

THE TOWN OF
Windermere



Agenda

Agenda

Long Range Planning Committee

Chair: Roger Gatlin

Vice Chair: John Fitzgibbon

Secretary/Treasurer: George Dubois

Ed Bordelon

George Roat

Molly Rose

Lloyd Woosley

Council Liaison: Chris Sapp

February 27, 2020

6:00 PM

WINDERMERETOWN HALL

520 MAIN STREET.

WINDERMERE, FL 34786

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceeding should contact the Office of the Town Clerk at least 48 hours beforehand at (407) 876-2563

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Town Council:

1. ~~All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.~~
2. Prolonged conversations shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council.
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Town Council meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Town Council meeting by an officer and such other actions as may be appropriate. **PLEASE NOTE:** IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the testimony and evidence upon which the appeal is to be based.

AGENDA

1. **THE MEETING IS CALLED TO ORDER BY THE CHAIRMAN**
2. **OPEN FORUM/PUBLIC COMMENT (3 Minute Limit):**
3. **Approval of Minutes from October 22, 2019 (Attached)**
4. **Discussion Items:**
 - a. **Signage**
 - i. **Event signage**
 - ii. **Entry signage**
 - b. **Temporary Facilities**
 - i. **Site plan review (attached)**
 - c. **Permanent Facilities**
 - i. **Tree mitigation plan (attached)**
 - d. **Windermere Pavilion Concept Review**
 - e. **Updates on ongoing projects**
5. **ADJOURN**

LRP 10/22/19 Meeting Minutes

Those in Attendance:

Chair: Roger Gatlin
John Fitzgibbon
George Roat
Molly Rose
Lloyd Woosley
Council Liaison: Chris Sapp

Meeting Called together at 6:00 pm

Postponed approval of LRP minutes from 8/22/19.

Discussion Items:

LRP acknowledged that Scott Brown notified us by email that a crosswalk is needed more at 1st and Main St., than at Estancia.

John Fitzgibbon reviewed Cut Through options for the SE Quadrant of Town. Molly Rose made motion and George Roat 2nd that:

LRP Preferred Option #1 = slide #7 as it would be the easiest to enforce, and is relatively inexpensive to add required signage.

LRP Preferred Option #2 = slide #5, although there is concern about golf cart access, but as with Option #1, it is easier to enforce and relatively inexpensive.

LRP Preferred Option #3 = slide #9 (gates). If signage does not work then the fall back is to add the gates. If cost was not an issue then this would have been the preferred option.

Meeting was adjourned at 7:33 pm.

Attached: Slide presentation presented to LRP



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Arborist Report

Windermere Public Works Complex Windermere, Florida

Prepared for:

Town of Windermere

Prepared By:

**Legacy Arborist Services
Eric H. Hoyer
Certified Arborist # SO-0103
Registered Consulting Arborist #482**

January 2020



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Purpose of Report

This report is prepared for the Town of Windermere to assist in planning construction activities around existing trees on the site. This report includes information regarding species, size, and condition of each tree and the impact of construction on each

Summary of Project and Field Work

This report includes an approximately two-acre site between Sixth Avenue to the north, Seventh Avenue to the south, and Main Street to the east. The site currently includes the Town of Windermere Police Department and Public Works Complex. The Town of Windermere is redesigning the complex to include demolition of existing buildings, construction of new buildings, construction of a new driveway, and realignment of other ingress and egress points.

Existing trees had previously been surveyed by GAI Consultants of Jacksonville, Florida. Legacy Arborist Services (LAS) utilized this survey in locating and numbering the trees. All trees on site were identified for species, measured for diameter, and assessed for condition. Any hazardous trees or parts thereof were noted. Trees were numbered and are shown on the attached survey.

Limitations to Assignment

1. The condition of the trees was based on an external visual assessment only. No aerial or internal inspections were performed. The assessment is based on the condition of the trees at the time of inspection on December 23, 2019. Trees are dynamic, living organisms, and, as such, change over time. Future condition of the trees cannot be predicted, and periodic inspection is recommended to note changes over time.

Observations/Measurements

1. A total of 27 trees were measured and data recorded for species, diameter, and condition for each.
2. Trees range in diameter from 12 to 59 inches. The latter is a tree with two trunks.
3. Condition ratings range from 40 percent to 80 percent on a scale of 0 – 100 percent.
4. Species include the following:



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Live oak, *Quercus virginiana*: 15
Laurel oak, *Quercus laurifolia*: 8
Slash pine: *Pinus elliottii*: 1
Longleaf pine: *Pinus palustris*: 1
Camphor: *Cinnamomum camphora*: 1
Loblolly Bay: *Gordonia lasianthus*: 1

- Five of the trees are located at the extreme south end of the site and are out of the construction zone. However, these trees were included at the request of the Town Engineer to determine the location of a tree protection barricade. These five trees were not included on the survey provided to LAS but were added by LAS.
- Four other trees were also added by LAS, three of which are located near the southeast boundary of the site, one along Main Street, and one within the project site but was not included in the survey.
- The tree data summary is provided in a table included with this report.

Discussion/Recommendations

- Five trees need to be removed due to construction. These include trees 11, 12, 13, 14, and 15. Two of these trees – 11 and 15, are within the new building footprints; 12, 13, and 14 are within the proposed public works yard. These latter three trees would be in the way of trucks loading and unloading and backing; in addition, the root area of these trees would suffer from compacted soil due to the vehicular traffic within the yard. This soil compaction would lead to eventual tree decline. Currently, tree #14 has a condition rating of .55 due to root crown damage, sprouts, compacted soil, and a co-dominant trunk.
- Tree #5 – This 18-inch live oak is currently located within a parking lot island along the east side of the property. The pavers within this parking area are being lifted due to tree roots and damage will likely increase over time as the tree roots grow.
Recommendation – Eliminate this parking space and utilize this space for an increased growing area for the trees. Remove the pavers and replace with grass.
- Tree #1 – This 36-inch diameter oak tree is located near the southeast corner of the site to be developed near an existing fence. The existing site plan has moved a proposed driveway into the Public Works complex one parking space north to accommodate the root zone of this tree.
Recommendation – Move the proposed driveway one space to the north as proposed to allow for an expanded root zone. As with Tree #1, replace this space with a grassy area to allow for expanded



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root growth. The light post to the west of the parking space will have to be relocated to accommodate the new public works entrance.

4. Tree #19 – This is 15-inch live oak located along Sixth Avenue. The tree has been drastically pruned due to the overhead powerlines. Because of this pruning, the tree has poor form and structure. Damage to surface roots was also noted.
Recommendation – Because of the location directly under the powerlines, this tree should be removed. Ongoing pruning for the powerlines will be necessary. This tree can be replaced with a smaller, low growing tree or shrub such as crepe myrtle or Ligustrum.
5. Trees #21 and #22 – Tree #21 is a 46-inch live oak and Tree #22 is a 42-inch laurel oak. A new driveway is proposed between these two trees to provide access to the police station from Sixth Avenue. This driveway will be approximately eight feet from the trunk of both trees. This construction shall adversely impact the root zone of both trees due to mechanical damage and soil compaction. The laurel oak is rated as .6 for condition rating due to broken limbs and sprouting. In addition, a laurel oak of this diameter is likely near the end of its life span as laurel oaks only live for 40 to 50 years.
Recommendation – Remove the laurel oak and move the driveway north as close as is allowed to the west boundary to allow for as much distance as possible from the live oak. In addition, root prune the live oak prior to the construction of the driveway. WANE (water, air, nutrient exchange) Tree Feeders can be installed within the impervious surface of the driveway to provide for aeration and nutrient and water uptake by the roots.
6. Tree #25 – This 17-inch longleaf pine is located outside the construction area along the boundary near Seventh Avenue. This tree is in poor condition due to a small canopy and a large broken limb and appears to be in decline.
Recommendation - This tree is a candidate for removal as it will likely continue to decline.
7. Tree #7 – 59-inch live oak – This tree has two trunks and is located in the landscaped area in front of the current Administration Building. A corner of the proposed building will be approximately fifteen feet of this tree.
Recommendation – Air spade the root zone adjacent to the proposed building (southwest side of tree) to determine location, size, and extent of roots in this area. Any roots within the footprint of the building need to be root pruned and all construction shall occur outside of the root pruning. If roots prove to be extensive, piers can be installed between roots to serve as building supports.
8. Tree #8 – 36-inch live oak – This tree is located approximately 10 feet south of #7 above.
Recommendation - This root zone on the southwest side of the tree should also be air spaded to determine root locations and determine the root pruning zone. This tree should be far enough away from the proposed building to avoid pier construction.
The root pruning for trees #7 and #8 should also serve trees #9 and #10 as the latter two trees are located approximately 20 and 25-feet northeast of tree #7.



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9. Tree #17 – This is a 16-inch laurel oak located east of the property along Main Street. This tree is adjacent to a streetlight.
Recommendation - Pruning should be performed around this light post to allow for better illumination.
10. Tree # 20 – This is a 14-inch live oak located along Sixth Avenue adjacent to the public parking area. It is rated as a .75 condition but is located within a limited root zone. It is also adjacent to a streetlight.
Recommendation – Prune around the streetlight to provide better illumination. Remove parking space to the east and convert to a grassy area to provide a larger root zone.
11. Trees #23 – 27 – These trees are located near the southern boundary along Seventh Avenue. Although away from the main construction zone, the Town of Windermere Engineer expressed an interest in installing a tree barricade to protect these trees.
Recommendation - Tree #25 above has been recommended for removal. Tree # 27 is a camphor tree and is classified as a Category I invasive species by the Florida Exotic Pest Plant Council. Although the tree is in very good condition, this tree should be removed to prevent spreading of this species into natural areas by squirrels and birds eating the fruit and dispersing seeds.
12. Tree #26 – This laurel oak has two trunks – 24 and 21-inches diameter, respectively. It has co-dominant limbs and some decay was noted. Crown reduction is recommended to reduce weight of the canopy.
13. Tree Barricades – Tree barricades need to be installed around any tree where construction will occur within the CRZ (critical root zone). The CRZ is defined as one-foot distance from the tree for every inch in diameter. Tree barricades serve to prevent encroachment into the CRZ by vehicles, equipment, or storage. If root pruning is necessary for a tree, the barricade should be installed at or just inside the root prune line. Barricades should be sufficient to prevent encroachment and should be a minimum of four feet in height and constructed of post and beam, chain link, or, at a minimum, orange fencing. The tree barricade line for Trees 23-27 is shown on the survey. This line may be interrupted and/or modified if trees 25 and 27 are removed. Other barricade locations are not shown and are to be determined in the field based on construction requirements.
14. Root Pruning – Root pruning serves to cleanly sever roots so they can regenerate from the cut portion. Damaged roots from machinery or removal of impervious surfaces may not regenerate properly and can be prone to infestation by root decaying fungi. Ideally, root pruning should be done at the edge of the CRZ; however, construction and space does not always allow for this radius. At a minimum, root pruning should be at least 20 feet away from larger trees (30 inches and greater) and at least 15 feet for trees under 30 inches. Root pruning should be done 30-60 days prior to construction.



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15. Canopy Pruning – Limbs encroaching into the vertical plane of the building footprint shall be pruned in accordance with ANSI A300 and ISA (International Society of Arboriculture) Best Management Practices. Canopy reduction from pruning should never exceed 25 percent of the canopy and less on mature/over-mature trees. Other pruning as recommended, such as Tree #17, 20, and 25 above, can be pruned at the same time.
16. WANE Tree Feeders – As with Tree # 21, WANE Tree Feeders should be installed for any tree whose CRZ is encroached upon by impervious surfaces. The WANE units should be installed after the asphalt or concrete has hardened but prior to being cured.
17. The above recommendations should be done under the guidance of a Certified Arborist.



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Assumptions and Limiting Conditions

1. Loss or alteration of any part of this report invalidates the entire report.
2. The report and the opinions expressed herein represent the professional opinion of author. The fee generated from this report is not contingent upon any prior or future outcome or subsequent event. Any future work done by this author related to this tree or other trees of the client shall be billed separately from this work.
3. Possession of this report or a copy therefore does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of the author.
4. The author does not have any financial or business associations with any commercial arborist. Any future work done by a commercial arborist shall be performed via a separate contract between the client and the arborist.
5. Care has been taken to obtain information from reliable sources. The author cannot guarantee the accuracy nor be responsible for the information provided by others.
6. Unless otherwise specified, the information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection. The inspection is limited as stated in the text of this report.
7. The author shall not be required to give testimony or attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in a subsequent contract for services.



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Certificate of Performance

I, Eric H. Hoyer, certify that:

I have personally inspected the subject trees of this report and I have stated my findings accurately;

The analysis, opinions, and conclusion stated herein are my own;

My analysis, opinions, and conclusions were developed and this report has been prepared according to commonly accepted arboricultural practices and standards;

No other arborist from LAS provided professional assistance to the author;

My compensation is not dependent upon the reporting of a predetermined conclusion or opinion that favors my cause, my client or any other party;

I have no current or prospective interest in the trees or the property that is the subject of this report and have no personal interest or bias with respect to the party(ies) involved.

I further certify that I am a member in good standing of the American Society of Consulting Arborists and International Society of Arboriculture (ISA). I have been an ISA Certified Arborist since 1992 and have been involved in the practice of arboriculture and the study of trees for over 43 years. I am also a Registered Consulting Arborist through the American Society of Consulting Arborists.

Signed: _____

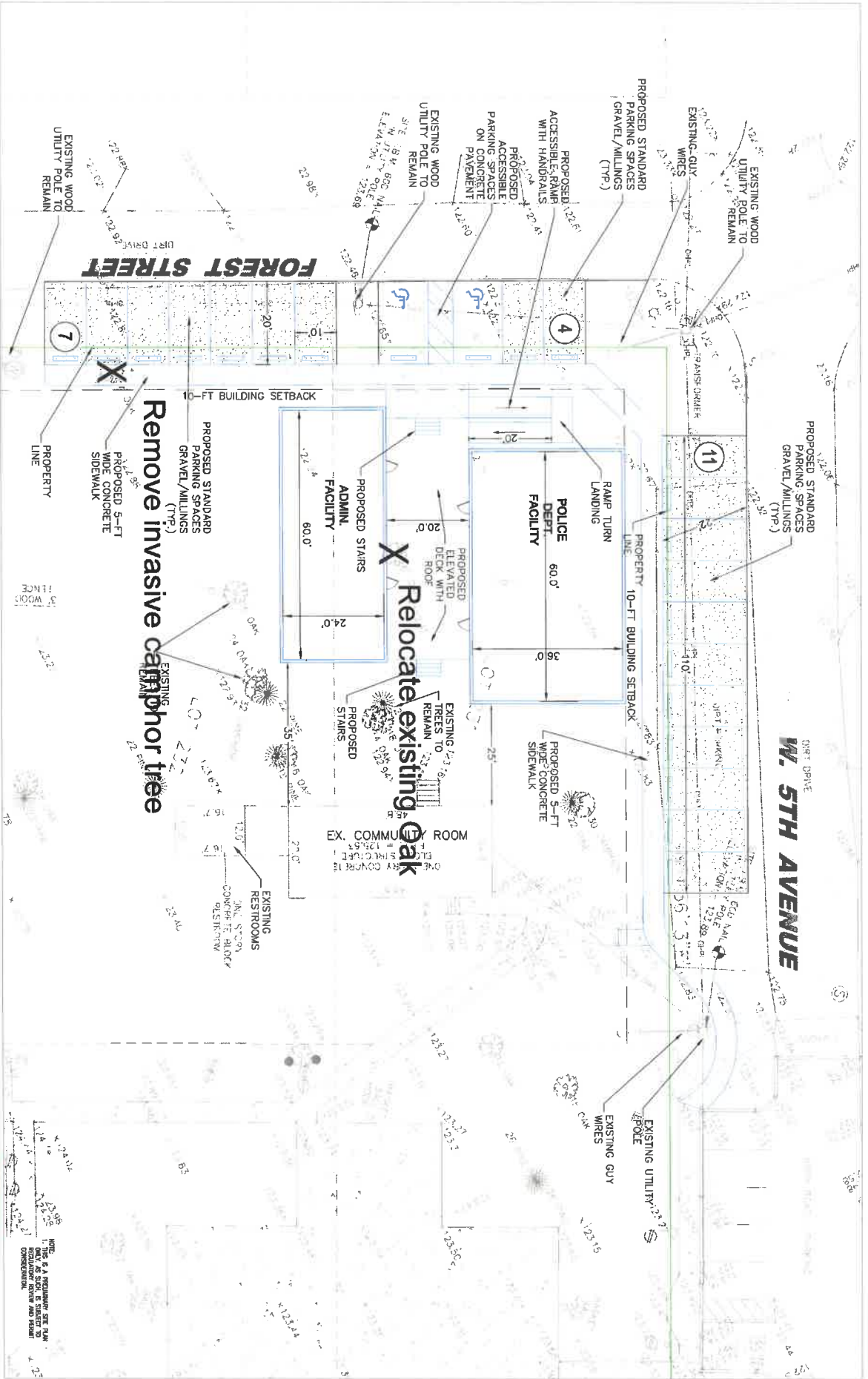
Eric H. Hoyer

Date: January 24, 2020

Windermere Tree Data Summary

Tree #	Species	Diameter	Condition	Comments	Recommendations
1	Live oak	36	0.75	Parking space 11' from tree	Prune dead branch stubs; locate driveway as proposed; move existing light post
2	Laurel oak	23	0.65	Co-dominant at 15'; restricted root zone	
3	Slash pine	14	0.7	Small crown; restricted root zone	
4	Laurel oak	17	0.7	Some dieback; restricted RZ on two sides	
5	Live oak	18	0.7	Restricted RZ; lifting brick pavers;	Remove parking space to south of tree to expand tree island
6	Live oak	20	0.7	Restricted RZ; Some dieback	Prune dead branch stubs
7	Live oak	30/29	0.7	Thin canopy; leaning over P.D.	Air spade root zone on side of proposed bldg to determine pier construction or root pruning
8	Live oak	36	0.75	Leaning over parking lot	Bldg. far enough way to allow for root pruning
9	Live oak	34	0.75	Leaning toward NW	
10	Live oak	26	0.7	One sided canopy; leaning toward Main St.	
11	Laurel oak	39	0.55	Tri-dominant trunk; dieback	Proposed for removal
12	Live oak	41	0.75	New bldg only 10' from trunk;	Proposed for removal
13	Live oak	35	0.75		Proposed for removal
14	Laurel oak	19	0.55	Root crown damage	Proposed for removal
15	Live oak	20	0.75		Proposed for removal
16	Live oak	33	0.75	Nice full canopy; over road and	

				parking lot	
17	Laurel oak	16	0.7		Prune away from light post
18	Live oak	29	0.8	Nice canopy	
19	Live oak	15	0.45	Previous pruning for O/H wires; surface root damage; poor form	Candidate for removal - utility lines present
20	Live oak	14	0.75	Surface root damage; limited RZ; growing over light post	Prune around light post
21	Live oak	46	0.75	50' from new bldg; large canopy	
22	Laurel oak	42	0.6	Broken limbs with sprouts; proposed driveway feet from tree	Prune broken limbs; may be a candidate for removal due to proximity of proposed driveway
23	Loblolly Bay	15	0.65	Basal decay on north side	
24	Laurel oak	18	0.7		Crown cleaning
25	Longleaf pine	17	0.4	Large dead limb; small canopy	Candidate for removal
26	Laurel oak	24/21	0.6	Co-dominant trunk; some internal decay in limb on no. side	Crown reduction
27	Camphor	12	0.8	Invasive species	Possible removal - invasive



Temporary Facilities
CITY OF WINDERMERE, FL

CONCEPTUAL SITE PLAN
1/27/2020 - CONTACT: MIKE WOODWARD, P.E. - (407) 998-1511

SP-2

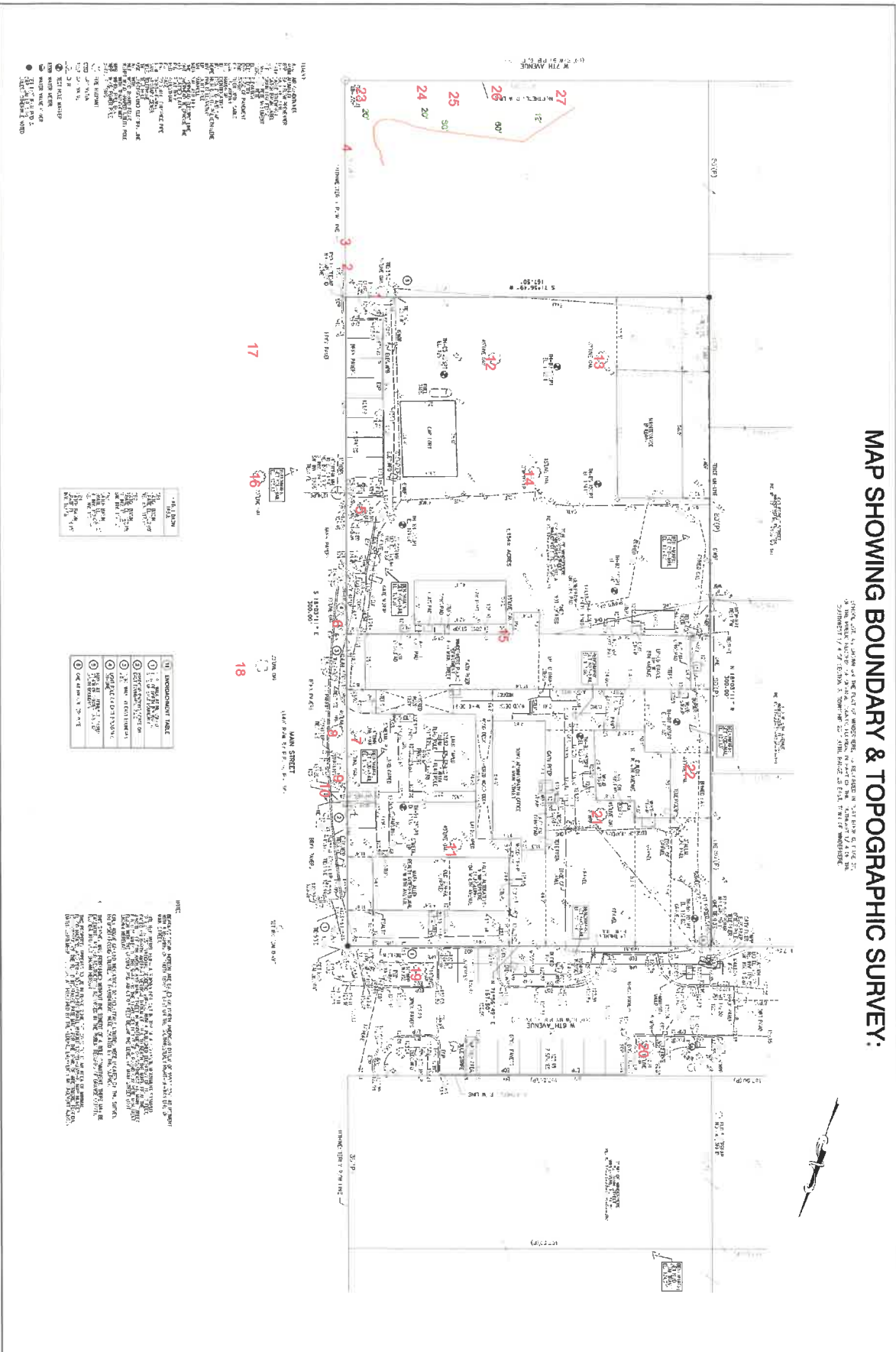
GRAPHIC SCALE IN FEET
0 5 10 20

NOTE: THIS S.A. REQUIREMENT SITE PLAN ONLY AS SHOWN IS SUBJECT TO ALL CITY, COUNTY AND STATE REGULATIONS AND ORDINANCES.

Kimley **Horn**

MAP SHOWING BOUNDARY & TOPOGRAPHIC SURVEY:

THIS MAP IS A PART OF THE PLAN OF RECORD, AS SET FORTH IN THE PUBLIC RECORDS OF THE COUNTY OF JACKSONVILLE, FLORIDA, IN THE PUBLIC RECORDS OF THE COUNTY OF JACKSONVILLE.



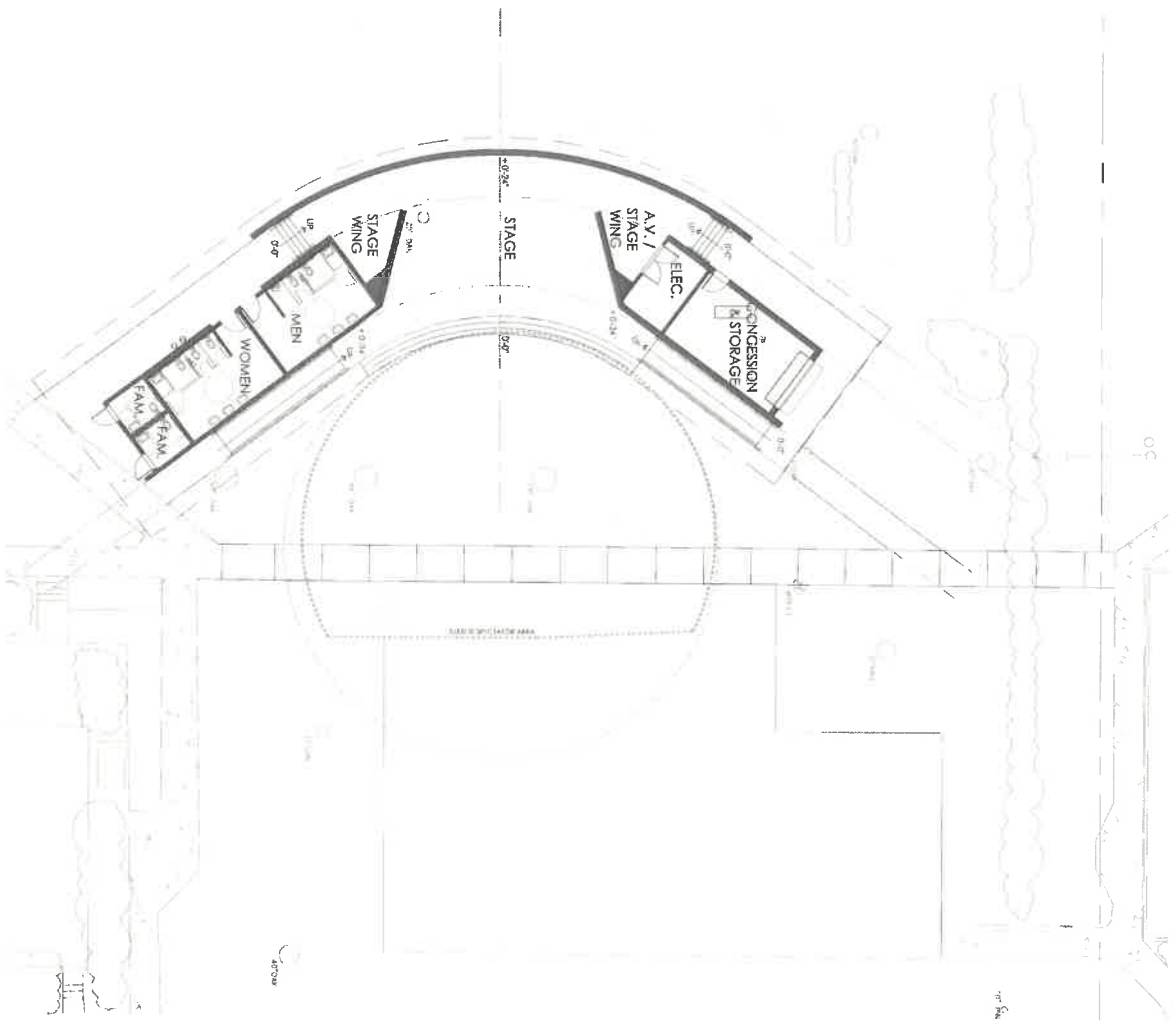
NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND ENGINEER

DATE	BY	SCALE	SHEET NO.	TOTAL SHEETS

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FLOOR PLAN





3D VIEW - OPTION 2

