plans or commitments provided in the application package. Any changes in the use of the site, the operation of the project, or the site plan as provided herein may require an amendment to the project and review by the MPB and City Council (see "Minor Modifications" condition below.) This approval is not transferable to another property.
14. Compliance - Plans must be modified to show compliance with the conditions in this report/letter when submitting for building permits.

## Transportation (Steve.Greene@orlando.gov)

1. Compliance:
  - a. Except for where noted in this staff report, all aspects of the site plan, when submitted, is required to conform to all applicable minimum standards set forth in the editions of the City Code and the City Engineering Standards Manual (ESM) that are in force at the time of any construction of this project.
  - b. Support of this application, by the Transportation Department, 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.
  - c. At all project entrances, clear sight distances for drivers and pedestrians must clear of signs, buildings, building columns, landscaping, or other visual impediments. No structure, fence, wall, or other visual impediment must obstruct sight vision between 2 - 8 feet above the street elevation. The street corner / driveway visibility area must be shown and noted on construction plans and any future site plan submittals. Clear sight lines shall be provided on both site plans and landscape plans. The applicant must design the site plan as necessary to comply with the Florida Greenbook and the FDOT Design Standards Index.
2. Site Plan & Access:
  - a. At the time of permitting, the Applicant must provide a site plan to show the parking spaces per LDC Sec. 61.322.
  - b. At the time of permitting, a binding lot agreement will be required to address the parking needs and to ensure the existing curb cut width onto W. Central meets code, adequately sized parking spaces, loading/unloading is accommodated, appropriate signage provided and the existing sidewalk width is adequate.

# CONDITIONS OF APPROVAL CONT'D

## Transportation (steve.greene@orlando.gov) cont'd

### 3. Parking and Bicycle Spaces:

- a. Parking must be provided with Ch. Sec. 61 and Ch. Sec. 68 of the Land Development Code (LDC) and the Orlando Engineering Standards Manual (ESM).
- b. At the time of permitting, restripe the parking lot spaces to improve visibility and vehicular circulation.
- c. A minimum of 6 vehicle parking spaces is required per LDC Sec. 61.322.
- d. 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. The locations and number of spaces per category must be shown on plans submitted to Permitting Services.
- e. At the time of permitting, install a bicycle parking racks to accommodate 1 short-term bicycle parking space within the ROW, if possible.
- f. At the time of permitting, install long-term bicycle parking to accommodate 1 bicycle within the building or within 200-ft. of the main building entrance, to accommodate biking employees.
- g. At the time of permitting, install a micromobility staging area within the furniture zone of the Division St. ROW, just north of the intersection with Central. This would benefit the city by increasing the number of staging areas west of I-4. The final location and design of the micromobility parking must be coordinated through the City's Micromobility Project Manager at bikeped@orlando.gov.
- h. Electric vehicle (EV) capable and EVSE installed parking are encouraged. If provided, EV parking must meet the requirements of City Code Ch. 61, Part 3G.

### 4. Pedestrian Walkways:

- a. Should any exterior site improvements be undertaken, 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.
- b. Ensure pedestrian walkways are clearly delineated paths that connect the sidewalk to building entrances via the parking lot per LDC Sec. 61.263.
- c. At the time of permitting, install pavement marking for a pedestrian crosswalk across the driveway entrance of the parking lot to improve pedestrian visibility and safety.
- d. At the time of permitting, ensure that adequate lighting is provided at the building exterior and at the pedestrian crossings and street intersection.

### 5. Pavement Marking & Signage Plan (PMSP):

- a. Should any exterior site improvements be undertaken, PMSP must be provided in accordance with the MUTCD, the Florida Department of Transportation Guidelines, the City of Orlando Land Development Code, and the Engineering Standard Manual. This should include, but is not limited to, traffic control devices, crosswalks, and directional pavement signage in the parking lot areas.

### 6. Solid Waste:

- a. At the time of permitting, the applicant must obtain final determination from Solid Waste to demonstrate solid waste collection with documentation of solid waste services to the parcel.

### 7. Landscape:

- a. Should landscaping be installed adjacent to the pedestrian walkways in the future, ensure the landscape installation does not obstruct pedestrian visibility per LDC 61.313.

### 8. Auto Turn:

- a. At the time of permitting, an Auto-Turn analysis of the driveway connection must be provided to demonstrate adequate vehicular access and departure turning movements of all vehicles (cars, delivery trucks, fire, solid waste).
- b. The site plan, should it be required, must notate the width of the existing driveway to demonstrate consistency with LDC Sec.61.102 and Sec. 61.240 regarding minimum spacing and width requirements.
- c. At the time of permitting, the applicant must specify the fire truck routing based on final approval from Fire.

# CONDITIONS OF APPROVAL CONT'D

## Transportation (steve.greene@orlando.gov) cont'd

### 9. Special Events:

While the Applicant is not proposing any special events to be located outside of the building staff are offering the additional comments and conditions to consider should special events be desired.

- a. A Special Event permit will be required should an event impact public facilities (i.e. closing a road or sidewalk) from the Transportation Planning Division.
- b. A Letter of Determination will be required should the Applicant conduct a privately attended event that utilizes the parking lot on the property from the Planning Division.
- c. A Temporary Use Permit approval by the City Council will be required should an event extend for a period of 6-months or longer, if not allowed via a previously approved Conditional Use Permit.

## Development Review (michael.folts@orlando.gov)

1. 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. The City Council adopted the City of Orlando Engineering Standards Manual (ESM), Fifth Edition on April 18, 2016. All plans must conform to the ESM, and all construction must be accomplished in accordance with it.
3. In accordance with the City of Orlando Land Development Code, impact fees may be due at the time of permit issuance. Any available impact fee credits will be applied toward the impact fee assessment. For information, contact Nancy Ottini at (407) 246-3529 or nancy.ottini@cityoforlando.net.
4. The owner/developer must pay any applicable Sewer Benefit Fees per the Sewer Service Policy and Chapter 30 of the Land Development Code. Credits will be applied at permitting. Individual laterals are required for each lot; 'Y' sewer connections are not allowed.
5. All new construction, changes in use, additions, or redevelopments must submit a Concurrency Management application as part of the building plan review process.
6. A double dumpster or compactor, compliant with City Code and the ESM, is required for on-site solid waste and recycling. If requirements cannot be met, documentation from the Solid Waste Division is needed. All dumpsters and compactors must be internal, screened, and shown on the final site plan.
7. All new Multi-Family and Commercial developments must participate in the City of Orlando Recycling Program.
8. Site lighting fixtures and photometric plans must be submitted at permitting and comply with Chapter 63, Part 2M of the City Code.
9. A separate building permit application is required for all on-site signs. Refer to Chapter 64 of the Land Development Code for sign regulations.
10. At development time, the owner/developer must pay an on-site inspection fee, based on a percentage of on-site improvement costs, per LDC Section 65.604, if applicable.
11. All ground-mounted mechanical equipment must meet setback requirements per Chapter 58 Part 5B(18) and be screened from adjacent lots or rights-of-way. Roof-mounted equipment must be centered, at least 10 feet from edges, and screened from ground-level view. Ground-mounted transformers, RPZ units, and backflow preventers must be screened on three sides.
12. The required site plan must include minimum parking spaces, short-term and long-term bicycle parking, and two-wheeled vehicle spaces, as applicable.
13. A final landscape plan, including bufferyards and street trees, must comply with Chapter 60 of the LDC and be submitted at permitting. Plans must be prepared by a Florida-registered landscape architect.
14. Landscape plans for townhomes, multi-family, and non-residential single-family properties must achieve the Minimum Required Landscape Score (MRLS).
15. These landscape plans must also include an irrigation plan compliant with Chapter 60 Part 2(l) of the City Code.
16. A recorded binding lot agreement may be required at permitting to consolidate adjoining lots into a single parcel. This ensures use and parking remain on the same property and prevents subdivision without formal approval.

# CONDITIONS OF APPROVAL CONT'D

## Police (audra.rigby@orlando.gov)

### 1. Natural Surveillance

- Lighting plays a vital role in CPTED and should communicate safe and appropriate use of space at all times of day and night.
- All project lighting must meet or exceed the guidelines in the Orlando City Code.
- Pedestrian-scale lighting should be used in all high-traffic pedestrian areas, including entrances, parking facilities, walkways, and service areas.
- Illumination, uniformity, and glare must be considered in lighting design.
- Lighting fixtures should be reliable, easy to maintain, weather-resistant, and vandal-resistant.
- Full cut-off or shielded fixtures should be used to direct light where intended and reduce trespass, glare, and waste.
- Appropriate lighting must be provided in all areas anticipated to be used after dark.
- Landscaping and building structures (e.g., overhangs, awnings) must not obstruct lighting.
- Illumination shall not cause glare or excessive brightness that adversely affects pedestrians or motorists on public or private property.
- Public spaces should be lit so a person with normal vision can identify a face from 30 feet away at night.
- Landscaping must support visibility:
- Tree branches trimmed to no lower than 6 feet.
- Shrubs cut to no higher than 30 inches.
- Avoid conflicts between landscaping and lighting, especially near canopy trees.
- Landscaping must not create blind spots, hiding places, or block windows.
- Open green spaces should be observable from nearby structures.
- Bicycle parking (if installed) must be visible from entrances or high-traffic areas, securely fastened, and not hidden behind landscaping or walls. It should also be covered by the property's video surveillance system.
- All sides of the building should include windows to allow observation of walkways, parking areas, and driving lanes.
- Entry doors should include 180° viewers or small windows with security glass.
- Consider using convex mirrors or reflective materials to improve visibility around interior corners.
- Advertisements and product displays should not be placed on windows. If used, they must be small and positioned so visibility is not hindered.
- Vehicle and pedestrian entrances should be well-lit and clearly defined with landscaping, signage, and architectural elements.

### 2. Natural Access Control

- Walkways, signage, and landscaping should clearly define public entrances.
- Landscaping around building and parking entrances should support wayfinding, be well-lit, and avoid blocking entrances or creating ambush points.
- There should be no easy access to building roofs.
- Wayfinding should guide authorized users and discourage potential offenders. Signs should clearly indicate authorized parking, entrances, restrooms, and public/private routes using words, symbols, colors, or maps.

### 3. Territorial Reinforcement

- The property address must be visible from roadways, parking areas, and entry points, using non-reflective material that contrasts with the mounting surface.
- Bollards may be used to discourage or control access. Spacing must meet ADA standards while deterring vehicle intrusion.
- Select bollard types appropriate for their purpose (vehicle-stopping vs. pedestrian-guiding).
- Bollards may also incorporate lighting or wayfinding.
- Fencing can provide security, define property lines, allow visibility, and support community character.
- CPTED-style fencing (commercial-grade iron or steel) is recommended.
- Landscape buffers, including hostile vegetation, may also be used to delineate public and private spaces.
- Combining fencing with landscape buffers can further define and control spaces.
- Maintenance is essential. A well-maintained area signals ownership and care, discouraging vandalism and crime.

# CONDITIONS OF APPROVAL CONT'D

## Police (audra.rigby@orlando.gov) cont'd

### 4. Target Hardening

- Entry doors should include:
- 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 strike plates
- Solid-core construction
- All operable windows must have locks.
- Door locks should be located at least 40 inches from adjacent windows.
- A uniform access control system is recommended to limit access to parking areas, residential floors, amenities, and restricted areas.
- Common area doors or gates should automatically lock when closed.
- Secondary access control between public areas and private/restricted areas is recommended to reduce unauthorized movement.

### 5. Maintenance and Management

- Requirements of City Code Chapters 60 and 61 must be met.
- Maintenance requirements of City Code Chapter 14 will be enforced.
- Ongoing maintenance is essential to territorial reinforcement and crime prevention.

### 6. Security Camera Program

- Residents and business owners are encouraged to register their security cameras with Orlando Connect at: <https://orlandoconnect.orlando.gov/>
- Camera sharing allows the Orlando Police Department to access camera feeds during emergencies near the property.
- For more information or assistance, contact: Sergeant David Cruz [David.Cruz@CityofOrlando.net](mailto:David.Cruz@CityofOrlando.net) 407-246-2926

## Waste Water – David Breitrick (david.breitrick@orlando.gov)

1. Contact Leslie Medina ([leslie.medina@orlando.gov](mailto:leslie.medina@orlando.gov)) to assess compliance with Chapter 30 of the City Code regarding wastewater discharges.
2. Contact Catherine Johnson ([catherine.johnson@orlando.gov](mailto:catherine.johnson@orlando.gov)) to assess grease trap enrollment, if required.
3. Sewer lateral shall be minimum 6 from the street side cleanout to the main.
4. Sanitary sewer construction outside of the building envelope will require an engineering (ENG) permit for review by the Water Reclamation Division to assure compliance with the City's Standards include the Engineering Standards Manual.

# REVIEW/APPROVAL PROCESS—NEXT STEPS

1. MPB minutes scheduled for review and approval by City Council on May 11, 2026
2. Provide Project Planner ([laura.eng@orlando.gov](mailto:laura.eng@orlando.gov)) with Orange County Comptroller recording of Binding Lot Agreement
3. Apply for building permits
4. Apply for Zoning Determination Letter for state Alcoholic Beverage License