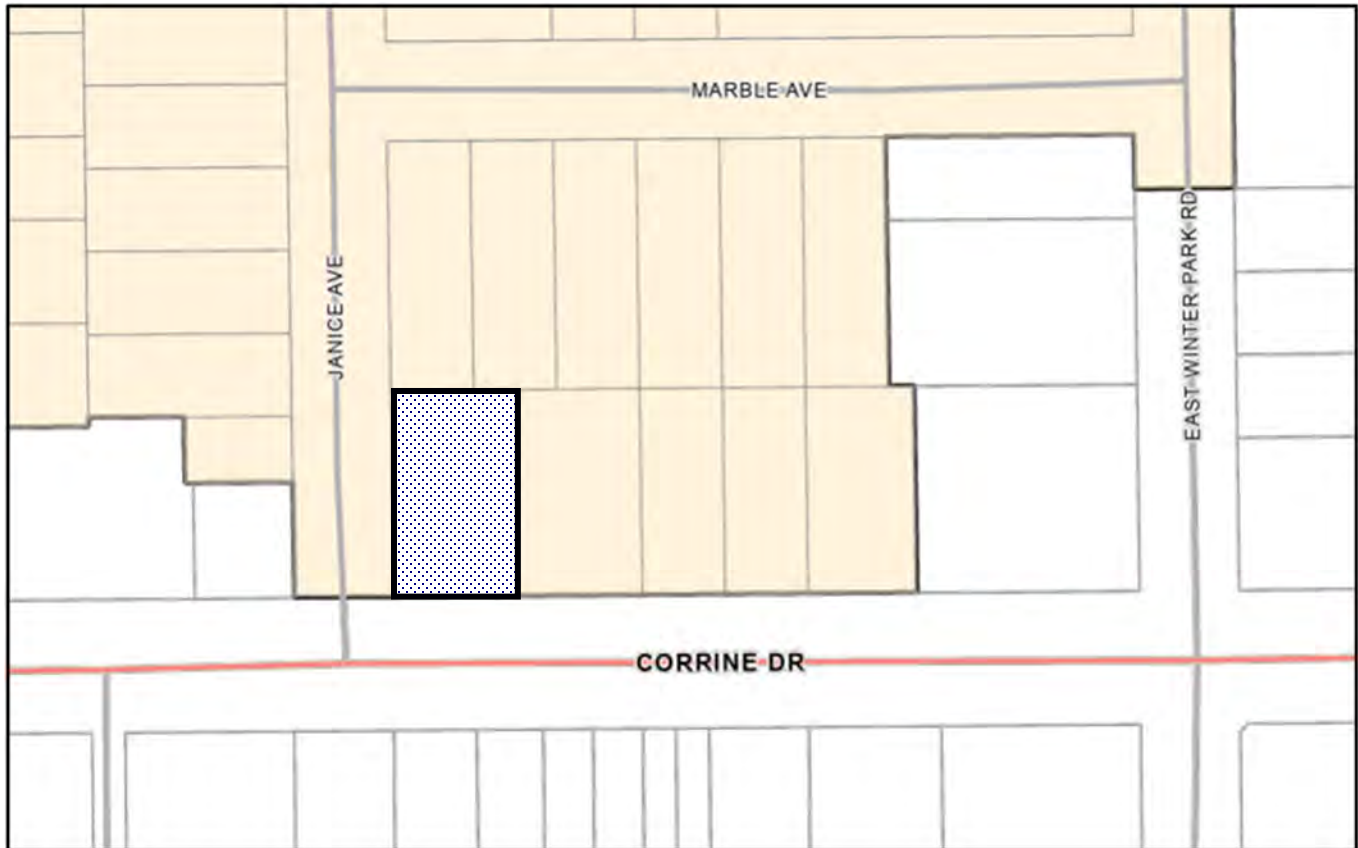




Staff Report to the
Municipal Planning Board
March 17, 2026

ANX2025-10004
GMP2025-10022
ZON2025-10013

2901 CORRINE DRIVE ANNEXATION



Location Map

 Subject Site

SUMMARY

Owner Roman Cornell Corrine Development II, LLC Applicant Katy Magruder Dix Hite Partners Project Planner Colandra Jones, AICP	Property Location: The subject property is located north of Corrine Drive, east of Janice Avenue, south of Marble Avenue and west of E. Winter Park Road, and addressed as 2901 Corrine Drive (PID: 18-22-30-2970-02-100) (±0.22 acres, District 3) Applicant's Requests: 1. Annex the subject property into the city limits of Orlando. 2. Change the Future Land Use designation from Orange County's Commercial to the City's Neighborhood Activity Center future land use designation. 3. Establishing initial zoning of the Neighborhood Activity Center (AC-N).	Staff's Recommendation: Approval of the request, subject to the conditions in this report. Public Comment The petition for annexation was approved by City Council on February 23, 2026. Courtesy notices were mailed to property owners within 300 ft. of the subject property the week of March 2, 2026. As of the published date of this report, staff has not received any comments from the public concerning this request.
Updated: March 6, 2026		

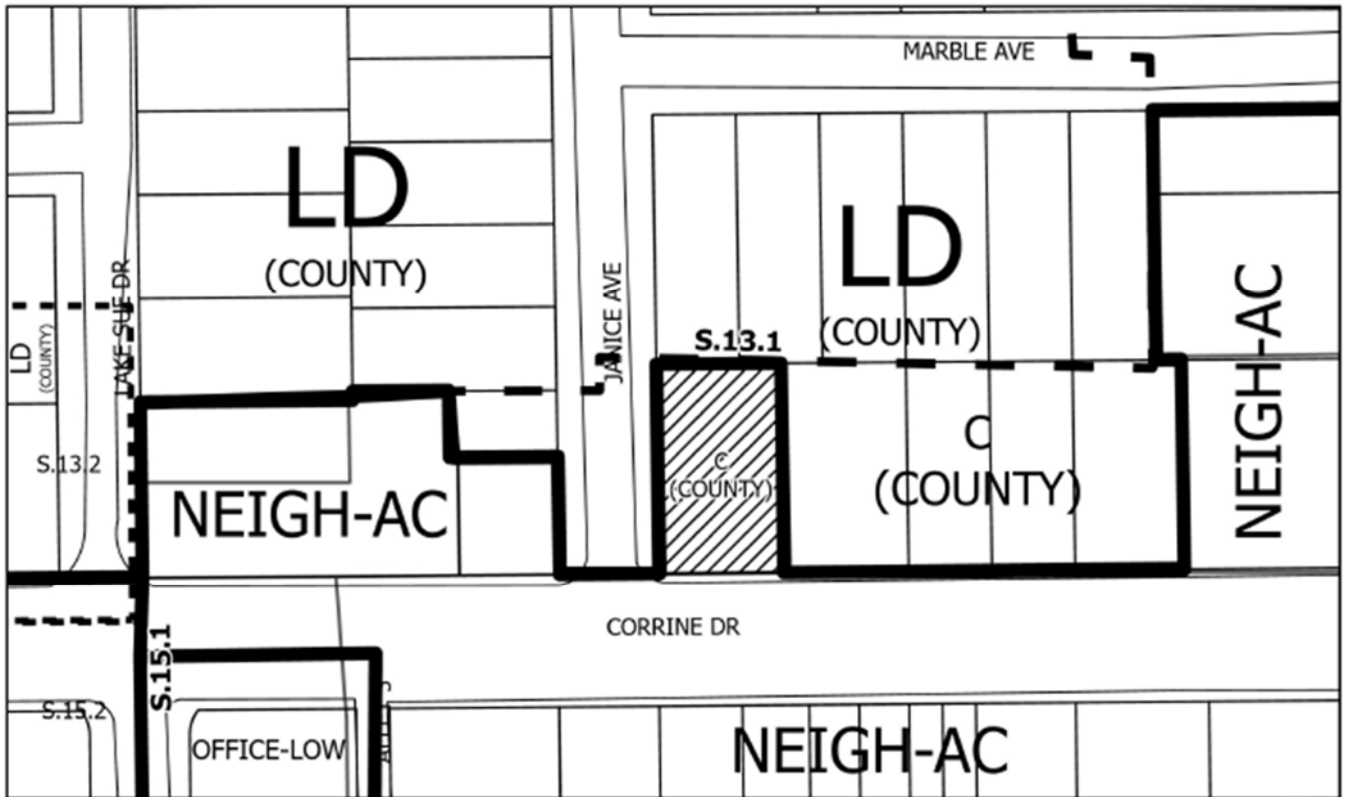
Annexation Map



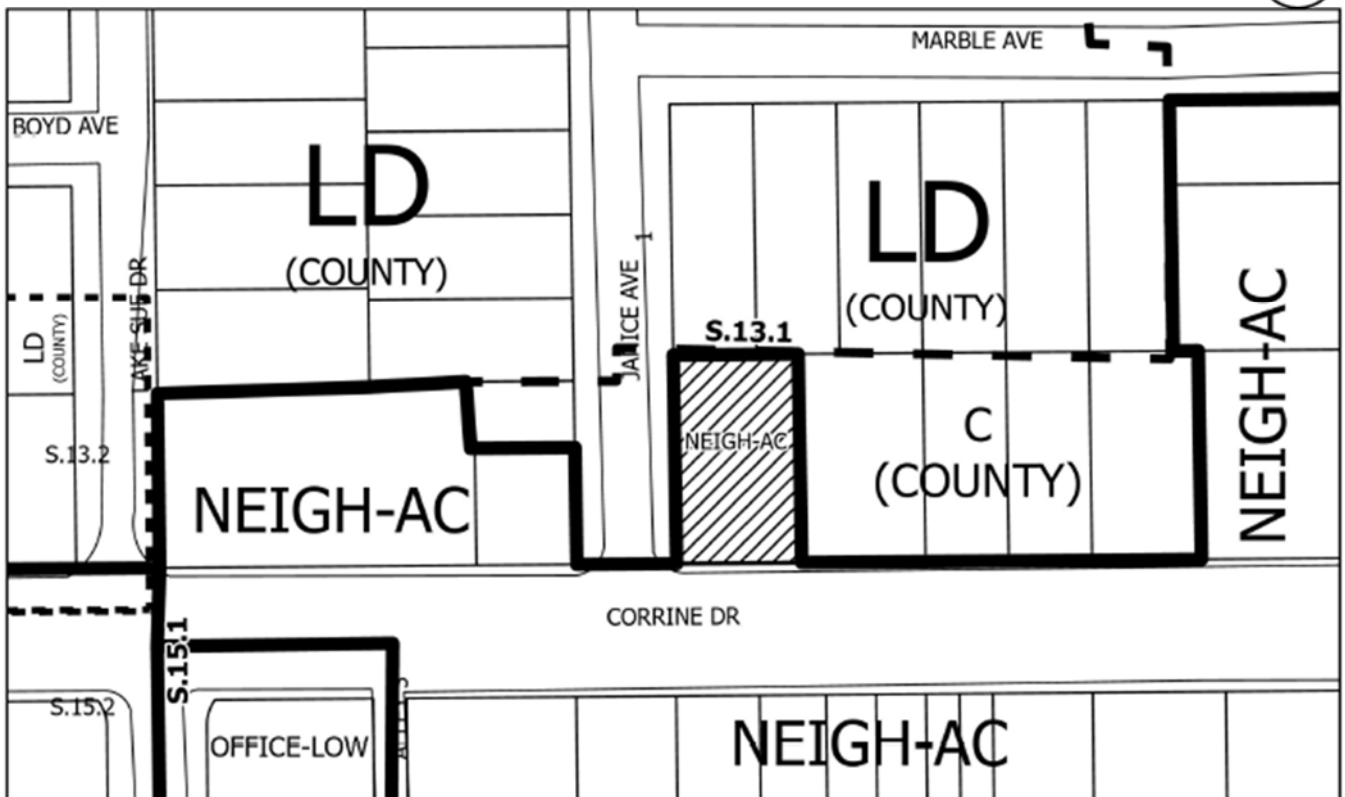
Annexation - ANX2025 - 10004



Future Land Use Map

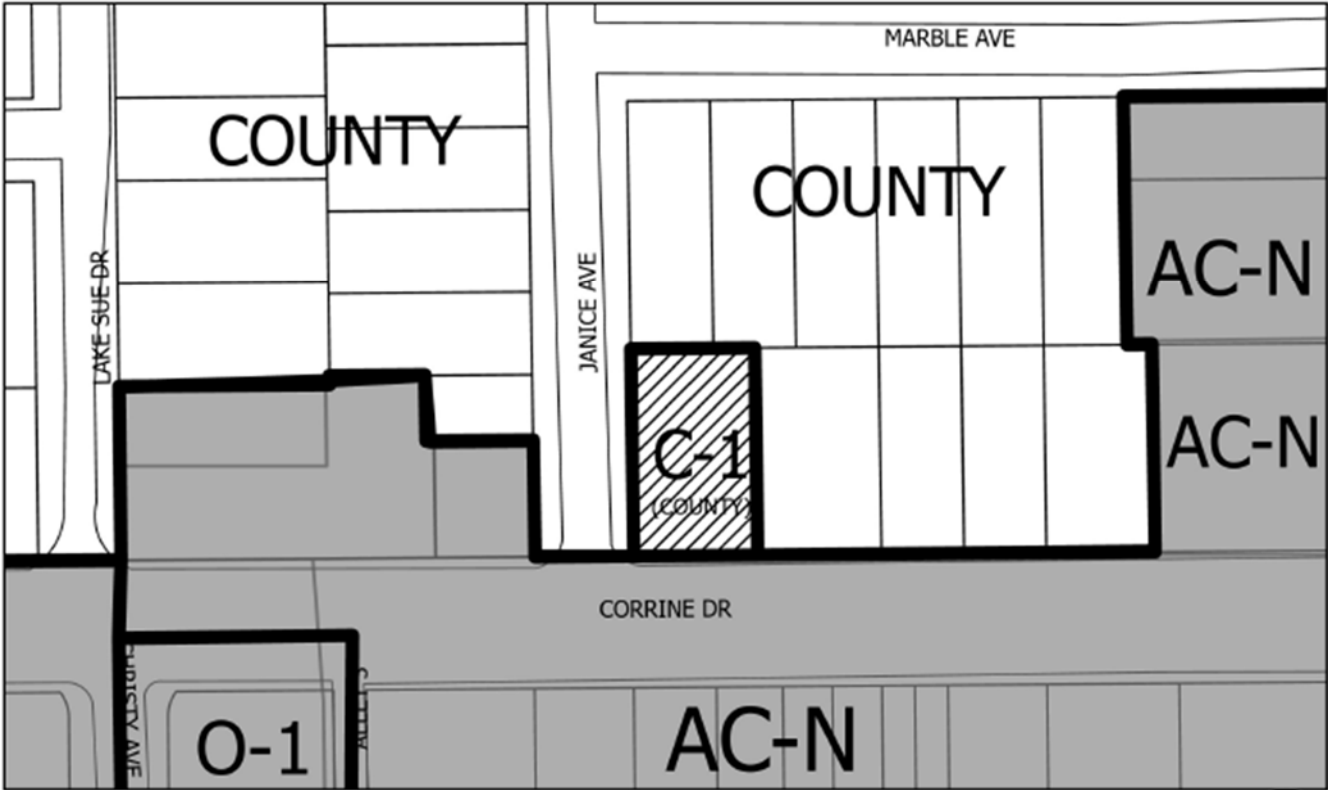


Future Land Use - Existing - GMP2025-10022

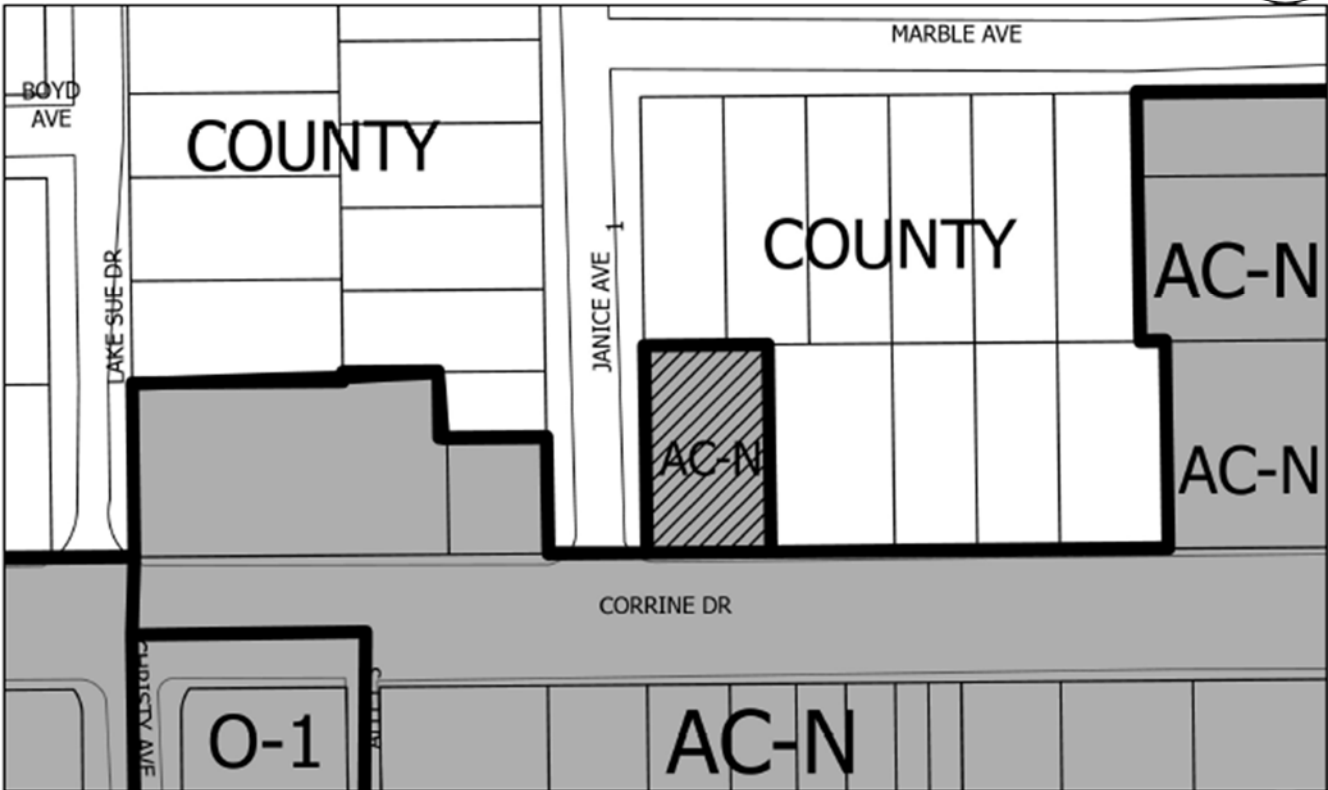


Future Land Use - Proposed - GMP2025-10022

Zoning Map



Zoning - ZON2025-10013 - Existing



Zoning - ZON2025-10013 - Proposed

Project Analysis

Project Description

The subject site is located in unincorporated Orange County, north of Corrine Drive, east of Janice Avenue, south of Marble Avenue and west of E. Winter Park Road, and is approximately 0.22 acres in size. The subject property is currently vacant. The applicant is requesting annexation to allow for the development of a restaurant. Upon annexation into the City of Orlando, the property will be in City Council District 3, which is represented by City Commissioner Roger Chapin.

The Orange County future land use designation for the subject property is Commercial and the associated County zoning is C-1. The applicant has requested the City's Neighborhood Activity Center future land use designation and AC-N zoning to accommodate the development of a restaurant.

Project Context

As shown in the table below, the surrounding uses include single family residential to the north, commercial uses in Orange County to the east, a retail plaza to the south and medical offices to the west. The proposed restaurant use is compatible with the surrounding uses.

Table 1—Project Context			
	Future Land Use	Zoning	Surrounding Use
North	Low Density Residential (Orange County)	R-2 (Orange County)	Single Family Residential
East	Commercial (Orange County)	C-1 (Orange County)	Animal Hospital, Barbershop, Tattoo Shop, Pet Grooming, Auto Repair
South	Neighborhood Activity Center	AC-N	Retail Plaza
West	Neighborhood Activity Center	AC-N	Medical Offices

Consistency with Chapter 171, Florida Statutes

The proposed annexation meets the criteria set forth in Subsection 171.043, Florida Statutes, Character of the area to be annexed. The subject property's boundary is contiguous to the City's boundary, the property is reasonably compact, is not part of another incorporated municipality and will be used for urban purposes. The proposed annexation will not create a new enclave.

Orange County Charter, Article V, Section 504 - Exclusive Method for Voluntary Annexations

The proposed voluntary annexation must adhere to the process established in Orange County Charter Section 504. Subject to a recommendation of approval by the Municipal Planning Board and City Council approval of the first reading of the associated ordinance, Orange County must review the annexation request via a public hearing. This hearing requires noticing 14 days prior to the Board of County Commissioner (BCC) public hearing, with the noticing cost to be paid by the applicant. In conjunction with the public hearing, an interlocal agreement must be established between the City and the County. This agreement will outline the respective responsibilities related to essential public services, infrastructure maintenance, and the planned future land use for the annexed area. If the BCC votes affirmatively during the hearing, the City may then move forward with the second reading and formal adoption of the annexation ordinance.

Consistency with 163, Florida Statutes

The proposed GMP amendment is being processed as a small scale amendment to the Official Future Land Use Map in accordance with the requirements of Chapter 163.3187, Florida Statutes. As provided in Chapter 163, small scale amendments require only one public hearing before City Council (the adoption hearing) and are not subject to review process by the State Department of Commerce—Bureau of Community Planning and Growth unless challenged by an affected party within 30 days of the adoption hearing. If not challenged, the amendment is effective 31 days after the adoption hearing.

Conformance with the GMP

Objective LU.2.1 and Policy LU.2.1.1 of the Future Land Use Element provide standards relating to development outside of activity centers and mixed-use corridors. Policy LU.2.1.1 states:

“Activity Centers shall be intended to fulfill the following purposes:

e. Neighborhood Activity Center - To provide for concentrated areas of neighborhood-serving commercial, office, residential, recreational and cultural facilities, at intensities compatible with surrounding neighborhoods. Although some Neighborhood Activity Centers may be composed of a single type of use, a mixture of land uses is specifically encouraged. These activity centers are intended for locations where lower level thoroughfares and collectors are available, providing convenient access to the surrounding neighborhood.”

Project Analysis

Conformance with the GMP (cont.)

According to Future Land Use Policy LU.2.1.4, “As new Activity Centers and Activity Center expansions are considered, the type and size of such Activity Centers shall be based upon the existing and planned availability of thoroughfares, mass transit and other public facilities as well as the intended market area for the Activity Center.” Such factors as location, transportation access, and land use compatibility are considered when designating new or expanding existing Activity Centers. The GMP request is expanding an existing Neighborhood Activity Center by 0.13 acres. Also according to Future Land Use Policy LU.2.1.4(h), the Planning Official may waive the requirement for a vacant land study or transportation study under certain conditions. One condition in which the subject site meets is, “when the adopted County future land use designation is Commercial, Neighborhood Center, Neighborhood Activity Corridor, or Activity Center-Mixed Use; or the adopted County zoning is C-1, C-2 or C-3;...or the City’s conceptual future land use designation is Activity Center and the proposed Activity Center designation is consistent with or less intense than the adopted County future land use designation.” The subject site meets this condition due to current County future land use designation is Commercial, the current County zoning is C-1 and conceptual future land use is Neighborhood Activity Center. The proposed City designations are less intense than the County’s Commercial future land use designation, therefore the study requirements are waived.

The request complies with these GMP Future Land Use Policies.

Subarea Policy LU.S.13.1

Subarea Policy LU.S.13.1 borders the subject property on the north side of the site. This policy states, “In order to protect residential neighborhoods from encroachment, the activity center, mixed use corridor and office areas shall not be permitted to expand.” This amendment changes the future land use designation from Orange County Commercial to the City’s Neighborhood Activity Center. This designation will not expand beyond the subject property, so therefore meets the requirement of this subarea policy.

Environmental

Conservation Element Policy 1.4.1 states that all projects requiring Municipal Planning Board and City Council review shall provide an Environmental Assessment. Developments exempt from this requirement includes those located within the “Urbanized Disturbed Lands” are shown in Figure C-1 of the Conservation Element. The subject property lies within the Urbanized Disturbed Land area. It is currently vacant, however, it was once developed with a single family residence as recently as 2022. Therefore, an environmental assessment is not required.

Public Facilities Analysis

State law requires the City to perform a public facilities evaluation for GMP amendments that would increase the allowable density or intensity of a property. The proposed GMP amendment to change the future land use designation to Neighborhood Activity Center for ±0.22 acres would permit densities on the subject property more than that permitted under the existing Orange County Commercial future land use designation. This evaluation assumes that the property is developed at a maximum intensity and density allowed by each future land use category. Typically, sites are developed at a lesser intensity, so these impacts represent an upper limit, rather than a true projection of demand.

Each year, the City prepares the Capacity Availability Report (CAR) to identify any surpluses or deficiencies in the ability to provide public services. The CAR also accounts for future population and employment growth consistent with the City’s adopted future land use categories. Because the growth associated with this GMP amendment was not included in the growth projections, this analysis is performed to ensure capacity is available to serve the development.

Projected Demand

Evaluation 1—This evaluation considered the impact of developing the site at the maximum density/intensity permitted by the existing Orange County Commercial future land use designation (0.22 acres @ 0 du/ac = 0 du & 0.22 acres @ 1.5 FAR = 14,375 sq. ft.).

Evaluation 2—This evaluation considered the impact of developing the site at the maximum density/intensity permitted by the proposed Neighborhood Activity Center future land use designation (0.22 acres @ 30 du/ac = 7 du & 0.22 acres @ 0.3 FAR = 2,875 sq. ft.)

Net Increase/Decrease—The net increase of residential development is 7 du and the non-residential net decrease is 11,500 sq. ft. The amount of development included in the evaluations above translates to a total project demand for public facilities shown in the table on the following page. Details about how the impacts were calculated are available in the City’s Capacity Availability Report.

Project Analysis

	Potable Water (GPD)	Wastewater (GPD)	Comm. Parks (Acres)	Neigh. Parks (Acres)	Transportation (Trips)
Evaluation #1	1,869	1,294	0.000	0.00	543
Evaluation #2	1,774	1,589	0.018	0.01	154
Net Increase	(95)	295	0.018	0.01	(389)

Potable Water, Wastewater and Parks

The table below summarizes available capacity, existing demand, projected increases in demand from city-wide growth, projected increases in supply (such as from construction of a new facility) and the maximum demand expected from this GMP amendment. The proposed amendment will not adversely impact the level of service for potable water, wastewater and parks.

	Potable Water (MGPD)	Wastewater (MGPD)	Comm. Parks (Acres) for CPS 2	Neigh. Parks (Acres) for NPSA 6
Capacity	100.10	52.16	255.60	19.63
Reported Demand—2025	87.65	48.7	67.35	6.62
Projected increase in Demand 2026-2030	4.55	2.75	14.41	1.79
Projected increase in Supply 2026-2030	0.00	0.00	0.00	0.00
Demand from GMP2025-10022	0.00	0.00	0.02	0.01
Net Available Capacity	7.90	0.71	173.82	11.21

Stormwater and Solid Waste

The City's adopted stormwater level of service standards require new development to provide on-site stormwater retention and/or detention consistent with the requirements of the Water Management District. Therefore, each increment of new development, if properly permitted, will meet the stormwater level of service standard. Solid Waste collection is funded by user fees, therefore any new customers generate revenues sufficient to fund any capital costs. Therefore, a solid waste capacity analysis was not performed.

Transportation

The City has adopted a Transportation Concurrency Exception Area (TCEA) citywide. Therefore, the City requires projects to support the multi-modal transportation system. The subject property is located in 2040 Transportation Analysis Zone 606, Transportation Area 2, and Transportation Mobility Area B. Lynx currently have a bus route along Corrine Drive. There is currently a bike lane along Corrine Drive in front of the subject property. Projects generating 1,000 trips or more per day are required to submit a transportation study and mitigate for impacts to the roadway network. According to the Projected Demand chart above for this GMP amendment, there is a net decrease in trips of 389 which is less than the 1,000 trips required for a study. Therefore, a transportation study is not required.

Capital Improvement Program

There is a Transportation Capital Improvement Program (CIP) project that directly affect the subject site. Project #446485-1 Virginia Drive-Forest Avenue-Corrine Drive from SR527 to Bennett Road has a funding schedule for the FY 2025/26. According to the latest Capacity Availability Report, this is a Complete Streets project that is in final design and construction to start after FY2025/26.

Conformance with the LDC

Section 65.366 of the LDC requires that all rezonings and/or initial zonings be in conformance with any applicable substantive requirements for Chapters 58 through 66 of the LDC. The applicant is requesting an initial zoning of AC-N, which is consistent with the proposed Neighborhood Activity Center future land use designation. Development standards for AC-N zoning district is shown in Figure 1C.LDC and Figure 2B.LDC.

AC-N Neighborhood Activity Center District

Section 58.341 of the LDC identifies the purpose of the AC-N zoning district as follows: *"The AC-N district is intended to provide for concentrated areas of neighborhood-serving commercial, office, residential, recreational and cultural facilities, at intensities compatible with surrounding neighborhoods. Although some Neighborhood Activity Centers may be composed of a single type of use, a mixture of land uses is specifically encouraged. These activity centers are intended for locations where arterials and collectors are available, providing convenient access to the surrounding neighborhood."*

The applicant has indicated that development of the site will include a restaurant, which is an allowable use in the AC-N zoning district.

Conformance with the LDC (cont.)

According to LDC Section 65.331, a master plan is required if the proposed development site is part of an application to rezone to an Activity Center (AC-N, AC-1, AC-2, AC-3, or AC-3A) or a Mixed Use (MU-1 or MU-2) District. The request includes an initial zoning of AC-N, therefore a master plan is required for the site. A master plan must be reviewed and approved prior to the issuance of any building permit for the project. A master plan application has been submitted for this site and is currently under review by staff (Case #MPL2026-10009). It must meet all the development requirements of the AC-N zoning district. A proposed master plan shall not become effective until after the effective date of the proposed annexation, GMP amendment and initial zoning.

Aerial Photo—2025



Findings

Subject to the conditions contained herein, the proposal is consistent with the requirements for approval of the annexation, future land use and zoning applications contained in Chapter 65 of the Land Development Code (LDC):

1. The proposed annexation meets the annexation criteria set forth in section 171.043, Florida Statutes.
2. The proposed Future Land Use Map amendment is consistent with the State Comprehensive Plan (Chapter 187, Florida Statutes).
3. The proposed Future Land Use Map amendment is consistent with the East Central Florida Strategic Policy Plan.
4. The proposed Future Land Use Map amendment is consistent with the provisions of Chapter 163, Part II, Florida Statutes.
5. The proposed Future Land Use Map amendment is consistent with the objectives and policies of the City's adopted Growth Management Plan (GMP); particularly, Future Land Use Objective LU.2.1, Policy LU.2.1.1, and Figure LU-1.
6. The proposed annexation, Future Land Use Map amendment and initial zoning are consistent with the purpose and intent of the requirements of the Land Development Code.
7. The proposed Future Land Use Map amendment and initial zoning are compatible with the surrounding development pattern.
8. The proposal will not result in demands on public facilities and services that exceed the capacity of such facilities and services since it is subject to Chapter 59 of the City Code, the Concurrency Management Ordinance.

Staff recommends approval of the annexation, GMP Future Land Use Map amendment and initial zoning subject to the following conditions:

Conditions of Approval

City Planning

1. *DENSITY OF DEVELOPMENT*

Development of the subject property at densities/intensities higher than what is permitted by the Orange County future land use designation shall not be permitted prior to the effective date of this GMP amendment and initial zoning.

2. *GENERAL CODE COMPLIANCE*

The proposed project shall be developed consistent with the conditions in this report and all codes and ordinances of the City of Orlando, the State of Florida, and all other applicable regulatory agencies.

3. *DEVELOPMENT PERMITS*

As provided by 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 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.

4. *MASTER PLAN EFFECTIVE DATE*

A proposed Master Plan for this development site (Case #MPL2026-10009) shall not become effective until after the effective date of the proposed annexation (Case #ANX2025-10004), Growth Management Plan amendment (Case #GMP2025-10022) and rezoning (Case #ZON2025-10013).

Informational Comments

Transportation

1. Any future site plan submittal must conform to all applicable minimum standards set forth in the editions of the City Code and the City ESM that are in force at the time of any construction of this project.
2. Support of this submittal by the Transportation Planning Division does not constitute final engineering approval of the development concept plan. All materials and designs for future site development and transportation related elements must meet or exceed standards in the versions of the City Code and ESM in effect at the time of submittal to Permitting Services.

Engineering/Zoning

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.

Informational Comments

Engineering/Zoning (cont.)

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 City of Orlando's Engineering Standards Manual (ESM) and all construction must be accomplished in accordance with the ESM.
3. 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@orlando.gov.
4. 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 lateral is required for each lot within the development, "Y" connection is not allowed within the City of Orlando sanitary sewer systems.
5. 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. 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.
7. 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 curb 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.
8. In accordance with City Code Section 28.15, as approved by City Council on March 11, 2019, all new Multi-Family and Commercial developments are required to participate in the City of Orlando Recycling Program.
9. 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.
10. 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.
11. 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.
12. All future elevation shown on a boundary/topographic survey shall use the North American Vertical Datum of 1988 (NAVD 88).
13. 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(I).
14. Perimeter landscape areas, required for vehicular use areas adjacent to property lines and public rights-of-way, and other building sites, shall contain a continuous row of evergreen groundcovers and plants not to exceed 4 ft. in height. Required plants shall be a minimum height of 18 in. at time of planting. At least 60% of the required plants shall have a natural mature height of 3 feet.
15. No canopy trees shall be planted within 50 feet of an overhead utility line and instead substituted with understory trees spaced between 25 feet and 60 feet apart with a typical spacing of between 30 feet and 45 feet.
16. Per City Code 60.228, all landscape plans must achieve the Minimum Required Landscape Score (MRLS) for non-residential uses and must comply with LDC Chapters 60 and 61.

Informational Comments

Engineering/Zoning (cont.)

17. 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.
18. 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.
19. For any on-site trees, within 24 feet of the construction area that will remain on the site, please provide a copy of the issued Tree Encroachment permit or written approval, from the Bureau of Parks, stating that a Tree Encroachment permit is not required.
20. Per City Code Chapter 61 Part 3D, the property is required to provide short-term bicycle parking spaces. Short-term spaces shall be located within 50 feet of the main entrance to the building as measured along the most direct pedestrian access route. The inverted "U" style bicycle rack that can hold two bicycles is the preferred type of rack (also known as a "staple", "hoop", or "U" rack). Bicycle racks that are prohibited in the City of Orlando are the wave, comb, schoolyard, coat hanger, wheel well, and bollard styles.

Fire

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 ARCHITECTURAL DESIGNS. At the time of permit application, a comprehensive review of architectural design, floor plans, life safety egress systems, fire protection systems, and fire department access will be conducted to ensure full compliance with State codes, Fire Code, the Florida Fire Prevention Code, and the City of Orlando Life Safety Fire Code during the formal plan review of 100% drawings.
2. FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP). 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 1.16.5.3.1. 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 pre-submittal meeting with Permitting Services plan review staff is required in order to receive cursory insight into Florida Building Code (FBC) and Florida Fire Prevention Code (FFPC, NFPA) requirements impacting the architectural design. Official determinations are not provided at these discussions.
 - (a) ****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. MARKING OF APPARATUS 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.

Informational Comments

Fire (cont.)

7. 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 allows 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.
8. TURNS. 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.
9. MANUAL SUPPRESSION 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.
10. 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 turnabout 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).
11. 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.
12. 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

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-traffic areas, including entrances, pedestrian promenades, parking facilities, walkways, and service areas.
4. Illumination, uniformity, and glare should all be considered.
5. Lighting fixtures should also be reliable, easy to maintain, withstand the elements, and vandal-resistant.
6. Full cut-off or shielded light fixtures can direct light where intended while reducing light trespass, glare, and waste.
7. Appropriate lighting should be included in all areas anticipated to be used after dark.
8. Landscaping or building structures, such as overhangs or awnings, should not obstruct lighting.
9. 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.
10. Public spaces should be lit so that a person with normal vision can identify a face from a distance of 30 feet at night.
11. 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 or cover windows. Open green spaces should be observable from nearby structures.
12. 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).
13. All sides of a building should contain windows to allow for observation of 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 to support surveillance around, into, and out of interior corners.
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.

Informational Comments

Police (cont.)

Natural Access Control:

1. Walkways, signs, and landscaping should clearly define public entrances. Landscaping used around building and parking entrances should create a clear wayfinding path, 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.

Territorial Reinforcement:

1. Addresses should be visible from roadways, parking areas, and entry points and made of non-reflective material contrasting with the surface to which they are affixed.
2. Bollards are an excellent feature for discouraging or controlling access. The spacing between bollards should meet ADA standards while also deterring 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. Using fencing and a landscape buffer together can 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 forms of crime.

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. All windows that open should have locks.
3. Sliding glass doors should have one permanent door on the outside and one moving door on the inside. The latter should have a docking device and a pin.
4. Door locks should be located at least 40 inches from adjacent windows.
5. Uniform access control systems are a good option, allowing only authorized personnel to access parking areas, residential floors, and any amenities or restricted areas. Common area doors or gates should have locks that automatically lock when the doors close.
6. 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, the Orlando Police Department's Crime Prevention Unit strongly recommends that the developer institute the following crime prevention/security measures at this project site:
 - a. 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 150-foot intervals and at a height not less than fifteen (15') feet 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:
 - a. Fencing, not less than six (6') feet in height, which is designed to preclude human intrusion, should be installed along the site's perimeter and secured with chain and fire department padlocks for emergency vehicle access.
 - b. Post in a clear area, an emergency contact person, and phone numbers for after-hours, in case of an emergency; or
 - c. A uniformed security guard should be hired to patrol the construction site continually during the hours when construction work has ceased.

Informational Comments

Police (cont.)

4. Valuable construction materials and tools should be protected in a secondary fenced and locked cage.
5. Post the name(s) and number(s) of an emergency contact person for OPD in a clean, open area in case of a nighttime emergency.

Security Camera Program:

1. Residents and business owners are encouraged to register their security cameras with Orlando Connect today at orlandoconnect.orlando.gov/ to help identify area cameras in the event 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@orlando.gov or 407.246.2926.

Water Reclamation

The following conditions will need to be addressed by the applicant prior to building (BLD) and/or engineering (ENG) permit issuance:

1. A sewer lateral condition assessment will need to be conducted to verify the existence of diameter, material, and condition of an existing sewer lateral pipe to serve redevelopment of the property.
2. For all commercial buildings a minimum 6-inch diameter sewer lateral is required from the street side cleanout to the municipal sewer main.

Contact Information

City Planning

For questions regarding City Planning plan review, please contact Colandra Jones at 407.246.3415 or colandra.jones@orlando.gov.

Transportation

For questions regarding Transportation plan review, please contact Steve Greene at 407.246.3278 or steve.greene@orlando.gov.

Public Works

For questions regarding Engineering Site issues, please contact Owen Blakely at 407.246.3758 or owen.blakely@orlando.gov.

Engineering/Zoning

For questions regarding Engineering or Zoning, please contact Michael Folts at 407.246.3079 or michael.folts@orlando.gov.

Police

For questions regarding Orlando Police Department plan review, please contact Audra Rigby at 407.246.2454 or audra.rigby@Orlando.gov.

Fire

For questions regarding Fire plan review, please contact Yong Guo at 407.246.3887 or yong.guo@orlando.gov.

Water Reclamation

For questions regarding Water Reclamation plan review, please contact David Breitrick at 407.246.3117 or david.breitrick@orlando.gov.

Review/Approval Process—Next Steps

1. City Council approves the MPB minutes.
2. Staff forwards the annexation, GMP amendment and initial zoning request to City Attorney's Office.
3. First reading of the annexation ordinance & combined GMP amendment and initial zoning ordinance.
4. Orange County review of the annexation request via a public hearing. This hearing requires noticing 14 days prior to the Board of County Commissioner (BCC) public hearing.
5. If approved by Orange County BCC, second reading (adoption hearing) of the annexation ordinance and combined GMP amendment and initial zoning ordinance before City Council.
6. The ordinance becomes effective after 31 days.